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 photocopier 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 cat-
alogued according to the new rules, and I have begun to re-
catalogue 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.

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<th>Acquisitions</th>
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<tr>
<td>April 1984–April 1985</td>
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<td>Monographs</td>
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<td>Pamphlets</td>
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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 Ar-
chives, the following deserve special mention:

*Mr. Charles B. Altman*, architect with Gordon Loud on
the Oriental Institute expeditions to Megiddo and Khors-
sabad, for his generous gift of a number of rare volumes.
*Mrs. Raymond A. Bowman* for the gift of Professor Bow-
man'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
egyptienne*.

*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, Mar-
garet 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 mem-
ers of the Oriental Institute.