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Pengelolaan Arsip Personal Seniman Haji Widayat pada Museum Haji Widayat
Adellya Kusuma Wardani, Irfan Rizky Darajat, S.I.P., M.A.
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INTISARI

PENGELOLAAN ARSIP PERSONAL SENIMAN HAJI WIDAYAT PADA MUSEUM HAJI WIDAYAT

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PENGELOLAAN ARSIP DAN REKAMAN INFORMASI
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Proyek akhir ini memiliki tujuan untuk menelusuri praktik pengelolaan arsip personal seniman Haji Widayat di Museum Haji Widayat. Proses penelusuran tersebut menggunakan konsep arsip personal dan empat tahap pengelolaan arsip supaya dapat memahami dinamika pengelolaan di Museum Haji Widayat secara utuh. Penelitian ini menggunakan desain kualitatif dengan pendekatan studi kasus yang menjadikan Museum Haji Widayat sebagai unit analisis pada tingkat institusi. Data penelitian ini dikumpulkan melalui observasi partisipatif moderat pada kegiatan pengelolaan arsip, wawancara semi terstruktur dengan pihak museum, serta studi dokumen atas arsip personal yang tersimpan. Analisis data dilaksanakan melalui reduksi data, penyajian data, dan penarikan kesimpulan yang kemudian diverifikasi melalui triangulasi data.

Hasil penelitian menunjukkan bahwa pengelolaan arsip personal seniman Haji Widayat di Museum Haji Widayat dilaksanakan melalui akuisisi dan penilaian, pelestarian, penataan dan deskripsi, serta penyediaan akses. Penelitian ini mengidentifikasi bahwa arsip personal seniman Haji Widayat tidak pernah diakuisisi secara resmi karena arsip telah berada di museum tersebut sejak awal dan sebagian arsipnya telah mengalami pemusnahan pada suatu periode kepengurusan. Berdasarkan kondisi tersebut, penelitian ini menggunakan penataan rekonstruktif berdasarkan fungsi dan aktivitas pencipta arsip yang dideskripsikan secara berjenjang mengikuti General International Standard Archival Description atau ISAD(G). Penelitian ini juga menemukan bahwa museum memandang arsip melalui logika koleksi yang memprioritaskan karya seni. Dengan demikian, penelitian ini berupaya untuk memahami bagaimana Museum Haji Widayat mengelola arsip personal seniman Haji Widayat dan merumuskan rekomendasi penataan arsip personal yang sesuai, serta menambah kajian pengelolaan arsip personal di Indonesia, khususnya pada konteks museum swasta.

Kata Kunci: arsip personal, pengelolaan arsip personal, Museum Haji Widayat

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ABSTRACT

PERSONAL ARCHIVES MANAGEMENT OF ARTIST HAJI WIDAYAT AT THE HAJI WIDAYAT MUSEUM

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This final project aims to examine the practice of managing the personal archives of the artist Haji Widayat at Museum Haji Widayat. The examination draws on the concept of personal archives and the four stages of archival management in order to understand the dynamics of that management at Museum Haji Widayat as a whole. This research employs a qualitative design with a case study approach in which Museum Haji Widayat serves as the unit of analysis at the institutional level. Data were collected through moderate participant observation of archival management activities, semi-structured interviews with museum personnel, and document study of the personal archives held by the museum. Data analysis was conducted through data reduction, data display, and the drawing of conclusions, which were subsequently verified through data triangulation.

The findings show that the management of the personal archives of the artist Haji Widayat at Museum Haji Widayat is carried out through acquisition and appraisal, preservation, arrangement and description, and the provision of access. This research identifies that the personal archives of the artist Haji Widayat were never formally acquired, as they had been held at the museum from the outset, and that part of the archives was destroyed during one period of management. In response to this condition, the research applies a reconstructive arrangement based on the functions and activities of the records creator, described hierarchically in accordance with the General International Standard Archival Description, or ISAD(G). The research further finds that the museum perceives the archives through a collection logic that prioritizes works of art. This research therefore seeks to understand how Museum Haji Widayat manages the personal archives of the artist Haji Widayat and to formulate appropriate recommendations for the arrangement of personal archives, while also contributing to the study of personal archives management in Indonesia, particularly in the context of private museums.

Keywords: personal archives, personal archives management, Haji Widayat Museum