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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>	Records
<b>Date:</b>	<i>circa</i> 1981-1988
<b>Identifier:</b>	Accession 93-007
<b>Creator::</b>	Smithsonian Institution. Office of Information Resource Management
<b>Extent:</b>	2 cu. ft. (2 record storage boxes)
<b>Language:</b>	English

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## Administrative Information

### Preferred Citation

Smithsonian Institution Archives, Accession 93-007, Smithsonian Institution. Office of Information Resource Management, Records

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## Descriptive Entry

These records document administrative activities of the Office of Information Resource Management (OIRM). Materials include correspondence and memoranda of the former director, Richard H. Lytle, and deputy director, David A. Bearman. Records also include information pertaining to the reorganization of the office, policy and planning, personnel, budget, minutes of meetings for the Steering Committee and Cost Center Advisory Board, and computer systems upgrading.

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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:

- Computer systems
- Information resources management
- Information storage and retrieval systems
- Information technology

### Types of Materials:

- Audiotapes
- Manuscripts

### Names:

- Bearman, David
- Lytle, Richard H.

Smithsonian Institution. Office of Information Resource Management. Cost Center Advisory Board  
Smithsonian Institution. Office of Information Resource Management. Steering Committee

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## Container Listing

Box 1	
Box 1 of 2	Personnel Payroll System (PPS), 1985 (2 folders)
Box 1 of 2	Reorganization, 1984 (OIRM)
Box 1 of 2	Reorganization, 1981-1983 (OIRM)
Box 1 of 2	Training - For OIRM, 1980-1985
Box 1 of 2	Planning - National Museum of Natural History (OIRM), 1985-1986
Box 1 of 2	Policy and Planning, 1983-1985 (2 folders)
Box 1 of 2	Personnel, 1985-1986
Box 1 of 2	Budget Submission SI-Wide Auto OFB, FY 1987 (3 folders)
Box 1 of 2	OIRM Deputy Director (2 folders)
Box 1 of 2	Advanced Technologies, 1988
Box 1 of 2	PC Maintenance Project
Box 1 of 2	Telephone Operator Support
Box 1 of 2	Telecommunications Strategy
Box 1 of 2	Optical Disk Working Group
Box 1 of 2	SI Information Resource Directory (SIDIR)
Box 1 of 2	Raceway
Box 1 of 2	Communications and Computer System, 1986 (3 folders)
Box 1 of 2	Software Division
Box 1 of 2	Personnel Payroll System
Box 1 of 2	Support Staff, 1983-1984
Box 1 of 2	External Deputy Director, 1982-present (3 folders)
Box 1 of 2	IRM Annotated History Timeline, 1989

Box 2

Box 2 of 2	CIS, 1983
Box 2 of 2	Budget Submission, 1986
Box 2 of 2	PPS, 1989
Box 2 of 2	Training Offered by OIRM
Box 2 of 2	PPS Project , 1988 (OIRM)
Box 2 of 2	Systems Maintenance, 1988 (OIRM)
Box 2 of 2	CIS Steering Committee Meetings, June 1986 to December 1986
Box 2 of 2	JHP, 1987 (OIRM)
Box 2 of 2	ISSD - Personnel Matters, 1988 (OIRM)
Box 2 of 2	PPS, 1986-1987 (2 folders)
Box 2 of 2	Migration Plan
Box 2 of 2	CREFS
Box 2 of 2	CMASS Distribution Lists
Box 2 of 2	CMASS - Mission Statement
Box 2 of 2	CMASS - Vulpe (includes audio cassette)
Box 2 of 2	CMASS - Response to Statement, 1985
Box 2 of 2	CIS Steering Committee Meetings, January-February 1987
Box 2 of 2	CC Advisory Board, 1986
Box 2 of 2	Cost Center Advisory Board, 1986
Box 2 of 2	Cost Center Advisory Board, 1987
Box 2 of 2	Office Automation System
Box 2 of 2	Local Area Network LANS
Box 2 of 2	Cost Centers, 1988

Box 2 of 2 Cost Centers, 1987

Box 2 of 2 Cost Center Advisory Board, 1986

Box 2 of 2 Communications & Computer Systems Division, 1984-1985

Box 2 of 2 Communications Distribution Systems