

The New York Times Company records

The New York Times Company records consist of over thirty collections that document the activities of the paper's staff over the course of its history. Publishers, editors, reporters, columnists, and entire bureaus are represented among the collections comprising the New York Times Company records. These collections were the working files of particular individuals or bureaus at *The Times*, subsequently arranged and described by New York Times archivists. Each collection is divided into two groupings: People and Subjects. The former incorporates correspondence files with or about named individuals, while the latter organizes related material under various subject headings.

The history of the archives of The New York Times Company begins in 1952, with Lucille Sunshine, an information assistant in the News Department. She was chosen to organize the files of publisher Arthur Hays Sulzberger. According to the history of the archives written by an archivist at *The Times*, Sunshine's assignment was to identify historical or biographical information, discard unnecessary material, and reorganize the files so that they could be used as an active centralized file of past and future material for all members of the publisher's staff. Until that time, the publisher's files were arranged chronologically and housed in filing cabinets in or near his office. Over the next two years, Sunshine read through Sulzberger's files, selected and integrated material, and separated it into two categories, material pertaining to Sulzberger (named the Biographical File) and material pertaining to *The Times* (named the Subject File). Biographical material was chiefly material of a personal nature relating to Sulzberger, including friendly correspondence and lunch appointments, and material covering a wide range of topics that could not be easily filed under Subjects. Subject material included anything relating to *The Times* or material on an easily identified topic that was filed under topical or geographical terms, or by organization name.

In 1969 the next publisher, Arthur Ochs Sulzberger, established an official archives at *The Times*. He created the department and requested executives, editors, and writers to contribute their records to the archives when they were no longer needed as working files. His memorandum requested business files and any additional material pertaining to public activities that would give insight into the range of their contribution.

The mission of the archives was to collect, select, organize, preserve and store materials documenting the history and activities of the newspaper, of the company as a whole, and of its principal executives, editors and writers. The first ten years of the archives was mainly spent in gathering material and establishing separate collections (publishers, managing editors, other editors, business executives, major columnists and other writers, and some specific departments or "desks"). The next ten years were spent organizing and describing these collections according to the scheme established by Lucille Sunshine. Over the years, there was a blurring of these distinctions and personal material was filed in the Subject files. Material relating to anniversaries, birthdays, property, and vacations were grouped together and filed in the Subject files. The Biographical files became files of correspondence with or about individuals, as opposed to the original conception of personal information about the primary creator of the records.

The archives of The New York Times Company were donated to The New York Public Library in June 2007. The arrangement of the records has been maintained, and many of the collection descriptions were created by Times staff. However the term Biographical has been replaced by People to better reflect the content of the files.

The collections that make up the New York Times Company Records are listed below. Those in boldface are open for research. Please contact the Manuscripts and Archives Division at <http://www.nypl.org/mssref> for further information about these collections or to make an appointment for a research visit.

New York Times Company records

1. [Julius Ochs Adler papers](#), 1918-1962
2. [Theodore M. Bernstein papers](#), 1924-1984
3. [Amory H. Bradford papers](#), 1946-1975
4. Turner Catledge papers
5. [Francis A. Cox papers](#), 1954-1982
6. [Clifton Daniel papers](#), 1955-1979
7. [Orvil Dryfoos papers](#), 1912-1970
8. [Max Frankel papers](#), 1955-1995
9. [Robert E. Garst papers](#), 1929-1979
10. [Arthur Gelb papers](#), 1949-1989
11. Monroe Green papers
12. [Sydney Gruson papers](#), 1969-1988
13. Edwin L. James papers
14. [George Jones and Henry J. Raymond papers](#), 1838-1981
15. [Charles Klaveness collection of style and usage notes](#), 1979-2008
16. [Lester Markel papers](#), 1930-1997
17. [Godfrey Nelson papers](#), 1905-1955
18. [John B. Oakes papers](#), 1952-1995
19. [Adolph S. Ochs papers](#), 1853-2006
20. [Anna Quindlen papers](#), 1990-1992
21. [Abraham H. Raskin papers](#), 1950-1980
22. [James Reston papers](#), 1940-1994
23. [A.M. Rosenthal papers](#), 1955-1994
24. [William Safire papers](#), 1979-1997
25. [Arthur Hays Sulzberger papers](#), 1823-1999
26. Arthur Ochs Sulzberger papers (closed until 2035)
27. Arthur Ochs Sulzberger, Jr. papers (closed until 2057)
28. [Iphigene Ochs Sulzberger papers](#), 1896-1990
29. [Seymour Topping papers](#), 1963-1993
30. [Tom Wicker papers](#), 1964-1993
31. [Foreign Desk records](#), 1948-1993
32. [General files](#), 1835-2001
33. [Metropolitan Desk records](#), 1954-1983
34. [National Desk records](#), 1949-1984
35. [Oral History records](#), 1948-1986
36. [Pamphlets](#), 1851-2006
37. [Photographs](#), 1875-1987

Related Collections in the Manuscripts and Archives Division:

- . [David W. Dunlap papers](#), 1993-1999
- . [John H. Finley papers](#), 1892-1940
- . [Charles R. Flint papers](#), 1872-1930
- . [Sidney Hertzberg papers](#), 1924-1984
- . [George Jones papers](#), 1825-1894
- . [Anne O'Hare McCormick papers](#), 1931-1954
- . [Henry J. Raymond papers](#), 1840-1951
- . [A.M. Rosenthal papers](#), 1959-2004