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Collection Overview

Repository: Smithsonian Institution Archives, Washington, D.C., osiaref@si.edu
Creator: Smithsonian Associates, Office of the Director
Title: Records
Dates: circa 1983-1997
Quantity: 4 cu. ft. (4 record storage boxes)

Administrative Information

Preferred Citation
Smithsonian Institution Archives, Accession 98-036, Smithsonian Associates, Office of the Director, Records

Use Restriction
Restricted for 15 years, until Jan-01-2013; Transferring office; 3/13/1998 e-mail, Wasserman to Johnstone; Contact reference staff for details.

Descriptive Entry

This accession consists of the records of Mara Mayor, Director of The Smithsonian Associates (TSA). Materials include correspondence; information on the merger of the Resident Associates Program (RAP) with the Smithsonian National Associates Program (SNAP) to form TSA; budget files and grant requests; information pertaining to funding of the Discover Graphics program; and information concerning the Educational Services Institute.

Names and Subject Terms

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

Types of Materials:
Manuscripts

Names:
Mayor, Mara.
Smithsonian National Associate Regional Events Program
Smithsonian Resident Associate Program.
Smithsonian Resident Associate Program. Studio Arts Program. Discover Graphics Program.
Container Listing

Box 1

Contributing Membership Appeal, 1990-1991
Rigoberta Mench Event, 1993
The Smithsonian Associates: Identity Crisis, 1992
Development, 1991
Educational Outreach, 1990
Budget Projections, 1992-1993
Smithsonian Women’s Committee: Grant Proposals, 1989
Resident Associate Program: Management Committee Review, 1988
Management Committee Review of the Resident Associates Program, 1988
Unrestricted Trust Fund Budgets, 1989-1994
Project Collaborations, 1993
Management Committee Presentation on the Resident Associates Program, 1985
Discover Graphics, 1990-1992
Mayor, Mara: Correspondence, January-October 1994 (4 folders)

Box 2

Mayor, Mara: Correspondence, November 1994-January 1995
Educational Services Institute, 1995-1997 (6 folders)
Aspen Retreat, 1996 (6 folders)
University of California, Los Angeles (UCLA)/Smithsonian Institute for New Media and Education
Smithsonian Early Enrichment Center (SEEC)
GW/Aramian
Kataoka, Mits
Smithsonian 150th Anniversary: Themes
Smithsonian 150th Anniversary: Campaign and Marketing
Smithsonian 150th Anniversary: Membership Coordination
Smithsonian 150th Anniversary: Program Idea
Smithsonian 150th Anniversary: SI Agenda
Smithsonian 150th Anniversary: Birthday Party
Smithsonian 150th Anniversary: Marketing
Development Funding Meetings, 1989
Associates Merger: Tours Task Force, July 1992
Associates Merger: Task Force Reports Summary, 1992
Box 3
Associates Merger: Compilation of Staff Comments, May 1993
Associates Merger: Education Task Force, July 1992
Associates Merger: Staff Questionnaires, July 1992
Report Appendices
Task 2: Personnel Policies and Procedures
Task 3: Volunteers and Interns - Policies and Procedures
Task 4: Relationship with SI
Task 5: New Identity for TSA - Reception and Publications
Task 7: Minority Audiences
Task 9: Marketing and Development
Task 10: Merger Plan
Associates Court Dining
Automation
Security
Organization Structure
Budget, 1993
Brookings Institute

UCLA Focus Groups (2 folders)

UCLA (2 folders)

The Smithsonian Associates: Director Recruitment, 1992

Resident Associates Program African American Studies Center

RAP Tours

RAP Studio Arts

RAP Performing Arts

RAP Lectures, Seminars, and Films

RAP Young Associates

RAP Discovery Theater

Smithsonian National Associates Program (SNAP) Study Tours and Seminars

SNAP United States and International Events

SNAP Research Expeditions

Tom Rollins, The Teaching Company, 1989-1992

Grant Requests by TSA, 1994-1995

Museum World, Inc. (MWI)

SI Chamber Players/Orchestra - Josiah Hatch, National Museum of American History (NMAH)

SI Chamber Music, 1985

Box 4

20th Century Consort and the Hirshhorn Museum and Sculpture Garden, c. 1984-1986 (2 folders)

Performing Arts, 1992 (2 folders)

Discover Graphics Funding, 1984-1987 (2 folders)

Submissions for Electronic Media Board (EMB Report), 1994

Electronic Media Board, 1994-1995

James Smithson Society, 1987

Discovery Theater Fundraising, 1987, 1995-1996 (2 folders)
RAP Educational Outreach Fund Proposal, 1987

Educational Outreach Grant, 1987-1988

Shutdown, 1995

Unsung Heroes

Compensation Time/Overtime Information from Mary Tanner