Summary

Creator: New York Times Company


Size: 3.78 linear feet (9 boxes)


Abstract: Robert Edward Garst was a longtime editor at The New York Times, rising from the position of City Desk copy editor in 1925 to special assistant to the executive editor at his retirement in 1967. This collection contains correspondence, memoranda, reports, typescripts, and photographs documenting the production of The New York Times from 1952 to 1964, while Garst was assistant managing editor under Turner Catledge and E. Clifton Daniel.

Access: Apply to Manuscripts and Archives Division for access at http://www.nypl.org/mssref.

Copyright information: Copyright for documents created by New York Times Company principals and staff has been transferred to The New York Public Library.


Custodial history: This collection was originally appraised, re-housed, and organized in 1990 by The New York Times archives staff. During this process they weeded out 8.4 linear feet of files and sorted the remaining documents into People and Subjects files.

Processing note: The order and folder titles, which The Times archives staff imposed on the collection, have been maintained.

Creator history
Robert Edward Garst (1900-1980) was a longtime editor at The New York Times, rising from the position of copyreader (copy editor) for the City Desk department in 1925 to special assistant to the executive editor at his retirement in 1967.
Born in Rockridge County, Virginia, Garst served as a private in the United States Army during World War I. He graduated from Columbia University's School of Journalism in 1924 and was soon hired as a reporter for the United Press International. In 1925, he joined The New York Times as a copy editor. For the next 42 years, Garst moved steadily up the editorial ranks of The Times. As night city editor (1938-1946) and assistant night managing editor (1946-1948) he assigned stories to reporters and edited stories for accuracy, spelling, grammar, style, layout, and design from 2pm to the production of the first daily edition early the next morning. Garst became city editor in 1948, a daytime position that gave him authority over story assignments and editorial decisions for reporting on New York City. In 1952, he was promoted to assistant managing editor by Turner Catledge and became more involved with general office management, such as dealing with personnel issues and monitoring staff expenses and office finances. He also managed the weekend staff and, in 1960, organized and oversaw new procedures for disseminating news and stories ("flow of news") from New York to Los Angeles and Paris for the West Coast and international editions of the paper. Garst's final promotion was to special assistant to the executive editor under Clifton Daniel in 1964. Between 1964 and his retirement from The Times in 1967, Garst had fewer editorial and newsroom responsibilities and spent more energy on administrative matters.

In addition to his editorial posts, Garst taught copyediting at Columbia University from 1927 to 1948, and co-authored, with Theodore M. Bernstein, the 1933 book Headlines Deadlines: A Manual for Copy Editors.


Sources:

Scope and content note
The Robert E. Garst papers consist of correspondence, internal memoranda, reports, typescripts of articles, speeches, biographical files, photographs, and news clippings compiled from Garst's files as assistant managing editor of The New York Times (1952-1964). These records document Garst's close involvement in high-level editorial and administrative decision making and his role as liaison between editorial departments. These papers do not, however, make up the entirety of Garst's files but represent a potent selection of documents that reveal Garst's contributions as editor and administrator, and the functioning of the editorial unit at large. Also present is a small amount of Garst's personal correspondence and writings, and some letters from David E. Joseph, his predecessor as assistant managing editor.

The collection is divided into two series: I: People and II: Subjects. The People files consist of records pertaining to individuals, while the Subjects files contain items on specific topics. Items germane to two or more people or subjects are often cross-referenced in the finding aid; documents related to specific issues are generally located in subject files rather than the people folders of those involved. The Times archivists imposed this arrangement on Garst's files.

The collection documents Garst's involvement in a wide range of aspects of newsroom operations, largely through letters and memoranda sent between Garst and the other senior editors and with the publishers. Topics discussed in depth include general editorial and style policies, staff administration, office and staff expenses, the assigning and development of daily news stories, methods of
communication between the national and international news bureaus, the planning of special
supplements, and and the production of year-end review sections. Many of the memoranda include
accompanying related materials, such as article clippings and copies of communications. Also present
are letters from readers, many with responses from Garst, that discuss specific articles and the coverage
of contentious news issues.

**Arrangement**
The New York Times Company records. Robert E. Garst papers are organized into the following series:

Series I: People, 1948-1968
Series II: Subjects, 1929-1979

**Key terms**

**Subjects**
Journalism -- United States -- 20th century
News agencies -- New York (State) -- New York

**Names**
Garst, Robert E. (Robert Edward), 1900-1980
New York Times Company

**Special formats**
Clippings (information artifacts)
Manuscripts for publication
Photographs

**Occupations**
Newspaper editors
Series I: People, 1948-1968 (3 boxes)

This series is made up of files that contain items to, from, or concerning various individuals, such as New York Times staff members, freelance reporters, politicians, and other newsmakers. Many of the memoranda and letters are Garst's copies of items circulated among Frank S. Adams, Julian Ochs Adler, Theodore Bernstein, Richard Burritt, Turner Catledge, Daniel Clifton, Orvil Dryfoos, Emmanuel Freedman, Anthony Lewis, Abraham M. Rosenthal, and other staff members. Along with communications with or about individuals, many files also contain biographical write-ups and photograph portraits. Staff member files often include employment histories and assessments of their work. These files do not necessarily collect every letter, memorandum, or document related to the individual; subject files should also be consulted.

Files are arranged alphabetically by name. Entries without box and folder numbers cross-reference related material in other files.

- Abel, Elie, 1956-1958
  Of interest: memorandum from Abel on the effect of Yugoslav decree against foreign correspondents on The Times’ operation in Belgrade (1957)

  Of interest: copy of the advance obituary of General Adler

- Appel, Fred, 1965 (Including photographs)

- Asbury, Edith Evans (Mrs.) (Biography and photographs)

- Atkins, Thomas V., 1959
  Correspondence regarding the trial of Atkins in Poland. Translator-assistant in the Warsaw office

- Attlee, Clement, 1954
  Negotiations regarding the purchase of a series of articles by Clement Attlee on his trip to China

- Axelsson, George, 1954-1958

- Baker, Richard T., 1953-1960

- Baker, Russell, 1958-1960

- Baldwin, Hanson W., 1952

- Becker, William, 1957-1961

- Belair, Felix, Jr., 1955-1961 (Includes photographs)
  Berger, Meyer (See: "About New York" Column)

- Bloch, Ruth, 1958-1965

- Blunk, Frank, 1955-1963 (Includes photographs)
  Brady, Thomas (See: Nieman Foundation)

- Buckley, William F., Jr., 1954-1962

- Callahan, John P., 1953-1956
  Primarily correspondence about administrative matters while Callahan was a correspondent in Karachi, Pakistan

- Catledge, Turner, 1948-1964

- Churchill, Winston (Prime Min., Sir), 1954
  Rejection by The Times of the serial rights to the biography of Churchill by Alan Moorehead

- Cooper, Lee, 1951-1954
  Crider, John (See: Nieman Foundation)
Series I: People, 1948-1968 (cont.)

b.1 f.20  Crowther, Bosley, 1953-1963
Photographs and reader criticisms of Crowther’s movie reviews

b.1 f.21  Daley, Alice, 1960
Daley, George W.
Times sports writer. See: Daley, Alice

b.1 f.22  Daniel, E. Clifton, 1954-1958

b.1 f.23  Davies, Lawrence E., 1951-1958 (Includes photographs)
Davis, Harry M. (See: Nieman Foundation)

b.1 f.24  De Terra, Helmut (Dr.), 1956

b.1 f.25  Downes, Olin, 1953-1955

b.1 f.26  Dryfoos, Orvil E. (Mr. and Mrs.) (Marian Sulzberger Dryfoos), 1953
Durdin, Tillman (See: China; Nieman Foundation)

b.1 f.27  Fine, Benjamin, 1952-1958
Of interest: reader reactions to Fine articles; criticism of a story on integration in the New York school system

b.1 f.28  Frankel, Max, 1953-1965
French, Eleanor Clark (See: Women’s News)

b.1 f.29  Furman, Bess, 1951, 1958
Gansberg, Martin (See: Silurians, Society of the)

b.1 f.30  Gelb, Arthur, 1960 (See also: Nieman Foundation)

b.1 f.31  Godbout, Oscar, 1958-1964 (Includes photographs)

b.1 f.32  Goldwater, Barry (Senator), 1955
Complaints by Goldwater about a news story
Gould, Jack (See: Critics and Criticism)

b.1 f.33  Gruson, Sydney, 1954-1961

b.1 f.34  Grutzner, Charles, 1955-1959
Includes photographs. See also: Staff: Senate Investigation - Grutzner, Charles

b.1 f.35  Haitch, Richard W., 1952-1968
Includes photographs, biographical sketch, and other papers

b.1 f.36  Havens, Gordon, 1957 (Includes photographs)

b.1 f.37  Herzberg, Joseph G., 1955-1963

b.1 f.38  Hill, Gladwin, 1951-1966 (Includes photographs and correspondence)

b.2 f.1  Horowitz, Alan, 1965-1968
Includes photographs and a letter. Chess Editor
Howkins Elizabeth Penrose (See: Women’s News)

b.2 f.2  Huston, Luther, 1953-1954

b.2 f.3  Ingraham, Joseph C., 1951-1959

b.2 f.4  James, Michael, 1953-1960

b.2 f.5  Jones, Gardiner B., 1956-1957
### Series I: People, 1948-1968 (cont.)

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| b.2 f.8           | Joseph, David H., 1952-1963  
|                   | Includes photographs and letters. City Editor (1927-1948) Assistant Managing Editor (1948-1952) |
| b.2 f.9           | Kalb, Bernard, 1959  
|                   | Kennedy, John F. (Pres.)  
|                   | See: Associated Press Managing Editors Association |
| b.2 f.10          | King, Seth S., 1953-1958 |
| b.2 f.11          | Kluckhohn, Frank L., 1958 |
| b.2 f.12          | Knowles, Clayton, 1955-1964 (Includes photographs) |
| b.2 f.13          | Krock, Arthur, 1951-1955  
|                   | Lambert, Eleanor (See: Fashion News) |
| b.2 f.14          | Laurence, William L., 1956-1957  
|                   | Of interest: criticism of Bill Laurence’s reporting of atomic and hydrogen bomb developments |
| b.2 f.15          | Lewis, Anthony, 1955-1961  
|                   | Lieberman, Henry R. (See: China; Nieman Foundation) |
| b.2 f.16          | Lilienthal, Alfred M., 1957 |
| b.2 f.17          | Lincoln, Charles M., 1949-1951 |
| b.2 f.18          | Lissner, Will, 1955-1962 (See also: Communism) |
| b.2 f.19          | Loftus, Joseph A., 1954-1963 |
| b.2 f.20          | Lukens, Donley, 1952  
|                   | Stringer for the news coverage of the Las Vegas atomic tests |
|                   | Matusow, Harvey  
|                   | See: Staff: Senate Investigation - Matusow, Harvey |
|                   | McCarthy, Joseph (See: Communism) |
|                   | Moorehead, Alan  
|                   | See: Churchill, Winston (Prime Min., Sir) |
|                   | Morehead, Albert H. (See: Bridge Column) |
| b.2 f.21          | Middleton, Drew, 1954-1962 |
| b.2 f.22          | Miller, Sherman, 1951-1954 |
| b.2 f.23          | Morgenstern, Joseph N., 1958-1959 |
| b.2 f.24          | Morison, George H., 1945-1960  
|                   | Financial stringer from Zurich, Switzerland |
| b.2 f.25          | Moses, Robert (Comr.), 1954-1959  
|                   | Records regarding the news coverage of the committee on Slum Clearance, chaired by Robert Moses |
| b.2 f.26          | Ofusa, Junnosuke, 1957-1958  
|                   | Osmundsen, John (See: Science News) |
Series I: People, 1948-1968 (cont.)

- Parke, Richard H., 1958-1961
- Pauling, Linus (Dr.), 1957-1960
- Pepis, Betty, 1953-1954
  Pope, Loren (See: Education News)
- Prescott, Orville, 1956-1961
  Photographs, biographical sketch, and correspondence
- Reston, James B., 1953-1954 (See also: Washington Bureau)
  Rockefeller, John D. (See: Newspapers (General))
- Roosevelt, Eleanor (Mrs. Franklin D. Roosevelt), 1957
- Rosenberg, Julius and Ethel, 1953
  Correspondence regarding the Department of Justice’s refusal to allow The Times to cover the execution of the Rosenbergs in Sing Sing Prison
- Rosenthal, Abraham, 1954-1960
- Salisbury, Harrison E., 1948-1960 (See also: Western Edition)
- Schumach, Murray, 1955-1964
  See: Nieman Foundation; Suburban News Coverage
- Sullivan, Walter, 1955-1963 (See also: Science News)
- Sulzberger, Arthur Hays, 1950-1963
  Includes short notes from Sulzberger expressing criticism, commendations, suggestions, and inquiries about news stories; responses from the News Department. See also: Critics and Criticism; Obituaries
- Sulzberger, Arthur Ochs, 1956-1964
- Sulzberger, Iphigene Ochs, 1964-1960
- Taubman, Howard, 1952-1960
- Thomas, Richard, 1953-1954
- Thorning, Joseph F. (Dr.), 1953-1961
- Timberman, Albert, 1950-1955
- Tolchin, Martin, 1961-1966 (Includes photographs)
- Truman, Harry S. (Pres.), 1953-1956
- Von Hartz, Ernest and Francesca, 1951 (Includes photographs)
  Waggoner, Walter (See: Nieman Foundation)
- Warren, Lansing, 1953-1956
- Weaver, Warren, Jr., 1948-1956 (Includes photographs)
- Wehrwein, Austin C., 1958-1959
- Whitman, Alden, 1951-1965
- Wickein, John, 1958-1963
- Wright, George Cable, 1953-1960 (Includes photographs)
Series I: People, 1948-1968 (cont.)

b.3 f.22 Zolotow, Sam, 1953-1957 (Includes photographs)

Series II: Subjects, 1929-1979 (6 boxes)
This series is made up of alphabetical subject files that are organized (and titled) by topical keywords, issues, events, projects, geographic locations, or company, organization, institution, department, or newspaper section names. They primarily contain incoming and copies of outgoing letters between Garst and fellow New York Times staff members, and with newsmakers and concerned readers. Many of the memoranda and letters are Garst's copies of items circulated among Frank S. Adams, Julian Ochs Adler, Charles Benda, Theodore Bernstein, Richard Burritt, Turner Catledge, Daniel Clifton, Orvil Dryfoos, Emmanuel Freedman, Anthony Lewis, Abraham M. Rosenthal, and other senior staff members. These communications reveal high-level decision making on reporting and editorial matters, and are accompanied by reports on finances and various newspaper administrative matters including subscription levels, deadlines, and the costs of reporting for different sections and divisions.

The series includes large files on the following topics: Communism and congressional investigations into New York Times reporters with ties to the Communist Party (see: Communism and Staff: Senate Investigations), civil rights and the representation of African Americans in the paper (see: Negroes), editorial and style policies and guidelines, and the running of the international edition. Also of note are files on the organization and management of the Women’s News and Education News departments. Additionally the Style folder contains Garst’s 1955 report on the “Better Writing Project,” a twenty-year effort within the news department to make The Times easier to read.

Files are arranged alphabetically by file title. Entries without box and folder numbers cross-reference related material in other files.

b.4 f.1 “About New York” Column, 1953-1960
Includes material relating to Meyer Berger’s death
Advertisers’ Influence on Newspaper Policy (See: Editorial Policy (General))
Air-conditioning Sections (See: Special Sections)

b.4 f.2 Albany Bureau, 1954-1958

b.4 f.3 American Press Institute, 1946-1957
List of staff members who have attended American Press Institute seminars
American Council for Judaism (See: Jews and Judaism)

b.4 f.4 American Society of Planning Officials, 1960

b.4 f.5 Art News and Criticism, 1954-1955

b.4 f.6 Asahi Shimbun (Times of Asahi), 1965

b.4 f.7 Associated Press, 1953-1967 (See also: Science News)

b.4 f.8 Associated Press Managing Editors Association, 1964
Questionnaire concerning The Times’ coverage of John F. Kennedy’s assassination

b.4 f.9 Atomic Weapons, 1952-1959 (See also: Lukens, Donley)

b.4 f.10-13 Awards, 1950-1966
To The New York Times and staff members
Series II: Subjects, 1929-1979 (cont.)

Barnard College (See: Contests and Prizes (General))
Belgrade Bureau (See: Abel, Elie)

b.4 f.14 Biography (General) (Biographical Sketches of Garst)
Blacks (See: Negroses)

b.4 f.15 Bridge Column, 1957-1961

b.4 f.16 Broadcast Desk, 1953-1960
See also: Labor Relations: Strikes - Photo Engravers
Building Section (See: Special Sections)

b.4 f.17 Censorship, 1948
Letter on The Times’ position regarding voluntary censorship on matters pertaining to National defense

b.4 f.18 Central Intelligence Agency, 1954

b.4 f.19 Charity Appeal Box, 1949-1955

b.4 f.20 Chattanooga Times, 1955-1959
Chess Editor (See: Horowitz, Alan)
Chicago Bureau (See: Offices of The Times)

b.4 f.21 Chicago Tribune, 1959
Memorandum on joint operation of a syndicate news service by The Times and Chicago Tribune

b.4 f.22 China, 1957
Materials concerning The Times’ efforts to send correspondents to China, including Tillman Durdin and Henry Lieberman. See also: Attlee, Clement

b.4 f.23 Citizens Budget Commission, 1954-1964
City Desk (See: Metropolitan Desk)
Civil Rights (See: Negroses)

b.4 f.24 Columbia University, 1955-1959

b.4 f.25 Comic Strips, 1958-1960
Reader’s correspondence regarding The Times’ policy not to publish comic strips

b.4 f.26 Communications (General), 1958-1966
Memos and reports on communication matters in London and Paris, on the operation of the wire room in the London Bureau, and on a meeting concerning The New York Times News Service

b.4 f.27 Communism, 1953-1962 (See also: Staff: Senate Investigation)

b.5 f.1 Contests and Prizes (General), 1961-1966
Copy Flow (See: Edition Times)
Copyreaders (See: Staff (General))

b.5 f.2 Corporate Records Library, 1963

b.5 f.3 Court Coverage, 1957-1958
Couture Group, Inc. (See: Fashion News)
Crime News (See: Editorial Policy (General))
Series II: Subjects, 1929-1979 (cont.)

b.5 f.4 Critics and Criticism, 1953-1964
Of interest: records regarding critical coverage of Broadway openings; Arthur Hays Sulzberger criticism of The Times critics; readers correspondence. See also: Crowther, Bosley; Restaurant Critics; Art News and Criticism

b.5 f.5 Crossword Puzzle, 1958-1962
Cultural News (See: Critics and Criticism)
Deadlines (See: Edition Times)
Deliverers
See: Labor Relations: Strikes - Deliverers
Des Moines Office (See: Offices of The Times)
Do-It-Yourself (See: Women’s News)
Drama Critics (See: Critics and Criticism)

b.5 f.6 Edition Times, 1957-1966
Series of memoranda and reports regarding problems of closing times, copy flow, overset, deadlines, etc.

b.5 f.7 Editorial Policy (General), 1948-1964
Primarily correspondence with readers about various news reporting policies including identification by race or religion and the publication of the names of rape victims, and related to sensitive topics, such as crime, juvenile offenders, and presidential elections. See also: Censorship; Central Intelligence Agency; Charity Appeal Box; Critics and Criticism; Negros; Sigma Delta Chi

b.5 f.8 Editorial Policy (Elections), 1952-1964
Education Editor (See: Fine, Benjamin)

b.5 f.9 Education News, 1958-1966
Includes memoranda concerning the organization of the Education Department with Loren Pope as editor
Errors, Complaints, and Corrections (See: Corporate Records Library)
Far Eastern Weekly
See: Review of the Week: Far East Edition

b.5 f.10 Fashion News, 1959-1960 (See also: Women’s News)

b.5 f.11 Federal Court Reporters Association, 1949

b.5 f.12 Financial News, 1950-1962
See also: United Press International; Year End Reviews
Food News (See: Women’s News)

b.5 f.13 Franklin, Benjamin, Anniversary Celebration, 1955-1956
Front Page Awards (See: Newspaper Women’ Club of New York)

b.5 f.14 Fronting Messages, 1965
Memoranda on the procedure for sending summary reports on the major news stories of the day to the foreign staff; samples of fronting messages
Gossip Column (See: Society News)
Guild
See: Labor Relations: Guild; Labor Relations: Strikes - Guild
Series II: Subjects, 1929-1979 (cont.)

b.5 f.15 Hartford Courant, 1957-1958
   Headliners Club of Austin (See: Contests and Prizes)
   Henry, Patrick League (The) (See: Communism)
   Hollywood Bureau (See: Offices of The Times)
   Home Leave (See: Staff: Foreign Correspondents)
   Honolulu, Hawaii, Stringers (See: Jones, Gardiner B.)
   Housing News (See: Real Estate News)

b.5 f.16 Index and News Summary, 1955-1958

b.5 f.17 Indonesia, 1948


b.6 f.1 Jews and Judaism, 1948-1963
   Junkets (See: Transportation News)
   Juvenile Crime (See: Editorial Policy (General))
   Karachi, Pakistan Bureau (See: Callahan, John P.)
   Ku Klux Klan (See: Negroes)

b.6 f.2 Labor Relations: Guild, 1958-1966

b.6 f.3 Labor Relations: Strikes - Deliverers, 1956-1959

b.6 f.4 Labor Relations: Strikes - Guild, 1958

b.6 f.5 Labor Relations: Strikes - ITU, 1962-1963

b.6 f.6 Labor Relations: Strikes - Photo Engravers, 1953-1954
   Legal Matters
   See: Court Coverage; Rosenberg, Julius and Ethel

b.6 f.7 Litigation: Libel and Slander - Alabama Case, 1960-1962
   Records regarding a libel suit by officials of Montgomery, Alabama over an advertisement in The Times
   London Bureau (See: Communications (General))
   Los Angeles Bureau (See: Offices of The Times)

b.6 f.8 Metropolitan Desk (City Desk), 1953-1963
   Memoranda and letters concerning the operations and management of the division. In 1963, the City Desk was renamed the Metropolitan Desk

b.6 f.9 Morgue, 1953-1965
   Of interest: memoranda concerning the reorganization of the morgue and policies on letting outsiders (police, FBI, etc.) use morgue files.
   Movie Critics (See: Crowther, Bosley)
   Music Critics (See: Critics and Criticism)

b.6 f.10 National Education Association Awards, 1960
   National Security (See: Censorship)
Series II: Subjects, 1929-1979 (cont.)

b.6 f.11-12 Negroes, 1958-1963
Reader's correspondence regarding coverage of race relations, Brown v. Board of Education, stories and pictures of African Americans in the Society pages, and the use of the word Negro in The Times

b.6 f.13 New York Herald Tribune, 1959
New York Times News Service
See: Chicago Tribune, Communications (General)
News Bureaus (See: Offices of The Times)

b.6 f.14 News Content, 1948-1964
Notes and reports regarding daily amount of news quotas, news columns, and texts published. Of interest: reports on columns devoted yearly to fixed features (1964)

b.7 f.1 News Department, 1953-1962
Of interest: reports on yearly achievements of the news department. See: Sulzberger, Arthur Ochs

b.7 f.2 Newspaper Reporters Association of New York City, Inc., 1959-1966

b.7 f.3 Newspaperwomen's Club of New York, 1957-1966
Records of awards given to The Times staff members

b.7 f.4 Newspapers (General), 1949-1964
Readers' correspondence regarding journalism and the careers of staff members. Of interest are letters concerning women in journalism, questions of objectivity in American newspapers, and education requirements for careers in newspapers

b.7 f.5 Nieman Foundation, 1948-1949
Correspondence about staff members who took the Nieman Fellowship course

b.7 f.6 North American Newspaper Alliance, 1957-1962
Nuclear Weapons (See: Science News)

b.7 f.7-8 Obituaries, 1948-1962
Of interest: memoranda concerning Arthur Hays Sulzberger's advance obituary. See also: Adler, Julius Ochs
Objectivity (See: Newspapers (General))

b.7 f.9 Offices of the Times, 1954-1961

b.7 f.10 Omnibus (TV Program), 1954
Memoranda regarding preparations for a television show featuring The Times and the telecast room
Overset Control (See: Edition Times)

Pakistan (See: Callahan, John P.)

b.7 f.11 Personal and Private Papers (Garst), 1929-1979
Photocomposition (See: Text Publications)

b.7 f.12 Picture Desk (Photo Department), 1954-1957

b.7 f.13 Pictures of Robert E. Garst, 1950, 1966
Public Relations (See: Newspapers (General))

b.7 f.14 Pulitzer Prizes, 1952-1966

b.7 f.15 Radio and Television Program Listing, 1953-1957
Series II: Subjects, 1929-1979 (cont.)

Radio and Television Programs (See: Staff: Outside Activities)
RCA (See: World’s Fair)

b.7 f.16 Reader’s Mail, 1957
Survey of letters received in one week by the news department

b.7 f.17 Real Estate News, 1955-1963

b.7 f.18 Religious News, 1951-1962
Of interest: discussion about the reporting of religious issues during the presidential campaign of John F. Kennedy, readers’ complaints about the amount of Catholic news published in *The Times*. See also: Wicklein, John; Editorial Policy (General)

b.7 f.19 Reserve News Department, 1954-1957

b.7 f.20 Restaurant Critics, 1958

b.7 f.21 Reuters Ltd., 1959-1966

*The Far East Weekly Review* was a newspaper printed in Manila, Tokyo, and Melbourne from mats provided by *The New York Times*

Schaefer, “Gold Typewriter” Award
See: Newspaper Reporters Association of New York City, Inc.

b.7 f.23 Science News, 1958-1960
Of interest: proposal from John Osmundsen for a five-part series on thermonuclear war (1960); Garst’s comparative report on science coverage by the *Associated Press* and *United Press International*

b.7 f.24 Sigma Delta Chi, 1953-1968
Of interest: copy of a speech that Garst gave before the Atlanta Professional Chapter entitled “The News Behind the Facts” (1953)

b.7 f.25 Silurians, Society of the, 1948-1966

b.7 f.26 Society News (Gossip), 1954-1962

b.7 f.27 Special Section, 1953-1954

b.8 f.1 Sports News, 1955-1958

b.8 f.2 Staff: General, 1950-1958
Of interest: list of news specialists (1952), staff lists (1966), memoranda concerning recruiting policies of the news department (1959), number of college graduates among staff members (1965). See also: Transportation News

b.8 f.3 Staff: Foreign Correspondents, 1953-1964

b.8 f.4 Staff: Miscellaneous, 1953-1960
Correspondence with or about individual staff members, arranged alphabetically by last name

b.8 f.5 Staff: Outside Activities, 1954-1958
Of interest: Suggestions from Garst and Clifton Daniel about the basic principles for the ruling on outside activities; policies regarding the appearance of staff members on radio and television programs

b.8 f.6 Staff: Senate Investigation - Grutzner, Charles, 1955
Memoranda and news clippings about *Times* reporter Charles Grutzner’s case before the Senate subcommittee investigating Communist infiltration of newspapers
Series II: Subjects, 1929-1979 (cont.)

b.8 f.7  Staff: Senate Investigation - Matusow, Harvey, 1953-1955
Records regarding the alleged statement by Harvey Matusow, and FBI informer, concerning a number of Communists on The Times staff

b.8 f.8  Staff: Stringers (Foreign and Domestic), 1957, 1965

b.8 f.9  Staff: Travel, 1953-1964

b.8 f.10  Style, 1949-1964
Report by Garst on the “Better Writing Project” (1955); memoranda on rulings about style

b.8 f.11  Suburban News Coverage, 1957-1962
Of interest: memoranda from Kal Seigal on The Times’ suburban operations

b.8 f.12  Surveys and Series of Articles, 1952-1959

b.9 f.1  Television News, 1951
Copies of a series of articles about the effects of television on American life along with a memorandum from Garst on how the information for the series was assembled. See also: Radio and Television Program Listing; World’s Fair
Television Critics (See: Critics and Criticism)

b.9 f.2  Text Publications, 1957-1958
Memoranda about the photographic reproduction of certain texts in The Times
Theta Sigma chi (See: Contests and Prizes (General))
Transit Strike (See: Staff (General))

b.9 f.3  Transportation News, 1952-1961
Twin Counties Press Club (See: Contests and Prizes (General))
Typographical Union (See: Labor Relations: Strikes - ITU)

b.9 f.4  United Press International, 1950-1958 (See also: Science News)
Wall Street Journal (See: Financial News)

b.9 f.5  Washington Bureau, 1950-1963

b.9 f.6  Weather News, 1955-1964

b.9 f.7  Western Edition, 1955-1964

b.9 f.8-12  Women’s News, 1951-1964
These files primarily concern the operation of the women’s news department. Of interest: readership survey among women readers of The Times (1951, 1953); survey of readers’ attitudes toward the women’s page (1954)

b.9 f.13  World’s Fair (New York), 1962-1965
Of interest: planning for news coverage of the Fair; memoranda about a proposition by RCA to give The Times live television spots

b.9 f.14  WQXR, 1955-1964 (See also: Broadcast Desk)

b.9 f.15  Year-End Reviews, 1948-1964
Records about the planning of the Annual Business and Financial Reviews published by The Times
Yugoslavia (See: Abel, Elie)