



# Smithsonian Institution Archives

## Subject Files, 1963, 1984-2019

Finding aid prepared by Smithsonian Institution Archives

Smithsonian Institution Archives  
Washington, D.C.  
Contact us at [osiaref@si.edu](mailto:osiaref@si.edu)

## Table of Contents

Collection Overview .....	1
Administrative Information .....	1
Descriptive Entry.....	1
Names and Subjects .....	1
Container Listing .....	3

---

## Collection Overview

<b>Repository:</b>	Smithsonian Institution Archives, Washington, D.C., <a href="mailto:osiaref@si.edu">osiaref@si.edu</a>
<b>Title:</b>	Subject Files
<b>Identifier:</b>	Accession 19-202
<b>Date:</b>	1963, 1984-2019
<b>Extent:</b>	14 cu. ft. (14 record storage boxes)
<b>Creator::</b>	National Museum of Natural History. Office of the Director
<b>Language:</b>	English

---

## Administrative Information

### Preferred Citation

Smithsonian Institution Archives, Accession 19-202, National Museum of Natural History.  
Office of the Director, Subject Files

### Use Restriction

Restricted for 15 years, until Jan-01-2035; Transferring office; 1/15/2014 memorandum, Yowell to File; Contact reference staff for details.

---

## Descriptive Entry

This accession consists of materials documenting the administration and programs of the National Museum of Natural History (NMNH) by the Office of the Director, primarily during the tenures of Robert S. Hoffman, 1985-1988; Frank Talbot, 1988-1994; Donald J. Ortner, Acting Director, 1994-1996; David L. Pawson, Acting Director, 1996; Robert W. Fri, 1996-2001; J. Dennis O'Connor, Acting Director, 2001-2002; Cristian Samper, 2002-2007 and 2008-2012; Paul G. Risser, Acting Director, 2007-2008; and Kirk R. Johnson, 2012-. Included are records concerning NMNH departments, divisions, offices, and programs; fundraising efforts; and agreements without outside organizations. Materials include correspondence, memoranda of understanding, reports, newsletters, brochures, clippings, floor plans, maps, photographs, negatives, slides, audiocassettes, a pin, and a flag. 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:

Fund raising  
Museums -- Administration

Natural history museum directors  
Natural history museums

Types of Materials:

Artifacts  
Audiotapes  
Black-and-white negatives  
Black-and-white photographs  
Brochures  
Clippings  
Color photographs  
Color transparencies  
Compact discs  
Digital versatile discs  
Electronic records  
Floor plans  
Manuscripts  
Maps  
Newsletters

Names:

Fri, Robert W.  
Hoffman, Robert S.  
Johnson, Kirk R.  
O'Connor, J. Dennis  
Ortner, Donald J.  
Pawson, David L. (David Leo), 1938-  
Risser, Paul G.  
Samper, Cristian  
Talbot, Frank

## Container Listing

### Box 1

#### American Association of Museums (AAM)

- |             |                           |
|-------------|---------------------------|
| Box 1 of 14 | Correspondence, 1992      |
| Box 1 of 14 | Correspondence, 1995      |
| Box 1 of 14 | Correspondence, 1996      |
| Box 1 of 14 | Correspondence, 1997      |
| Box 1 of 14 | Correspondence, 1998      |
| Box 1 of 14 | Correspondence, 1999      |
| Box 1 of 14 | Correspondence, 2000      |
| Box 1 of 14 | Correspondence, 2001      |
| Box 1 of 14 | Correspondence, 2002      |
| Box 1 of 14 | Correspondence, 2003-2008 |

#### American Association for the Advancement of Science (AAAS)

- |             |                           |
|-------------|---------------------------|
| Box 1 of 14 | Correspondence, 1995      |
| Box 1 of 14 | Correspondence, 1997      |
| Box 1 of 14 | Correspondence, 1998      |
| Box 1 of 14 | Correspondence, 1999      |
| Box 1 of 14 | Correspondence, 2000      |
| Box 1 of 14 | Correspondence, 2001-2004 |

#### American Institute of Biological Sciences (AIBS)

Box 1 of 14	Correspondence, 1994
Box 1 of 14	Correspondence, 1995
Box 1 of 14	Correspondence, 1998
Box 1 of 14	Correspondence, 1999
Box 1 of 14	Correspondence, 2000-2001
	Annual Report - National Museum of Natural History (NMNH)
Box 1 of 14	Annual Report, 1994
Box 1 of 14	Annual Report, 1995
Box 1 of 14	Annual Report, 1996
Box 1 of 14	Annual Report, 1998
Box 1 of 14	Annual Report, 1999
	Annual Science Report - National Museum of Natural History (NMNH)
Box 1 of 14	Annual Science Report, 2018, published March 1, 2019 (2 folders)
	Congressional Correspondence
Box 1 of 14	Smithsonian Institution (SI) Related Committees, 1994
Box 1 of 14	Correspondence, 1994
Box 1 of 14	Correspondence, 1995
Box 1 of 14	Tyrannosaurus Rex Loan to Newt Gingrich, Speaker of the House, 1995
Box 1 of 14	Congressional Open House at NMNH, May 9, 1995
Box 1 of 14	Correspondence, 1996
Box 1 of 14	Congressional Family Night, May 14, 1996

Box 1 of 14	Correspondence, 1997
Box 1 of 14	Congressional Family Night, May 14, 1997
Box 1 of 14	Congressional Family Night, May 20, 1998
Box 1 of 14	Congressional Family Night, October 23, 1999
Box 1 of 14	Congressional Family Night, March 9, 2002
Box 1 of 14	Congressional Family Night, March 1, 2008
	Director's Circle
Box 1 of 14	Director's Circle, 1994
Box 1 of 14	Director's Circle, 1995
Box 1 of 14	Director's Circle, 1996
Box 1 of 14	Director's Circle, 1997
Box 1 of 14	Director's Circle, 1998
Box 1 of 14	Director's Circle, 1999
Box 1 of 14	Director's Circle, 2000
Box 1 of 14	Director's Circle, 2001-2002
Box 1 of 14	Director's Circle, 2003-2004
Box 1 of 14	Director's Circle, 2004-2008
	Discovery Center (Room)
Box 1 of 14	Correspondence, 1994
Box 1 of 14	Correspondence, 1995
Box 1 of 14	Correspondence, 1996

Box 1 of 14	Correspondence, 1997
Box 1 of 14	Correspondence, 1998
Box 1 of 14	Correspondence, 1999
Box 1 of 14	Correspondence, 2000
Box 1 of 14	Correspondence, 2001

Box 2

Box 2 of 14	Correspondence, 2002-2004
-------------	---------------------------

Donations

Box 2 of 14	Donations, 1993
Box 2 of 14	Donations, 1994
Box 2 of 14	Donations, 1995
Box 2 of 14	Donations, 1996
Box 2 of 14	Donations, 1997
Box 2 of 14	Donations, 1998
Box 2 of 14	Donations, 1999
Box 2 of 14	Donations, 2000
Box 2 of 14	Donations, 2001
Box 2 of 14	Donations, 2002-2003
Box 2 of 14	Donations, 2004-2005

Associate Director for Special Projects (ADSP)

Box 2 of 14	Marine Station Correspondence, 1992
-------------	-------------------------------------



Box 2 of 14	Marine Station Correspondence, 1993
Box 2 of 14	Marine Station Correspondence, 1994
Box 2 of 14	Marine Station Correspondence, 1995
Box 2 of 14	Marine Station Correspondence, 1996
Box 2 of 14	Marine Station Correspondence, 1997
Box 2 of 14	Marine Station Correspondence, 1998
Box 2 of 14	Marine Station Correspondence, 1999
Box 2 of 14	Marine Station Correspondence, 2000
Box 2 of 14	Marine Station Correspondence, 2001
Box 2 of 14	Marine Station Correspondence, 2002-2005
Box 2 of 14	Marine Station - Lafayette Facility, 1990-1996
Box 2 of 14	Marine Station - Lafayette Facility, 1996
Box 2 of 14	University of Southwestern Louisiana, 1990-1992 (2 folders)
Box 2 of 14	Marine Station Acreage Purchase from MacArthur Foundation, 1992-1995
Box 2 of 14	Marine Science Network, 2007
Box 2 of 14	Repair and Restoration (R&R)/Federal Construction Program, FY 1995-FY 2001
	Associate Director for Operations (ADO)
Box 2 of 14	Correspondence, 1997-1999
Box 2 of 14	Correspondence, 2000-2001
Box 2 of 14	Correspondence, 2000-2003
	Associate Director for Administration (ADA)

Box 2 of 14 Correspondence, 1994

Box 2 of 14 Correspondence, 1995

Box 3

Box 3 of 14 Correspondence, 1996

Box 3 of 14 Correspondence, 1997

Box 3 of 14 Correspondence, 1998

Box 3 of 14 Correspondence, 1999

Box 3 of 14 Correspondence, 2000

Box 3 of 14 Correspondence, 2001

Box 3 of 14 Correspondence, 2002

Box 3 of 14 Correspondence, 2003

Box 3 of 14 NMNH Mentor Program, 1998

Box 3 of 14 Administrative Calendars, 1994, 1999

Automatic Data Processing - Computer Services (ADP)

Box 3 of 14 Correspondence, 1994

Box 3 of 14 Correspondence, 1995

Box 3 of 14 Correspondence, 1996

Box 3 of 14 Correspondence, 1997

Box 3 of 14 Correspondence, 1998

Box 3 of 14 Correspondence, 1999

Box 3 of 14 Correspondence, 2001

Box 3 of 14 Correspondence, 2002-2004

Box 3 of 14	Information Technology Plan, NMNH, 2001, 2007
Box 3 of 14	Funds and Administrative Management Review, 2007
	Arctic Studies Center
Box 3 of 14	Correspondence, 1995-1996
Box 3 of 14	Correspondence, 1996
Box 3 of 14	Correspondence, 1997
Box 3 of 14	Correspondence, 1998
Box 3 of 14	Correspondence, 1999
Box 3 of 14	Correspondence, 2000
Box 3 of 14	Correspondence, 2001
Box 3 of 14	Correspondence, 2002
Box 3 of 14	Correspondence, 2003-2007
	Department of Systematic Biology
Box 3 of 14	Correspondence, 2001-2003
Box 3 of 14	Systematic Biology Retreat, July 22-23, 2003
Box 3 of 14	Brian Kensley Memorial, February 17, 2004
	Botany
Box 3 of 14	Correspondence, 1994
Box 3 of 14	Correspondence, 1995
Box 3 of 14	Correspondence, 1996
Box 3 of 14	Correspondence, 1997

Box 3 of 14                      Correspondence, 1998

Box 3 of 14                      Correspondence, 1999

Box 3 of 14                      Correspondence, 2000

Box 3 of 14                      Correspondence, 2001

Box 3 of 14                      Correspondence, 2002-2008

Entomology

Box 3 of 14                      Correspondence, 1994

Box 3 of 14                      Correspondence, 1995

Box 3 of 14                      Correspondence, 1996

Box 3 of 14                      Correspondence, 1997

Box 3 of 14                      Correspondence, 1998

Box 3 of 14                      Correspondence, 1999

Box 3 of 14                      Correspondence, 2000

Box 3 of 14                      Correspondence, 2001

Box 3 of 14                      Correspondence, 2002, 2004

Invertebrate Zoology

Box 3 of 14                      Correspondence, 1994

Box 3 of 14                      Correspondence, 1995

Box 3 of 14                      Correspondence, 1996

Box 4

Box 4 of 14                      Correspondence, 1997

Box 4 of 14	Correspondence, 1998
Box 4 of 14	Correspondence, 1999
Box 4 of 14	Correspondence, 2000
Box 4 of 14	Correspondence, 2001
Box 4 of 14	Correspondence, 2002
Box 4 of 14	Correspondence, 2003-2004
Box 4 of 14	Registry of Tumors, 1995
Box 4 of 14	Tumor Registry Move to George Washington University (J. Harshbarger), 1993-1996
	Vertebrate Zoology
Box 4 of 14	Correspondence, 1994
Box 4 of 14	Correspondence, 1995
Box 4 of 14	Correspondence, 1996
Box 4 of 14	Correspondence, 1997
Box 4 of 14	Correspondence, 1998
Box 4 of 14	Correspondence, 1999
Box 4 of 14	Correspondence, 2000
Box 4 of 14	Correspondence, 2001
Box 4 of 14	Correspondence, 2002-2003
Box 4 of 14	Correspondence, 2004-2007
	Mineral Sciences
Box 4 of 14	Correspondence, 1993

Box 4 of 14	Correspondence, 1994
Box 4 of 14	Correspondence, 1995
Box 4 of 14	Correspondence, 1996
Box 4 of 14	Correspondence, 1997
Box 4 of 14	Correspondence, 1998
Box 4 of 14	Correspondence, 1999
Box 4 of 14	Correspondence, 2000
Box 4 of 14	Correspondence, 2001
Box 4 of 14	Correspondence, 2002
Box 4 of 14	Correspondence, 2003-2009
	Paleobiology
Box 4 of 14	Correspondence, 1992
Box 4 of 14	Correspondence, 1993
Box 4 of 14	Correspondence, 1994
Box 4 of 14	Correspondence, 1995
Box 4 of 14	Correspondence, 1996
Box 4 of 14	Correspondence, 1997
Box 4 of 14	Correspondence, 1998
Box 4 of 14	Correspondence, 1999
Box 4 of 14	Correspondence, 2000
Box 4 of 14	Correspondence, 2001
Box 4 of 14	Correspondence, 2002-2009

Associate Director for Public Programs (ADPP)

Box 4 of 14 Correspondence, 1994

Box 4 of 14 Correspondence, 1995

Box 4 of 14 Correspondence, 1996

Box 4 of 14 Correspondence, 1997

Box 5

Box 5 of 14 Correspondence, 1998

Box 5 of 14 Correspondence, 1999

Box 5 of 14 Correspondence, 2000

Box 5 of 14 Correspondence, 2001-2007

Box 5 of 14 Exhibits, 1994-2004

Box 5 of 14 Preliminary Master Schedules for the Behring Family Hall of Mammals and Forces of Change, November 15, 2000

Box 5 of 14 Education, 1995-2004

Box 5 of 14 Tri-State Initiative, 1995

Box 5 of 14 Bristol-Myers Squibb, 1996

Laboratories of Analytical Biology/Laboratory of Molecular Systematics (LMS)

Box 5 of 14 Correspondence, 1992-1993

Box 5 of 14 Correspondence, 1994

Box 5 of 14 Correspondence, 1995

Box 5 of 14 Correspondence, 1996

Box 5 of 14 Correspondence, 1997

Box 5 of 14	Correspondence, 1998
Box 5 of 14	Correspondence, 1999
Box 5 of 14	Correspondence, 2000
Box 5 of 14	Correspondence, 2001
Box 5 of 14	Correspondence, 2002-2004
	Scanning Electron Microscope (SEM) Laboratory
Box 5 of 14	Correspondence, 1994
Box 5 of 14	Correspondence, 1995
Box 5 of 14	Correspondence, 1999
	Smithsonian Environmental Research Center (SERC)
Box 5 of 14	Correspondence, 1998-1999
Box 5 of 14	Correspondence, 2000
Box 5 of 14	Correspondence, 2001
Box 5 of 14	Advisory Board Meeting, October 30, 1998
	Associate Director for Development and Public Affairs (ADD&PA)
Box 5 of 14	Media Report, January-August 1994
Box 5 of 14	Media Report, September 1994-August 1995
Box 5 of 14	Correspondence, 1994
Box 5 of 14	Correspondence, 1995
Box 5 of 14	Correspondence, 1996
Box 5 of 14	Correspondence, 1997



Box 5 of 14	Correspondence, 1998
Box 5 of 14	Correspondence, 1999
Box 5 of 14	Correspondence, 2000
Box 5 of 14	Correspondence, 2001
Box 5 of 14	Correspondence, 2002-2004
Box 5 of 14	Gala Celebration, November 20, 1999
Box 5 of 14	Combined Federal Campaign, 2005
	Associate Director for Special Projects (ADSP)
Box 5 of 14	Correspondence, 1992-1993
Box 5 of 14	Correspondence, 1994
Box 5 of 14	Correspondence, 1995
Box 5 of 14	Correspondence, 1996
Box 5 of 14	Correspondence, 1997
Box 5 of 14	Correspondence, 1998
Box 5 of 14	Museum Support Center (MSC) Correspondence, 1994

Box 6

Box 6 of 14	MSC Correspondence, 1995
Box 6 of 14	MSC Correspondence, 1996
Box 6 of 14	MSC Correspondence, 1997
Box 6 of 14	MSC Correspondence, 1998
Box 6 of 14	MSC Correspondence, 2000
Box 6 of 14	MSC Correspondence, 2001

Box 6 of 14	MSC Correspondence, 2003
	Biodiversity Program
Box 6 of 14	Correspondence, 1994
Box 6 of 14	Correspondence, 1995
Box 6 of 14	Correspondence, 1996
Box 6 of 14	Correspondence, 1997
Box 6 of 14	Correspondence, 1998
Box 6 of 14	Correspondence, 2000
	Associate Director for Research and Collections (ADRC) [formerly Associate Director for Science (ADS)]
Box 6 of 14	Correspondence, 1994
Box 6 of 14	Correspondence, 1995
Box 6 of 14	Correspondence, 1996
Box 6 of 14	Correspondence, 1997 (includes CD)
Box 6 of 14	Correspondence, 1998
Box 6 of 14	Correspondence, 1999
Box 6 of 14	Correspondence, 2000
Box 6 of 14	Correspondence, 2001
Box 6 of 14	Correspondence, 2002
Box 6 of 14	Correspondence, 2003-2006
Box 6 of 14	Future Directions for Science at NMNH, 1993-1994
Box 6 of 14	Department Chairs Meetings, 1994

Box 6 of 14	Department Chairs Meetings, 1995
Box 6 of 14	Chairs Workshop, May 5, 1995
Box 6 of 14	Links to Your Life, 1995
Box 6 of 14	Professional Accomplishments Evaluation Committee (PAEC) Plan, 1989-1995
Box 6 of 14	POETS Club, 1994
Box 6 of 14	Research Initiatives, 1994
Box 6 of 14	Research Initiatives, 1995
Box 6 of 14	Research Initiatives, 1996
Box 6 of 14	Research Initiatives Group Leaders and Committee Structure, 1994
Box 6 of 14	Vision 2000, 1994-1995
Box 6 of 14	Senate of Scientists, 1963, 1994-1999
Box 6 of 14	NMNH Science Council, 2003
Box 6 of 14	Rating Scientific Program, 1997
	Collection Management Services
Box 6 of 14	Correspondence, 1993
Box 6 of 14	Correspondence, 1994
Box 6 of 14	Correspondence, 1995
Box 6 of 14	Correspondence, 1996
Box 6 of 14	Correspondence, 1997
Box 6 of 14	Correspondence, 1998
Box 6 of 14	Correspondence, 1999

Box 6 of 14 Correspondence, 2000

Box 6 of 14 Correspondence, 2001-2007

Box 6 of 14 Highlights of Smithsonian Institution Collections

Box 7

Collections and Research Information System (CRIS)

Box 7 of 14 Correspondence, 1992-1993

Box 7 of 14 Correspondence, 1994

Box 7 of 14 Correspondence, 1995

Box 7 of 14 Correspondence, 1996

Box 7 of 14 Correspondence, 1998

Staff Day

Box 7 of 14 Staff Day, 1994

Box 7 of 14 Staff Day, 1995

Box 7 of 14 Staff Day, 1996

Box 7 of 14 Staff Day, 1997

Box 7 of 14 Staff Day, 1998

Box 7 of 14 Staff Day, 1999

Box 7 of 14 Staff Day, 2000

Box 7 of 14 Career Service Awards Reception, January 31, 2002

Box 7 of 14 Career Service Awards Ceremony, May 30, 2003

Box 7 of 14 Career Service Awards Ceremony, December 2004

- Box 7 of 14 Career Service Awards Ceremony, December 6, 2005
- Box 7 of 14 Peer Recognition and Career Service Awards Ceremony, December 12, 2006
- Box 7 of 14 Peer Recognition and Career Service Awards Ceremony, December 12, 2007
- Box 7 of 14 Staff Photographs
- United States Fish and Wildlife Service
- Box 7 of 14 Correspondence, 1994-1999
- Shop/Cafeteria Sales/Royalty Distributions
- Box 7 of 14 Shop/Cafe Correspondence, 1996-1999 (includes electronic records)
- Box 7 of 14 Shop and Cafeteria Sales, 1996-1997
- Box 7 of 14 Royalty Distributions, 1995-2002
- NMNH Board
- Box 7 of 14 Board Member Photographs (electronic records)
- Box 7 of 14 Board Materials (including reports, agenda, minutes, biographies, and correspondence), 2003-2007; Natural History News, 2004-2007; Strategic Plan Materials, 2004-2006; Staff Meeting Summaries, 2003-2007; Weekly Reports, 2006-2007 (electronic records)
- Policy and Precedent [Smithsonian Institution (SI) and NMNH]
- Box 7 of 14 Correspondence, 1989-1998
- Box 7 of 14 Correspondence, 1990-1995
- Box 7 of 14 Correspondence, 2000-2001
- Box 7 of 14 Welfare to Work Policy, 1999
- Visitor Information

Box 7 of 14                   Visitors to NMNH, 1996

Box 7 of 14                   Visitors to NMNH, 1997

Box 7 of 14                   Visitors to NMNH, 1998

Box 7 of 14                   Visitors to NMNH, 1999

Box 7 of 14                   Visitors to NMNH, 2000

Box 7 of 14                   Visitors to NMNH, 2001-2003

Box 7 of 14                   Current Statistics Printout, 1994-2001

Box 8

Box 8 of 14                   Current Statistics Printout, 2001-2002

Box 8 of 14                   Current Statistics Printout, 2001-2003

Box 8 of 14                   Current Statistics Printout, 2002-2003

Safety (NMNH)

Box 8 of 14                   Correspondence, 1996

Box 8 of 14                   Correspondence, 1997

Box 8 of 14                   Correspondence, 1998

Box 8 of 14                   Correspondence, 1999

Box 8 of 14                   Correspondence, 2000

Box 8 of 14                   Correspondence, 2001

Box 8 of 14                   Correspondence, 2002

Box 8 of 14                   Correspondence, 2003-2005

Box 9

Box 9 of 14                   Correspondence, 2006-2010

World Wide Web (SI/NMNH)

Box 9 of 14 Correspondence, 1995-1996

Renovation

Box 9 of 14 Communication Plan, 1995

Box 9 of 14 Exterior Condition of Metropolitan Area Museums, 1995

Box 9 of 14 Office of the Director and Fourth Floor, 1994-1997

Box 9 of 14 East Court, 1994-1997

Box 9 of 14 Baird Auditorium Lift, 1994

Box 9 of 14 West/East Court Brief to NMNH Staff, September 21, 1994 (includes audiocassette)

Box 9 of 14 West Court/Discovery Center/3-D Large Format Film Theater, 1984-1998 (2 folders)

Box 9 of 14 FY 1999-FY 2005 Repair/Restoration and Federal Construction Program, 1997-2001

Anthropology

Box 9 of 14 Correspondence, 1993

Box 9 of 14 Correspondence, 1994

Box 9 of 14 Correspondence, 1995

Box 9 of 14 Correspondence, 1996

Box 9 of 14 Correspondence, 1997

Box 9 of 14 Correspondence, 1998

Box 9 of 14 Correspondence, 1999

Box 9 of 14 Correspondence, 2000

Box 10

Box 10 of 14	Correspondence, 2001
Box 10 of 14	Correspondence, 2002
Box 10 of 14	Correspondence, 2003-2009
Box 10 of 14	Anthropological Archives, 1997-2009 (2 folders)
Box 10 of 14	C. B. H. Jackson Collection, 1984-1995
	Arctic Studies Center
Box 10 of 14	Correspondence, 1993
Box 10 of 14	Correspondence, 1994
Box 10 of 14	Correspondence, 1995
	Repatriation
Box 10 of 14	Correspondence, January-August 1989
Box 10 of 14	Correspondence, September-October 1989
Box 10 of 14	Correspondence, November-December 1989
Box 10 of 14	Correspondence, 1990
Box 10 of 14	Correspondence, 1991
Box 10 of 14	Correspondence, 1992
Box 10 of 14	Correspondence, 1993
Box 10 of 14	Correspondence, 1994
Box 10 of 14	Correspondence, 1995
Box 10 of 14	Correspondence, 1996



Box 10 of 14 Correspondence, 1997

Box 10 of 14 Correspondence, 1998

Box 10 of 14 Correspondence, 1999

Box 11

Box 11 of 14 Correspondence, 2000

Box 11 of 14 Correspondence, 2001

Box 11 of 14 Correspondence, 2002

Box 11 of 14 Correspondence, 2003-2010

Box 11 of 14 Repatriation Review Committee (including Charter and Rules of Operation), 1995-2003

Box 11 of 14 Repatriation Review Committee, 2004-2007

Box 11 of 14 Summary of Entomological Objects in the National Museum of Natural History Associated with the Sioux Culture, 1996

Handbook of North American Indians

Box 11 of 14 Correspondence, 1993-2003

Management Issues (NMNH)

Box 11 of 14 Directions and Goals for the 21st Century, by Robert S. Hoffmann, 1987

Box 11 of 14 Final Report of the Exhibits Task Force on Public Programming, 1987

Box 11 of 14 Report of the Task Force on Professional and Public Service in the National Museum of Natural History, 1987

Box 11 of 14 Report of the NMNH Task Force on External Relations, 1987

Box 11 of 14 Report of Task Force on Organization, 1987

Box 11 of 14 Report to the Director: Task Group on Communications and Morale, 1987

Box 11 of 14	Task Force on Shared Values Report, 1987
Box 11 of 14	Report of the Task force for Public Programs, 1987
Box 11 of 14	Report of Task Force on Collections, 1987
Box 11 of 14	Final Report, Task Force on Research, 1987
Box 11 of 14	Report on Development and Public Relations
Box 11 of 14	NMNH Mission Statement, 1996-1997
Box 11 of 14	Milestones, 1992
Box 11 of 14	NMNH Parking Permits, 1995
Box 11 of 14	NMNH Parking Permits, 1997
Box 11 of 14	NMNH Parking Permits, 1998
Box 11 of 14	NMNH Parking Permits, 1999
Box 11 of 14	Parking Recertification, 2001
Box 11 of 14	NMNH Parking Permits, 2002
Box 11 of 14	Annual Parking Recertification, 2003
Box 11 of 14	Annual Parking Recertification, 2004
Box 11 of 14	Annual Parking Recertification, 2005
Box 11 of 14	Annual Parking Recertification, 2008
Box 11 of 14	Annual Parking Recertification, 2009
Box 11 of 14	Accessibility Project, 1996-2001
Box 11 of 14	Study Done by Ruth Selig: Communication Ideas for NMNH, 1994
Box 11 of 14	Strategic Planning, 1991-1996

- Box 11 of 14      Beyond the Elephant: A Report Based on the 1994-1995 National Museum of Natural History Visitor Survey, 1995
- Box 11 of 14      Assessment of Organizational Risks and Vulnerabilities, 1996-1999
- Box 11 of 14      The National Museum of Natural History: 75 Years in the New National Museum, 1985
- Box 11 of 14      Preliminary Situation Analysis, by Robert Fri, 1996
- Box 11 of 14      Government Reinvention, 1995
- Box 11 of 14      Management Retreat, March 14-17, 1990
- Box 11 of 14      Summer Hours, 1996
- Box 11 of 14      Focus Group Meetings, 1996
- Box 11 of 14      Donald Ortner's Report of the Museum to NMNH Staff, March 23, 1995 (includes audiocassette)
- Box 11 of 14      Donald Ortner Town Hall Meeting, February 1996
- Box 11 of 14      Smithsonian/Kraft Spectrum: Participant Evaluations, 1996
- Box 11 of 14      Marketing, 1996, 1999
- Box 11 of 14      NMNH Management Controls, 1996
- Box 11 of 14      Executive Staff Retreat, June 26-27, 1998
- Box 11 of 14      Executive Staff Retreat, August 19-20, 1999
- Box 11 of 14      Executive Staff Retreat, January 18, 2000
- Box 11 of 14      Information Technology Retreat, April 13, 2000
- Box 11 of 14      Executive Staff Retreat, September 18-19, 2000
- Box 11 of 14      Executive Staff Retreat, January 16, 2001
- Box 11 of 14      Executive Staff Retreat, September 10, 2001

- Box 11 of 14                      Senior Staff Retreat, February 4, 2002
- Box 11 of 14                      Senior Staff Retreat, November 19-20, 2007
- Box 11 of 14                      Focus Group Transcripts, Feasibility Study Letters, etc., for Capital Campaign, 1998
- Box 11 of 14                      Partnership with the Commission on the Advancement of Women and Minorities in Science, Engineering, and Technology Development (CAWMSET), 2000
- Box 11 of 14                      Encyclopedia of Life, 2007-2008
- Coalition for Excellence in Tropical Biology (CETroB)
- Box 11 of 14                      Memorandum of Understanding and Background Materials, 2000 (includes electronic records)
- NMNH Collaborations
- Box 11 of 14                      Collaborations, 1996-2010
- Box 12
- Memberships and Subventions
- Box 12 of 14                      Memberships and Subventions, 1993
- Letters of Appreciation, Sympathy, and Congratulations
- Box 12 of 14                      Letters, 1993-1994
- Box 12 of 14                      Letters, 1995
- Box 12 of 14                      Letters, 1996
- Box 12 of 14                      Letters, 1997
- Box 12 of 14                      Letters, 1998
- Box 12 of 14                      Letters, 1999
- Box 12 of 14                      Letters, 2000

Box 12 of 14	Letters, 2001
Box 12 of 14	Letters, 2002-2003
	Letters of Inquiry
Box 12 of 14	Letters, 1994
Box 12 of 14	Letters, 1995
Box 12 of 14	Letters, January-June 1996
Box 12 of 14	Letters, July-December 1996
Box 12 of 14	Letters, January-June 1997
Box 12 of 14	Letters, 1998
Box 12 of 14	Letters, 2000
	Letters of Offers and Gifts
Box 12 of 14	Letters, 1995
Box 12 of 14	Letters, 1996
Box 12 of 14	Letters, 1997
Box 12 of 14	Letters, 1998
Box 12 of 14	Letters, 2010
	Museums and Gardens
Box 12 of 14	The Academy of Natural Sciences, 1994-1995
Box 12 of 14	Royal Botanic Gardens, Surrey, United Kingdom, 1995-2000
Box 12 of 14	Missouri Botanical Garden, 1994-1999
Box 12 of 14	North Carolina State Museum of Natural Sciences, 1998-2000

Box 12 of 14	The Field Museum, Illinois, 1996-2003
Box 12 of 14	Carnegie Museum of Natural History, 1995
Box 12 of 14	The Natural History Museum, London, 1996-2003
Box 12 of 14	Denver Museum of Natural History, 1999
Box 12 of 14	National de'Histoire Naturelle, 2001
Box 12 of 14	Houston Museum of Natural Science, 1999, 2003
	Naturalist Center
Box 12 of 14	Correspondence, 1994
Box 12 of 14	Correspondence, 1995
Box 12 of 14	Correspondence, 1997
Box 12 of 14	Correspondence, 1998
Box 12 of 14	Correspondence, 1999
Box 12 of 14	Correspondence, 2000-2006
	NATUREnet Consortium
Box 12 of 14	Correspondence, 1994-1995
	Natural Partners
Box 12 of 14	Correspondence, 1996-2002
	Museum-wide Holiday Parties
Box 12 of 14	Party, 1994
Box 12 of 14	Party, 1995
Box 12 of 14	Party, 2001

O. Orkin Insect Zoo

- Box 12 of 14 Correspondence, 1993
- Box 12 of 14 Correspondence, 1994
- Box 12 of 14 Correspondence, 1995
- Box 12 of 14 Correspondence, 1996
- Box 12 of 14 Correspondence, 1997

Box 13

- Box 13 of 14 Correspondence, 1998
- Box 13 of 14 Correspondence, 1999-2002
- Box 13 of 14 Correspondence, 2003-2006

Memoranda of Understanding (MOU)

- Box 13 of 14 SI [Biodiversity Heritage Library (BHL)/Commonwealth Scientific and Industrial Research Organisation (CSIRO)/Museum Victoria (MV), 2010
- Box 13 of 14 SI (BHL)/Biodiversity Committee, Chinese Academy of Sciences, 2009
- Box 13 of 14 SI [Encyclopedia of Life (EOL)]/The National Council for Science and the Environment (Encyclopedia of Earth): Sharing Biodiversity Informatics Infrastructure, 2009
- Box 13 of 14 SI/New England Tropical Conservatory (NETC): Indonesian Botanical Exploration and Taxonomy Project (IBETP), 2009
- Box 13 of 14 SI/Delaware Division of Historical and Cultural Affairs: Delaware Skeletal Collections, 2010
- Box 13 of 14 SI (EOL)/Society for the Management of Electronic Biodiversity Data (SMEBD): Share Biodiversity Information and Infrastructure, 2009
- Box 13 of 14 United States Department of Agriculture (USDA) Forest Service/SI: Cooperation in the Field of Forestry, 1994
- Box 13 of 14 SI/BRC: Collaborative Research: BiSciCol Tracker, 2009

- Box 13 of 14                    SI/American Society of Zoologists, 1992
- Box 13 of 14                    SI/National Museums of Kenya: Professional Training and Cooperative Research, 2000
- Box 13 of 14                    SI/Federal Native Plant Conservation Committee: North American Native Plant Conservation Initiative, 1994-1995
- Box 13 of 14                    United States Department of the Interior/NMNH/USDA/Nature Conservancy: Conservation of Springsnails and Their Habitats throughout the Great Basin, 1996
- Box 13 of 14                    Royal Ontario Museum/NMNH, 1996-2003
- Box 13 of 14                    SI/National Museum of Korea, 1996
- Box 13 of 14                    SI/Instituto Nacional de Antropologia e Historia (INAH), 1996
- Box 13 of 14                    SI/Cheyenne and Arapaho Tribes of Oklahoma, 1996
- Box 13 of 14                    SI/Anchorage Museum of History and Art, 1998, 2009
- Box 13 of 14                    SI/World Wildlife Museum, Stockton, California, 1992, 1998
- Box 13 of 14                    SI/Direccion General de Divulgacion de la Ciencia, Universidad Nacional Autonoma de Mexico: Outreach Programs
- Box 13 of 14                    United States Geological Survey (USGS) Patuxent Wildlife Research Center/ SI: North American Collections, 2001
- Box 13 of 14                    SI/United States Botanic Garden: Conservatory Renovation, 1999
- Box 13 of 14                    SI/University of Nebraska: Off-site Enhancement Program of the Scarab Beetle Collection, 1999
- Box 13 of 14                    SI/Coalition for Excellence in Tropical Biology (CETroB), 2000
- Box 13 of 14                    SI/Bureau of Fisheries and Aquatic Resources/Field Museum of Natural History: Biodiversity, Biogeography Study of the Shorefishes of Mindoro Island, 2000
- Box 13 of 14                    SI/Washington Advisory Group (WAG): Evaluation of Science Programs, 1997



- Box 13 of 14 Walter Reed Army Institute of Research/SI: Mosquito Collection, 2001
- Box 13 of 14 The Forest Department of the Union of Myanmar/SI: Joint Publication, 2007
- Box 13 of 14 Alexander von Humboldt Biological Resources Research Institute/SI: Joint Project on the Birds of Colombia, 2003
- Box 13 of 14 Comision Nacional para el Conocimiento y Uso de la Biodiversidad de Mexico (CONABIO)/SI: Technical and Scientific Cooperation, 2003
- Box 13 of 14 Center for Systematic Biology and Evolution/SI: Technical and Scientific Cooperation, 2003
- Box 13 of 14 Smithsonian Tropical Research Institute (STRI)/SI: Joint Appointment for Dr. Dolores R. Piperno, 2003
- Box 13 of 14 University of Yangon/SI: Research, Training, and Education, 2003
- Box 13 of 14 SI/ARTstor, Inc.: Crop Digital Images, etc., 2004
- Box 13 of 14 SI/Iridisse, Inc., 2005
- Box 13 of 14 SI/Wildscreen, 2005
- Box 13 of 14 SI/National Zoological Park (NZP): Joint Appointment for Dr. Robert Fleischer and Dr. Jesus Maldonado, 2005
- Box 13 of 14 SI/South African Institute for Aquatic Biodiversity: Long-term Loans, 2005
- Box 13 of 14 SI/The National Herbarium, Addis Ababa University, Ethiopia: Collaborative Research Projects, 2005
- Box 13 of 14 SI/United States Department of Commerce: Continue Work to Build National Treasure, 2005
- Box 13 of 14 SI/Voyager: Joint Learning Projects, 1997-2001
- Box 13 of 14 SI/Armed Forces Institute of Pathology, 1998
- Box 13 of 14 SI/United States Postal Service: Insect Stamp, 1998
- Box 13 of 14 SI/Principle Large Format, Picture House: 3D Film, 1998

- Box 13 of 14 SI/Bisbee Mining and Historical Museum: Feasibility and Cost Analysis Study, 1998-2001
- Box 13 of 14 SI/Miami Museum of Science and Space Transit Planetarium: Feasibility Study, 1995-2001
- Box 13 of 14 SI/United States Department of Agriculture: Building the National Treasure Embodies in the NMNH Entomological Collection, 2001
- Box 13 of 14 NMNH/National University of Singapore, 1997-1998
- Box 13 of 14 SI/Mongolian Academy of Sciences, 2007
- Box 13 of 14 SI/Otto Gerdau Company: Temporary Pearls Exhibit, 2004
- Box 13 of 14 NMNH/NZP: Joint Genetics Program, 2005-2006
- Box 13 of 14 SI/Istituto Italiano per gli Studi Filosofici (IISF): 2006
- Box 13 of 14 NMNH/University of the Witwatersrand, Johannesburg (WITS): Collaborate on Paleontological Research, 2007
- Box 13 of 14 SI/The Department of the Navy: Ocean Initiative, 2006
- Box 13 of 14 SI/Museum fur Volkerkunde Wien: Collaboration, 2006
- Box 13 of 14 SI/Saudi Aramco, 2007
- Box 13 of 14 SI/Northeastern Naturalist: Editorial Policy, 2007
- Box 13 of 14 SI/California Academy of Sciences: Biodiversity Survey, 2007
- Box 13 of 14 SI/Universidad del Valle: Export and Import, 2005-2006
- Box 13 of 14 SI/Universidad Nacional de Colombia, 2007-2008
- Box 13 of 14 SI/Network of Excellence "EDIT," 2006
- Box 13 of 14 SI (Fort Pierce)/Harbor Branch Oceanographic Institute (HBOI): HBOI Library Service, 2008
- Box 13 of 14 SI (EOL)/AntWeb: Develop and Share Critical Biodiversity Informatics Infrastructure, 2008

Box 13 of 14                      SI/Convention on Biological Diversity, 2006

Box 13 of 14                      SI/World Wildlife Fund, Inc.: Office Space, 2006

Box 13 of 14                      SI/Harry Winston Diamond Corporation: 50th Anniversary, 2008

Box 13 of 14                      SI/Federal Aviation Administration (FAA): BASH Program, 2008

Box 13 of 14                      SI/Natural History Museum, London: Scientific and Technical Relationship, 2008

Box 13 of 14                      SI [Integrated Taxonomic Information System (ITIS)]/ETI BioInformatics: Collaboration, 2008

Box 13 of 14                      Florida Institute of Oceanography (FIO): Academic Infrastructure Support Organization (AISO), 2009

Box 13 of 14                      SI (EOL)/Regents of the University of Michigan, 2008

Box 13 of 14                      SI (EOL)/Commonwealth Scientific and Industrial Research Organisation (CSIRO), 2008

Box 13 of 14                      SI (EOL)/Biomimicry Institute, 2008

Box 13 of 14                      SI (EOL)/Busch Entertainment Corporation, 2008-2009

Box 13 of 14                      SI (EOL)/FishBase, 2008

Box 13 of 14                      SI (EOL)/Naturalis Museum, 2008

Box 13 of 14                      SI (EOL)/ZooKeys, 2008

Box 13 of 14                      SI (EOL)/Plazi, 2008

Box 13 of 14                      SI (EOL)/Tree of Life Web Project, 2007

Box 13 of 14                      SI (EOL)/Global Biodiversity Information Facility Secretariat, 2007

Box 13 of 14                      SI (EOL)/Regents of the University of California, 2008

Box 13 of 14                      SI (EOL)/Widescreen (ARKive), 2008

Box 13 of 14                      SI (EOL)/Biodiversity Committee, Chinese Academy of Sciences, 2009

- Box 13 of 14 SI (EOL)/Catalogue of Life Partnership, 2007
- Box 13 of 14 National Oceanic and Atmospheric Administration (NOAA)/NMNH, 2010 (includes electronic records)
- Box 13 of 14 United States Department of Agriculture, Agricultural Research Service/ NMNH, 1989, 2003
- Box 13 of 14 United States Geological Survey/Bureau of Land Management/National Park Service/United States Forest Service: Management of Fossils on Public Lands, 1991-1992
- Box 13 of 14 SI/Hearst Entertainment Distribution, Inc., 1991-1992
- Box 13 of 14 Duke University, 1992
- Box 13 of 14 Department of Wildlife and National Parks, Malaysia/National Zoological Park, 1991
- Box 13 of 14 SI/Instituto Nacional de Pesquisas da Amazonia, 1990
- Box 13 of 14 Direccion General de Forestal y Fauna, Ministerio de Agricultura, Peru/ NMNH, 1989
- Box 13 of 14 SI/World Wildlife Fund: Minimum Critical Size of Ecosystems Program (MCSE), 1987
- Box 13 of 14 Ministry of Culture of the Union of Soviet Socialist Republics (USSR)/SI, 1987
- Box 13 of 14 Universidad Nacional de Colombia/NMNH, 1990-1992
- Box 13 of 14 Fish and Wildlife Service, 1991
- Box 13 of 14 National Park Service/NMNH: Planning, Development, and Exhibition of a Traveling Exhibit Entitled "Archeology of the North Pole and Beringia," 1990-1991
- Box 13 of 14 Miscellaneous Agreements
- Research Training Program (NMNH)
- Box 13 of 14 Information Packet, 1993
- Box 13 of 14 Correspondence, 1992

- Box 13 of 14 Correspondence, 1994-1999
- Box 13 of 14 Correspondence, 2000-2003
  - Letters Received
- Box 13 of 14 Arctic National Wildlife Refuge (ANWR): Correspondence Concerning Exhibit, 2003-2004
- Box 13 of 14 Correspondence Concerning Film on Intelligent Design, 2005-2006
- Box 13 of 14 Miscellaneous Correspondence, 2003-2011 (includes electronic records)
  - Miscellaneous Files
- Box 13 of 14 Media Training, March 3, 2010 (DVD)
- Box 13 of 14 Women's Committee Proposals, 2013
- Box 13 of 14 Omnicom Network, 2011
- Box 13 of 14 Chile Exhibit Opening: "Against All Odds," 2011
- Box 13 of 14 AAM Retreat, 2011
- Box 13 of 14 Phoenix, Arizona, Event, 2011
- Box 14
- Box 14 of 14 Arizona Readings, 2011
- Box 14 of 14 London, 2011
- Box 14 of 14 NMNH Board Meeting, November 4, 2010
- Box 14 of 14 Natural History Newsflash, 2010-2011
- Box 14 of 14 Alfalfa Club Weekend, 2011
- Box 14 of 14 Metrics Redesign, 2010-2011
- Box 14 of 14 Town Hall and Achievement Awards, April 26, 2011

Box 14 of 14	NMNH Board Meeting, April 2011
Box 14 of 14	Correspondence: For Contact List, 2009
Box 14 of 14	Photographs, 1997-2000
Box 14 of 14	Correspondence from Chief Justice John Roberts, 2010
Box 14 of 14	Correspondence from David H. Koch, 2010
Box 14 of 14	Strategic Plan, 2010-2015
Box 14 of 14	Annual Science Report, 2013, published April 30, 2014
Box 14 of 14	Invitations, 2013-2014
Box 14 of 14	Invitations, 2004-2017
Box 14 of 14	Communications Plan, 2013
Box 14 of 14	Visitors, 2010-2011
Box 14 of 14	Social Media Working Group, 2011
Box 14 of 14	Follow Up, 2010-2011
Box 14 of 14	Deep Time Initiative, 2010
Box 14 of 14	Weekly Encyclopedia of Life Meetings, 2010
Box 14 of 14	Global Genome Initiative (GGI), 2010-2011
Box 14 of 14	Recovering Voices, 2010-2011
Box 14 of 14	Contacts
Box 14 of 14	Darwin, 2011-2012
Box 14 of 14	How to Find an Image Manual
Box 14 of 14	Annual Science Report, 2015, published March 15, 2016

- Box 14 of 14                    Sant Ocean Hall Opening, 2008
- Box 14 of 14                    NMNH Blogger Training, 2009
- Box 14 of 14                    Holiday Cards
- Box 14 of 14                    The Washington Connection with Guest Kirk Johnson, October 2, 2013  
(DVD)
- Box 14 of 14                    NMNH Events, November 7, 2013, and April 19, 2014 (2 DVDs)
- Box 14 of 14                    News Articles, 2012-2013
- Box 14 of 14                    Miscellaneous Correspondence, 2011-2014 (includes DVD)
- Box 14 of 14                    NMNH Office of Director Organizational Information, 1994