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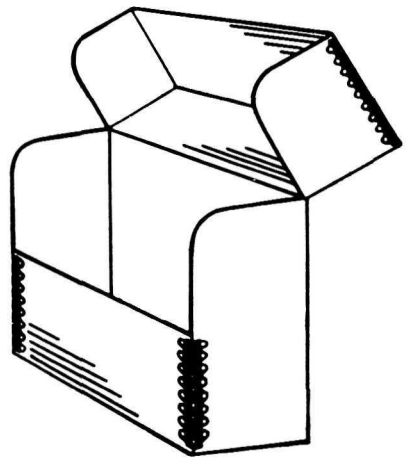
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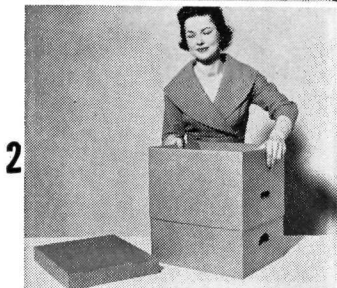
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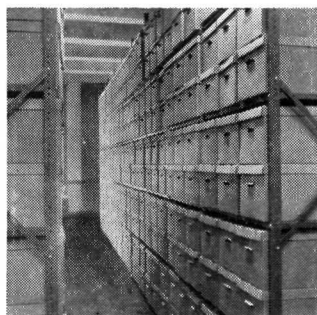
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# President's Page

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INEVITABLY the head of a professional society starts asking questions about the *health* of his particular body politic, about the *current characteristics* of the profession involved, and about the *directions* the group may take.

## HEALTH

More and more organizations are finding it desirable to establish archives. As corporations, churches, colleges, and institutions of all types get older they find they must make decisions about the old records. Most of these decisions are to preserve the valuable. While growth is not synonymous with health, it seems to us to be good.

## CURRENT CHARACTERISTICS

Nearly all the newborn archives are quite small, with a minuscule part-time staff. The staffs of these new organizations are rarely professionals, for obvious reasons, the part-time aspect being chief. How can the SAA best help these persons?

Clearly we must know of them and they must know of us if there is even to be contact. Through our committees we are beginning to try to establish this contact. We are also trying to convince all newcomers that membership in the SAA is appropriate.

The nonmembers to whom I have talked ask good questions. What literature is basic? ("Don't name more than 10 books, please!") What are the best techniques for good archival exhibits and what are the resources required? Are they worth the effort? In a small budget how do you rate expenditures for records description vs. expenditures for preservation? Are there any inexpensive ways to preserve documents?

## DIRECTIONS

The burgeoning of industrial, religious, and other institutional archives and the common tie-in with records management programs in the creating organizations are precipitating a debate on when is it best to have an "in-house archival capability." If the

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Communications to the Society president may be addressed to Everett O. Alldredge,  
Office of Records Management, National Archives and Records Service,  
Washington, D.C. 20408.

language is strange, it is stranger that the Society has produced almost no literature on the subject.



This issue of the *American Archivist* is a kind of tribute to Mary Givens Bryan, whose untimely death shocked us all. The articles grew out of a session on archival buildings at the Society's 1963 meeting in Raleigh. Mary presided over this meeting because Georgia's new archives structure, now being completed, was understandably consuming so much of her thought and time.

Mary's friends are invited to participate in a memorial to Mary by sending their contributions to Ben Fortson, Secretary of State, State of Georgia, Atlanta. "Mr. Ben" hopes that the new archives building will be named in honor of Mary.



In the death of Ed Leahy we lost an outstanding Fellow. Although his reputation was largely in the records management field, Ed never forgot or minimized his archival beginnings. He will be written about in the *American Archivist* at length, yet many of us could pay highly personal tributes (Ed would call them "salutes") to his help and interest in our work.



By now all Society members will have received an announcement of the Society's Distinguished Service Award. This is new and does not need to wait for the passage of time to become meaningful. Think it over before deciding *not* to nominate an institution of which you think highly and of which you are proud. The winning of the award will bring the spotlight of publicity upon the winner. Surely you agree that kind of event ought to happen periodically!

The award committee is composed of Lester Cappon, Marguerite Pease, and William Overman, all of whom are Fellows of the Society. Dr. Cappon and Dr. Overman are former Society presidents.



The 1965 annual meeting of the Society will be held in New York City, October 6-8. It will be a joint meeting with the Association of Records Executives and Administrators, usually called "AREA." Our Society has never met in New York City and has never had a joint meeting with a records management organization. The 1965 meeting will have at least these two "firsts."

EVERETT O. ALLDREDGE, *President*  
*Society of American Archivists*

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# Bibliography

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## WRITINGS ON ARCHIVES, CURRENT RECORDS, AND HISTORICAL MANUSCRIPTS

1963

COMPILED BY GRACE QUIMBY AND FRANK B. EVANS

This selective bibliography comprises titles published during the calendar year indicated, with the customary addition of some titles issued, but not examined, earlier.<sup>1</sup>

The bibliography is classified broadly by subject. An outline of the subjects precedes the list. As usual, titles relating to technical aspects of the use of photography and to the reproduction of research materials are entered in class VIII, while items relating primarily to the use of photographic techniques for purposes of original recording and records management are entered in class II A. Related titles in different classes are indicated by cross-references at the end of each section.

- I. General Literature
- II. Management of Current Records
  - A. General Discussion
  - B. Machine Techniques in Office Operations and in Information Processing
- III. History, Organization, and Current Activities of Archival Agencies, Manuscript Depositories, and Related Organizations
  - A. United States in General and Federal Government
  - B. State and Local
  - C. Foreign Countries
  - D. International Organizations
- IV. Buildings and Equipment for Archival and Manuscript Depositories
- V. Appraisal, Accessioning, and Disposal of Records and Historical Manuscripts
- VI. Physical Preservation and Rehabilitation of Records and Historical Manuscripts
- VII. Arrangement and Description of Records and Historical Manuscripts, Including Published Finding Aids

<sup>1</sup> The compilers are indebted to JoAnn C. Campbell and Geneva H. Penley for assistance in compilation and to Mrs. Campbell also for typing the manuscript.

- A. General Discussion
- B. United States in General and Federal Government
- C. State and Local
- D. Foreign Countries
- E. International Organizations
- VIII. Application of Photographic Processes to Work With Records and Historical Manuscripts
- IX. Service, Use, and Publication of Records and Historical Manuscripts
- X. Special Physical Types of Records and Historical Manuscripts
- XI. The Recruitment and Training of Archivists, Custodians of Manuscripts, and Record Officers

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## XI. THE RECRUITMENT AND TRAINING OF ARCHIVISTS, CUSTODIANS OF MANUSCRIPTS, AND RECORD OFFICERS

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### ***Female Archivists, However, Do An Awful Lot of Toting for Male Historians***

Secretary of State Howard E. Armstrong said Monday he won't back away from his position that the job of state historian is too tough for a woman to handle.

Armstrong meets Tuesday with Gov. Hoff to talk over the issue. Hoff has objected to the "no women need apply" restriction on the state's advertisement for a replacement for Allan Soule, who resigned as historian.

Armstrong said the job involves toting historical volumes that weigh up to 20 pounds—while climbing ladders to reach up to shelves or down to dusty vaults.

Hoff contends it would be discriminatory to eliminate women from consideration in seeking a new historian.

—*Burlington (Vt.) Free Press*,  
June 30, 1964.

# Technical Notes

CLARK W. NELSON, *Editor*

*Mayo Clinic*

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## DURABILITY OF THE *AMERICAN ARCHIVIST*

During the past year, a number of Society members have expressed concern about the durability of the paper on which the *American Archivist* has been printed. Ken Munden, the editor, subsequently requested the Preservation Methods Committee to review the matter. After considerable study, utilizing especially the advice of W. J. Barrow and James L. Gear, the committee recommended that a change be made. In selecting a substitute, a number of papers were found to possess the characteristics that should insure longer life, namely, low acidity and folding endurance. Among these were: Perma-life, Acid-Free Offset, Silkote Offset, Printone, and White Milletex. Because it was more economical for our printer, Warren's 60# Printone was selected for the *American Archivist*. The change is effective with this issue.

## RECENT DEVELOPMENTS

### *Microfilm Paper*

Helen McReynolds' *Microforms of United States Government Publications* (Occasional Paper no. 69 of the University of Illinois Graduate School of Library Science) investigates the field of microreproduction in relation to U.S. Government publications, discusses recent technological changes in microreproduction, and lists principal nongovernmental sources of microfacsimile and major projects for microreproduction of U.S. Government publications originating in the Government. The author (assistant cataloger, Morris Library, Southern Illinois University, Carbondale) concludes the paper (13 p.) with an annotated bibliography.

### *Computer Technology*

Trenton Junior College will become the first 2-year institution in the Northeastern States to offer an Associate in Science Degree in Computer Technology, President John P. Pritchett has announced. Organized under a new department of computer technology and services, the course is designed to train computer programers for careers in industry and business. This program is similar to those currently offered by leading 2-year educational institutions in Florida and California.

### *Information Technology*

One of the best known works covering implementation and operation of

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Contributions to this department should be addressed to Clark W. Nelson,  
Archivist, Mayo Clinic, Rochester, Minn. 55901.

modern indexing techniques is available in microfiche from Documentation, Inc., Bethesda, Md. Each volume of the 5-book set—*Studies in Coordinate Indexing*, by Mortimer Taube—will be sold separately in the flat film form for \$2.50, or \$10 for the 14-microfiche set. The hardback volumes are now out of print. Volume VI, entitled *The Coming Age of Information Technology*, has also been published (\$5 in hardback and \$2.50 in microfiche). This work covers what is known throughout the world as the “Uniterm” system of indexing, designed and developed by Dr. Taube over the past 10 years. Dr. Taube is a leading research scholar in the field of information technology.

#### *Cartridge Microfilm Reader-Printer*

A new reader-printer, the Filmac 400, which will search 100 ft. of 16mm. microfilm in 12 to 15 seconds and produce a print from any selected image in 5 seconds has been announced by Minnesota Mining and Manufacturing Co., St. Paul. The new unit uses a printing process similar to that of current Filmac reader-printers but is equipped with a completely new film cartridge system. The cartridge holds 100 ft. of 16mm. microfilm in which the film rides free; it is attached to a leader, and a mechanical drive-out feeds it through the machine. It can also be wound back automatically into the take-up reel. Since the film is kept under tension, it should not wear or bind. The cartridge also protects the film from dust or scratching. Indexing a roll of film is simplified, for a meter permits the operator to index each frame by scanning. Cartridges are supplied with leaders and trailers to which film can be spliced and then indexed. Mechanical features of the new product include a full range of speed controls. Searching can be started slowly, taking 10 seconds to locate a full frame, or it can be speeded to 12 to 15 seconds for searching the entire 100 ft. The reader-printer has scan or jog switches that can be set for slow or rapid speeds and that allow for positioning by hand crank.

#### *Office Copying*

The Recordak Ektafax System, an all-new concept designed to multiply the efficiency of thermographic copying equipment, has been introduced by Recordak Corp. With it users of thermographic copiers are said to be able to cut copying costs in many ways, including the copying of 15 or more documents from one sheet of self-renewing master. Also, multiple copies can be made of any document for less than 2c each. According to Recordak, all copies are dry, clean, and legible and can be made on almost anything. The system uses the Ektafax Transfer Unit and two types of master paper: the self-renewing Miracle Master E and the Multiple Master K. The Ektafax Miracle Master E automatically rejuvenates itself to copy 15 or more different documents. After having been used for one document, it is set aside for a few minutes and then used again to copy a completely different document. Using a stack of these masters, the operator can maintain continuous copying. The Ektafax Multiple Master K will make 10 copies of the same original in less than 90 seconds.

*Cartridge Reader*

The Model 510 C Autoload reader, featuring a unique zoom lens and an exclusive "no-rewind" cartridge, has been introduced by the Micro-Data Division of Bell & Howell Co., Chicago. The transparent vinyl cartridge is said to eliminate time-consuming rewinding, reduce film wear, and simplify storage. Each end of the film in the cartridge is permanently connected to a separate film core. Because the Autoload reader scans automatically in both directions, there is no need to rewind the film to the beginning after each use. Search can begin instantly at any point on the film, and the cartridge can be snapped on or off the reader at any time. The cartridge holds as much as 200 ft. of film. Once the film is loaded in the cartridge, it is never touched again. For reading, the cartridge is snapped over two conveniently-placed spindles below the viewing screen. For storage, the cartridge is slipped off and filed as is. The retrieval speed of the no-rewind cartridge is further increased by its swift film drive. Direction and speed are controlled by a single knob and are continuously changeable during operation. At high speed an automatic mechanism brings the film to a gentle halt at the end of a roll. A new optical feature is the reader's zoom lens, which can vary magnification of the image from 20 to 40 times. This device operates without changing lenses or refocusing. The 14"×14" glare-proof viewing screen can be adjusted to low, medium, or high for maximum reading comfort, and to compensate for differences in film density, voltage, and magnification. A full 360° rotation of the image can be made through a single, front-positioned dial. Adaptable to all standard indexing systems, the table-model reader measures 26" high × 22" wide × 28" deep and weighs only 70 lbs.

*New Laminator*

A new plastic film laminator, designed to coat maps, newspapers, photographs, and similar materials up to 25 inches wide, has been introduced by General Binding Corp., Northbrook, Ill. According to the company, the new Model 25 LD is the only portable 25-inch table model laminator on the market. The machine operates on the continuous roller principle, using heat and pressure to coat both sides of a sheet in one pass. Heat-laminated materials resist tearing and dog-earing and are virtually impervious to moisture, grease, oil, acids, and alkalis. The laminator applies Mylar plastic film, in clear or mat finish, to almost any paper stock material of unlimited length and up to 25 inches wide. The machine is fabricated of aluminum and uses plastic end panels to reduce weight. Complete with two rolls of plastic film, the 25 LD weighs 85 lbs.

*Three-in-One Microfilm Recorder*

The Universal Tab-Tronic 575, the only available microfilm recorder for filming computer printout, roll stock records, or large single sheets with equal ease, has been introduced by Bell & Howell's Micro-Data Division, Chicago. The new model is a refinement of the basic Tab-Tronic unit, which was designed to film unburst fanfold forms from high-speed printout equipment at

the rate of 5,000 lines a minute. Introduced 2 years ago, the basic model automatically feeds, films, stacks, and indexes continuous forms in their original sequence. A low-cost roll-feed attachment has been added to the Tab-Tronic so that films of the graphic output from oscillographs, strip-chart recorders, or similar instruments may be made. More than 2,000 ft. of continuous roll graphs may be photographed on one 4-inch roll of microfilm. After filming the Tab-Tronic automatically re-rolls the paper record. A second low-cost attachment converts the Tab-Tronic to a single-sheet operation. Used this way, the recorder will photograph any business document up to ledger size. An exclusive three-digit indexing meter of the Tab-Tronic makes it easy to look up microfilmed data. The basic unit measures 42"×22"×11" and weighs 75 lbs. The Universal attachments add only several pounds and require no additional floor space.

#### SOME PROBLEMS IN SCHOLARLY USES OF MICROPHOTO PUBLICATION

By Robert B. Eckles

*President, American Microform Academy  
Purdue University*

The Library of Congress is to be congratulated by archivists and scholars for a proposed revitalization of the functions of its clearing house by reporting publications in microfilm.<sup>1</sup> For a long time scholars in the humanities and archivists have been handicapped by a lack of knowledge of what documents and resources are being made available in various forms of photopublications. The many companies publishing in the various technical media of photocopy have distributed their own catalogs and thus have added to existing confusion. Repetition of all or part of the same archives and other sources has contributed to this confusion. With a functioning central clearing house as proposed by the Library of Congress, the basic uncertainty should be remedied in due course.

It is to be hoped that once having activated a clearing house that will publish through bulletins or other accepted channels the list of what is being published in photocopy, the Library will continue it. It is also desirable that the lists be sent directly to departments and scholars for their collective and individual use.

It would be a step backward for archivists and bibliographers if this function, once begun, should be discontinued because of lack of funds or bureaucratic reorganization within the Library. One problem that archivists and scholars have faced is the adoption of the standard reporting form. In its bulletin, the Library mentions such a form; this form resembles, of course, the form that the Committee on Documentary Reproduction of the American Historical Association worked out when it gathered information for its *Guide to Photocopied Historical Materials in the United States and Canada*. A

<sup>1</sup> Library of Congress, Press Release 64-16, "Centralized Register of All Master Microfilms Is Planned by Library of Congress and Association of Research Libraries."



form suggested by the American Microform Academy is essentially that developed for the *Guide*. The Library is to be congratulated in suggesting a similar form.

The growing confusion for bibliographers in the field of history arises in part from the fact that different companies publishing in photocopy frequently publish the same sources. For example, one company will employ a renowned scholar to suggest a list of 20 items. This list will resemble lists of half a dozen other companies with the exception of one or more items. Therefore, the archivist or scholar must often buy more than he needs because of the purchase requirements of a publisher. The clearing house should reduce much of the difficulty of source-publication ordering.

The mere listing of works available in microprint does not settle or meet one of the most serious of the problems. Anyone familiar with the demands of scholars will realize that there are many projects for publishing being born or having been born recently that are little more than duplications of what has been easily available to scholars for some time but is represented as being published in some microform medium for the first time. This writer is familiar with an instance in which two members of the same history department suggested similar lists to various publishers. There is a necessity, therefore, for an organization such as the American Library Association to list to the best of its ability projects proposed by archivists. One of its subcommittees has this in mind.<sup>2</sup> Perhaps the most useful function of such a list would be that of disseminating information to scholars of what is proposed by other scholars and encouraging everyone to cooperate in cutting down and eliminating duplication. If a bulletin listing only proposals and current projects could be made available, a giant step would be taken towards order and clarity.

Scholars should also look forward to the publication of a master want list prepared by Lester K. Born of the Library of Congress. Dr. Born has compiled from interviews a list of resources not available in photocopy that are desired by members of history departments throughout the United States. It is hoped that this list will soon appear. If European resources are made available in some form of photocopy and within the next decade, certainly the work of scholars will be lighter. It is hoped that the publication of this master want list will be subsidized by a benefactor such as the Council on Library Resources. The service of the Library of Congress through its clearing house and a bulletin on existing, proposed, and future projects, published by the American Library Association, should offer to the archivist and scholar ample opportunity to coordinate their needs with the desires of various microform publishers. A nationwide committee of archivists, scholars, and publishers might be established for this purpose.

Such a committee as the Resources Committee of the American Historical Association or similar committees of the American Library Association and the Society of American Archivists might function as an information exchange to keep every scholar abreast of what is to be made available for his needs.

<sup>2</sup> American Library Association's Subcommittee on Micropublishing Projects, whose chairman is Thomas A. Buckman, Library, University of Kansas, Lawrence, Kans.



Information on where he might borrow resources or have them duplicated in his area would, of course, be of great help. The form in which the information is presented should be directed towards the needs of entire departments of history, not the needs of one or two men in the department, and departments of history should be encouraged to have the entire department express its desires by a well-coordinated list.

Another need that has not hitherto been met and is not contemplated, so far as this writer knows, is that of criticizing costs, technical efficiency, and content of various projects for publishing resources. With so many companies publishing in various photoforms and with prices varied, some critical estimate should be made of the projects and of the proposals from the point of view of costs, technical competence, and need. This information, as yet, no one has proposed to compile, although the American Microform Academy has been asked to provide experts as consultants on the feasibility of certain projects.

The work of the archivist and of the scholar may be made much easier by the activities of the clearing house of the Library of Congress. Of great value, also, would be the program for dissemination of information on projects by the American Library Association. If these and other like proposals are realized, the scholar and archivist will command more resources and work with them for greater efficiency than at any other time in history.

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## PLACEMENT REGISTER

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*This section in the American Archivist is published for the convenience of our readers. No charge is made for the insertion of notices by either an institution in need of personnel or a candidate for placement. The editor, however, reserves the right to refuse obviously unsuitable notices and to condense or otherwise edit the copy submitted. Candidates or institutions may, if they wish, withhold their names from these notices and may direct that answers be addressed to Philip P. Mason, Secretary, Society of American Archivists, Wayne State University, Detroit, Mich. 48202.*

### POSITIONS OPEN

ARCHIVES, MANUSCRIPTS, Midwest State historical society. Duties include field work, processing archival and manuscript materials, supervising staff, and answering correspondence. Salary \$474 to \$614

monthly. Fringe benefits. For application, write to Wisconsin State Historical Society, 816 State Street, Madison, Wis. 0-35.

### POSITIONS WANTED

ARCHIVIST. Young man, A.B., M.A., American history, preparing for Ph.D. Experience as manuscripts curator and field man in large regional history collection. Desires placement in archives or manuscripts. Write Secretary. A-33.

ARCHIVES. With experience at State, national, and inter-American levels; also experience in records management. Write Secretary. A-41.

ARCHIVES OR MANUSCRIPTS. German native with wide range of teaching, research, archeological, and archives experience. Licentiate of philosophy degree. Qualified in English, German, French, Italian, Dutch, Greek, Latin, Hebrew, and Arabic. Has experience in American colonial and early Federal periods. Write Secretary. A-42.

# News Notes

DOROTHY HILL GERSACK, *Editor*

*Office of Federal Records Centers  
National Archives and Records Service*

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## SOCIETY OF AMERICAN ARCHIVISTS

### *28th Annual Meeting*

The Society's 28th annual meeting will be held in Austin, Tex., October 6 to 10. Headquarters for the meeting will be the Commodore Perry Hotel. On October 6 there will be committee workshop sessions, open to all, and on October 7-9 there will be general and concurrent sessions on business archives; Latin American archives; publication of source documents; archival standards and the Posner report; lamination; relations among records managers, archivists, and researchers; small archival agencies; and manuscript collections in the Southwest. The annual dinner and presidential address and the presentation of awards will take place on October 8. On Friday night there will be a Texas-style barbeque at Friday Mountain Ranch, and Saturday, October 10, will be devoted to an all-day trip to San Antonio archival agencies and historic sites.

The Local Arrangements Committee offers SAA members who register for the meeting by September 21 a \$1 discount. Members who by any chance have not received advance registration blanks should notify the SAA Local Arrangements Committee, Texas State Library, Drawer DD—Capitol Station, Austin, Tex. 78711.

### *Winter Luncheon Meeting*

The Society will hold its 1964 winter luncheon meeting in Washington, D.C., on December 29, during the annual meeting of the American Historical Association. W. Kaye Lamb, Dominion Archivist of Canada, will preside as 1964-65 president. The luncheon address, "Some Pros and Cons of the Access Problem," will be given by Col. Charles P. Stacey, formerly Director of the Historical Section, General Staff, Canadian Army Headquarters, and since 1959 professor of history at the University of Toronto. He was Canada's chief Army historian, and Canada's official history of World War II was planned and in great part written under his direction. Colonel Stacey is also a past president of the Canadian Historical Association. The luncheon will be held at the Sheraton-Park Hotel at 12:30 p.m. Members desiring to attend should purchase tickets at the A.H.A. reservation desk at the Sheraton-Park Hotel.

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News for the next issue should be sent by November 1 to Mrs. Dorothy H. Gersack, Office of Federal Records Centers, National Archives and Records Service, Washington, D.C. 20408.



## **AMERICAN STATE ARCHIVES**

**By Ernst Posner**

This book is the result of a project sponsored by the Society of American Archivists. Ernst Posner, eminent archivist, personally studied each state's archives program; each is described, and there is a summary of findings. In addition, the volume contains a history of state record-keeping and a chapter on standards approved by the Society of American Archivists.

*416 pages \$7.50*

## **THE SCHOLAR PRINTERS**

**By James M. Wells**

A succinct exposition of scholarly publishing from the invention of printing to the present day, followed by sixty-eight bibliographic entries and selected illustrations. This publication, by the custodian of the Newberry Library, is based on an exhibition of rare books at the Newberry Library, summer, 1964.

*64 pages, 25 plates, paperbound \$1.50*

## **THE UNIVERSITY OF CHICAGO PRESS**

**Chicago and  
London**

*New Members and Subscribers*

INDIVIDUAL MEMBERS: J. B. Cieslowski, Savage, Md.; Jack T. Ericson, Madison, Wis.; Mrs. Harrison Evans, Shuqualak, Miss.; Herbert T. Finch, Lexington, Ky.; Brooks M. Kelley, North Haven, Conn.; William G. Lewis, Abilene, Tex.; Sidney F. McAlpin, Olympia, Wash.; Freeland T. Penney, Long Island, N.Y.; Albert J. Petroski, St. Louis, Mo.; Richard C. Place, Kaneohe, Hawaii; Harold W. Ryan, Takoma Park, Md.; Murphy D. Smith, Philadelphia, Pa.; W. W. Wasson, Nashville, Tenn.; John R. Woodard, Jr., Winston-Salem, N.C.

INDIVIDUAL MEMBERS (FOREIGN): Manuel de Jesus Goico Castro, Santo Domingo, Dominican Republic.

INSTITUTIONAL MEMBERS AND SUBSCRIPTIONS: Abraham's Magazine Service, Inc., New York, N.Y.; Arizona Pioneers' Historical Society, Tucson, Ariz.; Bankers Box Company, Franklin Park, Ill.; Idaho Historical Society, Boise, Idaho; John Hancock Mutual Life Insurance Co., Boston, Mass.; National Security Agency, Fort Meade, Md.; State University of New York at Albany, N.Y.; U.S. Naval Academy, Annapolis, Md.

INSTITUTIONAL MEMBERS AND SUBSCRIPTIONS (FOREIGN): University of Cape Town, South Africa; York University Library, Toronto, Ontario, Canada.

*Deaths of Members*

MARY GIVENS BRYAN, Archivist of Georgia and past president and Fellow of the Society; on July 28, 1964, in Atlanta, Georgia. An obituary appears elsewhere in this issue.

## OTHER PROFESSIONAL ASSOCIATIONS

*Council on Library Resources, Inc.*

A CLR-supported study made by Lester K. Born of the Library of Congress, under the guidance of an advisory committee headed by Waldo Gifford Leland, has been made the basis of a report, "Planning for Scholarly Photocopying," being published in the September 1964 issue of the *PMLA* (Publications of the Modern Language Association). According to the report, "The problems of copying manuscript and archival material lie at the heart of the photocopying tangle; their solution would do more than anything else to make photocopying the true servant of scholars." A national committee on the photocopying of foreign manuscript and archival material, a national center abroad to coordinate these projects, the development of copying priorities in each field, the careful planning and execution of foundation-supported copying, and a microfilm clearinghouse that can ensure adequate recording and cataloging of material copied are the major recommendations of the report.

*Western History Association*

The first issue of the association's quarterly, *The American West*, vol. 1, no. 1 (Winter 1964), of which A. R. Mortensen is editor, is a handsome production designed to appeal "alike to professional and amateur historians and dedicated to the principle of supplying a wide audience with sound but readable accounts of the continent's most entrancing region." Membership in the association is open "to anyone interested in the history and culture of the American West." Inquiries should be addressed to the secretary, John Porter Bloom, 1501 Slade Court, Falls Church, Va. 22042.


*National Trust for Historic Preservation*

Space for NTHP archives has been enlarged to accommodate the growing collection of District of Columbia and State enabling acts and data on areas seeking architectural controls. The photograph collection has been identified and classified, and the office files for all departments have been reorganized, cross-referenced, and indexed. Tony P. Wren, Archivist of the NTHP Department of Information, has contributed an informative article to the NTHP magazine *Historic Preservation* (16: 111-118; 1964) on "The Tourist Industry and Promotional Publications."

## NATIONAL ARCHIVES AND RECORDS SERVICE

The Archivist of the United States has announced the appointment of John Porter Bloom to the staff of the National Archives as Specialist in the History of the American West and Editor of the *Territorial Papers*. In the latter capacity he succeeds the late Clarence E. Carter who, as Editor of the *Territorial Papers*, had completed 26 volumes in the series before his death in 1961. Since 1960 Dr. Bloom has been Staff Historian of the National Park Service. In that position he has been especially concerned with the editing of the Guides to Historic Sites and Landmarks. He was formerly an assistant professor of history at the University of Texas. Dr. Bloom is currently secretary-treasurer of the recently formed Western History Association.

*National Archives*

The National Archives has recently received from the Department of Commerce legislative materials, directives, and statistical reports relating to the population census, 1940, to the censuses of manufactures, mines, business, and agriculture, 1939-48, and to the censuses of Territories and possessions, 1930-50; records of the Chief Regional Economist, 1944-47, and of the Balance of Payments Division and its predecessor, 1942-54, concerning programs for reporting economic statistics; and records of the National Production Authority, 1950-53, assembled to provide basic documentation for that agency. Other accessions include records of the Philadelphia Custom House consisting of letters received by the Collector, 1792-1860, manifests, 1789-1860, and records relating to seamen's protection certificates, 1796-1804; records of Benicia Arsenal, Calif., including two volumes of letters sent by the commanding officer, 1851-55 and 1865-66, and a payroll journal, 1890-99; records relating to the Post Office Department's experiment with highway post office routes, 1941-59; records of Under Secretaries and other top officials of the Department of Labor relating in part to the Department's role in the national economic and social scene during the postwar period; and documents relating to the ratification by the States of the 24th amendment to the Constitution.  *A Guide to Genealogical Records in the National Archives*, prepared in large part by Meredith B. Colket, Jr., while he was on the staff and completed by Frank E. Bridgers, has been published. It may be purchased from the Superintendent of Documents, Government Printing Office, Washington,

D.C. 20402, for 50c. Also published were another guide, *Civil War Maps in the National Archives*, and no. 42 of a series of guides to German records microfilmed at Alexandria, Va., *Records of German Field Commands: Armies (Part II)*. ¶ Among microfilm publications recently completed are Letters Received by the Secretary of War (Main Series), 1861-70 (127 rolls), Telegrams Collected by the Office of the Secretary of War (Bound), 1861-82 (282 rolls), and Letters Received by the Topographical Bureau of the War Department, 1824-65 (86 rolls). Department of State records recently filmed include Territorial Papers for Idaho, 1863-72 (1 roll); and Records From the Decimal File, 1910-29, Relating to Internal Affairs of Egypt (31 rolls) and to Political Relations Between the United States and Egypt (1 roll), Egypt and Other States (1 roll), the United States and France (5 rolls), and France and Other States (7 rolls). Also recently microfilmed are Interior Department Appointment Papers for Arizona Territory, 1857-1907 (22 rolls); Letters Sent by the General Land Office to Surveyors General, 1861-1901 (13 rolls); Report Books of the Office of Indian Affairs, 1881-85 (15 rolls); Passenger Lists of Vessels Arriving at Philadelphia, 1800-82 (108 rolls); Letters Sent by the Secretary of the Treasury Relating to Restricted Commercial Interchange, 1861-87 (8 rolls); and Records of the Board of Commissioners for the Emancipation of Slaves in the District of Columbia, 1862-63 (6 rolls). Also completed are the Compiled Service Records of Volunteer Union Soldiers Who Served in Organizations From the State of Missouri (854 rolls) and the Indexes to Compiled Service Records of Volunteer Union Soldiers Who Served in Organizations From the States of California (7 rolls), Connecticut (17 rolls), Delaware (4 rolls), Illinois (101 rolls), Indiana (86 rolls), Iowa (29 rolls), Kansas (10 rolls), Maine (23 rolls), Massachusetts (44 rolls), Nevada (1 roll), and the District of Columbia (3 rolls) and the Territories of Arizona (1 roll), Colorado (3 rolls), Dakota (1 roll), and Nebraska (2 rolls). ¶ Information about the microfilm and copies of the publications, unless otherwise stated, may be obtained from the Exhibits and Publications Division, National Archives, Washington, D.C. 20408.

#### *Franklin D. Roosevelt Library*

Materials recently received include notes on the genealogy of the Roosevelt family prepared by the late George W. Roach of the Library staff in connection with his editing of the diary of Rebecca Howland Roosevelt, first wife of James Roosevelt, father of the President. Also received were copies of letters shedding new light on Mr. Roosevelt's tradition-breaking air trip from Albany to Chicago to receive the Democratic Party presidential nomination in July 1932. From Claudia Lyon of Poughkeepsie were received a number of letters written by Theodore Roosevelt to her father, Col. Cecil Andrew Lyon (1869-1916). Colonel Lyon, a prominent Texas lumberman and businessman, was an organizer and national committeeman of the Progressive Party. The letters (1904-12) have to do with political appointments, the 1908 nomination, and the 1912 campaign.

*Harry S. Truman Library*

Philip C. Brooks, Director of the Library, spent April, May, and June interviewing leaders in England, France, Italy, Greece, Germany, Denmark, Norway, Belgium, and the Netherlands on the origins of the European Recovery Program. These interviews will be transcribed and made available for use in the Library. ¶ Recent accessions include papers of W. John Kenney, Michael J. Galvin, Charles Heslep, and Ralph Block, and additional papers of John W. Snyder, Stephen J. Spingarn, Frieda Hennock, and Mon C. Wallgren. Also accessioned were microfilm copies of the *St. Louis Post Dispatch*, 1934–53; a collection of newspaper photographs of Mr. Truman, 1927–45; and copies of papers in the Weizmann Archives, Rehovoth, Israel, 1945–52.

*Dwight D. Eisenhower Library*

Recent accessions include papers of Maurice H. Stans, Frederick H. Mueller, W. Randolph Burgess, Neil H. McElroy, and Ralph A. Tudor and of New York State Citizens for Eisenhower. The Library is continuing its program of acquiring from other depositories microfilm copies of documents relating to the military history of World War II and has begun a program of oral history interviews with boyhood associates of General Eisenhower.

*National Historical Publications Commission*

H.R. 6237, the proposed legislation authorizing the Commission to make modest grants to aid in the arrangement, description, and publication of documentary source materials significant to the history of the United States, passed the United States Senate by unanimous consent on July 6, 1964, thus completing legislative action on the measure. President Johnson signed the bill into law on July 28 at a ceremony in the White House. The Commission is seeking appropriations that will permit it to implement this authorization and hopes the necessary funds may be granted before the present Congress adjourns. Should funds be appropriated, a brochure announcing the program, describing the types of projects that will receive consideration, and giving directions for preparing applications will be distributed to historical societies, research libraries, and educational institutions.

*Office of the Federal Register*

This Office has recently issued the 1948 volume of the *Public Papers of the Presidents*, containing President Truman's messages to Congress, transcripts of his press conferences, and his major addresses and informal remarks made in the campaign of 1948; volume 77 of the *U. S. Statutes*, containing the laws, concurrent resolutions, and reorganization plan enacted by Congress in 1963 and the Presidential proclamations issued; and the 1964–65 edition of the *U. S. Government Organization Manual*. They may all be purchased from the Superintendent of Documents, Government Printing Office, Washington, D.C. 20402—the Truman volume for \$9.75, the *Statutes* for \$7.50, and the *Government Organization Manual* for \$1.75.

*Copyright Office*

On July 20 the Librarian sent to Congress the comprehensive bill for the revision of the copyright law, which was introduced in the House as H.R. 11947 and in the Senate as S. 3008. The interim extension of renewal copyrights provided under Public Law 87-668 expires on December 31, 1965. Among other things the new bill would establish a single system of statutory protection for all works whether published or unpublished; would provide for a term of the author's life plus 50 years (the copyright terms in most countries); would add sound recordings to the list of protected works (protected only against actual duplication or "dubbing"); would continue the prohibition in the present law against copyright in "Government publications" but would permit exceptions in special cases where copyright would be in the public interest; would recognize the doctrine of fair use; and, as now, would not make registration a condition of copyright protection, although registration would be a prerequisite to an infringement suit.

*Manuscript Division*

The Manuscript Division has received the papers of Dr. Arnold Gesell (1880-1962), child specialist, as the gift of his son, Gerhard A. Gesell of Washington, D.C. The papers, which are under restriction, number approximately 75,000 pieces and include family, general, and medical correspondence, notes on experiments, and manuscripts of books and articles. They will provide rich source material on Dr. Gesell's contributions to the study of child behavior and to the work of the Gesell Institute of Child Development. ¶ Literary material of distinction has been received. John Updike has given his manuscript of *The Centaur* and related materials; William Styron has deposited his literary manuscripts; and Joseph W. Alsop, Jr., and Stewart J. O. Alsop have presented some 4,200 of their papers dated between 1941 and 1957. Requests to examine the Alsop papers should be directed to the Chief of the Manuscript Division. ¶ Several small groups of papers have been added to the manuscript holdings. About 35 papers of John Chapman (1801-54), political writer and editor, have been presented by Mrs. John Jay Ide in memory of her husband, a former president of the International Aeronautical Federation. Included are design plans and explanations by Chapman of William Samuel Henson's much-publicized "Aerial Steam Carriage" of 1842. Approximately 150 manuscript sermons written by Joseph Barlow Felt (1789-1869), New England clergyman in Sharon and Hamilton, Mass., antiquarian, and librarian of the Massachusetts Historical Society, will supplement existing historical material by Felt in the Library's Shaw family papers. Florence Berryman has presented a group of books, correspondence, and other manuscripts of her father, Washington cartoonist Clifford Berryman.



## STATE AND LOCAL ARCHIVES

*Delaware*

A collection of 113 documents relating to lands and persons in Mispillion Hundred, 1739–1869, has been presented to the Hall of Records. The papers are principally concerned with the Bowman, Hall, Parsons, and Tomlinson families.

*Georgia*

Carroll Hart, Assistant State Archivist since 1957, has been named Director of the Department of Archives and History to succeed Mary Givens Bryan, whose death is reported elsewhere in this issue. Miss Hart, a native Georgian, holds degrees in history and library science and has studied archives administration at The American University. "I follow in the footsteps of earlier directors," Miss Hart was reported to say upon being notified of her appointment (*Atlanta Times*, Aug. 3, 1964). "I pray that I shall be able to carry on their work in a way that will always be an honor to my state."

*Indiana*

State Archivist Margaret Pierson informs us that work with county governments has been accelerated during the past year. Several counties have been assisted in the disposal of their records and five have deposited records in the Indiana State Archives. "The Secretary of State has been withdrawing from his file all inactive articles of incorporation and annual reports of corporations in Indiana. The Archives has received great numbers of historical records of corporations in Indiana."

*Michigan*

The 1964 session of the legislature has adopted several changes in the statutes relative to the microfilming and disposal of records. Under Public Acts 105, 106, and 244 (1964), all State and local offices must comply with the microfilm standards to be established by the Department of Administration's microfilm laboratory and to be published in the Michigan Administrative Code by August 15, the effective date of the law. With the exception of court files, any records microfilmed may be discarded as provided under Public Act 178 (1952) and/or Public Act 68 (1959). Further information about the new laws and the disposal of official records may be obtained from Bruce C. Harding, Chief, Division of Archives, Michigan Historical Commission, Lansing, Mich. 48913.

*North Carolina*

The Archives Section, Division of Archives and Manuscripts, State Department of Archives and History, is publishing this fall its *Guide to Private Collections* and is working on a Guide to Civil War Records. ¶ The State Records Section has revised the proposed College and University Records Manual to provide a standard for the disposition of records in State-supported institutions. ¶ Disposition schedules for the State Board of Elections, the Insurance Department, and the Merit System Council have been approved.

*Tennessee*

On July 1 Sam B. Smith was appointed State Librarian and Archivist to succeed William T. Alderson, who resigned on April 15 to become executive director of the American Association for State and Local History. Dr. Smith has been an assistant professor of history in the University of South Florida, at Tampa, since 1961.

## COLLEGE AND UNIVERSITY ARCHIVES

*Duke University*

The university library has received from Mrs. Lokke the papers (about 4,000 items) of Carl Ludwig Lokke (1897–1960). (Lokke's *Klondike Saga*, an account of the experiences of a group of Minnesotans who prospected for gold in the Canadian Klondike region in the 1890's, will be published next year under the joint imprint of the University of Minnesota Press and the Norwegian-American Historical Association. His distinguished career as a historian and as an archivist was described by H. B. Fant in the *American Archivist*, 23: 285-295; July 1960.)

*University of Oregon*

University Librarian Carl W. Hintz sends us the following statement regarding a recent accession:

A new dimension to the study of political history—sound—has been added to the University of Oregon Library by Senator Maurine Neuberger. In a recent large addition to the papers of Richard L. Neuberger, placed in the library in 1960, are several thousand feet of tape recordings of speeches and public statements. It will now be possible for the student of recent politics to hear, as well as read, the remarks of an important public servant. Students of the late senator's debating style will not have to rely on the second-hand opinion of those who heard him. Instead they will be able to listen for themselves and reach their own conclusions.

Among the tapes are such items as Voice of America broadcasts, campaign addresses, campaign debates, reports to constituents, addresses on public occasions, and interviews for radio and television broadcasts. There are also a number of disc recordings of campaign speeches, evidently intended for general distribution.

With the tape and disc recordings, Mrs. Neuberger also added to her husband's papers 87 volumes of scrapbooks containing newspaper and periodical pieces relative to his career as a writer and state and national legislator.

*Washington State University*

Archivist Mary W. Avery informs us that the university library has accessioned within the past year correspondence and other papers of W. E. Carty, a member of the House of Representatives of the Washington State Legislature from 1933 to 1959 (except for the 1937, 1943, and 1953 sessions), which "will provide a segment of valuable source material for a study of the 'New Deal' era in the State of Washington"; the personal papers of Clyde Pangborn, 1895–1958, one of the early leaders in aviation in the United States; and the Ernest White collection, which includes correspondence and records of breeding, registry, sales, and shipments of Columbia sheep, papers of the

Columbia Sheep Breeders' Association, and records of Shelter Valley sheep pedigrees.

*Wayne State University*

Archivist Stanley D. Solvick informs us that the Wayne State University Labor History Archives has acquired the papers of the late Edward Wieck, labor historian and onetime research associate for the Russell Sage Foundation. These papers include research notes and documents collected by Wieck for his own writings; they contain material on the Knights of Labor, the Progressive Mine Workers of America, the United Mine Workers, and labor in the automobile industry during the 1930's. Also acquired recently are the files of Sam Pollock relating to his work with the United Ohio Labor Committee's 1958 campaign against the proposed "Right to Work" amendment to the Ohio constitution.

HISTORICAL SOCIETIES

*Cincinnati Historical Society*

The society, founded in 1831 and formerly known as the Historical and Philosophical Society of Ohio, has recently moved from its quarters at the University of Cincinnati into a new addition to the Cincinnati Art Museum. Nearly a million manuscripts—diaries, personal records, and letters—were shifted in a move that also included 2,000 bound volumes of Cincinnati-area newspapers dating from 1793 and thousands of books, pamphlets, and works of art. In its new home, which will be open to visitors this fall, the society will be better able to carry out its purpose of preserving the history of Cincinnati and the Old Northwest Territory. Louis Leonard Tucker is director.

*Jackson County (Mo.) Historical Society*

Mayme K. Piper has become Director of the Archives of the society. Margaret Woodson, who has served on the Archives Committee for several years, is now chairman of the committee.

*Kansas State Historical Society*

The society has received 160 document boxes of letters and other papers of the late George McGill, Wichita attorney. They are primarily concerned with his service as U.S. Senator, 1931-39, the elections of 1936-48, and his service with the U.S. Tariff Commission, 1944-54.

*Maryland Historical Society*

A large collection of the papers of William Ingle, Baltimore financier, 1858-1943, concerned almost entirely with his banking interests, has been donated to the society.

*Ohio Historical Society*

Daniel R. Porter, assistant director of the society since July 1961, has become associate director and "administrative head." Erwin C. Zepp will

retire as director on December 31, 1964, and until then will be concerned with special society projects and activities.

#### *Western Reserve Historical Society*

A list identifying the registers (inventories) of 53 groups of papers in the society comprises the July 1964 issue (vol. 18, no. 7) of *Historical Society News* (Cleveland, Cuyahoga County, Ohio). A grant from the Cleveland Foundation made it possible for the society "to put these materials in order." Eventually a formal guide to the manuscripts and archives of the Western Reserve Historical Society will be issued.

### CHURCH ARCHIVES

#### *American Lutheran Church*

Rev. Robert C. Wiederaenders, pastor of the American Lutheran Church, 1284 S. Fourth Ave., Kankakee, Ill., became Archivist of The American Lutheran Church on August 1, succeeding the late William F. Goetz. The archives are located on the campus of Wartburg Theological Seminary, Dubuque, Iowa. Mr. Wiederaenders is also secretary-treasurer of the Lutheran Historical Conference, a cooperative agency for Lutheran archivists, historians, and librarians. For 8 years he edited the *Microfilm Corpus of American Lutheranism*.

#### *Church of Christ, Scientist*

Lee Z. Johnson, Archivist, Archives and Library of The Mother Church, 107 Falmouth St., Boston, Mass. 02115, sends the following communication:

Our office is very modest, only seven on the staff. But then our institution is modest also. For educational purposes as much as anything, I have split the office's work into six services—research and reference, acquisition and accession, library, records management and security, document preservation and microfilm, and historical exhibits and monuments. We are in a lot of things and should no doubt be into more—a view no doubt every member of the profession feels at introspective moments.

#### *Concordia Historical Institute*

A workshop on archives and history, sponsored jointly by the Concordia Historical Institute and Concordia Seminary, was held on the campus of Concordia Seminary, St. Louis, Mo., July 13–16. Designed primarily for district archivists, congregational archivists, Lutheran pastors, high school instructors, and teachers, the workshop included discussions on, and the evaluation of, resources, tasks, and problems of the archivist-historian and practical application of techniques and principles.

### BUSINESS ARCHIVES

William L. Rofes has been appointed Corporate Archivist of the International Business Machines Corporation at Corporate Headquarters in Armonk, N.Y. Mr. Rofes has served on both the Microfilming and Records Management Committees of the Society of American Archivists. He is currently president of the Association of Records Executives and Administrators.

## THEODOR HEUSS ARCHIV

The Federal Republic of Germany, the *Land* Baden-Württemberg, and Ernst Ludwig Heuss, son of the late President of the Federal Republic, have jointly established a foundation (*Stiftung*) named the "Theodor Heuss Archiv," which is to have the rights of a juridical person under the German Civil Code. The foundation is to "collect, organize, and make accessible the literary and political writings of Theodor Heuss and to utilize these writings in the public interest of scholarship, culture, and politics, especially through publications." Dr. Heuss will transfer the papers of his father to the foundation, which is located at 46 Feuerbacher Weg, Stuttgart, where Theodor Heuss lived until his death. The foundation receives its funds annually from the Federal Republic, the *Land* Baden-Württemberg, and the city of Stuttgart.

The foundation's charter (*Stiftungsurkunde*) of March 21, 1964, provides for a Board of Trustees (*Kuratorium*), a Board of Directors (*Vorstand*), and an Advisory Council (*Beirat*). The Board of Directors conducts the affairs of the foundation and consists of Bernhard Zeller, Director of the Schiller National Museum at Marbach am Neckar, who serves as chairman, Ernst Ludwig Heuss, and Hermann Vietzen, Director of the Stuttgart City Archives.

Though the Theodor Heuss Archiv shares its basic objectives with the institution of the presidential library in the United States, some interesting differences might be noted: the Theodor Heuss Archiv is not to collect the papers of prominent statesmen and politicians of the Heuss period; publication is one of the principal tasks; and it is not a part of the Federal Archives in Koblenz. To a certain extent, however, federal influence is safeguarded, for the foundation depends for part of its funds on the Federal Republic; the President of the Federal Republic is the chairman of the Board of Trustees; and 3 of the additional 12 members of the Board are to be appointed by the Federal Government. Furthermore, a representative of the Federal Archives is to be a member of the Advisory Council.

## UNESCO ARCHIVES

The following communication has been received from L. Gomes Machado, Director, Department of Cultural Activities, Unesco, place de Fontenoy, Paris, 7<sup>e</sup>, France:

I have the honour to inform you that the services of the Unesco Archives may be used by your country's scholars, research workers, authors, students and other individuals interested in the activities and history of the Organization. Those who cannot visit the Archives in person may request relevant information by mail.

The Archives now has over 217,000 pieces of documentation consisting of Unesco documents, publications and non-current files; Unesco sponsored publications; publications of National Commissions; international agreements deposited with the Organization; and the archives of the International Institute of Intellectual Co-operation (1925-1946) and of the Conference of Allied Ministers of Education (1943-1945).

Inventories, indexes and lists have been prepared to facilitate consultation of this material. The staff of the Archives regularly compiles a quarterly list of Unesco

documents and publications in English and French and indexes the records of the General Conference and of the Executive Board.

The main topics on which the Unesco Archives is now consulted are problems concerning developing countries, particularly those in Africa; adult education; race questions; the social impact of technological progress; childhood and family problems; mass communication techniques and influence; arid zones, natural resources; libraries development, terminology; and the activities of the International Institute of Intellectual Co-operation.

#### PROFESSIONAL INSTRUCTION

##### *Institute of Modern Archival Administration*

The 18th institute on modern archival administration, directed by Frank B. Evans of the National Historical Publications Commission and sponsored by The American University in cooperation with the National Archives and Records Service, the Library of Congress, and the Maryland Hall of Records, was held June 1-26. Of the 18 persons receiving certificates of attendance, 4 carried out internship projects in the Manuscript Division of the Library of Congress and the others selected projects in the National Archives in document restoration, in exhibits and publications, or in arrangement and description work.

##### *Institute of Genealogical Research*

The 14th institute of genealogical research, directed by Jean Stephenson and Frank E. Bridgers and sponsored by The American University in cooperation with the American Society of Genealogists, the Maryland Hall of Records, and the National Archives and Records Service, was held July 6-24. Most of the 34 persons attending were interested in individual family histories. Sessions were held in the National Archives, the Library of Congress, and the Maryland Hall of Records.

##### *Institute on University Archives*

Applications to attend "University Archives," a 3-day institute to be held at Allerton Park, the University of Illinois' conference center, November 1-4, should be sent to Institute Supervisor, Division of University Extension, 116b Illini Hall, Champaign, Ill. Registration is limited to 100 persons—no more than 2 from the same institution—and no previous training in archival management is necessary. The registration fee of \$45 includes lodging and all meals at Allerton Park, a country estate near Monticello, Ill. There will be eight formal papers and a field trip to the University of Illinois campus in addition to scheduled and informal discussions. Speakers include Oliver W. Holmes, National Historical Publications Commission; J. E. Boell, University of Wisconsin; Edith M. Fox, Cornell University; Maynard Brichford, University of Illinois; Clifford K. Shipton, Harvard University Archives; Laurence R. Veysey, Harvard University; Thornton W. Mitchell, North Carolina State Department of Archives and History; and Harold Tribolet, Lakeside Press, Chicago. The papers will appear in published form and will cover the history and theory of archival practice; the collection, appraisal, preservation, processing, and reference use of archival materials; the scholar's use of archives; and records management.





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FOR AN ESSAY ON THE HISTORY OR  
ADMINISTRATION OF ARCHIVES

*1965 Competition*

The author of the winning entry in 1965 will receive a Certificate of Award and a prize of two hundred dollars, donated by Victor, Dorothy, and Robert Gondos in memory of the late Dr. Victor Gondos, Sr.

*Contest Rules*

1. The contest is open to all archivists, all manuscript curators, and all graduate archival students in the United States and Canada except elected officers of the Society of American Archivists, the faculty of The American University, and members of the Award Committee. Retired or professionally inactive archivists and manuscript curators are also eligible to compete.

2. The Award Committee will consist of the Editorial Board of the Society of American Archivists and representatives of The American University. Miss Helen Chatfield is senior representative of the University. Entries for the 1965 Award should be addressed to the chairman of the Editorial Board: Ken Munden, Editor, American Archivist, National Archives, Washington, D.C. 20408.

3. As the purpose of the contest is to encourage research and writing on some aspect of the history or administration of archives, the essay must be especially prepared for submission for the award. A contestant may submit several essays. A submission will not be accepted if (a) it has been published or issued in any form for general distribution or (b) it has been prepared primarily for other purposes, *e.g.*, for a professional meeting.

4. Each submission must bear a title and must be double-spaced typewritten ribbon copy, on letter-size white bond

paper. It must consist of not less than 3,000 words and not more than 15,000.

5. To maintain the anonymity of contestants the author's name should not appear on any sheet of the essay. Within a sealed envelope stapled to the first page should be inserted a 3" X 5" card showing the following information about the author: name, essay title, address, organizational affiliation (if any), a statement of present or past professional activity, and signature. The author's return address should not appear on the outer envelope in which the submission is mailed; instead, the following return address should be used: American Archivist, National Archives, Washington, D.C. 20408.

6. To be considered for the current year's award an essay must be received by the Award Committee by July 31, 1965.

7. The Award Committee is exclusively responsible for the evaluation criteria and reserves the right to withhold the award if in its judgment no submission meets the criteria.

8. The winning essay will be selected in sufficient time to bestow the award at the annual meeting of the Society.

9. The winning essay will be published in the American Archivist. Other essays will be eligible for publication in the Society's journal, subject to the judgment of the editor.