



KARNATAK UNIVERSITY, DHARWAD
ACADEMIC (S&T) SECTION
 ಕರ್ನಾಟಕ ವಿಶ್ವವಿದ್ಯಾಲಯ, ಧಾರವಾಡ
 ವಿದ್ಯಾಮಂಡಳ (ಎಸ್&ಟಿ) ವಿಭಾಗ



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Date: 12 MAR 2021

ಅಧಿಸೂಚನೆ

ವಿಷಯ: ಹೊಸದಾಗಿ ಪ್ರಾರಂಭಿಸಿದ P.G. Diploma in Archival Studies ಸಿ.ಬಿ.ಸಿ.ಎಸ್. ಪಠ್ಯಕ್ರಮವನ್ನು ಅಳವಡಿಸಿದ ಕುರಿತು.

- ಉಲ್ಲೇಖ: 1. ಅಭ್ಯಾಸಸೂಚಿ ಮಂಡಳಿ ರವಾಫು ಸಂ. 09(ii), dt. 09.10.2020.
 2. ಸಮಾಜವಿಜ್ಞಾನ ನಿಖಾಯ ರವಾಫು ಸಂ. 15, ದಿನಾಂಕ 23.12.2020.
 4. ವಿದ್ಯಾವಿಷಯಕ ಪರಿಷತ್ ಸಭೆ ರವಾಫು ಸಂ. 23, ದಿನಾಂಕ 12.01.2021.
 5. ಮಾನ್ಯ ಕುಲಪತಿಗಳ ಆದೇಶ ದಿನಾಂಕ 10.03.2021

ಮೇಲ್ಕಾಣಿಸಿದ ವಿಷಯ ಹಾಗೂ ಉಲ್ಲೇಖಗಳಿಗೆ ಸಂಬಂಧಿಸಿದಂತೆ, ಈ ಮೂಲಕ ಪ್ರತಿಭಟಿಸುವುದೇನೆಂದರೆ, P.G. Diploma in Archival Studies ಕೋರ್ಸನ್ನು 2021-22ನೇ ಶೈಕ್ಷಣಿಕ ಸಾಲಿನಿಂದ ಅನ್ವಯವಾಗುವಂತೆ ಹೊಸ ಕೋರ್ಸನ್ನು ಪ್ರಾರಂಭಿಸಲಾಗಿದೆ ಹಾಗೂ ಸಿ.ಬಿ.ಸಿ.ಎಸ್. ಮಾದರಿ ಪಠ್ಯಕ್ರಮವನ್ನು ಅಳವಡಿಸಲಾಗಿದೆ.

ಆದ್ದರಿಂದ, ಸದರ ಮಾಹಿತಿಯನ್ನು ಅಧ್ಯಾಪಕರ ಹಾಗೂ ವಿದ್ಯಾರ್ಥಿಗಳ ಗಮನಕ್ಕೆ ತರಲು ಮಹಾವಿದ್ಯಾಲಯದ ಸೂಚನಾ ಫಲಕಕ್ಕೆ ಲಗತ್ತಿಸಲು ತಿಳಿಸಲಾಗಿದೆ.

ಮುಂದುವರೆದು, ಪಠ್ಯಕ್ರಮವನ್ನು ಕ.ವಿ.ವಿ. ಅಂತರ್ಜಾಲ (website) www.kud.ac.in ರಲ್ಲಿ ಪಡೆದುಕೊಳ್ಳಲು ಸೂಚಿಸಲಾಗಿದೆ.

(ಡಾ. ಹನುಮಂತಪ್ಪ ಕೆ.ಟಿ)
 ಕುಲಸಚಿವರು

ಗೆ,

ಮುಖ್ಯಸ್ಥರು, ಇತಿಹಾಸ ಮತ್ತು ಪುರಾತತ್ವ ಶಾಸ್ತ್ರ (History & Archaeology) ವಿಭಾಗ, ಕ.ವಿ.ವಿ. ಧಾರವಾಡ.

ಪ್ರತಿ ಮಾಹಿತಿಗಾಗಿ: ಡೀನರು, ಸಮಾಜ ವಿಜ್ಞಾನ ನಿಖಾಯ, ಕರ್ನಾಟಕ ವಿಶ್ವವಿದ್ಯಾಲಯ, ಧಾರವಾಡ.

ಪ್ರತಿ:

1. ಆಪ್ತ ಕಾರ್ಯದರ್ಶಿಗಳು, ಕುಲಪತಿಗಳ ಕಾರ್ಯಾಲಯ, ಕ.ವಿ.ವಿ. ಧಾರವಾಡ.
2. ಆಪ್ತ ಕಾರ್ಯದರ್ಶಿಗಳು, ಕುಲಸಚಿವರ ಕಾರ್ಯಾಲಯ, ಕ.ವಿ.ವಿ. ಧಾರವಾಡ.
3. ಆಪ್ತ ಕಾರ್ಯದರ್ಶಿಗಳು, ಕುಲಸಚಿವರು(ಮೌಲ್ಯಮಾಪನ) ಕಾರ್ಯಾಲಯ, ಕ.ವಿ.ವಿ. ಧಾರವಾಡ.
4. ನಿರ್ದೇಶಕರು, ಐ.ಟಿ. ಶಾಖೆ, ಪರೀಕ್ಷಾ ವಿಭಾಗ, ಕ.ವಿ.ವಿ. ಧಾರವಾಡ.
5. ಅಧೀಕ್ಷಕರು, ಸಿಡಿಸಿ (ಸಂಯೋಜನೆ) ವಿಭಾಗ, ಕ.ವಿ.ವಿ. ಧಾರವಾಡ
6. ಅಧೀಕ್ಷಕರು, ವಿದ್ಯಾಮಂಡಳ (ಪಿ.ಜಿ/ಪಿ.ಎಚ್.ಡಿ) ವಿಭಾಗ, ಕ.ವಿ.ವಿ. ಧಾರವಾಡ.
7. ಅಧೀಕ್ಷಕರು, ಪಿ.ಜಿ / ಪ್ರಶ್ನೆ ಪತ್ರಿಕೆ / ಗೌಪ್ಯ / ಜಿ.ಎ.ಡಿ ಶಾಖೆ, ಪರೀಕ್ಷಾ ವಿಭಾಗ, ಕ.ವಿ.ವಿ. ಧಾರವಾಡ.

Karnatak University, Dharwad
Department of History and Archaeology
P.G Diploma in Archival Studies
Paper -I
Introduction to Archives

Unit-I Meaning and Scope of Archives : 100 Marks

- A. Meaning and Scope of Archives
- B. Historical Evolution and Importance of Archives.
- C. Users and Uses of Archives.

Unit –II Nature and Significance of Records

- A. History as a Past Record and Record as an Artifacts.
- B. Reliability and Authenticity of Records – Its Personal and Societal Significance
- C. Collecting Records, Units of Arrangement and Type of Records.

Unit-III Nature and Types of Archives :

- A. Academic, Government and Private Archives.
- B. Film, Digital and Business Archives.
- C. Official Records and Non-Official Records.

Unit- IV Acquisition Policies and Ethical Issues :

- A. Code of Professional Responsibility
- B. Copy right and Permission, and Government Policy and Laws.
- C. Ethics of Archivists .

Unit V : Type of Archival Institutions and Collections :

- A. National Archives – New Delhi and Hyderabad
- B. Regional Archives - Dharwad, Pune, Kolhapur and Mysore
- C. Academic and Private Archives, and Records Offices and Centers.

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1. B.R. Millar, Laura,: *What are Archives In Archives ; Principles and Practices*, New York : Neal-Schuman,2010.
2. Swain, Ellen D : “*History in the Archives : Its Documentary Role in the Twenty-first Century*”, *The American Archivist* 66, Spring/Summer 2003.
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6. Punzalan, R & Caswell. M. (2016) : “*Critical Directions for Archival Approaches to Social Justice*”, *Library Quarterly*, 86(1).
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8. *American Archival Studies: Readings in Theory and Practice*, Ed.by R.D Jimerson, Chicago: Society of American Archivists, 2000.
9. Joan M Schwartz and Terry Cook, “*Archives, Records and Power : the Making of Modern Memory*,” *Archival Science*, 2002.
10. *Libraries, Museums, and Archives : Legal Issues and Ethical Challenges in the New Information Era*, Ed by T.A. Lipinski, Lanham, MD Scarecrow Press, 2002.
11. *Archivaria*-<http://journals.sfu.ca/archivar/index.php/> archivaria/ issue/archive
12. *Archives and Manuscripts*-<http://www.archivists.org.au/directory/80> and <http://webcat.lib.une.edu.record=b1288802>
13. *Journal of Archival Organization*-<http://webcat.lib.uncedu/record=b4396386>
14. C.R Mckemmish, Sue. : “*Introducing Archives and Archival Programs.*” In *Keeping Archives*, edited by Judith Ellis, Melbourne, Australia: Thorpe.1993.
15. *Personal Archiving : Preserving Your Digital Memories*, Library of Congress, <http://www.digitalpreservation.gov/you/>

Paper -II

Conservation and Management of Archival Records

Unit I: Introduction :

100 Marks

- A. Basic Concepts and Theories of Archival of Management
- B. Archival Functions : Recordkeeping Function and Practices.
- C. Records Management – Functions of Managers.

Unit II :Conservation of Archival Records :

- A. Evolution of Methods and Technologies of Records Creation and Conservation.
- B. Development of Archives and Records Management Professions.
- C. Acquisitions and Accession Procedures - Arrangement and Description.

Unit III : Management of Archival Records :

- A. Strategies of Management of Archival Records.
- B. Issues and Challenges of Archives Management.
- C. Professional Career in Archives and Records Management.

Unit IV : Non – Textual Records :

- A. Electronic Records – Digitalization.
- B. Management of Visual Records.
- C. Documentation of Oral History.

Unit- V Conservation of Manuscripts

- A. Methods and Techniques of Conservation of Manuscripts
- B. Challenges and Problems of Conservation of Manuscripts.
- C. Display of Manuscripts and Digitization of Manuscript Materials.

Bibliography :

1. Ritchie, Donald.A : *An Oral History of Our Time*” In “*Doing Oral History: A Practical Guide*,” New York Oxford University Press, 2003.
2. Sommer, Barbara W., and Mary Kay Quinlan : “*Introduction to Oral History.*” In *the Oral History Manual* 1-5, New York: AltaMira Press, 2009.
3. Bradsher, James Gregory, and Michele F. Pacifico: “*History of Archives Administration.*” In *Managing Archives and Archival Institutions*, Chicago: University of Chicago Press, 1989.
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9. Harvey, R., & Mahard, M.R (Eds) (2014) : “*The Preservation Management Handbook : A 21st Century Guide for Libraries, Archives, and Museums*”.
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11. Michael Fox and Peter L. Wilkerson: “*Introduction to Archival Organization and Description*,” Getty Infkormation Institute, 1998.
12. Richard Cox : “*The Documentation Strategy and Archival Appraisal Principles : A Different Perspective*,” in “ *Archivaria*”, 1994.
13. Elizabeth Shepherd and Geoffrey Yeo: *Managing Records-A Handbook of Principles and Practice*, London : Facet Publishing, 2003.
14. Christopher, J Prom and Thomas J Frusciano Archivists : *Archival Arrangement and Description, Trends in Archives Practice*,” Society of American Archivists, 2013.
15. International Journal of Digital Curation-<http://www.ijde.net/ijdc>
16. C.R-O Toole, James M and Richard J.Cox : “ *Archivist’s Task Responsibilities and Duties In Understanding Archives & Manuscripts*”, Chicago.II : Society of American Archivists, 2006.
17. Ruth Janice : “*Encoded Archival Description : A Structural Overview*,” *American Archivist*. (Summer 1997)

Paper -III

Decipherment of Manuscripts : Study of Select Scripts

Unit I: Introduction :

100 Marks

- A. Meaning and Nature of Manuscripts
- B. Scope and Significance of Manuscripts.
- C. Archivists and Manuscripts.

Unit II: Titalari and other Manuscripts

- A. Titalari Scripts –Nature and Significance
- B. Kafiyaats and Firmans in Karnataka
- C. Kadatas, Tadaole and Writing Materials.

Unit III: Kannada Modi Manuscripts

- A. Development of Kannada Script-Alphabets of Kannada Modi
- B. Nature and Significance of Kannada Modi
- C. Select Paper Records of Bombay Karnataka Samsthanas.

Unit IV: Marathi Modi Manuscripts

- A. Development of Marathi Modi- Introduction to Alphabets.
- B. Nature and Significance of Marathi Modi Scripts.
- C. Select Paper Records of Bombay Karnataka.

Unit V : Paper Records of British Period :

- A. Maratha and Peshwa Dafters.
- B. Kittur and other Desagatis of North Karnataka.
- C. Records Pertaining to Freedom Movement in Karnataka.

Bibliography :

1. James O Toole : *Understanding Archives and Manuscripts*, Chicago : Society of American Archivists, 1990.
2. <https://www.archivists.org/glossary/terms/m/manuscripts-collection>.
3. Chris Hurley ; “*What If Anything, Is a Function?*”, *Archives and Manuscripts*, 1993.
4. MeKemmish : “*Evidence of Me, Archives and Manuscripts*” May 1996.
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6. James M. O Toole and Richard Cox : “*Understanding Archives and Manuscripts*”, In *Archival Fundamentals Series II*, Chicago : Society of American Archivists, 2006.
7. O Toole, James M and Richard J Cox. : “*The History of Archives and the Archives Profession. In Understanding Archives & Manuscripts*”, Chicago. IL Society of American Archivists, 2006.
8. Roe, Kathleen : “*The Practice of Arrangement and Description In Arranging & Describing Archives & Manuscripts, Archival Fundamentals Series II*”, Chicago, IL: Society of American Archivists, 2005.
9. Rizenthaler.May Lynn : *Preserving Archives and Manuscripts*, Second edition, Chicago, IL Society of American Archivists, 2010.

Paper -IV

Practical and Dissertation

Every student must visit Archives, Documentation Centres, Record offices and etc to gain the practical knowledge and to prepare the dissertation. After preparation of dissertation it should be submitted to the Chairman, Department of History and Archaeology, Karnatak University, Dharwad. Followed by this the Viva-Voce will be conducted in the Department by inviting one external examiner and BOE (Internal) Member/s. The marks allotted to Dissertation are as follows;

1	Preparation of Dissertation	75 Marks
2	Viva-Voce	25 Marks
	Total	100 Marks