



Smithsonian Institution Archives

Administrative Records, 2008

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Smithsonian Institution Archives
Washington, D.C.
Contact us at osiaref@si.edu

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Collection Overview

Repository:	Smithsonian Institution Archives, Washington, D.C., osiaref@si.edu
Title:	Administrative Records
Identifier:	Accession 13-271
Date:	2008
Extent:	11.5 cu. ft. (11 record storage boxes) (1 document box)
Creator:::	Smithsonian Institution. Office of the Secretary
Language:	English

Administrative Information

Preferred Citation

Smithsonian Institution Archives, Accession 13-271, Smithsonian Institution, Office of the Secretary, Administrative Records

Use Restriction

Restricted for 15 years. until Jan-01-2024; Transferring office; 3/19/1970 memorandum, Lytle to Ripley; Contact reference staff for details.

Descriptive Entry

This accession consists of records that document the administrative activities of Cristián Sampier during his final months as Acting Secretary of the Smithsonian Institution (January-June 2008), and the records of G. Wayne Clough, Secretary (July-December 2008). The records document issues with regard to the Institution's museums, exhibitions, research, fundraising, programs, and special events. Materials include correspondence, memoranda, and notes; budget summaries; employment information; agreements; reports; meeting agendas and minutes; policies and guidelines; information about gifts, awards, committees, symposiums, and publications; invitations; photographs; information about Board of Regents members; and articles. 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:

Budget
Gifts

Museum exhibits
Museums -- Administration
Personnel management
Smithsonian Institution. -- Administration

Types of Materials:

Color photographs
Manuscripts

Names:

Clough, G. Wayne
Samper, Cristián
Smithsonian Institution. Board of Regents

Container Listing

Box 1

AWARDS

- Box 1 of 12 National Design Award
- Box 1 of 12 Secretary's Distinguished Lecture Award
- Box 1 of 12 Secretary's Research Prize

COMMITTEES

- Box 1 of 12 Advisory Groups
- Box 1 of 12 Smithsonian Community Committee

CONFERENCE

- Box 1 of 12 Symposium

CONSERVATION

- Box 1 of 12 Endangered Species
- Box 1 of 12 Galapagos Island
- Box 1 of 12 Marine Mammal Commission

DEVELOPMENT OF THE MALL

- Box 1 of 12 Parking (Mall)

EXHIBITS

- Box 1 of 12 American on the Move
- Box 1 of 12 Brown v. Brown of Education

LECTURES

MUSEUMS

- Box 1 of 12 Museums, A-Z (empty: J, O, Q, U, V, X, Y, Z)
- Box 1 of 12 Regional Museums

PUBLICATIONS

- Box 1 of 12 Directory
- Box 1 of 12 Publications, A-Z (empty: F, H, K, L, O, Q, U, V, X, Y, Z)
- Box 1 of 12 Smithsonian Year

OFFICE OF THE SECRETARY (CLOUGH)

- Box 1 of 12 Ethic Advisory Board
- Box 1 of 12 Smithsonian Strategic Plan

OFFICE OF GENERAL COUNSEL

- Box 1 of 12 Direct Reports
- Box 1 of 12 Directors of Museums and Research Institutes (Centers)
- Box 1 of 12 Smithsonian Congress of Scholars
- Box 1 of 12 Smithsonian Council of Education Directors

OFFICE OF COMMUNICATIONS

- Box 1 of 12 Speech Writer
- Box 1 of 12 Office of Government Relations (Folders 1-2 of 4)

Box 2

- Box 2 of 12 Office of Government Relations (Folders 3-4 of 4)

Box 2 of 12 Congressional Humanities Caucus

Box 2 of 12 Hearings

Box 2 of 12 Legacy Fund

CONGRESSIONAL

Box 2 of 12 Congressional Members, A-Z

OFFICE OF PUBLIC AFFAIRS (LOGO)

Box 2 of 12 Blue Bulletin

Box 2 of 12 Smithsonian Photographic Services

Box 2 of 12 Torch

VISITORS INFORMATION AND ASSOCIATES' RECEPTION CENTER

OFFICE OF EQUAL EMPLOYMENT AND MINORITY AFFAIRS

Box 2 of 12 Heritage Planning Committees

Box 2 of 12 Jazz Appreciation Month

OFFICE OF EXTERNAL AFFAIRS (2 folders)

OFFICE OF PLANNED GIVING

Box 2 of 12 Smithsonian Legacy Society

Box 2 of 12 Smithsonian National Board

Box 2 of 12 Board Annual Giving Fund

Box 2 of 12 Smithsonian Women's Committee

Box 2 of 12 Corporate Relations

Box 2 of 12 Smithsonian Corporate Membership Program

Box 2 of 12 Foundation Relations

CONTRIBUTING MEMBERSHIP PROGRAM

Box 2 of 12 Membership Program

Box 2 of 12 Leadership Gifts

Box 2 of 12 James Smithson Society

OFFICE OF DEVELOPMENT

Box 2 of 12 Smithsonian Gifts (2 folders)

Box 2 of 12 Gifts, A-Z

OFFICE OF SPONSORED PROJECTS

SMITHSONIAN ENTERPRISES

Box 2 of 12 President of Smithsonian Enterprises

Box 2 of 12 Smithsonian Business Ventures

Box 2 of 12 Smithsonian Board of Directors

Box 2 of 12 Task force

Box 3

BUSINESS ACTIVITIES

Box 3 of 12 Smithsonian Books

Box 3 of 12 Smithsonian Museum Stores (retail)

Box 3 of 12 SI Catalogue

Box 3 of 12 Smithsonian Journeys

Box 3 of 12 Product Development and Licensing

Box 3 of 12 Media Division - Smithsonian Magazine Group

Box 3 of 12 Media Division - Smithsonian Magazine

Box 3 of 12 Media Division - Smithsonian Magazine - Article

Box 3 of 12 Media Division - Smithsonian Magazine - Membership, A-Z (empty: A, C, D, E, I, K, L, O, Q, R, T, V, X, Y, Z)

Box 3 of 12 Media Division - Smithsonian Magazine - From the Castle

Box 3 of 12 Media Division - Air and Space Magazine

Box 3 of 12 Media Division - Smithsonian Channel

Box 3 of 12 Media Division - Smithsonian Channel - Smithsonian Networks (Smithsonian on Demand)

Box 3 of 12 Media Division - Smithsonian Channel - Showtime Deal

UNDER SECRETARY FOR FINANCE AND ADMINISTRATION

Box 3 of 12 Accessibility Coordinator

Box 3 of 12 Admission Charge

Box 3 of 12 Allocation of Space

Box 3 of 12 Allocation of Space - Victor Building

Box 3 of 12 Announcements

Box 3 of 12 Auto

Box 3 of 12 Delegation of Authority

Box 3 of 12 Seal

Box 3 of 12 Office of the Chief Financial Officer (OCFO) (2 folders)

Box 3 of 12 OCFO - Office of the Comptroller

Box 3 of 12	OCFO - Office of Contracting
Box 3 of 12	OCFO - Travel Management Office
Box 3 of 12	Office of Planning, Management and Budget (OPMB)
Box 3 of 12	OPMB - Smithsonian Directives
Box 3 of 12	OPMB - Fiscal Year 2009
Box 3 of 12	OPMB - Fiscal Year 2008
Box 3 of 12	OPMB - Fiscal Year 2007
Box 3 of 12	OPMB - Fiscal Year 2006
Box 3 of 12	Office of the Treasurer (OT)
Box 3 of 12	OT - Funds/General
Box 3 of 12	OT - Fund for the Future (Smithsonian)
Box 3 of 12	OT - Trust Funds
Box 3 of 12	Office of the Chief Information Officer
Box 3 of 12	Office of Human Resources (OHR)

Box 4

Box 4 of 12	OHR - Combined Federal Campaign
Box 4 of 12	OHR - Office of Employee Benefits
Box 4 of 12	OHR - Health Insurance
Box 4 of 12	OHR - Leave
Box 4 of 12	OHR - Pay and Tenure
Box 4 of 12	OHR - Performance Appraisals/Assessments
Box 4 of 12	OHR - Recruiting

Box 4 of 12 OHR - Retirement (TIAA)

Box 4 of 12 OHR - Senior Level

Box 4 of 12 OHR - Training

Box 4 of 12 Office Special Events and Protocol

Box 4 of 12 Personnel, A-Z (empty: I, Q, V, X, Y, X)

Box 4 of 12 Office of Exhibits Central

Box 4 of 12 Office of Facilities Engineering and Operations (OFEO)

Box 4 of 12 OFEO - Office of Architectural History and Historic Preservation

Box 4 of 12 OFEO - Office of Safety, Health, and Environmental Management

Box 4 of 12 OFEO - Real Estate

Box 4 of 12 Office of Facilities Management and Reliability

Box 4 of 12 Office of Protection Services (OPS)

Box 4 of 12 OPS - Smithsonian Parking Lots

Box 4 of 12 Office of Policy and Analysis (OPandA)

Box 4 of 12 OPandA - Gift, Alcoholic Beverages and Food

Box 4 of 12 National Collection Program

Box 4 of 12 Smithsonian Institution Archives

UNDER SECRETARY FOR HISTORY, ART, AND CULTURE (USHAC)
(Records date from April thru December, after reorganization)

Box 4 of 12 Asian Pacific American Program

Box 4 of 12 Center for Folklife and Cultural Heritage (CFCH)

Box 4 of 12 CFCH - Advisory Council

Box 4 of 12 CFCH - Smithsonian Folklife Festival

Box 4 of 12 CFCH - Folkways Collection

Box 4 of 12 Anacostia Community Museum

Box 4 of 12 Archives of American Art (AAA)

Box 4 of 12 AAA - Board of Trustees

Box 4 of 12 Arts and Industries Building

Box 4 of 12 Cooper Hewitt, National Design Museum

Box 4 of 12 Freer Gallery of Art

Box 4 of 12 Arthur M. Sackler Gallery

Box 4 of 12 Hirshhorn Museum and Sculpture Garden

Box 4 of 12 National Museum of African American History and Culture (NMAAHC)

Box 4 of 12 NMAAHC - Advisory Council

Box 4 of 12 NMAAHC - Building Plans

Box 4 of 12 National Museum of African Art

Box 4 of 12 National Museum of American History (NMAH)

Box 4 of 12 NMAH - Advisory Board

Box 5

Box 5 of 12 NMAH - Behring Center

Box 5 of 12 NMAH - Exhibition Services

Box 5 of 12 NMAH - Lemelson, Jerome and Dorothy Center

Box 5 of 12 NMAH - Home and Community Life, Division of

Box 5 of 12 NMAH - Information Technology and Communications, Division of

Box 5 of 12 NMAH - Medicine and Science, Division of

Box 5 of 12 NMAH - Military History and Diplomacy, Division of

Box 5 of 12 NMAH - Numismatics

Box 5 of 12 NMAH - Politics and Reform, Division of

Box 5 of 12 NMAH - Politics and Reform, Division of - Star-Spangled Banner

Box 5 of 12 NMAH - Work and Industry, Division of

Box 5 of 12 NMAH - Work and Industry, Division of - Transportation

Box 5 of 12 National Museum of the American Indian (NMAI)

Box 5 of 12 NMAI - Publications

Box 5 of 12 National Portrait Gallery (NPG)

Box 5 of 12 NPG - Commission

Box 5 of 12 National Postal Museum

Box 5 of 12 Ripley Center, S. Dillon

Box 5 of 12 Smithsonian American Art Museum (SAAM)

Box 5 of 12 SAAM - Commission

Box 5 of 12 SAAM - Kogod Courtyard

Box 5 of 12 SAAM - Lunder Conservation Center

Box 5 of 12 SAAM - Renwick Gallery

Box 5 of 12 SAAM - Reynolds Center for American Art and Portraiture

Box 5 of 12 Office of National Programs

Box 5 of 12 Smithsonian Affiliations Program

Box 5 of 12	Smithsonian Center for Education and Museum Studies
Box 5 of 12	Smithsonian Latino Center (SLC)
Box 5 of 12	SLC - National Board
Box 5 of 12	Smithsonian Institution Traveling Exhibition Services
Box 5 of 12	The Smithsonian Associates
Box 5 of 12	Resident Associate Program
Box 5 of 12	Smithsonian Photography Initiative
Box 5 of 12	Office of Special Events and Protocol (Correspondence from January 1 thru March 30)
	UNDER SECRETARY FOR ART (Correspondence from January thru March, and then reorganized under USHAC)
Box 5 of 12	Archives of American Art
Box 5 of 12	National Museum of African Art (NMAfA)
Box 5 of 12	NMAfA - Board
Box 5 of 12	Smithsonian Forum on Material Culture
Box 5 of 12	Cooper Hewitt National Design Museum
Box 5 of 12	Freer Gallery of Art
Box 5 of 12	Hirshhorn Museum and Sculpture Garden (HMSG)
Box 5 of 12	National Portrait Gallery (NPG)
Box 5 of 12	NPG - Search Committee
Box 5 of 12	Smithsonian American Art Museum (SAAM)
Box 5 of 12	SAAM - Commission

Box 5 of 12 SAAM - Lunder Conservation Center
Box 5 of 12 SAAM - Renwick Gallery
Box 5 of 12 SAAM - Reynolds Center for American Art and Portraiture

UNDER SECRETARY FOR SCIENCE

Box 5 of 12 Office of International Relations (OIR)
Box 5 of 12 OIR - Dazzler
Box 5 of 12 Senior Scholar Emeritus (Wilton Dillon)
Box 5 of 12 National Air and Space Museum (NASM)
Box 5 of 12 NASM - Udvar-Hazy, Steven F. Center

Box 6

Box 6 of 12 National Museum of Natural History (NMNH)
Box 6 of 12 NMNH - Advisory Board
Box 6 of 12 NMNH - Anthropology, Department of (SOA)
Box 6 of 12 NMNH - Repatriation Office
Box 6 of 12 NMNH - Entomology, Department of
Box 6 of 12 NMNH - Encyclopedia of Life
Box 6 of 12 NMNH - Exhibiting
Box 6 of 12 NMNH - Jazz Cafe
Box 6 of 12 NMNH - Mineral Sciences, Department of
Box 6 of 12 NMNH - Museum Support Center
Box 6 of 12 NMNH - Ocean Science Initiative
Box 6 of 12 NMNH - Zoology, Department of

Box 6 of 12 National Zoological Park (NZP)

Box 6 of 12 NZP - Advisory Board

Box 6 of 12 NZP - Friends of the National Zoo (FONZ)

Box 6 of 12 National Science Resources Center

Box 6 of 12 Office of Research Training and Services

Box 6 of 12 Secretary's Distinguished Scientific Research Fellowship

Box 6 of 12 Museum Conservation Institute

Box 6 of 12 Smithsonian Astrophysical Observatory

Box 6 of 12 Smithsonian Environmental Research Center

Box 6 of 12 Smithsonian Libraries (SIL)

Box 6 of 12 SIL - Board

Box 6 of 12 Smithsonian Institution Scholarly Press

Box 6 of 12 Smithsonian Tropical Research Institute

EDUCATIONAL AND CULTURAL PROGRAMS

Box 6 of 12 Universities/General, A-Z [empty: E, I, Q, U, X, Y, Z; Note: Under letter G, "GeoTech" (2 folders)]

Box 6 of 12 Smithsonian Early Enrichment Center

SMITHSONIAN SECRETARIES

Box 6 of 12 Search Committee

SECRETARY G. WAYNE CLOUGH

Box 6 of 12 Executive Assistant to the President (Patricia Bartlett)

Box 6 of 12 Mrs. Anne Clough

Box 6 of 12 Clubs and Associations

Box 6 of 12 Condolences

Box 7

Box 7 of 12 Congratulations (3 folders)

Box 7 of 12 Gifts and Honors

Box 7 of 12 Interviews

Box 7 of 12 Invitations

Box 7 of 12 Personal (2 folders)

Box 7 of 12 Speech

Box 7 of 12 Trip

Box 7 of 12 Written Articles

ACTING SECRETARY CRISTIÁN SAMPER

Box 7 of 12 Clubs and Associations

Box 7 of 12 Condolences

Box 7 of 12 Congratulations

Box 7 of 12 Gifts and Honors

Box 7 of 12 Interviews

Box 7 of 12 Invitations

Box 7 of 12 Personal

Box 7 of 12 Speech

Box 7 of 12 Trip

Box 7 of 12

Written Articles

NATIONAL GALLERY OF ART (NGA)

Box 7 of 12

NGA - Board of Trustees

JOHN F. KENNEDY CENTER FOR THE PERFORMING ARTS (JFKC)

Box 7 of 12

JFKC - Board of Trustees

FEDERAL AGENCIES, COMMISSIONS, AND DEPARTMENTS

Box 7 of 12

Commerce, Department of

Box 7 of 12

D. C. Government

Box 7 of 12

Defense, Army and Air Force, Department of

Box 7 of 12

Education, Department of

Box 7 of 12

Equal Employment Opportunity Commission

Box 7 of 12

Federal City Council

Box 7 of 12

General Accounting Office

Box 7 of 12

Homeland Security, Department of

Box 7 of 12

Interior, Department of

Box 7 of 12

National Park Service

Box 7 of 12

Librarian of Congress

Box 7 of 12

Merit System Protection Board

Box 7 of 12

National Aeronautics and Space Administration

Box 7 of 12

National Endowment for the Arts

Box 7 of 12

Office of Management and Budget

Box 7 of 12 Office of Personnel Management

Box 8

Box 8 of 12 Pennsylvania Avenue Development Corporation

Box 8 of 12 State, Department of

Box 8 of 12 White House

Box 8 of 12 Committee for the Preservation of the White House

Box 8 of 12 White House Historical Association

Box 8 of 12 Woodrow Wilson International Commission for Scholars

PRIVATE ORGANIZATIONS

Box 8 of 12 American Association of Museums

Box 8 of 12 Carnegie Institution

Box 8 of 12 Foundations, A-Z (empty: X, Y, Z)

INTERNATIONAL ORGANIZATIONS

Box 8 of 12 UNESCO

COUNTRIES (Office of International Relations)

Box 8 of 12 Australia

Box 8 of 12 China

Box 8 of 12 Germany

Box 8 of 12 Mexico

Box 8 of 12 Panama

Box 8 of 12 Spain

MISCELLANEOUS, A-Z (empty: O, Q, X, Y, Z)

REGENTS, OFFICE OF

Box 8 of 12	Office of the Inspector General
Box 8 of 12	Audit and Review Committee (Folder 1 of 2)
Box 9	
Box 9 of 12	Audit and Review Committee (Folder 2 of 2)
Box 9 of 12	Compensation and Human Resources
Box 9 of 12	Dinner
Box 9 of 12	Executive Committee
Box 9 of 12	Facilities Revitalization
Box 9 of 12	Finance and Investment Committee
Box 9 of 12	Governance and Nominating Committee
Box 9 of 12	Independent Review Committee
Box 9 of 12	Meetings (Agenda Papers)
Box 9 of 12	Meetings - January 2008
Box 9 of 12	Meetings - May 2008
Box 9 of 12	Membership
Box 9 of 12	Regent Naming
Box 9 of 12	Regent Member - David Acheson (3 folders)
Box 9 of 12	Regent Member - Ann Armstrong
Box 9 of 12	Regent Member - Howard Baker
Box 9 of 12	Regent Member - William Bowen (2 folders)

Box 10

Box 10 of 12	Regent Member - Eli Broad
Box 10 of 12	Regent Member - Warren Burger (Deceased)
Box 10 of 12	Regent Member - Richard Cheney
Box 10 of 12	Regent Member - Jeannie Clarke
Box 10 of 12	Regent Member - Silvio Conte
Box 10 of 12	Regent Member - Barber Conable, Jr.
Box 10 of 12	Regent Member - Anne D'Harnoncourt (Deceased)
Box 10 of 12	Regent Member - Christopher Dodd
Box 10 of 12	Regent Member - Thomas Folley
Box 10 of 12	Regent Member - Bill Frist
Box 10 of 12	Regent Member - Phillip Frost
Box 10 of 12	Regent Member - E. J. "Jake" Garn (2 folders)
Box 10 of 12	Regent Member - Murray Gell-Mann
Box 10 of 12	Regent Member - Louis V. Gerstner
Box 10 of 12	Regent Member - Hanna Gray
Box 10 of 12	Regent Member - Albert Gore, Jr.
Box 10 of 12	Regent Member - I. Michael Heyman (Deceased)
Box 10 of 12	Regent Member - A Leon Higginbotham (Deceased)
Box 10 of 12	Regent Member - Carlsise Humelsine
Box 10 of 12	Regent Member - Manuel Ibanez

Box 10 of 12 Regent Member - Samuel Johnson

Box 10 of 12 Regent Member - Steven Latourette

Box 10 of 12 Regent Member - Bob Livingston

Box 11

Box 11 of 12 Regent Member - Walter Massey

Box 11 of 12 Regent Member - Doris Matsui

Box 11 of 12 Regent Member - Robert Matsui

Box 11 of 12 Regent Member - Joseph McDade

Box 11 of 12 Regent Member - Barnabas McHenry (2 folders)

Box 11 of 12 Regent Member - Norman Mineta (2 folders)

Box 11 of 12 Regent Member - Morgan Roberts

Box 11 of 12 Regent Member - Daniel Moynihan (Deceased) (2 folders)

Box 11 of 12 Regent Member - Homer Neal

Box 11 of 12 Regent Member - William Natcher

Box 11 of 12 Regent Member - Ralph Regula

Box 11 of 12 Regent Member - William H. Rehnquist (2 folders)

Box 11 of 12 Regent Member - James Sasser

Box 11 of 12 Regent Member - Frank Shrontz

Box 11 of 12 Regent Member - Alan Simpson

Box 11 of 12 Regent Member - Alan Spoon

Box 11 of 12 Regent Member - Esteban Torres

Box 12

Box 12 of 12	Regent Member - Danforth Quayle
Box 12 of 12	Regent Member - John W. Warner
Box 12 of 12	Regent Member - Jamie Whitten
Box 12 of 12	Regent Member - James Woolsey
Box 12 of 12	Regent Member - Wesley Williams