

EXTRAORDINARY CONGRESS OF THE INTERNATIONAL COUNCIL ON ARCHIVES IN SESSION

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# NEWLY AVAILABLE REPRINTS

## American Archivist (Society of American Archivists)

Vols. 1, 2. Washington, D.C. 1938, 1939	
Per volume, paper bound .....	\$10.00
Vol. 3, Nos. 3, 4, 1940	Vol. 26, No. 1, 1963
Vol. 4, Nos. 1, 2, 1941	Vol. 27, No. 1, 1964
Vol. 24, No. 1, 1961	
Per number, paper bound .....	3.50
Vol. 22 (In the original edition)	
Unbound .....	10.00

## Catalogus Bibliothecae historico-naturalis JOSEPHI BANKS

Dryander, Jonas (1748-1810)

London 1796-1800. Bound in 5 vols.	
With a preface by Mr. A. C. Townsend, Librarian of the General Library, British Museum (Nat. History)	
Cloth bound set .....	\$112.00

### SINGLE VOLUMES

Vol. I: Scriptores generales. 1798.	
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Vol. II: Zoologici. 1796.	
Cloth bound volume .....	28.00
Vol. III: Botanici. 1797.	
Cloth bound volume .....	35.00
Vol. IV: Mineralogi. 1799.	
Cloth bound volume .....	21.00
Vol. V: Supplementum et Index auctorum. 1800.	
Cloth bound volume .....	21.00
Index auctorum	
Cloth bound volume .....	13.00

## The Scottish Text Society publications

Tristan, Sir Tristrem	
Edited by G. P. McNeil (Publication No. 8, 1886) Cloth .....	
	\$13.00

Scottish Alliterative Poems in Riming Stanzas	
Edited by F. J. Amours (Publications No. 27, 38, 1897) Cloth ..	
	\$13.00

The Poems of Alexander Scott	
Edited by J. Cranstoun (Publication No. 36, 1896) Cloth .....	
	\$13.00

A Compendious book of godly and spiritual songs, commonly known as "The gude and godlie ballatis"	
Edited by A. Mitchell (Publication No. 39, 1897) Cloth .....	
	\$23.00

Robert Lindsay of Pitscottie, The Historie and Chronicle of Scotland	
Edited by A. Mackay (Publications No. 42, 43, 60, 1899- 1911) 3 vols. Cloth .....	
	\$59.00

John Barbour, The Bruce In Preparation	
Edited by W. W. Skeat (Publications No. 31, 32, 33, 1894) 2 vols. Cloth .....	
	\$46.00

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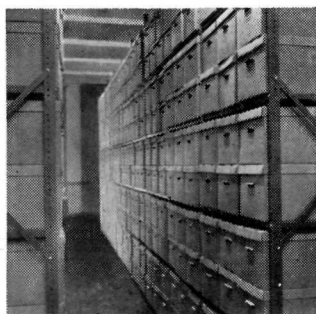
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## President's Page

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IN reflecting on the principles which guide the archival profession, it seems to me that we generally limit ourselves to those which apply to the science or techniques of archives or that we may view them in terms of a code of ethics by which we strive to conduct ourselves as archivists. Both of the foregoing are natural and essential basics for a profession. There are, however, other principles to which we must, as professional archivists, give serious consideration. I mean those principles which relate to the kind, quantity, and quality of archival work to be performed in any given setting or situation.

A major responsibility—shared by the governing body, administrative officers, and the professional staff of any archival complex—is achievement at reasonable cost of the high standards demanded by the archival profession, which is epitomized in the membership of the Society of American Archivists. As I see it, there are three essential requirements for the exercise of this responsibility that should be kept in mind:

1. The work done must be of a *kind* that is needed to achieve the values sought. If a need be for secretarial service, the provision for typing service only will not adequately serve. If the need of an archival program be for an experienced professional archivist, then a historian, sociologist, accountant, or librarian will not answer.

2. The work must be of a *quality* that promotes the values sought. Inferior quality of archival programing, inefficient administration and services, inappropriate or inadequate budgeting, and inappropriate space and equipment and facilities are examples of services that impede rather than promote the achievement of objectives.

3. The *quantity* of the service is essential and should be just equal to the need. An excess is useless; too little detracts from achievement. Needless proliferation of programs, a physical plant larger or smaller than the requirement, duplication of records or functions not germane to the task, are examples of workloads that do not advance institutional or agency achievement. Determina-

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Communications to the Society president may be addressed to Mrs. Dolores C. Renze, Division of State Archives and Public Records, 1530 Sherman St., Denver, Colo. 80222.

tion of the work that is essential demands judgments based on experience. And this exercise of judgment is of first importance in meeting archival standards at reasonable cost.

How well each member of our profession hews to these principles—archivally, ethically, and administratively—will in the long run be the standard by which we may be judged as responsible individuals dedicated to a broad concept of the “Compleat Archivist.”

DOLORES C. RENZE, *President*  
*Society of American Archivists*

### ***Reference Service: Solutions for Two Problems***

The urgent need for a subject index to the many and varied calendars, inventories, and lists already prepared was canvassed last year. It is, therefore, particularly heartening to report that this is now well under way and already proving its value. Instead of having to rely on someone's memory or leaving the student to wade through thick volumes of calendars and the like, it will be increasingly possible to direct students in the future to the subject index—or to the indexes of persons and places in the case of enquiries of a topographical or personal kind—where they can find the necessary references for themselves, so saving staff time. The indexing programme proceeds smoothly and well and its contribution to the smooth functioning of the office in dealing with all manner of enquiries becomes greater month by month.

In the past, a form of serial numeral reference system was given to all deposited, purchased, or presented documents, with no attempt to differentiate the different sources from which records came or to identify these different sources. This means, in effect, that if a document reference is picked at random from an index, there is no quick and ready way to locate that reference in a calendar or to discover whence it came. The difficulties are rendered greater by the fact that, with rare exceptions, the serial numeral references do not run in continuous order in any calendar or list. It is plainly impossible to undo the system and start again, but it is clear that some means of tying a document reference to a particular list or calendar and to a particular source must be provided, not merely for the student but for the staff as well since this thoroughly unarchival system, now discontinued, is a source of constant frustration and difficulty. To overcome the problem, two concordances are being provided; one, virtually completed, gives block serial numeral references tied to their sources; the other, a longer, more difficult job but vastly the more important of the two, will tie serial numeral references to pages of calendars and lists. It is anticipated that this work will take well over a year to complete but in view of the crying need for the production of these concordances, every effort is being made to do the job as quickly but as accurately as possible.

—PETER WALNE, *Annual Report of the [Hertfordshire] County Archivist, 1965*, p. 8.

THE AMERICAN ARCHIVIST

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THE GONDOS MEMORIAL AWARD  
OF  
THE SOCIETY OF AMERICAN ARCHIVISTS AND  
THE AMERICAN UNIVERSITY  
FOR AN ESSAY ON THE HISTORY OR  
ADMINISTRATION OF ARCHIVES

**1967 Competition**

The author of the winning entry in 1967 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 1967 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, 1967.

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.

# Technical Notes

CLARK W. NELSON, *Editor*

*Mayo Clinic*

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## NEW PRODUCTS & DATA

### *Plastiklips*

Fred Baumgarten, 1000 Virginia Ave. N.E., Atlanta, Ga. 30306, is importing plastic paperclips from Germany. Available in four sizes and six colors, Plastiklips are said to grip better than metal. They are rustproof, feather-light, and weigh less than their metal counterparts. Samples used in the editor's office have proven acceptable. They are more fragile than metal, however, more bulky, and somewhat less smooth handling.

### *Bell & Howell Microfiche Equipment*

The Micro-Data Division, 6800 McCormick Rd., Chicago, Ill. 60645, has introduced two microfiche machines. The Bell & Howell Microfiche Reader accepts 4"×6" microfiche and magnifies it 24× on a 14-in. screen. The machine weighs 38 lbs., features a direct dual-control dial for image location and 360° image rotation. The Bell & Howell Microfiche Camera handles 100 ft. of 105mm. roll film. It features a variable reduction ratio of 10 to 26, automatic focus and exposure control, push-button operation, and automatic column and row advance.

### *Videofile*

Ampex Corp., 401 Broadway, Redwood City, Calif. 94063, has now made available its Videofile for document storage and retrieval. It is said to be the first automated system offering the following major advantages: records documents and files on magnetic tape, makes files instantly available and printed copies also available, automates both the retrieval and filing process, enables files to be easily updated, fits into one room, and stores several million documents. The system photographs each document with a television camera and records it on tape electronically. It is filed either at random as received or under a subject heading. Just as in a regular file, these subject files can be easily expanded. Instead of more drawer space, more rolls of tape are added. Retrieval is by a document's code with the image appearing either on a TV screen or as a hard copy. A legal-size document takes ⅓ in. of tape allowing a half million documents to be stored on a 14-in. roll of tape.

### *Magnetic Tape Literature*

Memorex Corp., 1180 Shulman Ave., Santa Clara, Calif., has published a series of four monographs on magnetic tape that are available for the asking. Conveniently punched for looseleaf binding, the monographs cover the fol-

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

lowing: "Glossary of Terms used in Magnetic Tape Recording," "Head Wear Considerations in Magnetic Tape Recording," "Causes of Failure in Magnetic Tapes," and "Magnetic Tape Production and Coating Techniques." For the uninitiated as well as the advanced user, these short, well-written, and well-illustrated booklets contain useful summaries of information about a medium that is playing an ever-increasing role in the life of the archivist.

### *IBM Photo Image Retrieval System*

Another retrieval system has been announced that provides control over large files of microfilm images. The IBM 1350 photo-image retrieval system uses a photo-image chip or film as its basic unit of storage. This film is 70mm.  $\times$  35mm. and contains a diazo emulsion on one side and a magnetic oxide strip on the other. A microfilm aperture card is used as both the input and output medium. It initially prints its image on the diazo side of the chip and places the system address on the magnetic oxide strip. The chip is then stored in the system in cells, each containing 32 chips. These cells are further stored in individual compartments within movable trays from which they can be retrieved by pneumatic tubes. Activating the system by the correct address will retrieve the chip and print it out on a microfilm aperture card for the searcher's subsequent use.

### *Mosler Automated File*

Automation appears to be the word in many records operations today. Mosler Safe Co., Hamilton, Ohio, has now automated the handling of file folders. Its newly introduced Mosler Scan File is supposed to be able to find the wanted folder within 3 to 5 seconds. When punched, an electronic keyboard will search a random file of folders for the right one. The unit will then either push out the correct folder and signal its location or indicate that it is not in the file. This system requires no changeover in file folders. The only preparation required is the coding of folders. For complex searching, a tape reader releases the operator from the system's keyboard control. The system is custom built to the user's requirements.

### *Oral-History Tape Transcriber*

Fidelity Sound Co., 1022 18th St. N.W., Washington, D.C. 20036, features a machine especially made for transcribing any standard magnetic tape. The Fidelitape (MP-100) is engineered to help the secretary produce accurate transcriptions of a recorded voice. It has a footpedal control that backspaces, stops, or starts the unit. It also includes three standard speeds, plays either full or half-track recordings (quarter and stereo available on order), automatic volume control, low wow and flutter, and automatic tape cutoff. The machine weighs 20 lbs. and sells for \$299.

### *Microfilm Readers and Printers*

Beginning on p. 35 of the March 1966 issue of *Systems* a six-page tabular  
VOLUME 29, NUMBER 3, JULY 1966

tion is featured describing currently available microfilm readers and reader-printers. The listing includes the company, model number, film size, format, magnification ratio, screen size, manual or motor, print size, print process, accessories, indexing system, and price. These specifications are given for over a hundred machines.

### *Computer Duplicator*

General Aniline & Film Corp., 140 West 51st St., New York, N.Y. 10020, has introduced a copier that will cheaply print continuous forms from a computer. The Ozamatic 370 uses the diazo process to reproduce automatically forms between 8½ in. to 15 in. in width and up to 550 ft. in length at speeds of 60 ft. per minute. The unit features an anhydrous ammonia developing system that is said to save up to 50 percent over liquid ammonia costs. The machine saves expensive computer and printer time when extra copies of lengthy, continuous forms are needed.

### *Ultrasonic Aperture Cards*

Kleer-Vu Industries, Inc., 386 Park Ave. South, New York, N.Y., 10016, has introduced Sonicards. These IBM type punched cards are supposed to be not only cheaper but better than other cards. They feature diazo or Kalvar microfilm that has been ultrasonically sealed to them. The lack of adhesives and buildup in areas where the film meets the card makes them superior. The larger microfilm area gained allows 26 percent more space for the image. According to laboratory tests, the ultrasonic bond is supposed to improve with age rather than deteriorate.

### *International Microfilm Guide*

The Council on Library Resources, Inc., has made a \$10,000 grant to the International Micrographic Congress for the preparation of an international guide to microfilm equipment. The proposed guide will be in English and be devoted to equipment manufactured outside the United States. It will supplement the *Guide to Microreproduction Equipment*, first published in 1959 by the National Microfilm Association with funds from the Council. This guide is limited to American-made equipment. The international guide will be prepared by Jack Rubin of IBM, assisted by Hubbard Ballou of Columbia University and Carl Nelson of IBM. Distribution of the completed work is planned for the spring of 1967.

### *Xerox Copier*

Xerox Corp., Rochester, N.Y., has introduced another compact copier in its line of electrostatic copying machines. The Xerox 330 is similar in size and appearance to the Xerox 813. It features, however, a sliding-scale pricing plan. Meter charges on this unit are 4c each for the first 3 copies from a single document. For the fourth through tenth copy from the same original, the meter registers 2c per copy. Beyond the tenth copy from an original, the meter

charge is 1c per copy. With this pricing plan, 25 copies from a single original can be produced for a meter charge of 1 $\frac{1}{2}$ c per copy. Supply costs, excluding ordinary paper, are slightly more than  $\frac{1}{2}$ c per copy. A monthly use charge of \$115 plus a minimum invoice of \$75 per month will apply.

### *Xerox Toner*

Both Xerox Corp. and Copy Shine Products Co., P.O. Box 2112, Charlotte, N.C., have a new volume pricing plan for toners used by Xerox copiers. Xerox has announced new pricing beginning with a net cost of \$29 per pound of toner. Buying in a quantity of 6 to 8 lbs. results in a 10 percent discount; 10 to 14 lbs. in a 15 percent discount; 16 to 24 lbs. in a 20 percent discount; and 26 lbs. or more, a 25 percent discount. Copy Shine, which produces reprocessed toner at considerable savings, has also lowered its prices in quantities of more than 6 pounds. Its prices apply to a single order, which may be shipped to several different locations.

### *Inexpensive Microfilm Reader*

University Microfilms, Inc., Ann Arbor, Mich. 48107, has introduced an inexpensive microfilm reader selling for \$100. The machine is relatively portable, weighing only 22 lbs. It features a fixed 20 $\times$  magnification, a 9"  $\times$  13" screen, a low-power automotive-type bulb, and a variable light-intensity switch. Both 16mm. and 35mm. roll film can be accommodated. A microfiche attachment is available for \$15. In demonstrations, the reader has performed rather well. The roll film mechanism is somewhat delicate but, with care, should last.

### *Cheap Silver Recovery*

Eastman Kodak Co., Rochester, N.Y. 14650, has announced a simple and inexpensive silver recovery system for use with automatic and semiautomatic film and paper processors, as well as tank or tray methods. The unit consists of a compact replaceable recovery cartridge and a circulating unit connected to the processor. It is said to be capable of separating 99 percent of the silver from fixing solutions. The Kodak Chemical Recovery Cartridge, Type 1 or 2, is available from Kodak dealers for less than \$20. The recovery cartridge is a small drum filled with spun metal. A circulating unit screws into a bunghole in the top of the drum and is connected by flexible hose to the fixer overflow of the processor. When the processor is flushed, the used chemical is forced to circulate through the spun metal, depositing the silver among the filtering material, and out through an overflow. When a maximum number of gallons of used chemical have been passed through it, the unit is returned to Kodak, where a small handling charge is made for assaying etc.; but Kodak predicts that the savings to the user will be greater than those with recovery systems previously available.

### *Manuscripts Guide*

The American Association for State and Local History, 132 Ninth Ave. North, Nashville, Tenn. 37203, has just published the second edition of *A VOLUME 20, NUMBER 3, JULY 1966*



*Guide to the Care and Administration of Manuscripts* by Lucile M. Kane. Originally published in 1960, the new edition has been revised and updated. It now contains references to microfilming. The 74-page work features chapters on establishing the first controls over manuscripts, organizing a collection, sorting, evaluation, preservation, cataloging, and a bibliography. Miss Kane notes that since the first edition appeared, ". . . there is less negative concern about whether custodians of historical manuscripts borrow techniques from librarians, records managers, or archivists, and a more positive inclination toward an open-minded examination of every idea which will help solve our problem."

#### *Smaller Hollinger Box*

Hollinger Corp., 3810 South Four Mile Run Dr., Arlington, Va. 22206, has been supplying on special order an archival box with the inside dimension reduced to 4 inches. For those faced with problems of shelf width, the new dimension may be an answer. The box features a one-piece drop front, a pull hole, .050-caliper board, and a gray color. Available in both legal and letter size, a minimum order of 1,000 is required. The cost in that quantity is 70c each for letter size and 75c each for legal size. Quantities of 5,000 reduce the cost further to nearly 60c each.

#### *Microfiche Planning Guide*

Microcard Corp., 365 South Oak St., West Salem, Wis. 54669, has issued a revision of its *Microfiche Planning Guide for Technical Document Distribution Systems*. The 12-page booklet is available without cost and contains a well-written description of microfiche and how it can be applied to the handling of technical documents. Printed in a large letter-size format, the guide is edited by A. L. Baptie, Vice President of Microcard Corp.

#### *Data/Veyor*

Monarch Metal Products, New Windsor, N.Y. 12551, has announced its unique, mechanized Data/Veyor for magnetic tapes or letter files. Within the same space Data/Veyor is said to increase the capacity for tapes up to 35 percent and for letters up to 50 percent. The units are custom built to fit the user's present layout. They feature a flattened circle of back-to-back shelving units about 4 ft. in width and 8 ft. in height suspended on tracks that are automatically controlled by push buttons to move a given stack of shelving anywhere along either side of the double track system. Traveling at 41 ft. per minute, the conveyor is said to retrieve easily the required tape or letter folder.

#### *Permanence of Estar Polyester Base Films*

Kodak scientists P. Z. Adelstein and J. L. McCrea have published a report, "Permanence of Processed Estar Polyester Base Photographic Films," in the September-October 1965 issue of *Photographic Science and Engineering*. The report states that the "use of photographic films as permanent

records is of importance to a great many archivists. Excellent experience has been obtained with films coated on safety cellulose-ester type supports, but there has been little experience with the newer type polyester supports. Studies have been made on the chemical stability of Estar polyethylene terephthalate, both as uncoated base and as emulsion-coated film. The stability compares very favorably with cellulose triacetate. No effect of the base on the stability of the emulsion layer was found. Adequate adhesion between gelatin emulsion and polyethylene terephthalate base is more difficult to obtain and is not yet quite as good as with an acetate base. However, it is believed that Estar base films have satisfactory emulsion adhesion when stored under moderate conditions. The stability of the silver image is unaffected by Estar base."

#### TECHNICAL MAILBAG

##### *New Classification System*

Janet K. White, Manuscripts Cataloger, Minnesota Historical Society, St. Paul, has provided us with the following description of the society's new classification system:

In mid-1966 the Manuscripts Department of the Minnesota Historical Society began using a new classification system in cataloging its collections. This is a simple numerical system with prefixes used to designate the physical type of the materials. The five categories are: Papers (designated by the letter P), Maps—Cartographic (C), Microfilm (M), Tapes (T), and Oversize (+); additions are made by consecutive numbers at the end of each category.

The content and size of the collections are no longer taken into consideration when assigning classification numbers. Personal and business papers as well as secondary source materials are all included in the P category. Small collections measuring less than one Hollinger box are cataloged at one time and numbered consecutively. By following this procedure, several groups may be filed in the same container without interrupting the consecutive numbering.

An inventory sheet is made for each number in each classification category. The shelflist card bears only the collection title, catalog number, quantity, and accession number. Maps, microfilm, tapes, and oversize items that are part of a larger group of papers are numbered and filed with items of a similar physical grouping. Cross-references are made on the inventory sheets to indicate relationship to the proper group, and supplementary main cards are also made for the items that have been separated physically from their group.

The treatment of the papers of the Quetico-Superior Council will serve as an example. The main card for the papers will bear the catalog number P50, as they are the 50th such group cataloged since the new system was adopted. The main card for the microfilm bears the number M60, the 60th unit of microfilm processed. Catalog number T10 will be assigned to the tape recordings in the collection. All appear in the catalog under Quetico-Superior Council Papers, with the differentiation specified.

This new system helps to solve two major problems that existed. Supplanting a highly complex subject-matter, size, and manuscript-type approach to classification, it simplifies the work of the cataloger in assigning collection numbers. It also eliminates the great amount of shifting in the stacks necessitated by the addition of new collections within the numerous classification categories formerly in use. Since shifting consumed a great deal of staff time, this advantage was an important consideration in the adoption of a new classification program. It is also expected that the adoption of this simpler system will reduce errors in refiling manuscripts.

The new system is not without disadvantages. Reference personnel must take particular care in bringing to the attention of readers all portions of a collection that have been separated physically, and catalogers preparing reports for the National

Union Catalog of Manuscript Collections must take the same precaution. Too, a problem still remains when substantial additions are made to groups of papers already cataloged, for the processor must decide pragmatically whether to make the stack shift necessary to include the new material with the old under the same catalog number or to avoid the shift by assigning a new number to the addition.

### *Box Label Inventory*

Maxine B. Clapp and Clodaugh Neiderheiser of the University of Minnesota Archives, Minneapolis, have developed a method of making preliminary inventories by using carbons of their box labels. They describe the method as follows:

To meet the demand for retrieval inherent in any archives program in these days of proliferating records and constantly increasing backlogs, the University of Minnesota Archives has developed a technique of "preliminary processing." A brief description of this method may be of interest to institutions which, like Minnesota, have as yet no formal records management program and face a situation where the archivist has no control over the creation of records, their handling in the office of origin, the timing of their eventual deposit, or the condition in which they may be received.

Using this technique, incoming records are given minimal physical care and arrangement, are refoldered only when absolutely necessary, and are filed in standard record storage boxes. Detailed contents are listed on each box and as these box labels are prepared a carbon copy, which serves as an inventory or finding aid, is made on 8½"×11" bond. Temporary cards are interfiled in the card catalog under appropriate subject headings as well as a main or office of origin entry with a standard note: "For detailed holdings see preliminary inventory." Because of this inventory no indication of the size of the collection or of peculiarities of form need be given on the catalog cards. They need carry only enough information to lead to the descriptive inventory. The preliminary inventories are filed under the classification number or locator symbol for each specific collection and filed adjacent to the descriptions and inventories of completely processed collections. This technique is also effective for large personal manuscript collections and business records, where research demand is likely to be immediate or frequent.

Although this is by no means recommended in lieu of complete inventorying, description, and appropriate physical care, it does serve as a device for rapidly gaining control over large record series and making possible the rapid retrieval which is so frequently required from the archives of any organization.



### ***Population Explosion: Final Solution***

The Patent Office announced today it would put its 3.25 million parents on microfilm, permitting patent searchers around the country to obtain copies faster and even keep files in their own field.

—*The* [Washington, D.C.] *Evening Star*, July 1, 1966, p. B-9.

# dagmar super...

MICROFILM READER

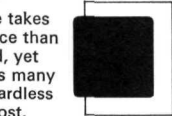


...workhorse  
microfilm reader  
with the  
no-nonsense  
features

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# News Notes

DOROTHY HILL GERSACK, *Editor*

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

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## INTERNATIONAL COUNCIL ON ARCHIVES

### *Extraordinary Congress*

With the permission of the editor of the *Library of Congress Information Bulletin* we reprint the account of the recent Extraordinary Congress of the International Council on Archives, sponsored by the National Archives and Records Service and the Society of American Archivists, that appeared as the appendix of the *Bulletin* of May 26, 1966 (25:267-275):

The Extraordinary Congress of the International Council on Archives  
Held in the International Conference Room, U.S. Department of State,  
Washington, D.C., May 9-14, 1966

*This Congress*, devoted to "Archives for Scholarship—Encouraging Greater Ease of Access," was made possible by a grant to the National Archives by the Council on Library Resources, Inc. It was called "extraordinary" because it was not one of the regularly scheduled ICA Congresses, which are usually held every 4 years, the next to be in Spain in 1968. The Organizing Committee consisted of Robert H. Bahmer, the Archivist of the United States, as Chairman; Wayne C. Grover, who recently retired from the post of Archivist of the United States; L. Quincy Mumford, Librarian of Congress; W. Kaye Lamb of Canada, Dominion Archivist and Librarian; Ernst Posner, former professor of the history and theory of archives at the American University; and Morris Rieger and Kenneth W. Munden, both of the staff of the National Archives. The 5-day meeting—the 6th day was devoted to a tour of Monticello, the University of Virginia, and the Shenandoah National Park—was attended by 438 persons (delegates and observers) representing 52 countries, Vatican City, the United Nations, and Puerto Rico.

*The Inaugural Session* opened on Monday afternoon, May 9, with the Archivist of the United States, presiding. In his welcoming remarks, Charles Frankel, Assistant Secretary of State for Educational and Cultural Affairs, wished the delegates a profitable meeting. Inaugural remarks were presented by Étienne Sabbe, Archivist General of Belgium and President of the International Council on Archives. Noting that this was the first time the Council had met in the United States, he commented that its meeting here was especially appropriate since the United States is particularly advanced in the technical aspects of the archival profession.

Lyman H. Butterfield of Boston, Editor-in-Chief of *The Adams Papers*, gave the principal address. His subject, "The Scholar's One World," was, he said, an echo of "The Archivist's 'One World,'" the title the late Solon J. Buck (then Archivist of the United States, later Chief of LC's Manuscript Division, and then Assistant Librarian) chose for his presidential address to the Society of American Archivists in 1946. It was this concept that led to the organization of the International Council on Archives under the sponsorship of Unesco in 1948.

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News for the next issue should be sent by August 20 to Mrs. Dorothy Hill Gersack,  
Office of Federal Records Centers, National Archives and Records Service,  
Washington, D.C. 20408.

Dr. Butterfield cited some of the difficulties historian Henry Adams encountered in Seville and Paris in 1879 as typical of the uncertainties and delays even a well-known scholar experienced in being permitted to consult archival records at that time. There have been great advances in allowing access to historical sources since then, but much remains to be accomplished.

Dr. Butterfield surveyed the steps by which the large Adams family archives, which were not accessible until fairly recently, were opened and are now available to scholars in a complete microfilm edition. The microfilm has not been a handicap to the publication; indeed, he said, it has proved in some respects an advantage to the letterpress editing by permitting greater selectivity, for example. Three generations of the Adams family served in highest diplomatic posts in times of hazard, and the separation of families during this service resulted in a correspondence that forms a wonderfully rich fabric and gives the papers an international spread. Although the Adamses were remarkably cosmopolitan for their times, their world was narrow, he pointed out, and the editors of the Adams papers had to consider fewer centers in comparison to those needed by scholars studying the world of our time.

Dr. Butterfield observed, as a working scholar, that no true archives were formed here until 160 years after the country was founded; autograph hunters preceded archivists, and, although they saved documents from destruction, they left a dreadful disarray behind them. Americans are still supplementing early records by copying material abroad; he hoped that recent filming of diplomatic records in the U.S.S.R. for the period of John Quincy Adams' mission to Russia may be continued and expanded.

In the early days of copying foreign archives, Benjamin F. Stevens raised the level of transcription to an art, and his facsimiles were a rationale for the modern practice of photocopying. J. Franklin Jameson inspired a generation of scholars to go straight to the sources rather than to secondary works, oversaw the preparation of the Carnegie Institution's series of guides to American material in foreign repositories (which widened the copying program of the Library of Congress), and was a great force in the achievement of the National Archives. (Dr. Jameson served LC as Chief of the Manuscript Division in 1927-37, after an already full career.)

With the National Archives program of microfilming, the indexing and filming by the Library of Congress of its papers of 23 Presidents and of other prominent persons [e.g., Benjamin Franklin, John Paul Jones, Alexander Hamilton], and the microfilming program now being sponsored by the National Historical Publications Commission, Dr. Butterfield noted, the United States will eventually place much of its important historical sources in the public domain.

There is still a long way to go. The National Archives, which was made a part of the General Services Administration in 1949, should have its independent status restored, Dr. Butterfield stated, adding that such a return is vital to a restoration of its full scholarly powers. He called it ironical that this situation exists when the public, the Congress, and the Executive have agreed that the support of scholarship is a truly national obligation. Archivists and librarians at all levels should strive toward greater bibliographical control of their materials and of recording copies of those materials, he advised, or scholars will continue to be unreasonable in their demands. [Dorothy S. Eaton]

[Dr. Butterfield's address is published in this issue of the *American Archivist*.—Ed.]

*The First Working Session*, which was concerned with "Liberalization of Restrictions on Access to Archives," was convened on Tuesday morning, May 10. It was called to order at 9:45 by Chairman Wayne C. Grover. The principal reporter of this session, W. Kaye Lamb of Canada, presented a synopsis of his pre-Congress survey on access, noting that there was no pattern to the rules of various countries, although there was a discernible trend toward greater liberalization. He acknowledged the delicacy of the question of access, partially answered by more extensive microfilming. Associate reporter Herman Hardenberg of the Netherlands briefly sum-

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marized his paper on the legal and juridical problems associated with access and spoke in favor of a 50-year period of restriction for sensitive material.

Panelists who commented on the theme were Robert-Henri Bautier of France, who counseled prudence to the too-liberal archivist; E. W. Dadzie, speaking on behalf of the International Organization for the Development of Librarians, who outlined some of the problems of the various countries in Africa and suggested that each of the well-developed countries should "adopt and assist" a nascent system in a younger country; Juan Eyzaguirre E. of Chile, who outlined the nature of access in his country; Olof Jägerskiöld of Sweden, who addressed himself to the impossibility of generalizing from one nation to another; and Alexander Solovjev of the U.S.S.R., who urged worldwide cooperation in a search for historical truth and for minimum restrictions on access. He noted that access is open to all in the Soviet Union and to foreigners on reciprocity.

Mr. Lamb then spoke again on the problems raised by copyright and literary property, stating that he felt all burdens should be assumed by the user, not by the archivist. Mr. Hardenberg decried the director of an archives who grants access as a favor to a chosen few. Suggestions from the floor included the formation of a permanent committee to codify rules of access. Étienne Sabbe of Belgium pointed out that access is usually controlled by the agencies that created the archives and that, although he considered himself a conservative, he wished for a more liberal policy for Belgium. Antonino Lombardo of Italy then made a plea for the rights of the historian, saying that the generally favored 50-year period of delay should be shortened to 30 years.

Dr. Grover closed the session at 12:15. [John D. Knowlton]

*The Second Working Session*, held on Wednesday morning, May 11, under the chairmanship of Franjo Biljan of Yugoslavia, was devoted to the subject of "National Documentary Publication Programing." Extended pre-congress reports on this theme had been prepared by Ghennady Belov of the U.S.S.R. and Oliver W. Holmes of the United States. Since copies of the reports had been distributed earlier, the reporters limited themselves to 10-minute summaries.

Mr. Belov based his report on a questionnaire he had circulated in an attempt to discover how archives in the countries of the Eastern Hemisphere contributed to historical studies by publishing. He therefore reviewed the programs of several countries, discussed the role of historical and scientific associations in cooperating with the archival institutions, and expressed the hope that many new national programs might be undertaken and that international cooperation might result in programs of interest to two or more countries.

Mr. Holmes stressed the responsibility of archival agencies for publishing documents, feeling that this is an extension of reference service to its highest level, and elaborated on the role of a national commission in planning, promoting, and coordinating the publication of the records of the past, whether they be archival materials or private papers. Microfilm publication, he felt, should be resorted to when a letterpress edition appeared unlikely. He urged upon editors of both letterpress and microfilm publications, the adoption of only the highest standards, noting that nothing should be reserved if the scholarly community is to have any confidence in the work.

Panelists commenting on the papers and statements of the reporters included Marcel Baudot (France), Roger Ellis (United Kingdom), K. D. Bhargava (India), Antonino Lombardo (Italy), and Gunnar Mendoza (Bolivia). Each touched briefly upon the national publication efforts of his own country, while Mr. Mendoza expanded his remarks to include problems common to much of Latin America. All the panelists, as well as some of the delegates who afterwards contributed remarks from the floor, seemed to believe that archival publication of lists, inventories, registers, and other finding aids was as essential as the publication of the documents themselves. [John McDonough]

*The Third Working Session*, held on Thursday morning, May 12, under the chairmanship of Sir David Evans of the United Kingdom, continued the Council's expressions of harmony on basic principles and of willingness to recognize and work out solutions to problems in a meeting on the microreproduction of archives for reference and publication purposes.

Microfilm exchange is a new example of human solidarity, Antal Szedő of Hungary stated to the Council in the principal address of the day. Mr. Szedő referred to the post-World War II development, particularly in Europe, of the exchange between nations of microfilm copies of pertinent records. This exchange grew out of an immediate reaction to the war as it was in progress: the microfilming of records for security purposes. At the end of the war countries began to exchange film copies for both reference and publication.

Problems of rulings on the access and extent of copying which differ from one nation to another were confronted, and it was proposed that Unesco act as a mediator in this problem. Access for scientific scholarly study, the Council readily agreed, should be liberal.

Albert Leisinger, Jr., of the National Archives of the United States, spoke of the microfilming programs of the National Archives and other microfilming programs carried on by American organizations both in this country and abroad. He stated the position of the United States in preferring to film entire series or *fonds*, and he proposed, in addition, establishing a priority for filming records for nations that lack adequate documentation of their past, exchanging with other nations microfilm copies of entire series of records, liberalizing control over use of microfilm copies, and requesting from Unesco financial and technical assistance to implement these proposals.

Serving as panelists were Franjo Biljan of Yugoslavia, Harald Jørgensen of Denmark, Heinz Lieberich of the Federal Republic of Germany, Luis M. Rodríguez Morales of Puerto Rico, and Antonio Matilla Tascón of Spain. Panelists and speakers from the floor indicated that some resistance to uncontrolled filming does exist in some archives, but it was generally agreed that there should be reasonable access to the various collections for the scholar in person or through microfilm. There was full discussion of a need to arrange and classify records before filming and for care in storing completed microfilm in accordance with approved storage recommendations.

Discussion during the sessions indicated that archivists are using microfilm as a tool to provide researchers with exact copies of documents at a cost far less than that of manual transcription, typing, or full-size photocopies; to provide security copies in the event that original records are destroyed by the calamities of fire, flood, war, etc.; to protect valuable original records against wear-and-tear during use; to prevent eventual loss of information through deterioration of the materials on which the original documents are recorded; to publish facsimile copies of series of records; to acquire records contained in other depositories; and to save space. [Russell M. Smith and Donald C. Holmes]

*The Fourth Working Session*, held on Friday morning, May 13, was devoted to "International Cooperation in Facilitating Access to Archives," under the chairmanship of Jorge Ignacio Rubio-Mañé of Mexico. Reporters were Aurelio Tanodi of Argentina and Charles Kecskeméti of France. Mr. Tanodi proposed the systematic preparation of finding aids and their exchange as forms of international cooperation. He also discussed special projects, such as the proposal by Israel to film archival materials relating to the history of Jews in Europe, northern Africa, and Asia, and Malaysia's proposal for a regional cooperative program for Southeast Asia. Mr. Kecskeméti reviewed the history of the International Council on Archives, of which he is Secretary, and advocated the creation of regional branches and direct archival collaboration among various nations.

Panelists included Alexandre Bein of Israel, Morris Rieger of the U.S. National Archives, Jean Valette of the Malagasy Republic, Peter Walne of the United Kingdom,

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and Igor Zemskov of the U.S.S.R. Among the suggestions offered was greater technical assistance for training of archivists for new countries, with the cooperation of Unesco and the International Council on Archives. Many panelists reported on procedures for international cooperation within their own countries. Ernst Posner of the United States was among the delegates who spoke from the floor and urged an Archival Peace Corps, a suggestion that was endorsed by other delegates. [George O. Kent]

*The closing session* of the Congress, with ICA President Étienne Sabbe of Belgium in the chair, took place on Friday afternoon. Robert H. Bahmer, Archivist of the United States, read a message from . . . President Lyndon B. Johnson, stressing "the profound responsibility" of the archivists "for bringing together and preserving the invaluable historical records" that constitute "the collective memory of mankind," and J. E. Moody, Acting Administrator of the General Services Administration, of which the National Archives and Records Service is a part, spoke briefly on the great need for international cooperation among archivists "to encourage scholarship founded on the free and objective examination of basic source materials."

ICA Secretary Charles Kecskeméti of France presented the conclusions and recommendations of the Resolutions Committee, consisting of Ghennady Belov (U.S.S.R.), E. W. Dadzie (Mauritania), Guy Duboscq (France), Johan Hvidfeldt (Denmark), W. Kaye Lamb (Canada), Heinz Lieberich (Federal Republic of Germany), Antonio Matilla Tascón (Spain), Gunnar Mendoza (Bolivia), Mr. Sabbe, Leopoldo Sandri (Italy), and S. S. Wilson (U.K.), with Dr. Bahmer as Chairman and Mr. Kecskeméti as Secretary. After a second reading, they were all adopted. The official text will be distributed to all official delegates and observers at the Congress and will, in time, be published in the *American Archivist*, Unesco's *Bulletin for Libraries*, and *Archivum*, ICA's publication. They may be summarized as follows:

1. The Extraordinary Congress reaffirms that one of the principal objectives of the ICA is to facilitate the use of archives, as well as the effective and impartial study of the documents they contain, by making them more widely known and more easily accessible.

2. The Congress feels that researchers, irrespective of nationality, should everywhere have equal and easy access to archives and that steps to implement this principle should be taken. It further wishes ICA's Executive Committee to study the feasibility of creating an international reader's card, which will be generally accepted by archival establishments, and to submit a report to the next Congress in 1968.

3. Realizing the current requirements of research in history, economics, and social sciences, the Congress wishes to obtain a substantial liberalization of regulations relating to access, by reducing the time limits now in force and by making available certain categories of documents even sooner than the general time limits would permit.

4. Because finding aids are essential, the Congress wishes that their preparation be expedited and that guides to whole series of documentary sources be published. It also hopes that adequate qualified personnel will be available so that the voluminous archives of contemporary times may be made available for research.

5. In view of the fact that present-day concepts in the field of copyright may have an influence upon research in archives, the Congress wishes that the International Round Table put this problem on the agenda of its next session.

6. In order to facilitate the publication of documentary sources, the Congress wishes the Executive Committee of ICA to set up a committee to study the most economical and the most rapid procedures and methods, giving special attention to the use of microfilm as a means of publication.

7. The Congress would like to have the Committee of Archives of the Inter-American [*i.e.*, Pan American] Institute of Geography and History and the Inter-American Technical Council on Archives undertake a survey by means of a questionnaire on conditions under which historical documents are being published in countries of Latin America, this constituting the first stage toward the formulation of national

programs for publication. The Congress furthermore hopes that these organizations and the ICA can concentrate their efforts in order to obtain assistance from Unesco as well as from foundations with a view toward developing national publication programs for documentary sources in Latin America.

8. The Congress recommends increasing microfilm programs, extending such programs, if possible, to whole series or *fonds*, and including, in agreements dealing with the exchange or furnishing of microfilms, clauses regulating the reproduction or the transmission to a third party of such microfilms. It also wishes that special attention should be given in microfilm programs to documentation relating to nations whose history is dependent upon sources preserved in other countries.

9. The Congress recommends that the ICA Executive Committee take the initiative in having a study made of the conditions under which films may be preserved in tropical climates.

10. The Congress wishes that all national members of the ICA, all member institutions, and all professional associations send to the ICA Secretariat, within 6 months, a list of well-qualified candidates for the Archival Peace Corps.

11. The Congress approves wholeheartedly a Unesco pilot project for archives work in Africa. The Congress feels that two sub-regional projects ought to be contemplated—one in English-speaking East Africa and another in French-speaking West Africa.

12. It would also be useful to strengthen the mobile microfilm units of Unesco and to combine this operation later with the sub-regional projects in Africa.

13. The training of qualified personnel for African archives should be undertaken immediately, using all local facilities and all local opportunities in Africa.

14. The Congress wholeheartedly approves the initiative taken by Unesco to associate ICA with it in the vast undertaking of a general history of Africa.

15. It would be appropriate for each national member of ICA to request its Unesco national commission and the government of its country to request Unesco to increase the subsidy granted to ICA in order that it may create a permanent secretariat and implement the following plans: To resume an international archival bibliography in *Archivum*; to create an international documentation center of archives; to enable the Terminology Committee to resume its work and to add to this committee members from additional language areas; to create a committee to study restoration problems and to exchange experience in this area; to establish a committee to study international law in the field of archives; and to set up regional ICA branches in French-speaking Africa, in English-speaking Africa, and in Southeast Asia. Unesco should also be encouraged to include a special item in its budget for technical archival assistance to the developing countries.

16. Pending the creation of an international commission for archival assistance to the under-developed countries, the Congress approves the creation of a working group made up of representatives of the Executive Committee of ICA and of appropriate Unesco offices to follow up on work done in the area of archival assistance to developing countries.

17. The Congress wishes that a small working group be created by the President of ICA to continue the work started by the Extraordinary Congress; that the Executive Committee of ICA give special attention to the problems raised; and that the Round Table study the implementation of the measures recommended by the Congress. A report should be submitted to the next Congress, to be held in Madrid, regarding developments.

18. The concluding resolution voted thanks to all concerned with the Congress.

Mr. Duboscq of France, observing the 20th anniversary of Unesco, recounted its history and paid eloquent tribute to the organization for its fostering of the ICA. The Archivist of the United States introduced Waldo G. Leland (LC's Honorary Consultant in the History of International Intellectual Relations) and hailed him for more than 60 years of service to the archival profession, including his major role in the establishment of the National Archives of the United States. Mr. Sabbe re-

gretted that ICA's Honorary President, Charles Braibant of France, could not be present and spoke warmly of his contributions to the Council. In summarizing the Extraordinary Congress, he characterized archivists as "a noble family" and expressed gratification that the Congress had brought together archivists and countries not represented in the small, informal "Round Table" of European archivists or even in the larger ICA, spoke optimistically of freer access to archives, and even foresaw the day when rockets full of archives would be sent on loan between countries.

The delegates to the Extraordinary Congress were widely entertained—at official conference functions, by their friends and their embassies, and by the White House. On Tuesday afternoon Mrs. Lyndon B. Johnson, with the Archivist of the United States, personally received the delegates and their wives in the Blue Room of the White House, and, after tea in the State Dining Room, the visitors were taken, in small groups, on a tour. There was a reception at the Washington Hotel by the Society of American Archivists on Monday evening; luncheons were given at the Department of State on Tuesday and Friday and at hotels on Wednesday and Thursday; and on Wednesday the National Archives had tours for the foreign delegates followed by a reception in the Conference Room for all the delegates.

On Thursday afternoon, May 12, foreign delegates toured the Library of Congress. Divided into groups with leaders speaking each of the official languages and several others, the visitors were taken through the Library buildings. Everyone had an opportunity to see the Main Reading Room with its domed ceiling from high in one of the galleries, and everyone had a good visit in the Manuscript Division, where storage, handling, indexing, and preserving personal papers were discussed. Some of the guests went to the Map Division and also saw some of the treasures from the Rare Book Room, while those from Spanish and Portuguese speaking countries visited the Prints and Photographs Division and then the Hispanic Foundation. Following the tours, the visitors assembled in the Coolidge Auditorium for a brief talk on LC's plans for automation. All the official delegates were then guests of the Library at a reception in the Whittall Pavilion, where they were greeted by the Librarian, the Deputy Librarian, and the Assistant Librarian.

The Congress ended with a banquet at the Washington Hilton Hotel. There were no speeches, but the Archivist spoke briefly, offering a toast to the Congress, and ICA President Sabbe responded, in English, with warmth and wit, thus bringing to a close a Congress widely acclaimed as extremely successful. [Elizabeth E. Hamer]

### *Reports Prepared for the Extraordinary Congress*

A limited number of copies of the eight reports prepared for the Extraordinary Congress are still available for distribution. In ordering please specify the author and title of the report and the language desired (English, French, German, or Spanish). Send order to Ken Munden, ICA Extraordinary Congress Organizing Committee, National Archives and Records Service, Room G-10, National Archives Building, Washington, D.C. 20408. A list of these reports, giving their titles in English, follows:

- W. KAYE LAMB, "Liberalization of Restrictions on Access to Archives: General Survey." With Addenda.
- H. HARDENBERG, "Liberalization of Restrictions on Access to Archives: Legal and Juridical Problems Associated With Access to Archives."
- GH. A. BELOV, "National Programmes for the Publication of Documents in Countries of the Eastern Hemisphere."
- OLIVER W. HOLMES, "National Documentary Publication Programing: Documentary Publication in the Western Hemisphere."
- ANTAL SZEDÖ, "Microreproduction of Archives for Reference and Publication Purposes: Problems of Microfilming."

ALBERT H. LEISINGER, JR., "Microreproduction of Archives for Reference and Publication Purposes: Selected Aspects of Microreproduction in the United States."

AURELIO TANODI, "International Cooperation in Facilitating Access to Archives." With Annex.

CHARLES KECSKEMÉTI, "Activities and Problems of the International Council on Archives."

### *Evaluation of the Extraordinary Congress*

Since the Congress the Archivist of the United States and the President of the Society of American Archivists have received, especially from abroad, a good many letters expressing considerable gratification with the program, organization, and achievements of the Congress. Among the letters received by President Dolores C. Renze is one from ICA President Étienne Sabbe, Archiviste Général du Royaume de Belgique, dated June 2, 1966; his letter is printed below:

A l'issue des travaux du Congrès international extraordinaire de Washington, je voudrais vous présenter, au nom du Conseil International des Archives et de toutes les délégations nationales qui ont assisté au Congrès, mes sentiments de profonde reconnaissance envers nos collègues américains et leur Société dont vous assumez si brillamment la présidence.

Votre geste confraternel de nous recevoir, dès le lendemain de notre arrivée, nous a très vivement touchés. Cette première réunion amicale a puissamment contribué à assurer le ton cordial et le climat serein des débats.

Un des grands résultats du Congrès, dont je me réjouis personnellement, a été le resserrement des liens entre les archivistes des deux hémisphères, et, en particulier, entre les archivistes d'Europe et des Etats-Unis. La grande valeur intellectuelle et professionnelle de nos collègues américains était connue de nous tous depuis longtemps, mais pour la plupart des délégués c'était la première occasion de se rendre compte sur place combien cette réputation est juste.

Les échanges de vues avec les collègues américains et la visite d'institutions archivistiques des Etats-Unis a valu à tous les congressistes un enrichissement sur le plan professionnel que je ne saurais souligner assez fort.

Qu'il me soit permis d'adresser, en ma qualité de Président du Conseil International des Archives, mes félicitations les plus chaleureuses à la Société des Archivistes Américains pour son oeuvre inlassable en faveur de la coopération internationale et le progrès de notre discipline. Je suis convaincu que notre collaboration ne cessera de se renforcer dans l'avenir, dans l'esprit du Congrès de Washington.

Je vous prie de transmettre mes remerciements et mes salutations confraternelles à la Société des Archivistes Américains, et d'agréer, Madame, l'expression de mes hommages les plus respectueux.

M. Sabbe sends also the following letter, of the same date, which he addresses to American archivists in general:

Au nom du Conseil International des Archives et de toutes les délégations nationales présentes au Congrès de Washington, j'ai l'honneur de vous adresser mes remerciements les plus vifs pour votre généreuse hospitalité. Votre geste aimable et confraternel illustre magnifiquement cette vérité dont nous sommes tous conscients: il n'y a qu'un seul métier d'archiviste, chacun de nous, à quel poste qu'il soit, remplit une double mission, servant à la fois l'administration et la science.

Vous avez la charge de gérer les documents vivants de votre gouvernement et par là même vous préparez le succès des recherches historiques à venir. Votre activité fait des Etats-Unis un des pays-pilotes dans le domaine archivistique, votre expérience professionnelle est d'une valeur exceptionnelle dont nous espérons tous pouvoir profiter.

En vous réitérant l'expression de ma reconnaissance très sincère, je vous prie d'agréer, Messieurs et chers Collègues, mes salutations les plus cordiales et les plus chaleureuses.

### *Archivum*

The editor of *Archivum*, the international review published under the auspices of the International Council on Archives, plans to devote the next volume (15) to the most important repositories for international historical research. This will fit in very well with the Council's extensive program of producing guides intended to make access easier to sources of history in non-European countries. Volume 16 will contain the proceedings of the Extraordinary Congress on Archives that was held in Washington, May 9-13, 1966. The proposal of Dr. Bein, Archivist of Israel, has been accepted as the plan for volume 17: it will be devoted to the archives of states that have gained independence since the end of World War II.

### OTHER INTERNATIONAL ORGANIZATIONS

#### *Unesco*

Unesco has issued the *Directory of Archives, Libraries and Schools of Librarianship in Africa* (no. 10 of the *Unesco Bibliographical Handbooks*), compiled by E. W. Dadzie and J. T. Strickland. The 36 archival institutions are listed separately, alphabetically by country, with dates, publications, and relative importance of the archives of the 28 institutions that replied. The data, obtained by a 19-item questionnaire and assembled in July 1963, are in English (10) or French (18). Local and mission archives are excluded. The 112-page *Directory* (copyrighted in 1965) can be purchased from Unesco Publications Center, 317 East 34th St., New York, N.Y., 10016, for \$2.

#### *Second International Congress on Reprography*

The Second International Congress on Reprography will be held at Cologne October 25-31, 1967. Deutsche Gesellschaft für Photographie has been entrusted with the organization of this congress. There will be two sections of the congress, one scientific and the other applied and technical. Concurrent with the congress will be an international exhibition of apparatus and materials for technical photography, microfilm, photocopy, office copy, electro- and thermo-copy, diazo print, and small offset printing. The West German Office Equipment Exhibition will be offered at the same time in the exhibition halls in Cologne Deutz. Further information may be obtained from the Congress Office of the Deutsche Gesellschaft für Photographie, 49 Neumarkt, Cologne, Federal Republic of Germany.

### SOCIETY OF AMERICAN ARCHIVISTS

#### *Joint SAA-AASLH Meeting*

Atlanta will be the place for this year's meeting (October 5-8, 1966), and the Marriott Motor Hotel, Courtland and Cain Sts., will be local headquarters. The Program Committee (Herbert E. Angel, chairman, and members Clark

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W. Nelson, Icko Iben, V. Nelle Bellamy, Herbert Finch, Lester K. Born, Vernon B. Santen, F. Gerald Ham, Richard C. Berner, James L. Gear, S. J. Pomrenze, A. K. Johnson, Jr., and Richard G. Wood) has plans well underway for the 30th annual meeting of the SAA in conjunction with the 26th annual meeting of the American Association for State and Local History. The tentative program outlined below includes the AASLH sessions where information is available on them. Morning sessions will begin at 9:30 a.m.; they will run to 11:30 a.m. All afternoon sessions will start at 2:30 p.m. and close at 4:30 p.m. These hours will allow time for other events on the program and for visiting with colleagues.

The first day's sessions, Wednesday, October 5, will be devoted to workshops. THE CHURCH ARCHIVES WORKSHOP will have a daylong meeting: the morning session on records management for denominational archives and the afternoon session on microfilm policies in church archives. THE RECORDS MANAGEMENT WORKSHOP will consider records management surveys and records appraisal in its two sessions. Other one-session morning workshops are the COLLEGE AND UNIVERSITY WORKSHOP on *Building the College Archives* and the MICROFILMING WORKSHOP on proposed new standard practices. ¶ In the afternoon there will be a MANUSCRIPTS AND SPECIAL COLLECTIONS WORKSHOP on *Arrangement and Description of Manuscripts* and a SCIENTIFIC AND TECHNICAL ARCHIVES WORKSHOP on *Development, Maintenance, and Use of Scientific Archives of Industry*. One AASLH workshop on collecting manuscripts is scheduled for the morning and one on local history and the social studies for the afternoon.

On Thursday, October 6, the regular sessions will begin. There will be five in the morning. *Different Approaches to Archival Training*: H. G. Jones will discuss "Archival Training in Universities," and T. R. Schellenberg will speak on "Archival Training in Library Schools." *Evaluation of the Microfilm Publications Program of the National Historical Publications Commission*: Julian P. Boyd, chairman; the evaluation will be by an editor, Herbert Finch; by a microfilm technician, Thomas Deahl; and by a librarian and scholar, Stephen T. Riley. *Church Archives—Strengths and Weaknesses*: V. Nelle Bellamy, presiding; William A. Hogan will present a paper on "Insights From a Research Historian," and "Insights From a Church Archivist" will be given by August R. Suelflow. *Southern Historical Institutions* and *Urban History* are other planned sessions. ¶ In the afternoon there will be five concurrent sessions. *Extraordinary Congress of the International Council on Archives*: Daniel J. Reed, chairman; Morris Rieger will give the "General Report," and there will be reports on "Liberalization of Restrictions on Access," "National Documentary Publications Programs" by Richardson Dougall, "Microreproduction of Archives as a Publications Medium" by Albert H. Leisinger, Jr., and "International Cooperative Exchange and Publications Program" by Robert Claus. A session on *Preservation of Special Classes of Records* will present papers on preservation of microfilm, still pictures and negatives, motion picture film, sound recordings, and magnetic tapes. In the session on *New National Programs in the Humanities* papers will be

presented on the "Program of the National Endowment for the Humanities," the "Smithsonian Institution Grants for the Humanities," and "Contributions of the Higher Education Act and the Library Services and Construction Act." Two additional sessions, *Historical Society Publications* and *Appraisal of Manuscripts and Museum Objects*, are scheduled for that afternoon.

There are five sessions scheduled for Friday morning, October 7. *Public Records and Public Relations: The Archivist as Adman*; Charles E. Lee, chairman. In this session Maynard J. Brichford will discuss "Informing the Government About Its Archives" and David J. Delgado will speak on "Interpreting Archives to a Non-Governmental Public." *Archives and Records Center Buildings*: Victor Gondos, Jr., chairman; in this session there will be discussion of "Features of New Archives Buildings" by Kenneth W. Richards, "Features of New Records Center Buildings" by William Benedon, "Logistics of Moving Into New Archives and Records Center Buildings" by Edward G. Campbell, and "Fire Protection for Archives and Records Center Buildings" by Harold E. Nelson. *Accessibility of Archives and Manuscript Collections for Photocopying*: Richard C. Berner, chairman; a statement "Pro" by Walter Rundell, "Con" by another speaker, and comments by Archibald Hanna. *Evaluating the Effectiveness of Records Management Programs* will have four papers dealing with practices in the Federal Government, in a military department, in a local government, and in a business corporation. A session arranged by the AASLH is entitled *Editing Papers*. ¶ Friday afternoon sessions will be three in number. *Application of Automation to the Control of Archives and Manuscripts*: Frank Evans, chairman; there will be papers on "Subject Retrieval through Use of the Jonker Optical Coincidence System" by Elizabeth Ingerman Wood, "Item-Indexing by Automated Processes" by Russell M. Smith, "Bibliographic and Administrative Control of Manuscript Collections with Computers" by Frank G. Burke, "Automated Techniques in the Creation and Publication of a Comprehensive Index" by Sister M. Claudia, and comments by Rita Campbell. The two remaining sessions will deal with *Business Archives* and *Salaries in Historical and Archival Institutions*.

The joint local arrangements committee (Carroll Hart, chairman, and A. K. Johnson, Jr., vice chairman) has scheduled a tour of the new Georgia Department of Archives and History and tours on Saturday, October 8: a half day tour to the Civil War Cyclorama and Stone Mountain or a full day tour of Cherokee Georgia, the northwest part of the State. Tours of the facilities of the Communicable Disease Center, the Lockheed-Georgia Information Center, and other places of interest in the city can be arranged. ¶ A memorial plaque to Mary Givens Bryan, president of the Society (1959-60) and Director of the Georgia Department of Archives and History (1951-64), will be dedicated in the new Georgia Archives on October 5. Archivist of the United States Robert H. Bahmer and Secretary of State of Georgia Ben W. Fortson, Jr., will speak at the ceremony.

*New Members*

## Individual

- CANDIDA C. AGCAOILI (Mrs.), Manila, Philippines, Chief Librarian, Catholic University of the Philippines.
- JUDY BECK (Mrs.), St. Louis, Mo., Records Consultant, Remington Office Systems.
- ROBERT H. BECKER, Kensington, Calif., Assistant Director, Bancroft Library.
- PHILIP BRYANT (Mrs.), Decatur, Ga., Georgia Department of Archives and History.
- G. H. M. CAMPBELL (Mrs.), Montreal, Que., Canada.
- MILDRED M. CARMICHAEL, Knoxville, Tenn., Records Officer, Tennessee Valley Authority.
- PHILLIP C. CHRISMAN, Overland, Md., Supervisor-Archival Technician.
- FRANCIS P. CLARK, Louisville, Ky., Director of Microfilming, Catholic Newspaper Archives of America.
- EARLE CONNETTE, Pullman, Washington, Librarian and Chief of Manuscripts, Washington State University.
- RUTH CORRY, Atlanta, Ga., Georgia Department of Archives and History.
- CONSUELO DAMASO, Quezon City, Philippines, Associate Professor of Library Science, University of the Philippines.
- BERNARD K. DEHMELT, Annapolis, Md., Assistant Professor, Naval Academy.
- RAYMOND H. DOWNS, Baton Rouge, La.
- CARL J. DYE, JR., St. Charles, Mo., Management Analysis, National Archives and Records Service.
- ELLIOT A. P. EVANS, San Francisco, Calif., Curator, Society of California Pioneers.
- DONALD C. EWING, Dearborn, Mich., Librarian, Wayne State University.
- RAYMOND N. FALCONER, Granite City, Ill., Management Technician, Records, Granite City Army Depot.
- GERALD W. GILLETTE, Philadelphia, Pa., Presbyterian Historical Society.
- KENNETH M. GLAZIER, Stanford, Calif., Librarian, Stanford University.
- DAVID B. GRACY II, Lubbock, Tex.
- THOMAS J. HEADLEE, JR., Richmond, Va., Assistant Archivist, Virginia State Library.
- GERALD HEGEL, Columbia, Mo., Supervisor of Records, University of Missouri.
- MARY DAVID HOMAN (Sister), Winona, Minn., Chairman, History Department, College of St. Teresa.
- CLAUDE W. HORTON (Mrs.), Austin, Tex., Professional Researcher, Texas State Archives.
- THOMAS F. JOHNSTON, Braintree, Mass., Photoduplicating Clerk, Massachusetts Archives.
- SANDRA KAMTMAN, Baltimore, Md., Keeper of Manuscripts, Maryland Historical Society.
- EDWIN F. KLOTZ, Sacramento, Calif., Administrative Consultant, California State Department of Education.
- KENNETH F. KRAPF, St. Louis, Mo., Record Center Supervisor.
- WILBUR G. KURTZ, JR., Atlanta, Ga., Representative, Coca-Cola Co.
- STELLA T. LIEB (Mrs.), Chattanooga, Tenn., Supervisor, Records, Tennessee Valley Authority.
- DOROTHY J. MAHON, St. Louis, Mo., Representative, National Research Council.
- J. W. McELROY, Washington, D.C.
- NICHOLAS A. MORAMARCO, Berkeley, Mo., Supervisory Archives Assistant.
- MITCHEL C. MORROW (Mrs.), Atlanta, Ga., Georgia Department of Archives and History.
- JANIE NEAR, Atlanta, Ga., Georgia Department of Archives and History.
- ANTHONY S. NICOLOSI, South Bound Brook, N.J., Assistant Curator of Special Collections, Rutgers University.
- ANNE E. POLK, Decatur, Ga., Georgia Department of Archives and History.

- FRANTISEK RADVANOVSKY, Syracuse, N.Y., Assistant Archivist, Syracuse University.
- F. GARNER RANNEY, Baltimore, Md., Archivist, Diocese of Maryland, Protestant Episcopal Church.
- AIMÉE SANDERS (Mrs.), Reading, Pa., Director, Historical Society of Berks County.
- JACK SCHANFELD, Dover, Del., Lecturer, U.S. Air Force.
- WILLIAM F. SHONKWILER, St. Louis, Mo., Archivist, Military Personnel Records Center.
- SAMUEL A. SIZER, Little Rock, Ark., Archivist, Arkansas History Commission.
- HOLLISTER S. SMITH (Mrs.), St. Louis, Mo., Archivist, St. Louis Medical Society.
- FREDERIC STEWART, New York, N.Y., Archivist, Hunter College.
- JESSE P. SURLES, Asheville, N.C., Records Administrator, Buncombe County.
- JOSEPH A. TAMERIN, M.D., New York, N.Y.
- ENID T. THOMPSON (Mrs.), Denver, Colo., Librarian, Historical Society of Colorado.
- MARY TRUHER, Santa Clara, Calif., Assistant Archivist, University of Santa Clara.
- ROBERT V. WILLIAMS, Atlanta, Ga., Georgia Department of Archives and History.
- DONALD A. WOODS, Milwaukee, Wis., Curator, University of Wisconsin-Milwaukee Archives.

#### Institutional

- AMERICAN MEDICAL ASSOCIATION, Chicago, Ill.
- AMERICAN OPTOMETRIC ASSOCIATION, Mrs. Maria Dablemont, St. Louis, Mo.
- ANTIOCH COLLEGE, Yellow Springs, Ohio.
- CENTRAL STATE UNIVERSITY, W. E. Dunlap, Wilberforce, Ohio.
- DIOCESE OF KANSAS CITY-ST. JOSEPH (Roman Catholic), Kansas City, Mo.
- FORT LEAVENWORTH MUSEUM, Miss M. Cox, Fort Leavenworth, Kans.
- DIOCESE OF MISSOURI, PROTESTANT EPISCOPAL CHURCH, Charles Rehkopf, St. Louis, Mo.
- TEXAS TECHNOLOGICAL COLLEGE, Southwest Collection, Lubbock, Tex.

#### *Deaths of Members*

ELIZABETH MEADE THOMAS, on April 16, 1966, in Annapolis, Md. An editor in the Presidential Papers Section of the Manuscript Division of the Library of Congress since 1959, Mrs. Thomas had served as editor of indexes to the papers of Presidents Washington, Madison, William Henry Harrison, Taylor, Pierce, Andrew Johnson, Lincoln, and Coolidge and was working on President Wilson's letters at the time of her death. She was assistant archivist of Maryland, 1935-42, and an archivist at the National Archives, where she specialized in naval records, 1942-46. She prepared the general index to the 1953-55 issues of the *American Historical Review* and edited the *Calendar of Black Books, Maryland State Papers*.

#### *SAA Symposia*

On April 16, in Raleigh, the Society with the North Carolina Department of Archives and History and the North Carolina Literary and Historical Association as cosponsors held a symposium on Archives and Manuscripts for North Carolinians concerned with the preservation of original source materials. Among the speakers were A. K. Johnson, Jr., regional director of the National Archives and Records Service, and Carroll Hart, director of the Georgia De-

partment of Archives and History. Session topics included necessity of archival institutions, appraisal standards, arrangement and description of archives and private papers, reference service, exhibition of documents, and preservation facilities and techniques. This meeting was held in conjunction with the first South Atlantic regional conference of the American Association for State and Local History, April 15-16. ¶ On May 21 the Georgia Department of Archives and History was host to "Tri-State Archives and Records Conference," cosponsored by the Society of American Archivists, the National Archives and Records Service, and the State Archives of North Carolina, South Carolina, and Georgia. Sessions included "Records Management," "Inventorying and Scheduling of Records," "Preservation, Reproduction and Restoration," and "Appraisal Standards."

*Minutes of the Council*

*Cincinnati, Ohio, April 28, 1966*

The meeting was called to order by President Dolores C. Renze at 8:30 a.m. in Room 2522 of the Netherland-Hilton Hotel. Present were Herbert Angel, vice president; Philip P. Mason, secretary; H. G. Jones, treasurer; and Council Members William T. Alderson, Maynard Brichford, Lewis Darter, and Robert Lovett.

The secretary reported that he had circulated the Council minutes of the December 28, 1965, meeting to the members not in attendance and had received replies from Maynard Brichford, Lewis Darter, Elizabeth Drewry, Robert Lovett, and Clifford Shipton. All approved of the actions taken by the Council. Dr. Alderson moved to dispense with the reading of the minutes of December 28, 1965, and approve them as mailed.

President Renze reported that she planned to represent the Society at the forthcoming meetings of the Council of National Library Associations in New York City and the Special Libraries Association in Minneapolis.

The secretary reported that membership in the Society has continued to increase steadily. As of April 26, 1966, the Society had a total of 1,743 members and subscribers. The most effective single method of member solicitation has been a personal invitation to those persons who have attended the Society-sponsored symposia in various parts of the country. The secretary reported also that 7 State archives have become \$100 sustaining members and that 10 others are planning to take similar action in the coming year. The Council approved the secretary's recommendation to invite other large archival organizations to become sustaining members.

The Council discussed the problem of Fellows who have fallen in arrears in dues after retirement. It was the consensus of the Council that such persons should be allowed to retain the title of Fellow although they should not be counted as part of the 15 percent eligible for that class of members. It was emphasized also that only members in good standing would receive the *American Archivist* and other perquisites of membership. Since a change in the constitution is necessary to carry out such a proposal, the Secretary was asked to present a formal proposal to the Council at a future meeting.

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On behalf of Ken Munden, editor, the secretary proposed that an ad hoc committee be appointed to consider the design of a suitable seal for the Society. Such a seal would be used on Society publications including the cover of the *American Archivist*. The Council approved the proposal and President Renze agreed to appoint a special committee to consider the matter.

Treasurer H. G. Jones presented the financial report of the Society for the first quarter of 1966. It was discussed by the Council and filed with the secretary. The treasurer also reported that the Membership Development Committee had adopted his recommendation for a standard reporting of financial procedures of future symposia meetings.

The president and Council members who serve in a liaison capacity reported on the activities of the Society's committees. The reports revealed that most of the committees were actively engaged in professional projects. Of particular interest to the Council was the report of the Membership Development Committee. On behalf of the committee, Lewis Darter reported on five symposia held since October 1965. They were: Portland, Oreg., Nashville, Tenn., San Francisco, Calif., Los Angeles, Calif., and Raleigh, N.C. Mr. Darter announced also that symposia are now being planned for Boston, Mass., San Francisco, Calif., Atlanta, Ga., Fort Worth, Tex., Columbus, Ohio, Seattle, Washington, Richmond, Va., Minneapolis, Minn., Salt Lake City, Utah, Palo Alto, Calif., and Los Angeles, Calif.

President Renze read a letter from Robert Bahmer, Chairman of the Society's Committee on Copyright Revision. Dr. Bahmer noted that he was pleased with the following statement issued by A. L. Kaminstein, Register of Copyrights, in a closing statement to the House Committee considering the proposed copyright revision:

For the most part the opposition [to the life-plus-50-year period] has appeared to be isolated or of less than primary concern to the opponents. At the same time, I was strongly impressed by the arguments advanced by the Deputy Archivist of the United States and by Professor Julian Boyd on behalf of archivists and historians. Their proposal that libraries, archives, and other repositories be permitted to duplicate manuscripts for the preservation of their own collections and for research use in other archival institutions struck me as reasonable and worthy of adoption.

Following the committee reports the Council expressed an interest in receiving any committee progress reports which were available. President Renze agreed to duplicate all pertinent reports and forward them to Council members and officers.

The secretary reported that Eastman Kodak Company had given the Society \$2,500 to sponsor a special reception on May 9 for the delegates and observers at the forthcoming Extraordinary Congress of the ICA, May 9-13. The Council approved a motion by William Alderson (seconded by H. G. Jones) that Dr. Robert Bahmer, Archivist of the United States, represent the United States in voting on the resolutions presented at the Congress.

William Alderson reported on the progress of the salary survey sponsored jointly by the Society and the American Association for State and Local History. A significant number of institutions had already answered the ques-

tionnaire, giving sufficient data for a meaningful analysis of professional salaries in archives and historical agencies. The final report will be presented to the Council in October before the public program scheduled for October 8.

#### NEW BUSINESS

The Council considered a proposal by Maynard Brichford to endorse the Statement of Principles on Academic Freedom and Tenure adopted by the American Association of University Professors and the Association of American Colleges in 1940. Since that time, approximately forty educational and professional organizations have officially endorsed the statement. Following a brief discussion in which there was general approval of the recommendation, the secretary was requested to prepare a resolution, circulate it to all Council members, and solicit their advice on whether such endorsement required full membership approval.

The Council considered the memorandum circulated by the secretary relating to the increasing work load of that office. The secretary described in detail the growing responsibilities resulting from a steady increase in membership and the expansion of the Society's professional program. On behalf of the Finance Committee, H. G. Jones recommended that the 1966 budget of the secretary be increased immediately by the sum of \$1,300 to make it possible to hire a full-time typist-clerk to assist the secretary. Mr. Jones reported that it was the intent of the Finance Committee that future budgets include an appropriation of \$5,500 for a full-time clerical position in the secretary's budget. Mr. Jones' recommendation passed unanimously.

President Renze recommended that the Council give consideration to changes in the constitution and bylaws to reduce a quorum for a Council meeting from seven to five; increase the term of the president to 2 years; and increase dues.

Herbert Angel announced that Walter Rundell, Jr., of the National Historical Publications Commission would be the speaker at the joint luncheon during the annual meeting of the American Historical Association in December in New York City. Mr. Rundell will discuss his survey of the use of original sources in graduate history training.

The meeting adjourned at 2:30 p.m.

PHILIP P. MASON, *Secretary*

#### OTHER PROFESSIONAL ASSOCIATIONS

##### *Association for Recorded Sound Collections*

The association, a national organization of archivists, curators, and collectors of sound recordings, was founded on February 25, at Syracuse University. Philip Miller, the new president, who is chief of the Music Division, Research Library and Museum of the Performing Arts, Lincoln Center, said that the organization will have its headquarters in New York.

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*International Institute of Municipal Clerks*

The institute held its 1966 annual conference from May 16 to 19 in New York City. Among the informative sessions were those considering microfilming by SAA member T. T. Greitz, Federal Records Center, New York City; filing and indexing; records management by SAA member P. S. Iacullo, NARS; and "English Municipal Records" by Peter Walne, Archivist, Hertfordshire, England. Mr. Walne, also a member of the SAA, was in the United States to attend the ICA Extraordinary Congress.

*Israel Archives Association*

The Fourth Conference of the Israel Archives Association took place in Tel-Aviv on February 14, 1966, with the chairman of the association, Alexander Bein, presiding. The conference heard papers on "Statistics in the Service of Archives" and on "Facsimile Copies and Their Use in Archival Exhibitions." The conference adopted six general resolutions, three of which express satisfaction with training courses for archivists at the university level and for nonacademic employees in archives and with the Civil Service Commission's recognition of the profession of archivist as entitled to academic grading. The remaining resolutions express the conference's dismay at employment conditions for archivists that do not take into consideration their professional training, at conditions in which archival material is being stored in most central and local archives, and at the lack of progress in archival security microfilming programs.

*National Microfilm Association*

The theme of the association's 15th annual convention, in Washington, D.C., May 17-19, was "Microfilm—The Record Holder for Better Business Systems." Some 12 technical papers were given in 3 general sessions, and panel discussions highlighted 20 seminars. Considered were the operation of microfilm systems, microfiche, microfilm for engineering, microfilm service bureaus, fully automated microfilm systems, and data processing. SAA member Joseph Halpin, Records Administrator and Archivist of New Mexico, participated in the second general session, summarizing recent State and local studies of numerous aperture card, microfiche, roll film and filmstrip systems for storage and manual retrieval. C. S. McCamy of the Institute for Basic Standards, National Bureau of Standards, reported on the Bureau's research on aging blemishes on microfilms. An extensive survey points conclusively to excessive humidity as an important element in the production of blemishes. Laboratory work also indicates that chlorine (as found in urban water systems) is a factor to be considered. Further research must be done, however, before definitive conclusions are reached or any new recommendations are made regarding the production and storage of archival-quality microfilm. The next association meeting, scheduled for April 26-28, 1967, in Miami Beach, Fla., will host the International Micrographic Congress.

*American Records Management Association*

The association announces a special "top management" seminar to be held in connection with its 11th annual conference, October 16-19, in Houston, Texas. "The special seminar will be dedicated to the principle that executive officers cannot secure true costs of records activities from their operating statements. It will prove that much of record administration is masked under the heading of General and Administrative expenses. In fact only a knowledgeable Records Manager has the ability to develop reasonable cost and efficiency figures." The seminar will be held on Monday, October 17, and will include attendance at the annual ARMA banquet that evening. For more information concerning the seminar and the ARMA conference, one should write to the General Conference Chairman, ARMA, P.O. Box 2741, Houston, Texas 77001.

## NATIONAL ARCHIVES AND RECORDS SERVICE

James B. Rhoads was appointed Deputy Archivist of the United States on April 18, 1966. Sherrod E. East was appointed Acting Assistant Archivist for Civil Archives on June 16. (Mr. East is already Assistant Archivist for Military Archives.)

*National Archives*

Eight pages of manuscript notes, written in 1831 by Chief Justice John Marshall, were given to the National Archives on May 23, 1966. The president of the Prudential Insurance Company, Orville E. Beal, presented the manuscript to the Chief Justice of the United States, the Honorable Earl Warren, who in turn presented it to Robert H. Bahmer, the Archivist of the United States. The Chief Justice attended the presentation in the Conference Room of the National Archives; also present were other Justices of the Court and Lester J. Cappon, Director of the Institute of Early American History and Culture. The document had long been filed away in the company's library. It was discovered last year by Donald S. Fuerth, associate general solicitor, who came across an index card on "Marshall and handwritten notes" that led to the document. His research established the fact that the document had been given to the president of Prudential, John F. Dryden, by William Rankin, a Newark resident who had practiced law some years before in Cincinnati. Rankin, in turn, had received it from Daniel J. Casewell, another Cincinnati lawyer, who had been given it by Richard Peters, Jr., official reporter of the Supreme Court in Marshall's day. Chief Justice Marshall had given the notes to Peters. The Prudential Board of Directors, through its Executive Committee, decided to give the manuscript to the National Archives so that it would be a permanent addition to the records of the Supreme Court of the United States and to the many Marshall manuscripts preserved in the National Archives. The manuscript consists of notes taken by the Chief Justice, then 76 years old, during oral arguments before the Supreme Court in six cases at the January 1831 term:

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*United States v. Robertson, Simonton v. Winter, Livingston v. Smith, Ferrar and Brown v. United States, Smith v. United States, and Fowle v. Lawrason*, all concerning monetary obligations. The notes, on both sides of four sheets of legal size paper, are in a firm, legible hand, and the ink is only slightly faded.

Other recent National Archives accessions include records, 1962-63, of Leo R. Werts, Assistant Secretary of Labor for Administration; selected parts of the files of the Office of Science and Technology, 1963; files of the Battle of New Orleans Sesquicentennial Celebration Commission and its chairman, Maj. Gen. Edward S. Bres (Ret.); and the records of four outstanding ichthyologists (J. L. R. Agassiz, 1807-73, S. F. Baird, 1823-88, T. N. Gill, 1837-1914, and H. M. Smith, 1865-1941) associated with the Smithsonian Institution. Still other accessions include miscellaneous record books of the American embassies at Port-au-Prince, 1920-32, Baghdad, 1889-1903, and the American consulates general at Calcutta, 1928-31, and Niagara Falls, 1905-31; and a "Detailed List of Seamen or Mariners" by the American consulate general at Sydney, Australia, 1858-1913. Also accessioned were photographs of reclamation projects in Idaho, Nevada, Utah, and Colorado, 1902-54; films collected or produced by the U.S. Air Force or its predecessors, 1903-59, pertaining to the Wright brothers and including scenes of early flights and later dedication ceremonies; and films covering the entire scope of Air Force activities from 1930 to 1950. ¶ Records of the Department of State that have been microfilmed recently include Records From the Decimal File, 1910-29, Relating to Internal Affairs of Haiti (94 rolls) and the Dominican Republic (79 rolls); to Political Relations Between the U.S. and Haiti (2 rolls); and to Political Relations Between Haiti and Other States (4 rolls). Also recently completed are Letters Sent by the Lands and Railroads Division of the Office of the Secretary of the Interior, 1849-1904 (310 rolls); and Records of the Geological and Geographical Survey of the Territories ("Hayden Survey"), 1867-79 (21 rolls). Military records filmed included the Index to Compiled Service Records of Volunteer Union Soldiers Who Served in the Veteran Reserve Corps (44 rolls) and the Compiled Service Records of Volunteer Soldiers Who Served During the Mexican War in Organizations From the State of Tennessee (15 rolls). ¶ Recent publications of the National Archives include the 1966 edition of the *List of National Archives Microfilm Publications*; Guide to German Records Microfilmed at Alexandria, Va., no. 51, *Records of German Field Commands: Panzer Armies (Part I)*; and Preliminary Inventory no. 165, *Cartographic Records of the American Expeditionary Forces, 1917-21*, compiled by Franklin W. Burch. Further information about copies of publications and the microfilm may be obtained from the Exhibits and Publications Division, National Archives, Washington, D.C. 20408.

*Current Acquisitions*, issued monthly by the Central Office Library, Office of Finance and Administration, General Services Administration, now lists, in a separate section, the latest acquisitions to the National Archives Library.

*Herbert Hoover Library*

The Herbert Hoover Presidential Library was officially opened for research on March 19, 1966. Stefan T. Possony of the Hoover Institution on War, Revolution, and Peace delivered the principal address at the opening ceremonies. The Library is a one-story stone and concrete structure providing space for manuscript and book storage, research activities, administrative offices, museum galleries, work areas, and a 180-seat auditorium. There is stack space for 10,000 cubic feet of records. The building is fully air conditioned and is protected by a security alarm system and an automatic fire-extinguishing system in the archival storage area. ¶ During the summer of 1965, legislation authorizing the establishment of the Herbert Hoover National Historic Site was passed by Congress and signed into law by President Johnson. In the near future the control of most of the grounds and all structures except the Presidential Library will be transferred to the National Park Service. ¶ Preliminary inventorying and processing of the materials deposited at the Library have been completed. More than 90 percent of the holdings have been opened for research, including most of President Hoover's public papers and some of his personal correspondence. Mr. Hoover was Secretary of Commerce from 1921 to 1928, and his Commerce Department files have also been opened; also open are some Hoover Commission materials, selected speech files, drafts and galleys of a number of books, campaign materials, and audiovisual materials. ¶ The book collection consists at present of about 8,000 volumes dealing chiefly with the economic, political, and social history of 20th-century America. The Library will continue to build its manuscript holdings and to develop its book collection.

*Franklin D. Roosevelt Library*

Among recent accessions are the papers, 1933-43, of the late Herbert E. Gaston, assistant to Secretary of the Treasury Henry Morgenthau, Jr., from 1933 to 1939, and Assistant Secretary of the Treasury from 1939 to 1945. Other accessions include a small group of papers, 1915-57, of Howard Brubaker (1882-1957), editor and writer, and records of the Franklin D. Roosevelt Memorial Committee, Inc., for 1945-46. The committee's records consist of correspondence on the organization of a board of directors, suggestions for various types of memorials, and lists of contributors to the memorial fund.

*Harry S. Truman Library*

Recent accessions include the papers of Sherman Minton, Associate Justice of the Supreme Court, 1949-56, and Harold L. Enarson, Special Assistant to the Chairman of the Wage Stabilization Board, 1950-52; and accretions to the papers of Stanley Woodward, Ambassador to Canada, 1950-53; and Stanley Andrews, Administrator, Technical Cooperation Administration, 1952-53. ¶ The Grants-in-Aid Committee of the Harry S. Truman Library Institute has awarded grants to Alonzo L. Hamby, Ohio University, for a

study on Harry S. Truman and American liberalism, and Harold V. Urban, University of San Francisco, for a study of Truman's first 5 months as President.

#### *National Historical Publications Commission*

At its meeting on March 11, 1966, the Commission voted to recommend a grant to aid the letterpress publication of the papers of John C. Frémont sponsored by the University of Illinois Press. Grants were also recommended for continuing support for letterpress publication of James K. Polk's correspondence (Vanderbilt University) and the papers of Henry Clay (University of Kentucky), Ulysses S. Grant (Southern Illinois University), Jefferson Davis (Rice University), and Henry R. Schoolcraft (Wayne State University). Continuing support was recommended also for microfilm publication projects at the Universities of North Carolina, Notre Dame, and Virginia.

#### *Office of the Federal Register*

The 12th annual edition of the *Guide to Record Retention Requirements*, which informs the public what records to keep for possible Government audit, may now be purchased at 40c a copy from the Superintendent of Documents, Government Printing Office, Washington, D.C. 20402. The *Guide* is based on Federal laws and on regulations issued by Federal agencies.

#### MANUSCRIPT DIVISION, LIBRARY OF CONGRESS

Francis Bowes Sayre has presented his papers to the Library of Congress. The approximately 2,500 manuscripts reflect all aspects of Mr. Sayre's long and distinguished career as teacher and in public service, but they illustrate primarily his service as Assistant Secretary of State (1933-39), United States High Commissioner to the Philippines (1939-42), and United States representative to the United Nations (1947-52). The list of Mr. Sayre's correspondents is impressive; there are 25 letters from President Franklin D. Roosevelt and letters from many persons prominent in the Roosevelt Administration. The papers also include Mr. Sayre's speeches and articles and the manuscript of an autobiography, *Glad Adventure*. To his generosity the Library is also indebted for the printer's copy of President Wilson's historic "Fourteen Points" address to Congress, delivered January 8, 1918; a fine letter his wife, Jessie Wilson Sayre, wrote to him while she waited at the White House to accompany her father to the Capitol on this occasion; and some 15 letters from Woodrow Wilson to Mr. Sayre and members of his family. ¶ Shortly before his death, Allen B. Du Mont presented his papers to the Library. These number about 48,000 pieces. Dr. Du Mont, who was known as "the father of television" and for his development of the cathode-ray tube, also conceived the technique which led to radar and, in the mid-1940's, established the first television network to carry commercial programs. His papers include correspondence, notebooks, laboratory reports, and pic-

torial material that reflect his own activities and those of the companies with which he was associated. ¶The papers of the late Harold Gatty, one of the foremost navigators and authorities on navigation in his time, have been received. Many of the papers are Mr. Gatty's research notes pertaining to the history of land and nautical navigation. Comparatively little material concerns the famous Wiley Post-Harold Gatty flight around the world in 1931. ¶Edward L. Bernays, who gave the name of "counsel on public relations" to the profession in which he pioneered, and Mrs. Bernays have presented their personal papers to the Library. Recording the work of more than half a century, the 250,000 items not only document Mr. Bernays' career but also chronicle the rise of the profession of public relations. Letters, diaries, memoranda, reports, surveys, and memorabilia reflect the role of Mr. Bernays and his wife, Doris Fleischman Bernays, as advisers to many outstanding individuals and organizations. The Bernays papers are closed for the time being. ¶An addition to the Library's rich A. E. Housman holdings is the Grant Richards collection, which consists mainly of papers assembled for preparation of Richards' *Housman, 1897-1936* (New York, 1942). The collection contains a great deal of material that was omitted from the published work. Besides manuscript chapters, interviews, galleys, and page proofs, there is correspondence Mr. Richards exchanged with Laurence Housman and Mrs. Katherine E. Symons (the poet's brother and sister) and with John Drinkwater, Sir William Rothenstein, Ronald Firbank, B. W. Huebsch, George Macaulay Trevelyan, and others. ¶Material relating to the Civil War is among smaller accessions. Mrs. J. W. Bortner of Baltimore, Md., has given some 140 papers of the Scott family of Baltimore. These include 75 letters from Judge T. Parkin Scott to his wife, which were written during his imprisonment as a strong Confederate sympathizer, and papers of their son, John White Scott (1837-1917). From Mrs. Elizabeth Lewis of Washington, D.C., have come 62 diary volumes kept between 1840 and 1885 by the Reverend James Thomas Ward, a minister of the Methodist Church and later president of Western Maryland College in Westminster. During the Civil War, the diarist lived for 2-year periods near scenes of military action in and near Washington, D.C.

George O. Kent, formerly diplomatic historian in the Department of State, has been appointed officer of the Center for the Coordination of Foreign Manuscript Copying in the Manuscript Division. He succeeds J. Jean Hecht in this position. A specialist in modern European history, Dr. Kent, who is a native of Vienna, has worked on the series *Foreign Relations of the United States* and coedited the series *Documents on German Foreign Policy, 1918-1945*. He is editing a four-volume publication, *A Catalog of Files and Microfilms of the German Foreign Ministry Archives, 1920-45*, of which two volumes have been published.

#### STATE AND LOCAL ARCHIVES OF THE UNITED STATES

##### *Arkansas*

An article by Bill Lewis in the *Arkansas Gazette* of February 18, 1966,

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is based on an interview with Samuel A. Sizer, who has been appointed Archivist by the Arkansas History Commission. According to the article, Mr. Sizer's "first concern . . . is to develop guides and tools for the use of the collection, principally by serious historians and scholars."

### *California*

Following Senate Concurrent Resolution no. 10, "Relative to California Archives Month," Gov. Edmund G. Brown, on June 16, proclaimed the period October 13 through November 13, 1966, as California Archives Month. October 13 is California Constitution Day and November 13 is California Citizenship Day, commemorating, respectively, the signing in 1849 of the original State Constitution by the delegates to the Constitutional Convention and the adoption of the constitution, a month later, by the people of the State. "The original documents which record those events are in permanent collection in the California State Archives; there are many other documents which also record and bring to our current attention and study the rich historical past of this state; and . . . These documents are open for public examination and study, and all citizens of the State of California are invited and encouraged to visit the California State Archives and there find the priceless heritage of this great state. . . ."

### *Colorado*

Lack of space has forced the State Archives to acquire another building by July 1. The new center of about 20,000 sq. ft. of space will house both the records center and the archival operation, except for the administrative, research, and technical services staff and the central microfilming unit, plus some selected records, which will remain at the main headquarters, 1530 Sherman St. This is a purely temporary measure until an archival building "designed to meet the best and most exacting archival standards" is built. ¶ Research in the State Archives has increased 90 percent over the same period in 1965. A major increase in master's and doctoral and even post-doctoral research has been noted. ¶ The records before 1900 of Hinsdale County, one of Colorado's oldest counties, important because of its mining history, have been microfilmed. These include old county court, clerk, and recorder records; maps; and other records. The maps were cleaned and repaired before being microfilmed. ¶ The Colorado State Supreme Court has authorized the State Archives to microfilm its current records (briefs, transcripts, and supporting papers). Copies of the microfilmed records will be available for sale to interested institutions under arrangement with the court. ¶ The State Public Health Department has sought the assistance of the State Archives to microfilm 2,500,000 birth and death records dating back to 1900, including 300,000 marriage and divorce papers. This will be a continuing program for servicing vital statistics. ¶ The State Archives is playing its part in the War on Poverty. About 75 people from the Youth Corps,



Title V trainees, and welfare workers have received training while working with archival staff members. Two of these workers have been hired as permanent employees and five others have been employed for seasonal work. ¶ The Personnel Division of the Colorado Civil Service Commission has completed an archives classification survey and study that has resulted in the establishment of a comprehensive archival series for the State Archives. The series is divided into professional, subprofessional, and technical levels. Point of departure for professional and/or subprofessional levels is a college degree and/or related work experience. Titles in the professional archival series are: State archivist, deputy archivist, principal archivist, administrative archivist (to be established), archival specialist, senior archivist (to be established), archivist, and junior archivist. Subprofessional level includes: principal archivist aide, senior archivist aide, archivist aide, and junior archivist aide. Regular series titles include: principal machine reproduction operator, senior reproduction machine operator, and reproduction machine operator. The clerical and accounting series includes an archives registrar (to be established). As a result of this survey, the State Archives staffing pattern has been increased to 35. Positions have been upgraded, sometimes several grades, with commensurate salary increases.

### *Georgia*

The 1966 WSB Radio (Atlanta) "Shining Light Award" has been conferred posthumously upon Mary Givens Bryan, former Director of the Georgia Department of Archives and History. Mrs. Bryan was selected from hundreds of nominees and nominations in the fourth annual competition, cosponsored by the Atlanta Gas-Light Company. A continually burning light with an engraved plaque honoring Mrs. Bryan will be erected at an appropriate location in Atlanta. The prize-winning nomination by A. K. Johnson, Jr., reads:

Mary Givens Bryan was indeed a shining light. She, through her untiring devotion and efforts, brought about in Georgia an awareness of the importance of preserving for future generations those documents and records reflecting the history of this State. She developed equally important programs to assure proper preservation of records to protect the rights of its citizens.

The magnificent new State Department of Archives and History Building, dedicated this past October, is the result of her farsightedness and thoughtful planning. Had she been less dedicated, less interested in her State, she well might have lived to see it completed. We, in the National Archives and Records Service, consider the Georgia State Department of Archives and History Building to be one of the finest of its kind in the country attracting not only national interest but international as well. If a shining light is indicative of one who leads the way, then this can truly be said of Mary Givens Bryan.

The department sponsored, on March 18, the first annual conference of representatives of Georgia historical societies and agencies. Mary Frances Morrow, head of the department's Educational Services, informs us: "It is

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hoped that the conference will be an annual occurrence, affording an opportunity for Georgians interested in State and local history to exchange information, ideas, and procedures."

### *Illinois*

Secretary of State and State Archivist Paul Powell and Wayne C. Temple, Archivist for the State Records Section of the Illinois State Archives, have received citations from the Illinois State Dental Society. At the 102d annual session of the society Mr. Powell was cited "in recognition of his interest in the health and safety of the citizens of Illinois." Dr. Temple was awarded a citation plaque "in recognition of his interest in and support of the history of dentistry in Illinois." Dr. Temple addressed the Illinois State Dental Society luncheon meeting on May 11 on "The State of Illinois Honors Dr. Greene Vardiman Black."

### *Indiana*

Indiana is celebrating its Sesquicentennial Anniversary. On April 16 the opening ceremonies were held at Corydon, the capital of the State in 1816. Special programs are being held in many cities. A historymobile depicting the various aspects of State history is visiting all parts of the State. Copies of documents for the historymobile exhibits were provided by the Archives and Indiana Divisions of the Indiana State Library and the Indiana Historical Society Library. The celebration will close on the anniversary date, December 11, 1966.

### *Kansas*

The Kansas State Historical Society has on microfilm a quantity of manuscript and printed material pertaining to the construction and operation of the Atchison, Topeka & Santa Fe railway, dating from the late 1870's to 1895. ¶ Nearly 800 railroad photographs made since 1948 by Howard Killam are being copied by the society. Among the Kansas lines represented are the Santa Fe, Rock Island, Missouri Pacific, Union Pacific, Burlington, Frisco, Katy, Kansas City Southern, and the now defunct Kansas City & Kaw Valley electric line. Included are views of railroad name boards, freight and passenger depots, sidings, switches, crossings, towers, branchline and mainline trackage, locomotives, and rolling stock. ¶ The society has accessioned a small collection of business correspondence from the Topeka firm of F. M. Steves & Sons, a dealer for Briscoe automobiles in 1913-14; it includes letters referring to Marion, Argo, Krit, Dodge, and Oldsmobile automobiles.

### *Massachusetts*

A new City Hall is being built in Boston as part of the Government Center Project, to be ready early in the summer of 1967. There will be a

place in the new building for active city records and for inactive records that have been selected for permanent retention. There may also be an archives exhibition area. The records in the present building and annex have the aspect of a "mountain of municipal records which have already overflowed the coal bins in the Annex and have crept to the foot of the basement stairs." The city undertook a records inventory study—a program of selective transfer and disposal of original records—employing college students to catalog and list the contents of the 26 vaults and storage areas beneath the present City Hall and Annex. It has been estimated that at least 55 percent of the records now maintained were accumulated since 1900. The law provides that no records made before 1870 may be destroyed. Lists of records to be destroyed—some to be microfilmed before destruction—have been made and reviewed and approved by the city departments concerned, the Corporation Counsel, and the State Supervisor of Public Records. The records disposal program has already been applied to the records of the Registry and Assessing Departments, and the results have been encouraging. For other details, see *Report on Tenth Municipal Administration Conferama* [of Boston Municipal Employees], November—1965.

#### *Minnesota*

Franklin W. Burch was appointed Archivist and Records Administrator of Minnesota on April 1. A native of Wadena, Minn., Dr. Burch, formerly with the U.S. National Archives and Records Service, succeeds the late Robert M. Brown, Minnesota's first Archivist.

#### *Mississippi*

The March issue of *History News* (21:51-53) contains an illustrated article on the "Mississippi Department of Archives and History" written by Director Charlotte Capers.

#### *Nebraska*

Douglas A. Bakken has been appointed archivist on the staff of the Nebraska State Historical Society. He replaces William Schmidt. ¶The Executive Board of the society accepted a grant from the National Historical Publications Commission on March 12. Nationally important collections, such as those relating to Julius Sterling Morton (1832-1902) and of Robert Wilkinson Furnas (1824-1905) and others, will be microfilmed.

#### *New Jersey*

The New Jersey State Library, one of the buildings in the State's new Cultural Center in Trenton, has received a national Award of Merit from the Third Library Buildings Award Program sponsored jointly by the American Institute of Architects, the American Library Association, and the National Book Committee. The State Library was one of 11 libraries throughout the country to receive recognition. The awards were bestowed

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by a jury of nationally prominent architects and librarians. ¶ Since the buildings were opened a year ago, the Cultural Center has attracted thousands of visitors from throughout New Jersey as well as other States and foreign countries. The library's Archives Exhibit Room, with its display of historical documents, is widely visited, particularly by school children studying New Jersey and American history.

### *New York*

Louis L. Tucker, former director of the Cincinnati Historical Society, has accepted the post of State Historian of New York. A native of Connecticut, Dr. Tucker served as a fellow at the Institute of Early American History and Culture in Williamsburg, Va., before going to Cincinnati in 1960. He is the author of a biography of Thomas Clapp, first president of Yale University, and *Cincinnati During the Civil War*, published by the Ohio Historical Society.

### *North Carolina*

Recent accessions include the official papers of Governor Terry Sanford, 1964; of the Committee on Cooperative Research of the North Carolina College Conference, 1937-65; and of St. Agnes Hospital, Raleigh, 1952-61. ¶ The first in a proposed series of archives information circulars, entitled "North Carolina's Revolutionary War Pay Records," has been issued and is available at 25c a copy. Edited by C. F. W. Coker and Donald R. Lennon, the 8-page illustrated leaflet explains in layman's terms the Revolutionary Army accounts and pay vouchers, which are among the most frequently used records in the archives. ¶ A total of 41 "Memorandums of Understanding" have been signed listing essential records of as many agencies and specifying the method of protecting those records from disaster. ¶ The Colonial Records Project has been moved to the former Heart of Raleigh motel building, 227 East Edenton St. The additional space has made it possible to expand the staff to seven employees. It is hoped that the first volume of 17th-century court records will be ready for distribution in the spring of 1967. ¶ The first volume of *North Carolina Troops, 1861-1865: A Roster*, edited by Louis H. Manarin, should be published in July. This volume, covering the artillery units, will sell for \$12 and may be ordered from the Division of Publications, State Department of Archives and History. The publication of the second volume, a cavalry roster, is delayed pending action by the legislature. Dr. Manarin is continuing research for the infantry volumes.

### *Ohio*

David R. Larson was named manuscripts librarian of the Ohio Historical Society, effective July 1. He has served as a manuscript curator of the Western Reserve Historical Society since December 1964. As manuscript librarian of the Ohio Historical Society, Mr. Larson will be administrator of the 2.5-million-piece collection of personal and private papers of prominent

Ohioans, including most governors, leaders in the fields of politics, business, and religion, and others. The society's manuscripts department is also a presidential papers depository since acquisition of the Warren G. Harding collection in 1963.

### *Utah*

State Archivist T. Harold Jacobsen reports that the 36th legislature of Utah, meeting during the first part of 1965, created the Commission on the Organization of the Executive Branch of the Government, which was commonly known as the "Little Hoover Commission." This commission became effective March 15, 1965, and studied all the departments in the executive branch, making recommendations for reorganization and improvement. Its report was issued in January 1966. A few extracts from the report of the commission pertaining to the Utah State Archives follow:

A comprehensive and professional records management program can produce significant and continuing savings for the state if properly conceived and administered. To date the importance of this function has not been recognized organizationally. In fact, placement of archival and records management functions within the historical society has obscured it from executive and legislative attention and diluted its effectiveness in dealing with state agencies.

Considering the long-range importance of effective records management, the savings which can be effected in this area, and its direct relationship to other "house-keeping" services, this Commission recommends that archival and records management activities be transferred from the historical society and assigned to the proposed department of general services.

... financial restrictions have stifled efforts to achieve a records management program which can keep abreast with the increasing needs of the state in this area. Likewise, lack of funds has prevented development of forms control and central microfilming programs. Such restrictions have been expensive in terms of the cost reduction opportunities which have been missed.

The scope of records management should be carefully assessed with a view toward expanding the present range of services.

Plans should also be developed for a more suitable archives and records facility to replace the dispersed and generally inadequate spaces being used in Kearn's mansion and the sub-basement of the capitol.

This is another example of the state's past reluctance to spend money in order to achieve greater long-range savings.

The state records committee is presently composed of the attorney general, auditor, archivist, and the custodian of the records concerned.

... it is recommended that the director of the historical society be added to this committee.

It was recommended that these changes should be considered at a special session of the legislature. The various recommendations are now being studied.

### *Wisconsin*

Recent accessions of the State Historical Society include: papers, 1901-59, of William M. Leiserson (1883-1957), professor of labor and economics (a student of John R. Commons) and member of various State and national unemployment and labor relations boards including the Wisconsin Industrial Commission, the National Labor Board, the National Mediation Board, and

the President's Commission on Migratory Labor; records, 1918-60, of the Textile Workers Union of America; records, 1941-55, of the United Packinghouse Food and Allied Workers, AFL-CIO. ¶ The Mass Communications History Center has received the papers, 1952-64, of Art Buchwald and the papers, 1941-61, of Howard K. Smith. ¶ The State Archives has received bank examination reports, 1895-1929; the minutes of the State Board of Agriculture, 1939-59; reports, minutes, director's correspondence, and other records of the Governor's Commission on Human Rights, 1948-56; and the inmate case history records, 1898-1954, of the State Reformatory and the inmate conduct records, 1854-1946, of the State Prison.

### *Wyoming*

Neal E. Miller, director of the State Archives and Historical Department, has announced the resignation of Bonnie Forsyth Svoboda as Chief of the Archives and Records Division, effective June 15. She has been with the department for 12 years, serving as division chief since March 1961. Mrs. Svoboda resigned to join her husband, Joseph, who recently accepted the post of archivist with the Case Institute of Technology Library in Cleveland, Ohio. Mr. Svoboda was also associated with the department in the county archival program until their recent marriage. Julia A. Yelvington has been appointed to succeed Mrs. Svoboda as Chief of the Archives and Records Division. Mrs. Yelvington was previously associated with the California Fact Finding Committee on Education and the California Heritage Preservation Commission. Other changes in the staff have been made with the resignation of Lewis K. Demand, assistant archivist. James Crosson, a long-term staff member, will assume his duties.

### CHURCH ARCHIVES

Reported by Melvin Gingerich

Items for this section should be sent direct to Dr. Melvin Gingerich, Archives of the Mennonite Church, Goshen, Ind. 46526.

### *Baptist*

The new library building of Bethel Theological Seminary, 3801 North Hamline Ave., St. Paul, Minn., now houses the archives of the Baptist General Conference.

### *Roman Catholic*

A bibliographical listing and evaluation of the entire field of Catholic writings pertaining to the history of California has been compiled and edited by the Archivist of the Los Angeles Archdiocese, the Reverend Francis J. Weber. Father Weber has spent many years collecting, reading, evaluating, and listing this material in the archives of the Los Angeles Archdiocese. Under the title *A Select Guide to California History*, the book was published in the spring of 1966.

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*Protestant Episcopal*

F. Garner Ranney, Archivist of the Diocese of Maryland, has spent 5 years sorting, arranging, and cataloging the large collection of manuscripts belonging to the Diocese of Maryland of the Protestant Episcopal Church, which is on deposit in the Peabody Institute Library, Baltimore, Md. The bulk of the collection consists of the correspondence of the first five bishops of Maryland: Thomas John Claggett (1742-1816), James Kemp (1764-1827), William Murray Stone (1779-1838), William Rollinson Whittingham (1805-79), and William Pinkney (1810-83).

*Society of Friends*

Records of 13 Friends meetings were deposited in the Friends Historical Library of Swarthmore College during the 1964-65 fiscal year. Among the most noteworthy gifts during the year were the three manuscript volumes of the journal of Sarah Foulke for the years 1807-11.

*Church of Jesus Christ of Latter-day Saints*

The Library-Archives section under the Office of the Church Historian, The Church of Jesus Christ of Latter-day Saints, Salt Lake City, Utah, employed 30 persons in 1965. A "Record Management Program" was adopted by the office during the past year. For this activity a report and forms analyst and a files systems analyst were added to the staff. The supervisor of the Historian's Office vault became the supervisor of the vault and records center. An additional 4,000 sq. ft. of floor space for the Historian's Office vault was prepared for occupancy during the summer of 1966. By the end of 1965 the archives had filed 621 reels of film produced by the Church and its organizations.

*Lutheran*

Following the merger of the Lutheran Free Church with the American Lutheran Church in 1962 the archival records of the former have gradually been transferred to the archives of the latter located at the Lutheran Theological Seminary, St. Paul, Minn.

The Minnesota Synod Archives of the Lutheran Church in America has indexed the minutes of the Minnesota Conference of the Augustana Lutheran Church. They will be mimeographed for distribution. Two other indexes related to this archives should be noted. One is a card index to biographical obituaries published in the official organs of the Augustana Church and in other publications. Information from this index may be obtained by writing to the Minnesota Synod Archives, Gustavus Adolphus College, St. Peter, Minn. The other index details information about all congregations that have at some time belonged to the Minnesota Conference. Before 1912 the area of the Minnesota Conference included all of Minnesota, South Dakota, part of Wisconsin, and the Canadian Provinces of Manitoba, Saskatchewan,

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Alberta, and western Ontario. ¶The March 1 *Lutheran Historical Conference News Letter* (vol. 4, no. 1) contains a description of the Lutheran [Lutheran Church in America] Historical Society collections, 1843-1952, now in the Abdel Ross Wentz Library of the Lutheran Theological Seminary in Gettysburg, Pa. 17325.

The Indiana District Archives of the Lutheran Church-Missouri Synod (Fort Wayne, Ind.) is headed by the Reverend Carl A. Eberhard, Archivist, Louisville, Ky. The collection of materials known as the "Central District Archives," turned over to the Fort Wayne archives in April 1964, has been appraised, accessioned, arranged, and stored in acid-free folders in archives boxes by a staff of three volunteers. The Ohio District records (913 documents) were separated and transferred to its archives in the summer of 1965. Most of the Central District Archives (2,396 items) are biographical and congregational records. A number of people are translating the original constitution and old minute books from German script. ¶Steve Carter has been appointed to the archival staff of Concordia Historical Institute, St. Louis, Mo. ¶John William Heussman has been appointed archivist for the Concordia Theological Seminary, Springfield, Ill., where the records of the Central Illinois District of the Lutheran Church-Missouri Synod are deposited.

### *Mennonite*

The Bethel College Historical Library, North Newton, Kans., has recently added to its archival collection the Ludwig Keller correspondence (4 ft.), book manuscripts, and personal memorabilia. Keller (1849-1915) was Archivist of Westphalia (1873-88) and archivist in Berlin (1895-1910). He founded the Comenius Society and its *Monatshefte*. A prolific writer on Reformation subjects, he wrote approximately a dozen books on the Reformation and Anabaptism in particular. His writings elicited correspondence with European and American religious leaders, among whom were Mennonites. The archives has also recently obtained considerable correspondence and other records of the Russian Mennonite migration to North America in 1873-78 and to Canada in 1925-30. ¶The Lancaster Mennonite Conference Historical Society, 2215 Mill Stream Rd., Lancaster, Pa., has issued a brochure, *Mennonite Library and Archives*, in which the statement is made that its genealogical file has more than 50,000 cards. The archives contains 590 boxes of records "about and from denominations, conferences, congregations, men, movements and church related organizations, mostly Mennonite." ¶The Mennon Simons Historical Library and Archives, Eastern Mennonite College, Harrisonburg, Va., has acquired the personal collections of Aaron Mast and Timothy Showalter and records pertaining to the Driver family. ¶The Mennonite Historical Library of Bluffton College, Bluffton, Ohio, begun by the late C. Henry Smith when he came to Bluffton in 1913, has recently been moved into the new wing of the Musselman Library. The library and archives are strong in their Swiss, South German, and eastern American Mennonite materials, as well as Mennonite family histories. A

significant set of records is the Grubb collection of Mennonite History, the life-time collection of father and son, Nathaniel B. Grubb and Silas M. Grubb, both Mennonite ministers of Philadelphia, Pa. ¶ The most recent annual report of the Archives of the Mennonite Church, Goshen, Ind., showed that 148 collections had been accessioned during the year, the most extensive of which consisted of 27 letter-file drawers of Mennonite Civilian Public Service records covering the World War II period.

### *Methodist*

The Methodist Publishing House Library, Nashville, Tenn., has acquired a microfilm of the Philip Gatch papers. The publishing house has released a three-page report describing the contents of the Philip Gatch film, among which are Gatch's handwritten accounts of the 1774-78 annual conferences of early American Methodism. The original Gatch papers are deposited with the Methodist Theological School of Delaware, Ohio, but because of their fragility and value they are not available for use. ¶ In February 1965 the New England Methodist Historical Society Library of old church records and minutes of annual conferences ceased having its own staff; it is now serviced by the staff of the Boston University School of Theology Library. ¶ Eleanor Cammack, Archivist of Indiana Methodism, Greencastle, Ind., regularly issues a publicity sheet entitled *Circuit Writer*, which lists the accessions of the archives. A recent accession was an autobiography, on microfilm, of Eli Farmer, born in 1794, a Methodist circuit rider in Indiana in the 1820's and 1830's.

### *Moravian*

Mrs. John L. Eggleston has been appointed Archivist of the Moravian Province at Winston-Salem, N.C., and Grace L. Siewers has been named Archivist Emeritus. The Moravian Music Foundation transferred its collection from the Archives Building to a new location, thus releasing this space for the expansion of the Archives. The vault on the first floor now holds the most valuable documents, such as earliest church registers, minutes of governing bodies of the church, and financial records.

### *Presbyterian*

The Synod of Virginia of the Presbyterian Church, U.S., is filming all records having to do with the Presbyterian Church in Virginia. ¶ The Historical Foundation of the Presbyterian and Reformed Churches, Montreat, N.C., has recently obtained from Rome a rich collection of basic materials for scholarly study of the Waldensian Church.

## ARCHIVES AND SPECIAL COLLECTIONS OF COLLEGES AND UNIVERSITIES

### *California Institute of Technology*

The papers of George Ellery Hale (1868-1938) have been transferred

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to the campus of the institute from the Hale Solar Laboratory in Pasadena. The 28 file drawers of this material and additional Hale papers in the Mt. Wilson and Palomar Observatories will be organized, cataloged, and made available for scholarly research. The project is being supported by the Carnegie Institution of Washington, the American Institute of Physics, and Caltech. For over four decades Hale was a major figure in both the research and organization of astronomy and astrophysics. Through his efforts the Yerkes, Mt. Wilson, and Palomar Observatories were all planned, financed, and built. Hale also played a key role in the Institute's origin and development. ¶ The papers of Robert A. Millikan will be cataloged as a joint project of Caltech and the Center for History and Philosophy, American Institute of Physics, under a grant from the National Science Foundation. The papers will ultimately be housed in the Millikan Library, now under construction at Caltech.

#### *University of California at San Diego*

Ronald Silveira de Braganza has been appointed Head of Special Collections and University Archivist, University of California, San Diego, effective July 1, 1966. Recently he has been head librarian and managing editor of *Historical Abstracts*. Special Collections is a rapidly developing section of the UCSD Library.

#### *University of California at Santa Barbara*

The university library has added to the William Wyles collection by purchase about a thousand photographs, mostly of outstanding leaders of the Civil War, 352 pieces of Confederate national, state, and local currency, and 34 Confederate song sheets. There are almost seven hundred manuscripts, both Union and Confederate, including seven by Jefferson Davis.

#### *East Carolina College, Greenville, N.C.*

The department of history at the college has established the East Carolina Manuscript Collection in the college library. Prof. Charles L. Price, director, is being assisted by Prof. Fred D. Ragan and Henry C. Ferrell, Jr. The collection will emphasize tobacco and business records. There will be an oral history project.

#### *University of Georgia*

The university libraries have acquired the large collection of papers, notes, and manuscripts of Olin Downes, music critic for the *New York Times* from 1924 until his death in 1955. The collection filled 17 large wooden boxes and weighed 3,983 pounds when received. The materials are not yet arranged.

#### *Harvard University*

Erika Chadborne has been appointed manuscript librarian at the Harvard Law Library.

Archivist Robert W. Lovett, Baker Library, has acquired some 300 volumes of records of the Stetson family interests of Bangor, Maine (1822-1920). The Stetson family were general merchants who dealt in lumber, timberlands, and other enterprises, such as Bruce Mills (records, 1849-1902), Kenduskeag Log Driving Co. (folder, 1852-61), Bangor & Brewer Railroad (records, 1879-80), and the Aroostook Construction Co. (letterbook, 1901-4).

#### *Ibadan University, Nigeria*

The university library's 1964/65 annual report recounts in detail the acquisition of several sets of microcopies of archival materials. These include certain records from the Archives of the Society of African Missions (Lyon), papers of Sir John Hawley Glover "during his Lagos period and immediately afterwards (1861-71)"; a selection of the records of the Ministère des Affaires étrangères and the Ministère de la France d'outre-mer, received from Paris; records selected from the Archives of the Propaganda Fide (Rome); and a collection of official correspondence to and from the Sardinian Consul at Lagos, 1856-65, received from the Archives of the Ministro dei Affari Esteri at Rome. To the library's Arabic collection was added the complete collection, on microfilm, of the De Gironcourt manuscripts, the originals of which are in Paris.

#### *University of Illinois*

The university has announced plans to publish the journals and papers of John Charles Frémont (1813-90). In a series of books to be edited by Prof. Donald D. Jackson, editor of the University of Illinois Press, every available letter and journal produced by the 19th-century figure during his long career as an explorer, politician, and Civil War commander will be brought together. Professor Jackson has previously issued a volume containing the letters of Lewis and Clark and will soon publish the journals of Zebulon Pike in two volumes. To advise the university in the Frémont project an editorial board has been formed consisting of Allan Nevins, Dale L. Morgan, Herman R. Friis, and Robert W. Johannsen. A series of 8 volumes will be published over a period of 10 years by the University Press of Illinois. No publication dates have been announced, since the first volumes will not be available for at least 2 years. They are being prepared with the endorsement and assistance of the National Historical Publications Commission. ¶ The university library has purchased a rare collection that includes four volumes of manuscripts of material relating to Sir John Richardson's history of Arctic exploration and the natural history of the North American Arctic. Among the manuscripts are Richardson's personal journal of Sir John Franklin's first polar expedition (1819-22) and Richardson's complete dossier of documents on the organization of his Franklin search of 1847-49.

#### *Indiana University*

The "morgue" (more than 240 file drawers) of the *Indianapolis Times*, which published from 1888 until October 1965, has been given to the university.

*University of Kansas*

The university has received from the Kenneth A. and Helen F. Spencer Foundation a gift of \$2 million for construction of a new research library. The Spencer Library will be essentially a rare books and manuscripts library, but it will also include university archives and supporting collections.

*Louisiana State University*

One of the great private collections of 3,200 books, pamphlets, and other material on Lincoln and the Civil War has been donated to the university by Federal Circuit Judge Warren L. Jones.

*Massachusetts Institute of Technology*

In accordance with the institute's plans to expand its archives, E. Neal Hartley, a specialist in the study of the impact of science and technology on modern society, has been appointed to the newly-created position of Archivist. Greater emphasis on archives is desired because many of M.I.T.'s records and documents are of interest not only to institute historians but to any researcher concerned with M.I.T.'s continuing role in the technological revolution in this country. Professor Hartley, associate professor in the humanities department, will work part-time on the duties of his new assignment.

*University of Michigan*

The Michigan Historical Collections recently has cataloged 1,440 theses of the University Medical School, 1851-78. The medical theses serve as a valuable tool in studying Victorian presuppositions and social and intellectual development, especially attitudes toward women, child rearing, the psychology of medicine, and the social position of the physician. They also describe medical practice during the Civil War. ¶ Ruth B. Bordin, until recently Curator of Manuscripts of the Michigan Historical Collection, is the co-author (with Robert M. Warner) of *The Modern Manuscript Library*, which was published in May by Scarecrow (151 p., forms).

*New York University*

Editorial archives from the first 14 years of the New American Library have been presented by the firm to the university library. Many important authors—including William Faulkner, Edith Hamilton, Margaret Mead, D. H. Lawrence, Henry Miller, C. P. Snow, Edmund Wilson, and Truman Capote—are represented in the confidential material of the 50 file drawers, which cannot be opened until 1981.

*Oberlin College*

William E. Bigglestone has been named to the newly created position of Archivist at Oberlin College. Mr. Bigglestone's responsibilities will include a program of assembling, identifying, and organizing archival material of historical and research value. Such materials include official papers of former presidents and administrative officers, files of college departments and com-

mittees, correspondence, and photographs. Before coming to Oberlin, he was Archivist for the Firestone Tire and Rubber Company in Akron and has also served as an archivist at the National Archives in Washington, D.C. Mr. Bigglestone is the advertising editor of the *American Archivist*.

#### *Ohio State University*

The university has acquired the personal papers and manuscripts of Nelson Algren.

#### *University of Oregon*

The personal papers of John T. Flynn, editor, writer, and radio commentator, have been placed by his son in the university library, which has been gathering a sizeable collection of papers of conservative spokesmen. ¶ The university has inventoried its collection of Western Pine Association records, the Brice P. Disque papers (1899-1959); corporate records of the Lewis Investment Company, Portland (1909-45); corporate records of the Leland Land Co., Portland (1911-31); and records of the Oregon-Columbia Chapter, Associated General Contractors of America, Inc. (1929-61).

#### *Oregon State University*

William Schmidt is now Archivist and Records Administrator at the university, Corvallis, Oreg. He was formerly Archivist of the Nebraska State Historical Society.

#### *Pennsylvania State University*

Vance Packard has donated his manuscripts and papers to the Pattee Library of the university.

#### *Queen's University, Kingston, Ontario*

E. C. Beer, the University Archivist and editor of *Douglas Library News*, left in January to become associate director of a project at Dartmouth College, N.H., for publishing the Daniel Webster Papers. No replacement has yet been made. ¶ The Archives tries to maintain a complete file of university publications, faculty writing, and publications resulting from research done on the Queen's campus, together with the deposit copies of theses and dissertations. Faculty members have been asked to contribute to this growing collection.

#### *University of the South*

Isabel Howell has joined the university library as Archivist and documents librarian.

#### *University of Virginia*

Among recent acquisitions of the manuscripts division of the university library are: 30 items, 1748-1864, from the papers of Thomas Sydnor Kirk-

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patrick, and 190 items, 1896-1950, constituting the papers of Brig. Gen. Jefferson Randolph Kean, including many items from his period of service in the U.S. Army Medical Corps in Cuba.

#### *Wayne State University*

The university has been given \$1,200,000 by the United Automobile Workers for a new building for its Labor History Archives. The gift, the largest of its kind ever made by a labor union, was voted at the 20th Constitutional Convention of the UAW in Long Beach, Calif., on May 20, 1966, to honor its president, Walter P. Reuther, for his 30 years of service to the UAW. Mr. Reuther announced at the meeting that he was depositing his voluminous collection of personal papers in the Archives in the near future. The Archives now has more than three million items relating to the development of the UAW including the inactive files of the International, key UAW local unions, and the personal papers of more than four hundred UAW leaders. The scope of the Archives' collecting program comprises labor, political, social, and economic reform movements in America.

#### OTHER SPECIAL COLLECTIONS

##### *Air Force Cambridge Research Laboratories*

The laboratories, at Bedford, Mass., recently held a daylong ceremony to celebrate the dedication of the "Rayleigh archives." The discovery and acquisition of the experimental notebooks of Robert J. Strutt, the Fourth Lord Rayleigh, was owing to a search by one of the laboratory's researchers who hoped to find additional information for his own work in any existing notebooks. Found at a London book dealer's, they included 22 notebooks in the hand of Robert Strutt and 11 in the hand of his father, John W. Strutt, the Third Lord Rayleigh (English mathematician and physicist). A second purchase, a trunkload of manuscripts, notebooks, and other materials of John W. Strutt, primarily theoretical work, supplements the experimental notebooks. The John W. Strutt notebooks are particularly important to the historian of science because they represent almost the only materials available to scholars who wish to explore the processes, not simply the results, of his scientific thinking. The collection has been indexed and cataloged at the AFCRL library and is available to scholars. A photocopied set of the notebooks will be sent to the Center for History and Philosophy of Physics of the American Institute of Physics in New York City and one to the Lyon Playfair Library of the Imperial College of Science and Technology in London.

##### *American Institute of Physics*

University archivists and librarians continue to add valuable lists of materials to the National Catalog of Sources being created by the Center for History and Philosophy of Physics (335 East 45th St., New York, N.Y. 10017), and the center welcomes information on the whereabouts of docu-



ments and apparatus related to its mission. ¶ One of the center's continuing projects is helping the families of deceased physicists to find appropriate repositories for significant source materials and apparatus. After an examination of papers of the late J. Barton Hoag by the director of the center, selected papers were received at the center. Hoag, head of the science department of the Coast Guard Academy, 1940-58, had studied and taught physics at the University of Chicago Physics Department from 1922 to 1940.

#### *American Jewish Archives*

The Archives has announced that a revised edition of its *Manual* is available, without charge, to anyone interested. Copies may be obtained by writing to Dr. Stanley F. Chyet, American Jewish Archives, Clifton Ave., Cincinnati, Ohio 45220.

#### *American Jewish Historical Library*

Bernard Wax, now field services supervisor for the Illinois State Historical Library, will become director of the American Jewish Historical Society on August 1. A new library and headquarters building for the society will be erected at Waltham, Mass., adjacent to the campus of Brandeis University. The society, founded in 1892, now has offices in New York City and a national membership of more than 2,500. It collects, preserves, and disseminates information on the history of American Jewry. Mr. Wax, as a member of the staff of the Illinois State Historical Library, has had an active role in acquiring for Illinois several collections of private papers, including those of Congressman Kent Keller, Gov. Len Small, and Bishop Philander C. Chase.

#### *Archives of American Art*

Among the Archives' acquisitions for the first quarter of 1966 are the records of the Sculptors Guild. Organized in 1937 "to unite sculptors of progressive tendencies, to promote sculpture as an art and profession, and increase its standing in the community," the guild has preserved minutes of meetings, financial reports, general and committee correspondence, publicity material, photographs, catalogs of exhibitions, and scrapbooks. The collection, about 3,000 items, is especially useful as a complement to similar records in the archives of the older National Sculpture Society. ¶ The Archives' board of trustees, on May 18, elected Russell Lynes to succeed Lawrence A. Fleischman to the presidency of the Archives. In announcing his resignation, Mr. Fleischman promises that he "will continue an undiminished interest in the growth of the Archives and will exert all effort to add what I can to the expansion of its services in the fields of scholarship, publications, and research." President Lynes has recently served as managing editor of *Harper's* magazine.

#### *Leo Baeck Institute, New York*

The Leo Baeck Institute in New York, founded 19 years ago as a central

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agency for the collection and study of documents on Jewish life in Germany, will expand its archives and library with a grant from the Volkswagen Foundation of West Germany.

### *State Historical Society of Colorado*

The society's collection of Denver and Rio Grande documents is being re-organized by Edward T. Bollinger, railroad historian and coauthor of *The Moffat Road*. Besides manuscripts the collection includes old photographs, bound volumes, maps, advertising leaflets, timetables, periodicals, and other materials. Some seven thousand uncataloged photographs are now being indexed. The collection is housed in a special room of the Colorado State Museum.

### *Foreign Documents Centre, Imperial War Museum, London*

Principal Archivist Leo Kahn of the Foreign Documents Centre of the Imperial War Museum provides a summary of operations in the introduction to the first report issued:

The Centre owes its origin to a grant from the Leverhulme Trust. It was established in 1964 as a section in the Department of Records in the Museum. Its chief function is to serve as a clearing house for information on the nature and location of unpublished records of former enemy powers and formerly enemy-occupied countries, documenting the history of the two World Wars and the inter-war years. Closely related material, war crimes trial records, personal papers, declassified interrogation reports etc., are also included in its survey. The Centre is in addition a place of deposit for such material, particularly documents no longer required in official departments of the United Kingdom.

In the first eighteen months of its activities the Foreign Documents Centre has assembled information on 110 record repositories and private collections in eighteen countries. The information ranges from detailed catalogues in some cases to rough summaries of holdings in others. [Two provisional reports documenting this information have been issued: no. 1, *Repositories in Great Britain*, and no. 2, *Repositories in the German Federal Republic*.] . . . Some of the information is based on outside reports the accuracy of which has still to be checked. These deficiencies may be reflected in these reports. It is hoped that those who can correct errors or add to the information contained in them will write to the . . . Centre.

In due course a comprehensive analytical guide should materialize to bring up to date such pioneering works as the "Guide to Captured German Documents" by Weinberg and Epstein, published in 1953, and the Supplement to that Guide, published in 1959. In the meantime, these Provisional Reports should be taken as no more than their name implies. They are meant to encourage students to consult the much fuller information available at the Foreign Documents Centre. At the same time they are an invitation to record offices, research institutes and historians to co-operate in a much needed effort to facilitate systematic research into the available primary sources of contemporary history.

### *Maryland Historical Society*

The Maryland Historical Society library, closed from June 1, will re-open when the Thomas and Hugg addition is completed, probably late this year. Until then, printed and graphic material will not be available, but

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anyone wishing to use the manuscript collections should communicate with P. W. Filby, librarian.

### *Pimlico Race Course*

Fire destroyed the records of the Pimlico Race Course (Baltimore, Md.) when the members' clubhouse burned during the night of June 16-17. Racing Director Chick Lang, as reported by UPI, said, "The archives contained the records of every horse that ever raced at Pimlico, dating back to 1764."

### CANADA

Among the staff changes at the Public Archives of Canada in recent months the most significant is the retirement of Pierre Brunet, who has been at the Public Archives for 33 years and Assistant Dominion Archivist since 1956. He was succeeded by Wilfred Smith. R. S. Gordon has been appointed Chief of the Manuscript Division. Brian Hallett is in charge of the first regional records centre, in operation at Toronto. ¶ Work on the new National Library and Public Archives building is progressing satisfactorily, and it is expected to be completed by the end of the year. ¶ The Picture Division and the Reproduction Section are collaborating in a rephotographing project, the production of film negatives from glass plates. Thousands of the fragile plates are being processed, and the results are most satisfactory, since the prints are even better than the originals. ¶ The Map Division has undertaken responsibility for a collection of current topographical survey maps to cover the world. The first stage in the development of this collection was marked by the transfer of 150,000 maps from the Geographic Branch, Department of Mines and Technical Surveys.

### KENYA

According to a note in *Library Journal* (May 15, 1966, p. 2452), the national archives of Kenya will be microfilmed under a grant to Syracuse University from the National Science Foundation. Fred G. Burke, director of the Syracuse East Africa Studies Program, will head the project in co-operation with Kenya National Archivist Nathan Fedha, who will work closely with the Syracuse researchers. The archives date from 1890. Two negative microfilm copies of the material will be made, one to remain in the national library in Nairobi, the other to go to Syracuse University.

### UNITED ARAB REPUBLIC

According to a note in the *Library of Congress Information Bulletin*, 25: 160 (Mar. 24, 1966), Abdel Moneim Omar, formerly Director General of the National Library in Cairo, has been appointed Undersecretary of State for Libraries and Archives in the Ministry of Culture and National Guidance of the United Arab Republic. Mr. Omar succeeds Mohammed Ahmel Hussein.

## PROFESSIONAL INSTRUCTION

*North Carolina State University*

The North Carolina State Department of Archives and History and the department of history of the university jointly announce the inauguration of studies in the administration of archives and manuscripts. The courses will be taught by H. G. Jones, State Archivist, who will also serve as adjunct professor of history at the university. History 451, to be given in the fall semester, will cover the history, nature, principles, and practices of archival and manuscript preservation and administration. In the spring semester, History 452 will be devoted to the application of the principles and practices. The first course will be a prerequisite to the second. Enrollment will be open to advanced undergraduates and graduate students majoring in history. Special students and those majoring in related fields may be admitted upon approval of the university's department of history. Class size will be limited. Students passing both courses will receive a certificate of completion, and each course will carry three semester hours' credit. Inquiries concerning the courses may be addressed to Dr. H. G. Jones, State Archivist, State Department of Archives and History, Raleigh, N.C., or Dr. Ralph W. Greenlaw, Chairman, Department of History, North Carolina State University, Raleigh, N.C. 27607.

*University of Illinois*

The Graduate School of Library Science and the Division of University Extension of the University of Illinois will sponsor a conference to provide basic training in archival theory and methodology for librarians, historians, and others who may be assigned archival responsibilities in institutions of higher education. The conference will be held September 8-9, 1966, at the Illini Union, Urbana, Ill. The conference leaders for the 2-day program are Assistant State Archivist Theodore Cassady, Southern Illinois University Archivist Kenneth Duckett, SAA Council Member (and University of Illinois Archivist) Maynard Brichford, and Black Hawk College Archivist Ralph Havener. The fee is \$15, not including meals or lodging. Arrangements may be made for billeting at the Illini Union. Although the conference is intended for Illinois archivists, applications will be accepted from out-of-state registrants, space permitting. Registration forms and additional information may be obtained from Conference Supervisor, 116b Illini Hall, Champaign, Ill. 61820.

*20th Institute: Introduction to Modern Archives Administration.*

This institute, continuing under the joint sponsorship of the National Archives and Records Service, the American University Center for Technology and Administration, the Library of Congress, and the Maryland Hall of Records, was held June 6-17 at the National Archives. There were 47 enrollees, and more than 30 additional applicants could not be admitted because of limited physical facilities. Of those attending, 12 came from Federal

agencies, 6 from State and local governmental agencies, 6 from college and university archives, 7 from church archives, 1 from business archives, and 10 from manuscript repositories and libraries. Institutions in 20 different States, including Alaska, and in two foreign countries, Australia and Israel, were represented.

The Institute was again directed by Frank B. Evans, Director, Archival Projects Division, Office of Civil Archives, National Archives and Records Service, with the able assistance of staff members of the National Archives and Records Service. The first week was devoted primarily to an introduction to archival administration and to a survey of basic archival responsibilities and activities—appraisal and disposition, buildings and storage facilities, preservation and rehabilitation, arrangement, description, reference service, microfilming, exhibits and publications, management of personal papers, and problems relating to non-textual records; and the second week was used for a survey of archival opportunities and problems in the fields of State and local, college and university, business and labor, and church archives. The institute was the guest of the Maryland Hall of Records during one field trip, and of the Library of Congress for a second field trip. Guest lecturers included Gust Skordas and Rex Beach of the Maryland Hall of Records, Helen L. Chatfield, Archivist of the American University, Capt. Victor Gondos, Jr., formerly of the National Archives, Frank Burke of the Library of Congress, and Philip P. Mason, Archivist of Wayne State University and secretary of the Society of American Archivists. The institute staff, the guest lecturers, and the enrollees were the guests of the American University for a closing luncheon on Friday, June 17, at which James B. Rhoads, Deputy Archivist of the United States, spoke on the 1966 Extraordinary Congress of the International Council on Archives. Enrollees who passed a comprehensive examination were awarded certificates.

The 21st institute is scheduled for June 5–16, 1967. All inquiries regarding it should be addressed to Professor Paul W. Howerton, Director, Center for Technology and Administration, The American University, 2000 "G" Street, N.W., Washington, D.C. 20006.

#### *Institute in Managing State and Local Records*

An institute for those interested in managing records at State and local levels was sponsored jointly by American University's Center for Technology and Administration and the National Archives and Records Service, June 20–24. Lectures and workshop discussion sessions were led by specialists on the staff of the National Archives and Records Service. Besides reporting and evaluating current developments in the field of records management, special attention was given to modern principles, methods, and techniques.

#### SPECIAL SERVICES

##### *Union List of Serials*

The third edition of the *Union List of Serials in Libraries of the United*

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*States and Canada* was published this past February by the H. W. Wilson Co., New York. The five large folio volumes contain entries for 156,499 serial titles held by 956 North American libraries and indicate libraries in which they may be found. Compilation and publication took more than 6 years. In order to take advantage of the new "abstracting" method of photographic reproduction developed by a British firm, the *Union List* was printed in England. A permanent and durable paper was used. The project was financed by two grants from the Council on Library Resources, Inc., and was carried out by the Library of Congress under a contract with the Joint Committee on the Union List of Serials, Inc. On June 10, 1966, the Joint Committee issued a *Final Report* . . . (viii, 52 p.), which recounts the early history of efforts to control serial resources, describes the scope and character of the new *Union List*, and discusses the planning and operation of the project.

#### *Canadian Newspapers on Microfilm*

The Canadian Library Association is well along on its centenary project to microfilm newspapers for the Confederation period, 1862-73. It issues periodic *News Notes* that contain bibliographic data and historical notes about newspapers newly available on film. Readers interested in details may address the association at 63 Sparks St., Ottawa.

#### *National Lending Library for Science and Technology*

This library, located at Boston Spa, Yorkshire, England, is building up a comprehensive collection of the world's scientific and technical literature and wishes to acquire the published proceedings of all conferences, symposia, and other meetings at which scientific, technical, and social science reports are presented.

#### *W. J. Barrow Research Laboratory*

A "History of the Barrow Lab, or, the Thirty Years that Revolutionized Paper" appears in the April 4, 1966, issue of *Publishers' Weekly*.

#### *Oral History Colloquium*

The first national colloquium on oral history will be presented by the University of California at Los Angeles from September 25 to 28, at the University Conference Center, Lake Arrowhead. Sponsored by the Oral History Program of the university library, the colloquium will explore problems and functions of oral history with a view to establishing an organization to coordinate oral history programs in the United States. Further information may be obtained by writing to James V. Mink, Director, Oral History Program, University Library, 405 Hilgard Ave., Los Angeles, Calif. 90024.

**Startled**

. . . said Mr. Brooke with an easy smile, “. . . I have documents. I began a long while ago to collect documents. They want arranging, but when a question has struck me, I have written to somebody and got an answer. I have documents at my back. But now, how do you arrange your documents?”

“In pigeon-holes partly,” said Mr. Casaubon, with rather a startled air of effort.

“Ah, pigeon-holes will not do. I have tried pigeon-holes, but everything gets mixed in pigeon-holes: I never know whether a paper is in A or Z.”

“I wish you would let me sort your papers for you, uncle,” said Dorothea. “I would letter them all, and then make a list of subjects under each letter.”

Mr. Casaubon gravely smiled approval . . . “You have an excellent secretary at hand, you perceive.”

“No, no,” said Mr. Brooke, shaking his head; “I cannot let young ladies meddle with my documents. Young ladies are too flighty.”

—GEORGE ELIOT, *Middlemarch*, ch. II.

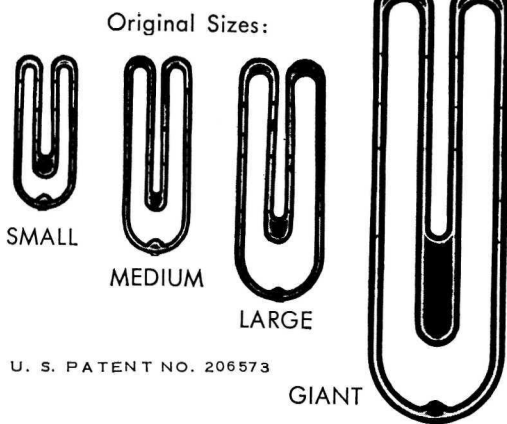


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2:987. TRA:Rail. HSS BIB 1962(1836-1962)  
Andreassen, John C. L. (system archivist, Can. National Railways). CANADIAN NATIONAL RECORDS. *Business Hist. R.* 1965 39(1): 115-119. On 1 July 1962 an archivist was employed by the Ottawa government to fulfill its self-imposed duty of making the national railways historically accountable. On 17 August 1962 this archivist submitted eight proposals, later accepted as the plan of action for compiling this monumental segment of Canadian national history. The eighth proposal provides for a published index which will make available this great fund of knowledge which is hoped to "provide a better understanding of how we came to be what we are today." J. H. Krenkel

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### POSITIONS WANTED

**ARCHIVES/RECORDS MANAGEMENT:** Male in early 30's desires employment in archival or records management field in business or government. Five years' experience as administrator of State archival and records management agency. Emphasis on microfilm applications in State government and in the establishment of records management program including planning for new building. M.A. degree in American history, course requirements for doctorate completed. No location preference but prefer opportunity to develop new program. Write Secretary. A-54.

**ARCHIVIST/MANUSCRIPTS:** Male, mid 30's, desires employment in college, university, government, or business. Six years' professional experience in Library of Congress and major university special collections department. Ph. D. candidate in American history, at comprehensive examinations stage. Salary negotiable. Write Secretary. A-57.

**ARCHIVIST:** Male desires employment in college or university archives or state archives. B.A. and M.S.L.S. degrees. Experience in university archives and manuscript collection. Salary negotiable. Write Secretary. A-58.

**ARCHIVES/RESEARCH:** Male in mid 20's desires employment in archives or manuscripts. Two years of graduate work with M.A. degree expected in June 1966. Publications. Experience in museums and research library. Salary negotiable. Write Secretary. A-59.

### POSITIONS OPEN

**ARCHIVIST,** to administer manuscripts division of historical research library. Minimum prerequisites: Master's degree in American history (or equivalent), with specialization in history of the American West, and some training or experience in arranging and cataloging manuscript materials. Starting salary \$7,000 per year. Other benefits: work adjacent to large State university, time off for further graduate study. Opportunity to research and publish in Southwestern U.S. history. Travel expenses for work outside library. Annual vacation and State retirement plan. Write Director, Arizona Pioneers' Historical Society, 949 E. 2d St., Tucson, Ariz. 85719. O-49.

**ARCHIVIST/RECORDS MANAGEMENT OFFICER:** Several posts in archives and/or records management are now open or will be in the near future at the United Nations in New York and elsewhere. Basic requirements are good English, working knowledge of French, the equivalent of at least an A.B. degree, and several years of specialized training and work experience in archives or records, preferably in a government agency. Salaries will range from \$6,000 to \$10,650 after taxation. Certain additional allowances. Write Office of Personnel, United Nations, New York, N.Y. O-56.

**HISTORIAN/LIBRARIAN:** Western historian with an interest in books to assume position as librarian in maintaining and building museum library on all facets of human history and adaptation in the Great Plains of North America. Should be familiar with Library of Congress catalog system, but not necessarily a trained librarian. Prefer candidate with M.A. in history or equivalent experience. Excellent working library already estab-

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## PLACEMENT REGISTER

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lished with assistant. Employee benefits available. Salary \$5,500 to \$6,500 depending upon experience. Write Director, Museum of the Great Plains, P.O. Box 1122, Lawton, Okla. O-59.

**ARCHIVIST:** Trained archivist with interest in western history and the Great Plains to assume curatorship of Great Plains archives, with at least 2 or 3 years' experience in archival procedures, cataloging, accessioning, and related duties. Employee benefits available, excellent working conditions. Prefer B.A. in history or related field or its equivalent. Salary \$5,000 to \$6,000 depending upon experience. Write Director, Museum of the Great Plains, P.O. Box 1122, Lawton, Okla. O-60.

**STATE HISTORIAN V:** Department of State Historical Commission, Lansing, Mich. Salary \$11,755 to \$14,135. Qualifications: Ph. D. in history, with administrative experience in historical agency and editorial experience. Supervision over State Archives, State Museum, State Historical Markers Program, Research, and publication of *Michigan History* and other publications. Apply Michigan Civil Service Commission, Lansing, Mich. O-61.

**SYRACUSE UNIVERSITY LIBRARY. OPENINGS IN SPECIAL COLLECTIONS:** (1) **MANUSCRIPT CATALOGER**—to catalog new collections requiring individual carding and to maintain departmental card catalog in accordance with maximum professional standards. M.S.L.S. and/or cataloging experience required and subject background in American history and literature strongly recommended. (2) **TWO MANUSCRIPT ANALYSTS**—to supervise the final processing steps and to prepare finding guides for manuscript collections in accordance with archival standards. B.A. degree required and L.S. training or experience recommended. One analyst's position requires strong subject background in fine arts or American social and cultural history. The other analyst's position requires subject background in American history and literature. Salaries open. One month's vacation; sick leave; TIAA retirement plan;

life and health insurance; social security; educational and other fringe benefits. Apply with résumé to: Howard L. Applegate, Administrator of Manuscripts, 401 Carnegie Library, Syracuse University, Syracuse, N.Y. 13210. O-62.

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**ARCHIVISTS II AND IV:** Two archivists to organize and catalog growing collections relating primarily to institutions and organizations in the Chicago area. Initially no field work, but this may develop later as the section develops. M.A. in history acceptable; Ph. D. preferred; minimum of 2 to 4 years' experience in cataloging archival materials and some administrative experience. Beginning salaries: \$8,000–\$10,500 range, with rank of instructor or assistant professor, depending upon academic qualifications and experience. Liberal fringe benefits. Write Frazer G. Poole, Director, Library, University of Illinois at Chicago Circle, P.O. Box 8198, Chicago, Ill. 60680. O-64.

**CHIEF, ARCHIVES DIVISION:** Salary \$7,200–\$8,580. Applicants must be college graduates with major work in history, political science or social sciences, supplemented by graduate work in archives and records administration and 4 years' experience in

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## PLACEMENT REGISTER

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responsible records or administrative work; or any equivalent combination of experience and training. Write Neal E. Miller, Director, Wyoming State Archives and Historical Department, State Office Building, Cheyenne, Wyo. 82001. O-65.

ARCHIVIST: Duties will be to organize, develop, and administer an archival program for Liberal Arts College. Must have professional training in archival science. Salary open. Write E. Williams, Publications Officer, Loyola College, 7141 Sherbrooke West, Montreal, Que., Canada. O-66.

ASSOCIATE ARCHIVIST: To assist in developing Archive of the American Med-

ical Association. Minimum requirement: M.A. degree in history, as well as training or practical experience in archival organization. Will supervise two assistants. Beginning salary \$7,500-\$8,000. Write Warren Albert, Associate Director, Archive-Library Department, American Medical Association, 535 North Dearborn St., Chicago, Ill. 60610. O-67.

ARCHIVIST: Position in a military records depository in Virginia. Responsibilities include cataloging, indexing, assisting with the reference activity, and related duties. Degree required. Prefer experience with military records. Salary begins at about \$7,500. Write Secretary. O-68.

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### ***Proper Recognition in Administrative Circles***

Is it sufficient to hold *ad hoc* accelerated courses as we have done hitherto, or is it now the time for laying down a generally acceptable course of training provided by an institution of higher learning and leading to a degree or diploma in Archives Administration and Records Management? In the business of managing and appraising records and in recommending their disposition, an archivist should be *primus inter pares*, whose voice is listened to with respect. Those conflicts between archivists and their superiors (or committees) when the institution and experience of the former are pitted against the seniority and business training of the latter, will surely more often end in triumph for the archivist if he is recognized as a qualified specialist—qualified academically as well as by nature and by experience. In the age of the technocrat everyone in administrative circles, it seems, needs a paper testifying to his qualifications (regrettable though it may be) and the archivist ignores this trend at his peril. By arranging for the regular academic instruction of potential archivists we shall help to foster the proper recognition of an archivist's position in administrative circles. As a result of our efforts we could well hope that in the course of time the point of the following comment, once made by an archivist about a particularly difficult committee, would be lost upon a new generation of archivists: "Why do they hire a watchdog if they are going to do the barking themselves?"

—ALAN D. RIDGE, "Chairman's Letter," in *Canadian Archivist*, vol. 1, no. 4 (1966), p. 16.

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APPLY TO:

**M. P. Claussen**

(c) pending

Alexandria and Spotsylvania, Virginia  
U.S.A.

April 21, 1965

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# Editor's Forum

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## Archivy

### TO THE EDITOR:

Basically, I am in agreement with Frank G. Burke's strictures on Jenkinson's philosophy (the *American Archivist*, Jan. 1966, p. 164) although I think Mr. Burke exaggerates a bit ("accept blindly," ignore "rational order"). But when I was a practicing archivist, it often occurred to me that Jenkinson's views on accessioning ("accept blindly") had certain operative virtues. In the first place, they dissolve the otherwise virtually insoluble dilemma of "value," on which few archivists can either agree or be self-consistent; in the second—since archivists will in fact continue to refuse to accept some proffered accessions—Jenkinson's position would inevitably lead to the exercise of more discrimination as to "value" among operating bureaucrats.

In both these respects, our profession has been remiss, and shows no sign of reform. It has developed no real standards of evaluation (which is not at all the same thing as standards of *value*), geared to specific kinds of records, record producers, or record users. And it has accomplished little or nothing in enlisting the cooperation of substantive operating personnel (not files people or "top echelons") in confronting the problems of evaluation.

In this connection, may I recommend a thoughtful perusal of Dr. Lamb's presidential address (in the same issue as Mr. Burke's letter) from the bottom of p. 6 through the top of p. 9? Dr. Lamb agrees with T. R. Schellenberg that "a profession should represent systematized and widely accepted principles and techniques in its field of activity," and adds in his own behalf: "These we have not yet formulated as yet in any final form."

Accessioning is the point at which archivy begins (disposal is merely its negative aspect). Surely this is, then, a crucial point for the erection of a philosophy—call it a method, a system, a technique, even a procedure, if you prefer. When we have gotten into this assignment, we will be on the way to ridding ourselves of the dilemma of "accepting blindly" vs. acting and advising capriciously. At the same time we will find ourselves enlisting substantive operating bureaucrats—lawyers, economists, scientists, soldiers, diplomats, and the rest—as our allies and counselors, and will ourselves become, to a degree, better specialists, having—in Mr. Burke's words—"empathy with the materials under [our] control."

PAUL LEWINSON, FSAA  
Arlington, Va.

### TO THE EDITOR:

Just a note in your defense regarding the letter from Frank Burke on p. 164, January issue. Keep up your present policy. Publication of the Jenkinson statement was worthwhile because:



1) It demonstrated that Jenkinson wrote some pretty stupid things and that persons in high esteem should never be accepted uncritically.

2) It is evidence that a reader must rely upon his own judgment. An editor should not have to hold his hand.

I suspect you printed this one to stimulate discussion and, by golly, it did.

BILL BIGGLESTONE  
Oberlin, Ohio

### ***AA Bibliographical Lists***

New titles available: no. 10, *List of Articles Published in the American Archivist Concerning the Archives of Africa, Asia, and Australasia*; and no. 11, . . . *Concerning the Archives of Canada and Latin America*. The first nine titles were listed in our issues of July 1965 (p. 494) and January 1966 (p. 162). Copies of the 11 lists will be sent to persons requesting them upon receipt by the editor of a 4c stamp for each list ordered, to cover mailing costs. The editor is developing these lists in anticipation of planning the production, after 1967, of an index to vols. 21-30 of the *American Archivist*, and he will be happy to prepare one on any subject that any reader would care to suggest.

**MAKE PLANS NOW TO ATTEND**

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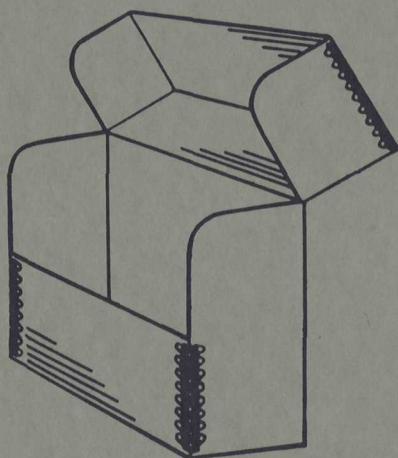


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