



Smithsonian Institution Archives

Administrative Records, 1997

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Washington, D.C.
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Collection Overview

Repository:	Smithsonian Institution Archives, Washington, D.C., osiaref@si.edu
Title:	Administrative Records
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Administrative Information

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Descriptive Entry

This accession consists of records that document the administrative activities in the Office of the Secretary during the tenure Ira Michael Heyman, Secretary, 1994-1999. These records document the expansion and development of the Institution, its museums, programs, projects, research activities, and significant events. Materials include correspondence, memoranda, reports, financial records, planning documents, notes, meeting minutes, photographs, special event files, pamphlets, and brochures.

Listings in bold and capital letters indicate both the topic of folder contents and major subheadings from the Secretary's Office file plan.

Names and Subject Terms

This collection is indexed in the online catalog of the Smithsonian Institution under the following terms:

Subjects:

Museums -- Administration

Types of Materials:

Black-and-white photographs
Books
Clippings
Manuscripts

Newsletters
Pamphlets

Names:

Heyman, Ira Michael, 1930-2011
Smithsonian Institution -- Administration

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