



# Smithsonian Institution Archives

## Director's Records, 1968-2012

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## Collection Overview

<b>Repository:</b>	Smithsonian Institution Archives, Washington, D.C., <a href="mailto:osiaref@si.edu">osiaref@si.edu</a>
<b>Title:</b>	Director's Records
<b>Identifier:</b>	Accession 13-242
<b>Date:</b>	1968-2012
<b>Extent:</b>	11 cu. ft. (11 record storage boxes)
<b>Creator:::</b>	Smithsonian Institution. Office of Fellowships and Internships
<b>Language:</b>	English

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## Administrative Information

### Preferred Citation

Smithsonian Institution Archives, Accession 13-242, Smithsonian Institution, Office of Fellowships and Internships, Director's Records

### Use Restriction

Restricted for 15 years;until Jan-01-2028. These records contain sensitive information and will be redacted by SIA before use by researchers. Transferring office; 9/5/2013 memorandum, Johnstone to Murphy; Contact reference staff for details.

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## Descriptive Entry

This accession consists of the records of directors Gretchen Gayle Ellsworth, Roberta W. Rubinoff, and Catherine F. Harris documenting administrative issues, program-related matters, and professional activities. Earlier records date back to when the Office of Fellowships and Internships was known as the Office of Fellowships, the Office of Research Training and Services, the Office of Fellowships and Grants (OFG), and the Office of Academic Studies. Materials include correspondence, memoranda, and notes; meeting agendas and minutes; budget summaries; agreements; reports; guidelines and procedures; grant proposals; fellowship, research, and internship program information; news releases and publicity information; survey questionnaires; copies of *The OFG Newsletter*; information about seminars, committees, and workshops; clippings; brochures; and photographs.

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## Names and Subject Terms

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

Subjects:  
Budget

Internship programs  
Museums -- Educational aspects  
Personnel management  
Research grants  
Scholarships

Types of Materials:

Black-and-white photographs  
Brochures  
Clippings  
Manuscripts  
Newsletters

Names:

Ellsworth, Gretchen Gayle  
Harris, Catherine F.  
Rubinoff, Roberta W.  
Smithsonian Institution. Office of Academic Studies  
Smithsonian Institution. Office of Fellowships  
Smithsonian Institution. Office of Fellowships and Grants  
Smithsonian Institution. Office of Research Training and Services

Preferred Titles:

*The OFG Newsletter*

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Box 10 of 11 Confidentiality and Copyright Issues, 1988-1993

Box 10 of 11 Council of Overseas American Research Centers, 1981-1984

Box 10 of 11 Collaborative Program with the University of Arizona, 1989

- Box 10 of 11 Caribbean Coral Reef Ecosystems, 1987
- Box 10 of 11 Office of Membership and Development, 1983-1993
- Box 10 of 11 Voluntary Support and Sponsorship Commitments, 1992-1995
- Box 10 of 11 Cornell University/Smithsonian Fellowship Proposal, 1985
- Box 10 of 11 Federal Coordinating Council on Science, Engineering, and Technology (FCCSET)/Committee on Education and Human Resources (CEHR) Working Group, 1991-1992
- Box 10 of 11 Smithsonian Committee on Material Culture Fellowships, 1989-1992
- Box 10 of 11 National Postal Museum (NPM) Fellowship Program, 1998-1999
- Box 10 of 11 Pew Charitable Trust Fellowship Program (NMNH, Botany), 1991-1992
- Box 10 of 11 Experimental Gallery: Residences in Museum Technique and Education, 1991-1992
- Box 10 of 11 Cooperative Education Program, 1980 (2 folders)

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- Box 11 of 11 Review Committee for Fellowship in Materials Analysis, 1976-1979
- Box 11 of 11 Roberta Rubinoff Memoranda to Dennis O' Connor, 1996-1997
- Box 11 of 11 Johns Hopkins University/Smithsonian Conservation Analytical Laboratory: Conservation Science Program, 1987
- Box 11 of 11 National Air and Space Museum (NASM): Museum Exhibition Operations Fellowship, 1979-1980
- Box 11 of 11 Roberta W. Rubinoff: Correspondence, 1985-2001 (4 folders)
- Box 11 of 11 Robert Hoffman, 1986-1995
- Box 11 of 11 Barbara Schneider, 1997
- Box 11 of 11 Ross Simons, 1986-1995



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