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## Research Archives

*Charles E. Jones*

In July 1984, twenty new bookstack units were added to the shelving in the reading room of the Research Archives. In order to accommodate this additional shelving, and to allow for expansion in the future, the existing units were turned 90°. This reorientation had the additional benefit of increasing visibility and simplifying traffic flow in the Research Archives. The installation of the new stacks has increased the shelf space in the reading room by 110 meters. Almost half of this space was immediately occupied by the books from 'Special Collections' which had been stored in cramped and unsatisfactory conditions for several years in room 203.

With the reintegration of 'Special Collections' into the main body of the Research Archives' holdings, we have been able to convert both sides of room 203 into office space and storage for our microfilm and map collections, both of which require controlled access. We now also have secure storage for our duplicate volumes and files. Room 200 has been fully converted into open stacks holding a (relatively) stable collection of all volumes of journals dated 1970 and earlier. The photocopying machine located in room 200 continues to be used heavily and appears to alleviate some of the research difficulties caused by a non-circulating collection.

In December 1984 I began a long-term project to recatalogue the holdings of the Research Archives. Because of the specialized makeup and organization of the collections, determined for the most part by the traditions of the disciplines represented, we have never used the standard systems of classification and cataloguing. Over the past ten years we have developed a system of organization and cataloguing which is compatible with the needs of the users of the collections as well as the requirements of the physical administration of the collections. The fact that this cataloguing procedure developed organically over a period of years has resulted in inconsistencies and lacunae in the catalogue. The rules have

now been standardized. All new acquisitions are being catalogued according to the new rules, and I have begun to recatalogue the rest of the collection.

Repairs to the roof of the Oriental Institute during the Summer of 1984 have made it possible to begin the long awaited restoration of the reading room. It is hoped that this project will be completed during 1985.

Acquisitions		Total Holdings
April 1984–April 1985		
Monographs	515	7954
Series	202	3699
Journals	315	6513
Total		18166
Pamphlets	34	8224 (approx.)

Our exchange agreements continue to expand. Thanks are particularly due to Robert D. Biggs and the *Journal of Near Eastern Studies*, and to Thomas Holland and the Publications Office for so kindly providing materials for exchange.

From among the many contributors to the Research Archives, the following deserve special mention:

*Mr. Charles B. Altman*, architect with Gordon Loud on the Oriental Institute expeditions to Megiddo and Khorsabad, for his generous gift of a number of rare volumes.

*Mrs. Raymond A. Bowman* for the gift of Professor Bowman's Hebrew typewriter.

*Professor Charles F. Nims* for the donation of his pamphlet and offprint file including nearly two thousand items.

*Dr. James A. Paulsen* for his gift of Egyptological books including a fine copy of Champollion's *Grammaire égyptienne*.

*Mr. Mark M. Osgood* for his gift of many useful and hard to obtain textbooks.

Donations of books and journals dealing with the Ancient Near East, including duplicates, will be gratefully received.

The staff of the Research Archives during the past year included Jonathan Elias, Gary Greig, Christine Riddle, Margaret Schroeder and Donald Vance.

During the academic year the Research Archives keeps the following hours:

Monday–Friday	8:00 AM–5:00 PM
Saturday	10:00 AM–4:00 PM
Sunday	12:00 noon–4:00 PM

During the summer and holiday periods, please call ahead.

The Research Archives is available for the use of all members of the Oriental Institute.