

# Migration as motivation: upgrading legacy finding aids in preparation for ArchivesSpace

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## Introduction

The University of Houston Libraries Special Collections is migrating finding aids from Archon to ArchivesSpace. In addition, a cross-departmental team is working to migrate content from the CONTENTdm–based UH Digital Library to a Hyku repository. Envisioning our finding aids within a new digital curation ecosystem, it quickly became apparent this migration project was also a data quality project. Focusing on data migration, systems integration, and standards-adherence, we undertook upgrading approximately 260 finding aids and creating DACS-compliant minimal records for 100 “stub” records.

## Standards & Input Guidelines

**Problem:** Many finding aids pre-dated DACS or EAD, and description was inconsistent.

**Solutions:**

- Review finding aids to ensure compliance with current industry standards.
- Devise and apply new Field Guidelines for Resource Records and Archival Objects.
- Align item-level input guidelines with the metadata application profile for the new DAMS to facilitate metadata exchange and reuse.

## Minimal Records

**Problem:** Many unprocessed collections had only “stub” records, often including only Title, Identifier, and Extent. “As-is” these records were not worth migrating.

**Solutions:**

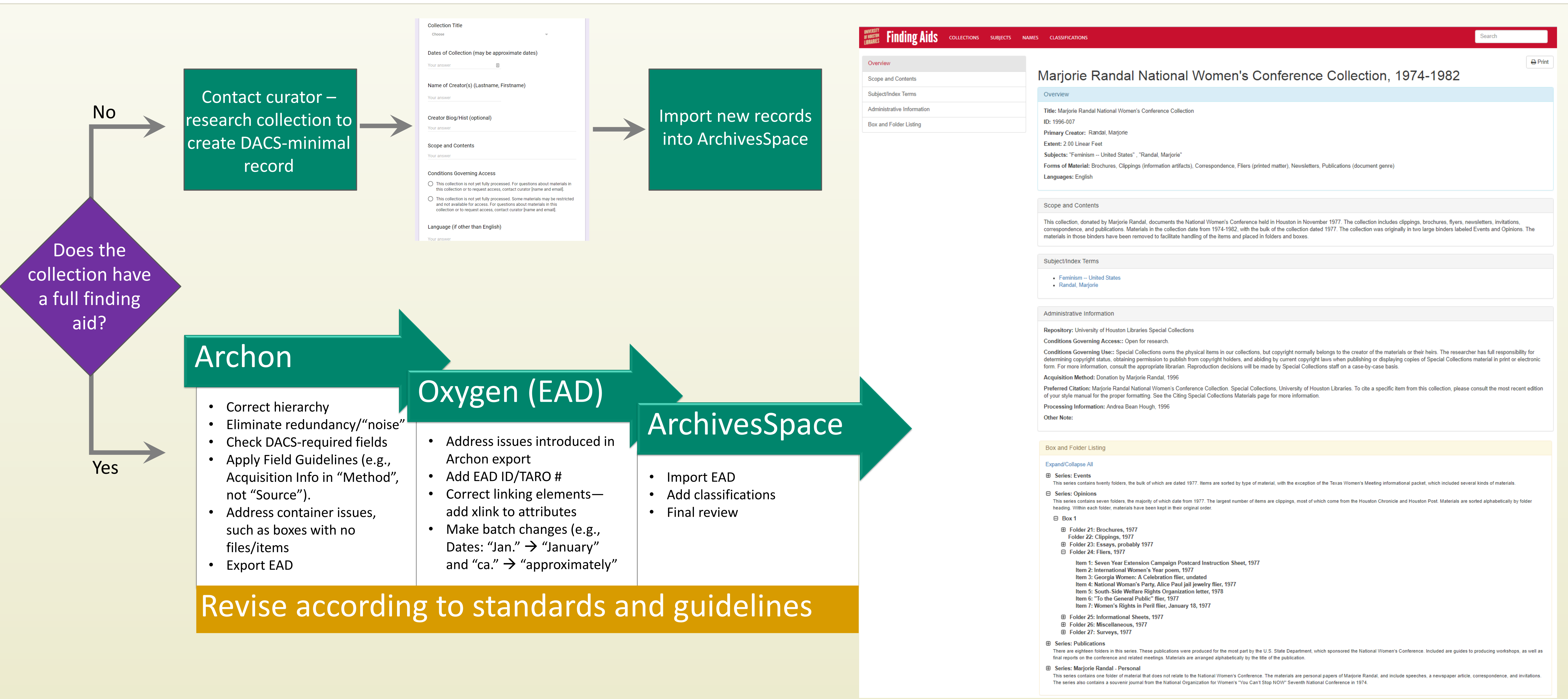
- Work with curators to research these under-described collections.
- Provide a Google Form to help facilitate the gathering of information.
- Use the data to generate new DACS-compliant records in ArchivesSpace.

## Migration

**Problem:** Attempts to use the Archon migration tool exposed the messiness of existing data.

**Solutions:**

- To start fresh in the new system, migrate one finding aid at a time.
- Export EAD from Archon, edit in Oxygen, and import into ArchivesSpace (and TARO).



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