



# Smithsonian

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Records, 1968-1979 and undated,  
some from 1954, 1961-1964

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Smithsonian Institution Archives  
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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>	1968-1979 and undated, some from 1954, 1961-1964
<b>Identifier:</b>	Record Unit 331
<b>Creator::</b>	National Museum of History and Technology. Department of Cultural History
<b>Extent:</b>	5 cu. ft. (5 record storage boxes)
<b>Language:</b>	English

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## Administrative Information

### Preferred Citation

Smithsonian Institution Archives, Record Unit 331, National Museum of History and Technology, Department of Cultural History, Records

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## Historical Note

The Department of Cultural History was one of several departments of the Museum of History and Technology (MHT), and comprised a number of divisions concerned with specialized aspects of cultural history. The name and divisions of the Department of Cultural History changed over the years, following structural reorganizations of the museum.

The Department of Cultural History had its origin in the Department of Civil History, which was founded in 1958. Between 1958 and 1968 the Department of Civil History consisted of the following divisions: Political History, Cultural History, Philately and Postal History, and Numismatics. The Division of Musical Instruments was added in 1967.

Anthony N. D. Garvan served as the head curator of the Department of Civil History from 1958 to 1961, when he was succeeded by Richard H. Howland from 1961 to 1968. In 1964, the designation of head curator changed to department chairman. From 1968 to 1969, C. Malcolm Watkins, curator of the Division of Cultural History, was acting chairman of the department.

In the course of its reorganization in 1969, the MHT was renamed National Museum of History and Technology (NMHT). Five departments were created among which the Department of Cultural History emerged as the successor of the Department of Civil History. The divisions of the new department were Costumes and Furnishings, Ethnic and Western Cultural History, Musical Instruments, and Preindustrial History. C. Malcolm Watkins chaired the department from 1969 to 1973, when he became the department's senior curator, 1973-1980. Rodris C. Roth, curator of costumes, was acting chair from 1973 to 1974, when Richard E. Ahlborn became chairman, 1974 to 1978.

In 1978, another reorganization of the NMHT took place, and the Department of Cultural History continued as one of three departments of the museum. The divisions of the Department of Cultural History were Ceramics and Glass, Community Life, Costume, Domestic Life, Graphic Arts, and Musical Instruments. In the years between 1978 and 1980 the department had three chairpersons. Anne C. Golovin succeeded Richard E.

Ahlborn and served as Acting Chair in 1978. In 1978, Peter C. Marzio assumed the chairmanship, and in 1979 he was succeeded by Claudia B. Kidwell.

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## Descriptive Entry

The records of the Department of Cultural History contain a variety of document types. These range from correspondence, memoranda, reports, proposals, minutes of meetings, and manuscripts of papers and lectures, to photographs and printed documents such as brochures or journal articles. The records relate to administrative topics such as personnel, travel, and shipping or loan procedures. Financial records include departmental and divisional budget proposals and requests, and records of independent departmental funds. Documents relating to the department's artifacts and collections deal with donations, accessions, exhibits, conservation, and security. The records document the activities of the department's curatorial staff, which include research, publications, travel, archaeological projects, and attendance at meetings and conferences. Some records relate to the museum as a whole, such as the proposed Reingold Center or the library. The correspondence reflects the interactions between the various divisions of the Department of Cultural History, as well as the interaction of the Department of Cultural History with other parts of the NMHT. Also included is a large amount of the professional correspondence of chairmen Malcolm Watkins and Richard E. Ahlborn with scholars, curators, archaeologists, and the general public. Related materials can be found in Record Unit 251, the records of the Department of Cultural History, 1957, 1964-1975; Record Unit 258, the records of the Division of Cultural History, 1952-1967; Record Unit 261, the records of the Division of Domestic Life, 1955-1977; Record Unit 252, the records of the Division of Political History, 1950-1969; Record Unit 7321, the C. Malcolm Watkins Papers; and Record Unit 9522, the Association of Curators Oral History Interviews.

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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:

- Civilization -- History
- Costume -- History
- Decorative arts
- Furniture
- Museum curators
- Museum exhibits
- Musical instruments
- Women museum curators

Types of Materials:

- Black-and-white photographs
- Manuscripts

Names:

- Ahlborn, Richard E.
- Golovin, Anne Castrodale
- Hoover, Cynthia A. (Cynthia Adams)
- Kidwell, Claudia Brush
- Kin and Communities: The Peopling of America (symposium)
- Marzio, Peter C.
- Nation of Nations (1976 : Smithsonian Institution)
- National Museum of History and Technology (U.S.). Hall of Everyday Life in the American Past

National Museum of History and Technology (U.S.). Historical Archaeology Project  
Roth, Rodris  
Watkins, C. Malcolm

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## Container Listing

### Series 1: CORRESPONDENCE, 1964-1979.

Note: This series consists of three types of correspondence. Chronological Correspondence files contain copies of outgoing general correspondence and memoranda of the Department of Cultural History. Correspondents include the chairmen and curators of the department.

Departmental General Correspondence consists of incoming as well as outgoing letters and memoranda within the department and between the various departments of the NMHT. Correspondents include the curators of the divisions of the Department of Cultural History and Smithsonian administrators such as S. Dillon Ripley, Secretary of the Smithsonian; Brooke Hindle, Director, NMHT; Silvio A. Bedini, Deputy Director, NMHT; Robert G. Tillotson, Assistant Director for Administration, NMHT; and the curators and other staff members of the NMHT. General topics include collections and exhibits, Smithsonian publications, archaeological projects, seminars and lectures, and the 1976 bicentennial celebration. The files are arranged chronologically.

Files entitled General Correspondence consist of the correspondence of C. Malcolm Watkins in his capacity as department chairman or senior curator. These files also contain some of chairman Richard E. Ahlborn's correspondence. Correspondents include curators of museums across the United States, as well as historical societies, university faculty, prospective donors, and the general public. Arrangement is alphabetic by personal name of the correspondent or by organization. Correspondents may be filed by their last name or by their organization.

#### Box 1

Box 1 of 5	Chronological Correspondence, January - June 1975
Box 1 of 5	Chronological Correspondence, July - December 1975
Box 1 of 5	Chronological Correspondence, January - June 1976
Box 1 of 5	Chronological Correspondence, July - December 1976
Box 1 of 5	Chronological Correspondence, January - June 1977
Box 1 of 5	Chronological Correspondence, July - December 1977
Box 1 of 5	Chronological Correspondence, January - June 1978
Box 1 of 5	Chronological Correspondence, July - December 1978
Box 1 of 5	Departmental General Correspondence, 1974-1975
Box 1 of 5	Departmental General Correspondence, (1973) 1976
Box 1 of 5	Departmental General Correspondence, January - June 1977

Box 1 of 5	Departmental General Correspondence, July - December 1977
Box 1 of 5	Departmental General Correspondence, January - June 1978
Box 1 of 5	Departmental General Correspondence, July - December 1978
Box 1 of 5	General Correspondence "A," 1975-1979. Correspondents include James deT. Abajian of the California Historical Society, members of the Alexandria Archaeological Commission, and Norman Rice of the Albany Institute of Art and History
Box 1 of 5	General Correspondence "B," 1975-1979. Correspondents include J. C. H. King, Keeper of the Ethnography Department at the British Museum, and the Bowne House Historical Society. Photographs are attached to some of the letters
Box 1 of 5	General Correspondence. John F. Butler, 1964-1977. Concerns Butler's publications in the Smithsonian magazine and his lecture tour through the United States. Correspondents include Richard E. Ahlborn, university faculty in the Washington, D. C. area, and sponsors of Butler's lecture tour. Included are curriculum vitae and photographs of Butler
Box 1 of 5	General Correspondence "C," 1975-1979. Correspondents include staff of the Corning Museum of Glass
Box 1 of 5	General Correspondence "D," 1975-1978
Box 1 of 5	General Correspondence "E," 1975-1979. Correspondents include Earthwatch and the ERPF Catskill Cultural Center. Included are also the Earthwatch Catalog of Research Expeditions, 1978, and a guide to the Earthwatch Center for Field Research
Box 1 of 5	General Correspondence "F," 1975-1977
Box 1 of 5	General Correspondence "G," 1975-1979. Correspondents include Alison Grant, Ph.D. candidate at Exeter University, England, regarding her visit to the United States and the study of North Devon pottery
Box 2	
Box 2 of 5	General Correspondence "H," 1975-1979. Correspondents include J. G. Hurst of the Inspectorate of Ancient Monuments, England; U.S. Representative John Paul Hammerschmidt; and Charles H. Nilson, chairman, Department of English, Howard University, regarding the proposal for a Ph.D. program for teachers of English at Black colleges
Box 2 of 5	General Correspondence "J," 1976-1979. Correspondents include Terry Pimsleur of the Johnston House Foundation regarding the Johnston House. Includes a plan of the house

Box 2 of 5	General Correspondence "K," 1975-1979. Correspondents include staff of the Kendall Whaling Museum and Stuart C. Schwartz of Kilnscars Publications, regarding an article on North State Pottery
Box 2 of 5	General Correspondence "L," 1975-1978
Box 2 of 5	General Correspondence "M," 1974-1979
Box 2 of 5	General Correspondence "N," 1975-1979. Correspondents include the National Trust for Historic Preservation and the New Jersey Historical Society. The correspondence with Aubrey Neasham concerns artifacts recovered at the Bolinas Lagoon, California, site and includes photographs of the artifacts
Box 2 of 5	General Correspondence "O," 1975-1977. Correspondents include the staff of Old Sturbridge Village, Massachusetts
Box 2 of 5	General Correspondence. Oakland Museum, 1972-1978. Main correspondent is L. Thomas Frye, curator of history at the Oakland Museum. Includes a report by C. Malcolm Watkins and Anne C. Golovin, associate curator of domestic life, on the examination of a frying pan submitted by the Oakland Museum
Box 2 of 5	General Correspondence "P - Q," 1975-1979. Correspondents include Terry Pimsleur (see also Johnston House Foundation) and the Puppeteers of America
Box 2 of 5	General Correspondence "R," 1975-1978. Correspondents include the staff of the Rochester Museum and Science Center and John Paul Remensnyder, donor of the Remensnyder Collection of American Stoneware
Box 2 of 5	General Correspondence "S," 1969-1979. Includes correspondence with Richard V. Szary and Richard H. Lytle of the Smithsonian Archives and the annual reports of the Archives, 1974-1977. Other correspondents include the St. Mary's City Commission and various archaeologists, historians, and curators
Box 2 of 5	General Correspondence "T," 1975-1979
Box 2 of 5	General Correspondence "U - V," 1975-1979
Box 2 of 5	General Correspondence "W," 1974-1979. Correspondents include Arlene Palmer of the Winterthur Museum and the editor of Wesley University Press, regarding book reviews
Box 2 of 5	General Correspondence. Williamsburg, Colonial, 1974-1979. Documents include a proposed visit of Alison Grant (see also General Correspondence "Gin"), North Devon pottery, the appointment of a Smithsonian research associate, and Martin's Hundred Ceramics.



Correspondents include Williamsburg staff Ivor Noel Hume, Director of Archaeology, and Graham Hood, Director of Collections

Box 2 of 5

General Correspondence "X,Y,Z," 1975-1977. Correspondents include Vernal C. Yadon of the Museum of Natural History, Pacific Grove, California, regarding objects in the museum's possession

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**Series 2: SUBJECT FILES, 1954-1979.**

Note: This series contains records of the Department of Cultural History, in alphabetical order by subject. Document types include publications, reports, minutes, correspondence, and memoranda. Unless specified, principal correspondents are Richard E. Ahlborn, C. Malcolm Watkins, and the curators of the divisions, among them Rodris C. Roth, Claudia B. Kidwell, Cynthia A. Hoover, and Anne C. Golovin. Other frequent correspondents include Silvio A. Bedini, Robert G. Tillotson, and Brooke Hindle.

Box 2	
Box 2 of 5	Accessions, May 1974 - April 1975. Contains lists of donations given to the Department of Cultural History. Information includes departmental division, type of donation, and the donor
Box 2 of 5	Accessions, May 1975 - January 1976
Box 2 of 5	Accessions, 1975-1979. Includes a draft report and correspondence regarding policies, and the Collections and Management Study, 1976. Also contains a copy of the NMHT Master File of Object Totals at the Department of Cultural History
Box 2 of 5	American Association of Museums (AAM) Meeting, May 30 - June 4, 1976, Washington, D.C. Contains an announcement of the meeting and the AAM report on museum ethics
Box 2 of 5	Annual Report, 1975. Contains information to be submitted to the Smithsonian Year about the activities of the Department of Cultural History and its curators
Box 2 of 5	Annual Report, 1976
Box 2 of 5	Annual Report, 1977
Box 2 of 5	Annual Report, 1978
Box 2 of 5	Annual Report, 1979
Box 2 of 5	Barney House Panels, 1974-1975. Contains copies of catalog cards and correspondence regarding the use of the panels for practice in conservation laboratories
Box 2 of 5	Budget 1975. Form 44. Contains forms delegating authority for small purchasing, 1974- 1975
Box 2 of 5	Budget 1975. Fund and Appropriations Codes
Box 2 of 5	Budget 1975. SI-23 Requests. Contains requests for building management services

Box 2 of 5	Budget 1975. Unit Breakdown. Includes proposed budget for the Department of Cultural History for FY 1975 and expenses of each division
Box 2 of 5	Budget 1976. Budget Requests for FY 1976. Contains expenses of the departmental divisions, requests for FY 1976 and future year projections, and correspondence regarding travel funds and other requests
Box 3	
Box 3 of 5	Budget 1976. Budget Requests Transitional Period, July 1 - September 31, 1976
Box 3 of 5	Budget 1977. Budget Requests. Documents expenses of the departmental divisions, including correspondence regarding travel funds and other budget requests
Box 3 of 5	Budget 1978. Budget requests and budget allotted to the Department of Cultural History. Zero Base Budget, 1976-1978
Box 3 of 5	Budget 1978. Expenses. Consists of lists of expenses of each division of the Department of Cultural History
Box 3 of 5	Budget 1979. Ceramics and Glass. Expenses
Box 3 of 5	Budget 1979. Chairman. Expenses
Box 3 of 5	Budget 1979. Community Life. Expenses
Box 3 of 5	Budget 1979. Costume and Furnishing. Expenses
Box 3 of 5	Budget 1979. Domestic Life. Expenses
Box 3 of 5	Budget 1979. Graphic Arts. Expenses
Box 3 of 5	Budget 1979. Musical Instruments. Expenses
Box 3 of 5	Budget 1979. Requests FY 79. Includes correspondence regarding budget requests and appropriations, 1978-1979
Box 3 of 5	Chairman/Director's Meetings. Departmental Meeting, 1974-1976. Contains memoranda and correspondence regarding meetings between the NMHT Director and the various department chairmen. Correspondents include Richard E. Ahlborn, Silvio A. Bedini, Robert G. Tillotson, and Brooke Hindle. Topics include the pending reorganization of the museum into four departments. Includes organizational chart
Box 3 of 5	Chairman/Director's Meetings. Departmental Meeting, 1977-1979

Box 3 of 5	Chairman/Director's Meetings. Departmental Research Reports, 1976-1979. Consists of correspondence regarding lectures sponsored by the Department of Cultural History
Box 3 of 5	Committees. Bicentennial Contacts with Foreign Nations, 1975. Subcommittee for the 1976 International Conference "The United States in the World," Washington, D.C., September 26 - October 1, 1976. Contains meeting report and news release
Box 3 of 5	Committees. Collections Committee and Policy, 1973-1978. Contains correspondence regarding collections policy, deaccessioning of several objects, loans, and gifts. Correspondents include Richard E. Ahlborn, C. Malcolm Watkins, and J. Jefferson Miller II
Box 3 of 5	Committees. Decorative Arts Committee, 1977. Contains committee report on fibers and C. Malcolm Watkins' comments on the report
Box 3 of 5	Committees. Departmental Participation, 1969-1979. Consists of correspondence regarding the participation by Division of Cultural History curators in meetings and conferences of various organizations. Organizations include the Early American Industries Association and the Society for History of Technology. Also included are the report of the Council on Technology and Cultural Transformation and a report by Richard E. Ahlborn on the annual meeting of State Historic Preservation Officers
Box 3 of 5	Committees. Exhibits Management Committee, 1975. Contains a memorandum from Brooke Hindle, a list of anticipated dates for exhibit openings, 1975-76, and memoranda and reports of the ad hoc committees of the subcommittee on undeveloped halls
Box 3 of 5	Committees. Folk Art Committee, 1969-1978. Included are a specimen list for a folk art exhibit, correspondence regarding the folk art holdings and program of NMHT, and a Senate bill regarding the establishment of an American FolkLife Center at the Library of Congress
Box 3 of 5	Committees. Garvan Committee, 1970-1971. Documents the role of C. Malcolm Watkins on the [Anthony N. D.] Garvan Committee of Yale University. Included are the Yale Alumni Magazine, the Guide to the Yale University Art Gallery, and the brochure, "American Arts at Yale, 1971-1651." Correspondents include Charles Franklin Montgomery, curator of American art at the Yale University Art Gallery, and Alan Shestack, director of the Gallery
Box 3 of 5	Committees. Garvan Committee, 1972-1975. Correspondents include C. Malcolm Watkins and Charles Franklin Montgomery regarding Watkins' consultation for a traveling exhibit. Included also are the minutes, procedures, and draft constitution of the Committee of American Arts

Box 3 of 5	Committees. Space Survey Ad Hoc Committee, 1975-1976. Includes correspondence and the final report of the committee. Correspondents include Brooke Hindle and Bernard S. Finn
Box 3 of 5	Committees. Storage Committee, 1977. Contains the approval of a proposal
Box 3 of 5	Committees. Undeveloped Halls Committee, 1975. Contains an outline of proposed activities
Box 3 of 5	Conservation, 1976. Murray Pease Report. Consists of working document of the International Conference on the Problems of Museum Storage and an information leaflet on the storage of flags and banners
Box 3 of 5	Curators' Association, 1972-1978, and undated. Contains a list of the members of the Association's committees, a draft report of the Committee on Curatorial Status, the report "The Curator and the Museum," and correspondence regarding organizational matters
Box 3 of 5	Education, 1972-1976. Includes correspondence regarding the educational programs at the NMHT, teaching activities of NMHT staff, and the education of curators. Included also are the outline and proposal for an American Studies program at Bowling Green State University and a report evaluating a slide show in the Smithsonian Institution Building
Box 3 of 5	Exhibit Hall Maintenance Schedules, 1972-1975. Consists of correspondence and schedules regarding the maintenance of exhibits, specifying duties such as cleaning the artifacts
Box 3 of 5	Exhibits, 1976-1978. Includes memoranda about exhibits maintenance and a memorandum from the Curators' Association's Ad Hoc Committee on Exhibits regarding problems in the NMHT exhibits program
Box 3 of 5	Exhibits. American Illustrative Arts (proposed museum of), 1977. Correspondents include Brooke Hindle and S. Dillon Ripley
Box 3 of 5	Exhibits. "Art and Spirit of A People," 1973-1975. Contains suggested text for handbook and labels
Box 3 of 5	Exhibits. Electric Chair, 1975. Contains a memorandum from Brooke Hindle regarding acquisition of an electric chair and two photographs of the c. 1924 chair
Box 3 of 5	Exhibits. Feinstein Touring Exhibit, 1975. Includes correspondence regarding a traveling exhibit of colonial artifacts planned by Robert Feinstein. Correspondents include Senator Alan Cranston, S. Dillon Ripley, C. Malcolm Watkins, and Richard E. Ahlborn

Box 3 of 5	Exhibits. Firestone Silver Collection, 1966-1977. Contains correspondence regarding special exhibits, accessions, and the projected housing of the collection
Box 3 of 5	Exhibits. General, 1974-1979. Consists of correspondence regarding various exhibits. Correspondents are Brooke Hindle, Roger G. Kennedy, J. Jefferson Miller II, and other department staff. Included also are guidelines on how to write an exhibit proposal, a ten year master plan for exhibits, a proposal for the Center for the History of Science and Technology, and the New York University publication, "The Museum Visitor and Orientation Media: An Experimental Comparison of Approaches in the Smithsonian Institution, NMHT"
Box 3 of 5	Exhibits. Gerwig Exhibit, 1976-1978. Contains correspondence regarding the donation of tools by John R. Gerwig of Baltimore and the subsequent display of the tools at NMHT. Correspondents are Tom Tully, tool specialist, Division of Community Life; Otto Mayr; and Richard E. Ahlborn
Box 3 of 5	Exhibits. "A Nation of Nations." Bicentennial, 1969-1973. Consists of correspondence regarding planning of bicentennial celebrations <a href="#">Digital Content: Letter from C. Malcolm Watkins to Harold Skramstad providing comments on the 1973 Nation of Nations exhibit at the National Museum of History and Technology. Dated February 5, 1973. (Image nos. SIA2016-012686 to SIA2016-012693</a>
Box 3 of 5	Exhibits. "Nation of Nations." Bicentennial, 1974-1978. Includes a program for "A Nation of Nations" explaining exhibits, projects, and activities of the project. Also contains the bulletin "Countdown 1976"
Box 4	
Box 4 of 5	Exhibits. Remesnyder Gift of American Stoneware, 1977. Consists of memoranda and letters by C. Malcolm Watkins
Box 4 of 5	Exhibits. Renwick, 1971-1979. Contains correspondence regarding NMHT loans to the Renwick Gallery of Art. Correspondents are Otto Mayr, Acting Director, NMHT; Carl H. Scheele, chairman of the Department of Applied Arts and curator of Postal History; C. Malcolm Watkins; and Richard E. Ahlborn
Box 4 of 5	Exhibits. Sports - Proposed Collection of, 1975. Consists of a proposal for a feasibility study for developing a collection on the history of sports at the NMHT
Box 4 of 5	Exhibits. "1876: A Centennial Exhibit," 1973-1979. Contains correspondence and memoranda regarding planning of the exhibit
Box 4 of 5	Funds. Division of Cultural History Fund, C. Malcolm Watkins [127156], 1969, 1976. Contains correspondence and computer printouts

Box 4 of 5	Funds. History of American Ceramics Fund, C. Malcolm Watkins [158267], 1973-1976. Contains computer printouts of monthly financial reports, February 1977 - January 1978, and memoranda
Box 4 of 5	Funds. Maxwell Fund, C. Malcolm Watkins [144275], 1970-1976. Includes general correspondence, requisition forms, and information on accessions purchased from fund
Box 4 of 5	Funds. Morris, Marion H. - Chippendale Armchair Fund, C. Malcolm Watkins [180600], 1976. Consists of computer printout of available balance, February 1976
Box 4 of 5	Funds. Virgil Hillyer Fund, C. Malcolm Watkins [145210], 1973, 1978. Contains memoranda
Box 4 of 5	Hall of Everyday Life in the American Past (HELAP). Balloon Frame House, 1976. Includes correspondence, proposal for the exhibit, and a schedule for the accession and installation of the house
Box 4 of 5	HELAP. Delaware Log House, 1973. Contains program sheet
Box 4 of 5	HELAP. General, 1975-1977. Contains correspondence regarding labels and suggested text for a new handbook
Box 4 of 5	HELAP. New Introduction to HELAP - Ipswich House, 1976. Contains correspondence regarding a chair display and the broken backrest of a loaned chair. Includes photograph of the backrest
Box 4 of 5	HELAP. Script for Revision of HELAP, 1973. Contains "Conceptual Script for the Revision of Hall of Everyday Life in the American Past"
Box 4 of 5	HELAP. Southern Back Country, 1973. Contains a memorandum and program sheet
Box 4 of 5	HELAP. Tenant House, 1973. Contains a program sheet and progress report
Box 4 of 5	Historical Archaeology, 1976-1977. Consists of a proposal for a Center for the Study of Archaeological Materials, Report on the Survey of Archaeological Holdings, and photographs
Box 4 of 5	Historical Archaeology. Candidates, 1971-1978. Includes the curricula vitae of various applicants, research summaries of NMHT staff, and correspondence by C. Malcolm Watkins, Richard E. Ahlborn, Ivor Noel Hume of Colonial Williamsburg, Martin Biddle, Cohn Renfrew, and Daniel J. Boorstin
Box 4 of 5	Historical Archaeology. Candidates. Robert Barakat, 1974-1977. Includes Barakat's curriculum vitae, his application as historical archaeologist, and correspondence regarding the Smithsonian's publication of Barakat's article on tobaccuaries and other research. Correspondents are C.

	Malcolm Watkins and Richard E. Ahlborn. Included are manuscripts and a copy of the "Tobaccuary" article
Box 4 of 5	Historical Archaeology. Correspondence, 1969-1978. Topics include antiquities legislation, holdings of archaeological artifacts at NMHT, and policies governing artifacts. Among the correspondents are C. Malcolm Watkins, Marilyn S. Cohen of the Historical Archaeology Project, Richard E. Ahlborn, Brooke Hindle, Daniel J. Boorstin, Silvio A. Bedini, and Charles N. Barnard
Box 4 of 5	Kin and Community, 1974-1977. Contains correspondence and reports regarding the objective and organization of the symposium on "Kin and Community." Correspondents include Richard E. Ahlborn, Wilton S. Dillon of the Office of Symposia and Seminars, and Carolyn Sadler. Also included are the official brochure and three black and white photographs of paintings
Box 4 of 5	Labor Collections, 1977. Includes a letter by Fred K. Hoehler of the Meany Center for Labor Studies, regarding an exhibit on organized labor and a report of a meeting between SI curators and representatives of the Meany Center
Box 4 of 5	Loan Procedures, 1975-1979. Includes loan procedures for loans within and outside the Smithsonian and information sheets with guidelines governing various types of loans and regulations for borrowers
Box 4 of 5	Loans, 1973-1979. Contains correspondence and memoranda regarding incoming and outgoing loans of ceramics, stoneware, a silver bowl, and other objects
Box 4 of 5	MHT Library. Library Memo, 1977-1978. Consists of two newsletters of the NMHT library for December 1977 and July 1978
Box 4 of 5	MHT Library. Patent Office Serials, 1975. Includes memoranda regarding the re-shelving of the serials and a list of all serial titles
Box 4 of 5	MHT Library, 6th Floor Library Study Center, 1974-1976. Contains memoranda and reports regarding a sixth floor library study and a gift to the library proposed by Dr. Bern Dibner
Box 4 of 5	McNulty, Robert H. Report on MHT Archaeology, undated. Contains copies of several journal articles by McNulty
Box 4 of 5	Morgan, Zane, 1976-1977. Includes correspondence regarding Morgan's visit to the Smithsonian. Correspondents include Zane Morgan, Curator of the Interpretation and Exhibits Branch of the Texas Parks and Wildlife Department; Richard E. Ahlborn; and Silvio A. Bedini, Deputy Director of MHT
Box 4 of 5	Muzzrole, Richard J., 1968-1978. Contains correspondence and copies of correspondence relating to the Alexandria Archaeology project and wage and employment issues. Correspondents include Richard



Muzzrole; Peter C. Marzio, chairman of the Department of Cultural History; C. Malcolm Watkins; and Richard E. Ahlborn

Box 4 of 5	National Endowment for the Humanities (NEH), 1976. Includes a booklet on NEH Research programs, NEH guidelines for collection programs, and guidelines for research tools. Also included are the grants awarded in FY 1976 and NEH press releases
Box 4 of 5	National Museum of History and Technology, 1954-1977. Includes memos regarding NMHT visitor counts of June and July, 1974; a review of the activities of the NMHT, 1968; a draft of a press release regarding congressional planning of a new museum of history and technology building, 1954; a brochure and seating plan of the cornerstone laying in 1961; and a plan of the 4th floor of the new building
Box 4 of 5	PD's to Be Reviewed, 1975. Reviews of position descriptions of employees of the Department of Cultural History, by Richard E. Ahlborn, 1975
Box 4 of 5	People Looking for a Job, 1973, 1975. Consists of resumes and letters of applicants for jobs, internships, and fellowships
Box 4 of 5	People Looking for a Job, 1976-1979
Box 4 of 5	Personnel, 1970-1979. Contains requests for personnel action, a copy of the Civil Service Reform Act of 1978, and correspondence regarding the act
Box 4 of 5	Planning Events, 1978-1979. Consists of memos regarding the availability of the NMHT for special events and the employment of audiovisual technology at these events
Box 4 of 5	Policies. General, 1961-1964. Includes memos regarding shipping, security, product development, and financial procedures, such as the honorarium accounts of federal employees. Also included are guidelines for motion picture filming and videotaping at the Smithsonian Institution
Box 4 of 5	Policy Procedures, 1975-1979. Includes forms, memos, and letters regarding accession and collection policies and procedures
Box 4 of 5	Praeger Publishers Inc. History of American Ceramics, 1973, 1975. Contains correspondence regarding a book by C. Malcolm Watkins on American pottery
Box 4 of 5	Product Development. Business Management Office, 1972-1978. Contains correspondence and photograph orders
Box 4 of 5	Reingold Center, 1977. Includes a memorandum and proposal by Nathan Reingold regarding the establishment of a Center for the History of Science and Technology

Box 4 of 5	Requests for Personnel, 1973-1979. Includes completed Request-for-Personnel-Action forms and requests for hiring secretaries. Correspondents include Brooke Hindle, Robert G. Tillotson, and Silvio A. Bedini
Box 5	
Box 5 of 5	Research, 1971, 1976-1978. Contains draft policies regarding curatorial research time, proposal for a research awards program, and guidelines on how to receive research support from the Smithsonian
Box 5 of 5	Security, Departmental, 1975-1978. Topics include an outline of security problems, access schedules, and the department's alarm system
Box 5 of 5	Senior Center Humanities Program, 1977. Contains information about purpose and functioning of a Senior Center Humanities Program as proposed by the National Council on the Aging
Box 5 of 5	Shipping Procedures, 1975-1978. Contains guidelines on handling incoming and outgoing NMHT shipments
Box 5 of 5	Smithsonian Council, 1977-1979. Includes minutes and reports of meetings, a proposal for the survey of a public guide to the Decorative Arts collection at the SI, and a statement on the "A Nation of Nations" exhibit
Box 5 of 5	Smithsonian Fellows, 1972-1978. Includes lists of SI fellows, 1972-1978, and of MHT fellows, 1977-1978, including their photographs. Also contains resumes of fellowship applicants. Documents relate to the appointment of visiting scholars in 1977, and correspondents include Rodris C. Roth, Silvio A. Bedini, and Sheridan Germann, as well as applicants
Box 5 of 5	Space, Departmental, 1970-1977. Contains memoranda and correspondence regarding work and storage areas. Correspondents are Richard E. Ahlborn, Robert G. Tillotson, and Anne C. Golovin
Box 5 of 5	Staff Commitments and Schedules. Departmental, 1974. Documents staff assignments to the "A Nation of Nations" exhibit, including a breakdown of activities performed by each staff member as percentage of his or her hours of work
Box 5 of 5	Staff Publications, 1970-1975. Contains list of publications by NMHT staff
Box 5 of 5	Temporary and Term Appointments, 1972-1979. Contains correspondence and forms regarding the employment of interns, the establishment of temporary positions, requests to hire certain individuals, and requests for the extensions of temporary appointments

Box 5 of 5	Transfer, 1978. Contains a memorandum about the use of the intramural transfer form
Box 5 of 5	Travel, undated. Contains travel regulations, and examples of and instructions for travel forms
Box 5 of 5	Travel. Chairman's Office, 1975-1979. Consists of staff reports on their travels, travel vouchers, and authorizations of official travel
Box 5 of 5	Undivided Collections, Departmental, 1974. Contains memoranda regarding an artifact count in the Department of Cultural History
Box 5 of 5	Watkins, C. Malcolm. California Seminar, 1975. Outline of a museum training seminar on California history museums conducted by Watkins
Box 5 of 5	Watkins, C. Malcolm. Papers and Lectures, 1970-1972, and undated. Contains transcripts of lectures and papers delivered by Watkins
Box 5 of 5	Watkins, C. Malcolm. Research Awards Program, 1972. Consists of a proposal to the SI Research Awards Program by Watkins for research on "The Material Culture of Historic California, 1769-1869"
Box 5 of 5	Watkins, C. Malcolm. Research Awards Program, 1973. Consists of a proposal to the SI Research Awards Program by Watkins for research on "Documenting Folk craft Survivals in the United States"
Box 5 of 5	Watkins, C. Malcolm. Travel, 1968-1971. Contains travel vouchers, authorizations of official travel, and travel reports
Box 5 of 5	Watkins, C. Malcolm. Travel, 1972-1974
Box 5 of 5	Watkins, C. Malcolm. Travel, 1975-1976
Box 5 of 5	Watkins, C. Malcolm. Travel, 1977-1979

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