



Smithsonian Institution Archives

Administrative Records, 2014

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Collection Overview

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

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Use Restriction

Restricted for 15 years. until Jan-01-2030; Transferring office; 3/19/1970 memorandum, Lytle to Ripley; Contact reference staff for details.

Descriptive Entry

This accession consists of records documenting the administrative activities of G. Wayne Clough during his seventh and final year as Secretary of the Smithsonian Institution. 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; agreements; policies and guidelines; reports; meeting agendas and minutes; event schedules; speech papers; information about gifts, awards, committees, grants, corporate sponsorship, personnel management, publications, members of Congress, and the Board of Regents; invitations; newspaper clippings; photographs; and brochures. Listings in bold indicate both the topic of folder contents and major subheadings from the Secretary's office file plan. Some materials are in electronic format.

Names and Subject Terms

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

Subjects:
Awards

Budget
Committees
Corporate sponsorship
Fund raising
Gifts
Museum buildings
Museums -- Employees
Museums -- Public relations
Personnel management
Research grants
Smithsonian buildings
Special events
Speeches, addresses, etc.

Types of Materials:

Brochures
Clippings
Color photographs
Digital versatile discs
Electronic records
Manuscripts

Names:

Clough, G. Wayne
Smithsonian Institution
Smithsonian Institution -- Administration
Smithsonian Institution. Board of Regents
United States. Congress

Preferred Titles:

Smithsonian Directives (Administrative issuances)

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