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Collection Overview

Repository: Smithsonian Institution Archives, Washington, D.C., osiaref@si.edu
Creator: Smithsonian Institution, Assistant Secretary for History and Art
Title: Records
Dates: 1965-1985
Quantity: 24.7 linear meters.

Administrative Information

Preferred Citation
Smithsonian Institution Archives, Record Unit 477, Smithsonian Institution, Assistant Secretary for History and Art, Records

Historical Note

The position of assistant secretary for History and Art was authorized in 1964. In 1965 Charles Blitzer, formerly director of the Office of Education and Training, was named acting assistant secretary and served until 1968, when he was made assistant secretary, serving until 1983. John Reinhardt was acting assistant secretary, 1983-1984, followed by Dean W. Anderson, 1984-1985. In 1985 the office was abolished as part of an administrative reorganization. For additional information concerning the responsibilities of the office, see record units 104 and 281.

The Assistant Secretary for History and Art was responsible for overseeing the Smithsonian's programs concerned with those disciplines. These included the Anacostia Museum, the Archives of American Art, the Center for Asian Art (comprised of the Freer Gallery of Art and the Arthur M. Sackler Gallery), the Cooper-Hewitt Museum, the Hirshhorn Museum and Sculpture Garden (HMSG), the Joseph Henry Papers, the National Museum of African Art, the National Museum of American History, the National Museum of American Art (NMAA, including the Renwick Gallery and Barney Studio House), the National Portrait Gallery (NPG), and the Office of American Studies.

Introduction

This finding aid was digitized with funds generously provided by the Smithsonian Institution Women's Committee.
Descriptive Entry

These records document an important change in the scope of the Smithsonian's concerns. Four of the bureaus and offices represented in these records existed in some form prior to 1964: the National Museum of American History, the Freer Gallery of Art, the National Museum of American Art, and the National Portrait Gallery. All the others were new enterprises for the Smithsonian and marked a great increase in the Institution's studies and collections in history and, especially, in art. These records follow the creation of major museum programs, including, in the cases of the HMSG, the NMAA, the NPG, the Cooper-Hewitt Museum, the Renwick Gallery, the Anacostia Museum, and the Barney Studio House, the construction, renovation, and equipping of buildings, recruitment of staff, and development of programs.

In addition, the records concern the administration of the bureaus and offices reporting to the Assistant Secretary for History and Art, including relations with the Board of Regents and the Office of the Secretary, prospective donors, budgeting and planning for federal and private financial support, relations with other museums and scholarly institutions, recruitment and other personnel matters, and the details of routine administration.

Names and Subject Terms

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

Types of Materials:
Illustrations
Photographs

Names:
Anacostia Museum
Anderson, Dean W.
Archives of American Art
Barney Studio House (Washington, D.C.)
Blitzer, Charles
Center for Asian Art. Freer Gallery of Art.
Cooper-Hewitt Museum
Franklin D. Roosevelt Centennial.
Freer Gallery of Art. Center for Asian Art.
Hirshhorn Museum and Sculpture Garden
Joseph Henry Papers Project
National Museum of African Art (U.S.)
National Museum of American Art (U.S.)
National Portrait Gallery (Smithsonian Institution)
Reinhardt, John E.
Renwick Gallery
Renwick Gallery
Smithsonian Buildings. Renwick Gallery.
Smithsonian Institution -- Administration.
Container Listing

Box 1

Office of the Secretary

Executive Committee


Office of Public Affairs, 1979-1980

Office of Special Events, 1979-1980

Office of General Counsel, 1979-1980

Office of Membership and Development, 1979-1980

History and Art Fundraising, 1980, Cooper-Hewitt Fundraising, 1979-1980

Smithsonian Year and Secretary's Statements, 1979-1980 (2 folders)

Office of Assistant Secretary for Administration

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Agenda Office, 1979

Box 2

Space Resources Office, 1979-1980

Office of Personnel, 1979-1980

Office of Equal Opportunity

Management Analysis Office, 1979-1980

Office of Management and Budget, 1979-1980

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Office of Director of Support Activities, 1979


Contracts Office, 1979-1980

Office of Supply Services, 1979-1980

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Office of Smithsonian Symposia and Seminars, 1979-1980
Office of Telecommunications, 1979-1980
Gilbert Schafer proposal "Images of America"
Smithsonian Institution Press, 1979-1980
Smithsonian Exposition Books, 1979-1980
SMITHSONIAN magazine, 1979-1980
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Office of Museum Programs, 1979-1980
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Financial management, 1977-1980
Building Manager's Office, 1977-1980
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Cooper-Hewitt newsletter, 1977-1980
Freer Gallery of Art
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Joseph Henry Papers
National Museum of American Art
Renwick Gallery
National Museum of American History

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Department of Exhibits, 1979-1980
Building Manager's Office, 1979-1980
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Eisenhower Institute, 1979-1980
Department of Social and Cultural History, 1979-1980
Department of Science and Technology, 1979-1980
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National Numismatics Collection

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National Portrait Gallery
Museum of African Art
Office of American Studies
Office of Folklife Programs

Box 8

Woodrow Wilson International Center for Scholars
National Museum of American Art search committee
National Portrait Gallery search committee

Box 9

NPG Directorship Applicants
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Bruce Chambers
Tom Freudenheim
August Freudlich
William J. Hennessey
George E. [Geike]
James A. [Hui]
Gideon Hood
Michael Kanmer
[L.] King
Robert R. MacDonald
Eric McCready
Philip Lindsay Mason
Thomas Maythan
Lillian Miller
Paul C. Miller
Peter Mooz
Richard Muhlheyer
James [Murfin]
Mark Neeley
Andrew Oliver, Jr.
Marc Pachter
Richard [Roh----witz]
Reilly Rhodes
Charles J. [Semo----wich]
Roger B. Steen
M. Kirby Talley
[Richard Stuart]
W. Radford Thomas
Alan Trachtenberg
William Whitesides
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SI zero base budget
SI trust fund budget
FY 1981 H&A federal
FY 1981 H&A ZBB projection and congressional requests
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Freer
HMSG
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Office of American and Folklife Studies
FY 1981 History and Art trust fund budgets
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Franklin D. Roosevelt Centennial Files
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FDR: Budget Trust
FDR/Programs
FDR/program brochure - Manuscript
FDR Booklet
FDR photos (mostly xeroxed)
FDR: Program Brochure, Galleys, etc.
FDR: Folklife Unit - Manuscripts
FDR: Openings - HMSG
FDR: Openings - NPG
FDR: Openings, etc./NMAH
FDR: Family and Guest Lists
FDR/Promotion
FDR/Other Programs, Clippings, etc.
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Roosevelt Centennial

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Doubleday Lectures (1981)
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Harvard University
Harvard University - Peabody Museum - Inman Paintings
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1-4 Office of Membership and Development (1981)

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2 Assistant Secretary for Administration
2-1 Program Report Meetings (1981)
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2-2 Office of Personnel Administration

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2-3-2 EEO Status Reports
2-4 Management Analysis Office
2-5 Office of Programming and Budget
2-6 Office of Supply Services
2-8 Printing and Photographic Services
2-9 Contracts Office
3 Office of Director of Facilities Services
3-1 Office of Design and Construction
3-3 Offices of Plant Services (OplantS)
3-4 Office of Protection Services

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3-4 Office of Protection Services
4 Office of the Treasurer
4-4 Office of Grants and Risk Management
4-5 Finance Committee
5 Assistant Secretary for Science
5-2 National Museum of Natural History
5-4 Office of Fellowships and Grants
6 Assistant Secretary for Public Service
6-3 Office of Elementary and Secondary Education
6-4 Office of Symposia and Seminars
6-5 Office of Telecommunications
6-6 Smithsonian Institution Press
7 Assistant Secretary for Museum Programs
7-2 Office of Museum Programs and National Museum Art
7-6 Smithsonian Libraries

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7-8 Office of International Programs
8 Archives of American Art
8-2 AAA Personnel and Budget
9 Cooper-Hewitt Museum
9-1 Cooper-Hewitt Director's Office
9-2 Cooper-Hewitt Personnel and Budget
11 Hirshhorn Museum and Sculpture Garden
11-2 HMSG Personnel and Budget
13 National Museum of American Art
14 National Museum of American History
14-1 MAH Director's Office
14-8 Senior Historians Office
14-10 Department of Social and National History

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14-11 Department of History of Science and Technology
14-13 National Numismatics Collection
15 National Portrait Gallery
15-1 Director’s Office
15-2 Personnel and Budget
16 Museum of African Art
16-2 Personnel
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16-6 Publications
16-7 Public Affairs and Educational Activities
17 Office of American Studies
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17-1 Personnel and Budget
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19-1 Director’s Office

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FY 1982 - SI trust fund budget
FY 1982 - special events requests
FY 1982 - SI zero base budget projections
FY 1982 - planning for high-priority programs
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FY 1982 - SI self-assessment and base reductions
FY 1982 - H&A federal budget
FY 1982 - History and Art projected resources, FY 1983-1986
FY 1982 - History and Art belt-tightening
FY 1982 - H&A year-end funding requirements
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Cooper-Hewitt
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Office of American and Folklife Studies
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Back-up material - Regents Meeting, January 1981
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Archives of American Art Board of Trustees Meetings, 1972 thru 1979
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Box 30
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NPG Commission Meetings, December 1963 thru June 1968

Box 32
NPG Commission Meetings, October 1968 thru October 1978

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Board of Fellowships and Grants Meetings, April 1978 thru October 1979

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Joseph Henry Papers, Joint Committee Meetings, May 1971-May 1979

Office of the Assistant Secretary for History & Art Correspondence (blue copies), 1979

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Federal Council on the Arts & Humanities Meetings, June 1978 thru May 1979

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National Foundation on the Arts & Humanities

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1 - Office of the Secretary

1-2 Office of the Coordinator of Public Information

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1-3 Office of the General Counsel (1982)

1-4 Office of Membership and Development (1982)

1-5 Smithsonian Year, 1982

1-6 Office of the Under Secretary

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1-6-2-2 Audit of Freer Art Sales Desk Operation

1-6-2-3 Audit of Management of Art Resources

1-6-1-4 Audit of MAH
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2-1 Program Report Meetings, 1982
2-2 Office of Personnel Administration
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2-4 Management Analysis Office
2-6 Office of Supply-Services
2-8 Printing & Photographic Services
2-10 Office of Information Resource Management

3 Director of Support Activities
3-3 Office of Plant Services

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3-4 Office of Protection Services
3-5 Space Facilities Planning Office
4- Office of the Treasurer
4-1 Federal and Trust Fund Policies
4-2 Business Management Office
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5-2 National Museum of Natural History

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7 Assistant Secretary for Museum Programs
7-1 Conservation Analytical Lab
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7-9-7 Through Indian Eyes
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8-2 Personnel and Budget
9-1 Cooper-Hewitt Museum - Director’s Office
9-2 Personnel & Budget (Cooper-Hewitt)
9-3 Business Administration Office
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14-4 Public & Academic Programs
14-10 Department of Social & National History
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15-1 (NPG) Director's Office
15-2 Personnel & Budget
16-3 MAfA Budget
16-8 Office of Senior Scholar & Director Emeritus
17 Office of American Studies
18-1 ANM Correspondence, 1982
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A (1982) Correspondence
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American Council of Learned Societies
American Research Centers Abroad
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Holocaust Correspondence, 1982

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I. Anacostia Museum

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III. Hirshhorn Museum and Sculpture Garden

IV. National Museum of American History (MHT)

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FY 1984 Status Report
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Adams to Reinhardt - Letter from Maurizio Tosi, 9/17/1984
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ExCom - Review of Folklife Programs, 1979
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General Counsel - Appeal of RDW and Magruder vs. SI., 1984-1985, 1974
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Cooper-Hewitt, Recruitment for Development Officer, 1981-1983
Cooper-Hewitt, Beatles Rolls Royce, 1983
Cooper-Hewitt, Royalty Reports, 1980-1983
Cooper-Hewitt, BOMC Expenses, 1976-1979

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NMAA/Program Proposal Black History Month, 1985
NMAA/Pre-1877 Art Exhibition Catalogue Index, 1983
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NMAfA/Personnel and Budget, 1983-1984
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NMAfA/Collections, Purchases Gifts and Exhibitions, 1979-1984
Tishman Collection, Kaplan & Afro-American Paintings
NMAfA/Publications, 1982
NMAfA/Office of Senior Scholar and Director Emeritus, 1982-1984
NMAfA/Protocol Between NMAfA/NMNH, 1977-1980 (Joint curatorship)
NMAfA/Regents Ad Hoc Committee on MAA, 1976-1978
NMAfA/Collections Management, 1983
American Studies/Director's Office, 1983-1984
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Woodrow Wilson International Center, 1981-1984

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AAA/Board of Trustee Members, 1976-1983
Freer Visiting Committee Members, 1979-1984

Correspondence with Daniel P. Moynihan, 1973-1980

HMSG/Board Members (Hirshhorn resignation Olga "appointment"), 1979-1984


Anacostia Museum Space, 1982


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Truman Centennial, 1983-1985


Regents, 1977-1984

Regents Correspondence - Clark, Humelsine, Goldwater, Higginbotham, Jr., Mineta and Burden, 1975-1985

SI Council, 1971-1984

NEA, 1984

Interagency Committee on the Arts and the Humanities, 1979-1985

Federal Council on the Arts and the Humanities (FCAH), 9/24/1980

FCAH, July 24, 1980

FCAH, June 23, 1980

FCAH, February 19, 1980

Board of Fellowships and Grants, 1979-1981

Arts and Industries Building, 1979-1981

Freer Visiting Committee, 1981

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General correspondence, 1983-1984
"A" correspondence

"B" correspondence

"C" (including College Arts Association & Capital Children's Museum)

"D"

"E (including Embassies)

"F" (including Firestone Collection, 1974-1984, & Foreign)

"G" (including GAO report, 1976-1977 & Getty Trust-Fine Arts Center)

"H" (including Hillwood correspondence, Post will and receipt and refunding agreement, 1975, Atik & Russo)

History and Art Committees

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"I -J"

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"L-M"

"N" (including National Gallery of Art & National Archives)

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"Y" - Yates, Sidney - Honorary Degrees, 1982-1983

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