MICHAEL C. CARLOS MUSEUM
Michael C. Carlos Museum records,

Emory University
Emory University Archives
Stuart A. Rose Manuscript, Archives, and Rare Book Library
Atlanta, GA 30322
404-727-6887
rose.library@emory.edu

Digital Material Available in this Collection

Descriptive Summary

Creator: Michael C. Carlos Museum
Call Number: Series No. 86
Extent: 58.5 linear ft. (60 boxes), 1 oversized paper (OP), 1 extra-oversized paper (XOP), and
Abstract: The Michael C. Carlos Museum is part of Emory University and its collections include African, Egyptian, and Classical art. The records of the Michael C. Carlos Museum include annual reports, committee records, exhibition material, clippings, audiovisual materials, and event and promotional materials.
Language: Materials entirely in English.

Administrative Information

Restrictions on Access
Special restrictions apply: Series 4 is closed to research in accordance with Emory University Archives access policy for unprocessed materials. Series 4 is stored off-site.

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All requests subject to limitations noted in departmental policies on reproduction.

Source
Transfer.

Emory Libraries provides copies of its finding aids for use only in research and private study. Copies supplied may not be copied for others or otherwise distributed without prior consent of the holding repository.
Custodial History
Combines collections previously known as: Michael C. Carlos Museum records and Emory University Museum of Art and Archaeology records.

Citation
[after identification of item(s)], Michael C. Carlos Museum records, Emory University Archives, Stuart A. Rose Manuscript, Archives, and Rare Book Library, Emory University.

Processing

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Collection Description

Administrative History
The Emory University Museum was founded in 1919 shortly after the opening of the University's Atlanta campus. The Museum moved in 1985 following a renovation of the old Law School building and the new location became Michael C. Carlos Hall. The Museum was also renamed at this time, becoming the Emory University Museum of Art and Archaeology, and later the Michael C. Carlos Museum.

Scope and Content Note
The collection contains promotional materials and clippings from exhibitions, events, lectures, and fundraisers held by the Carlos Museum. Also included are annual reports, a self-study committee report, various audiovisual recordings, and websites.

Arrangement Note
Organized into four series: (1) general records, (2) audiovisual recordings, (3) web archives, and (4) unprocessed materials.

Finding Aid Note
Finding aid available in the repository.
Description of Series

Series 1: General records, 1916-1997
Series 2: Audiovisual recordings, 1980-1986
Series 3: Web archives, 2012-
Series 1
General records, 1916-1997
Boxes 1 - 2, OP1, XOP1

Scope and Content Note
Series 1 contains reports, clippings, ephemera, and some administrative records of the Michael C. Carlos museum.

Arrangement Note
Arranged in alphabetically by subject and format.

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## Series 2
### Audiovisual recordings, 1980-1986
#### Box 3

**Scope and Content Note**
Series 2 contains audiovisual recordings on videotape related to the construction of the Michael C. Carlos Museum building.

**Arrangement Note**
Arranged in alphabetically by title.

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<td>Labeled &quot;Carlos Hall Exteriors,&quot; U-matic 20, 1985 [Digital/digitized copy available in the Reading Room: id rxqwc]</td>
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Series 3
Web archives, 2012-
Web Sites

Scope and Content Note
Series 3 consists of captured and preserved web pages from the Michael C. Carlous Museum website (http://carlos.emory.edu/) that are made available through the Archive-It service of the Internet Archive.

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Series 4
Unprocessed materials, 1985-2002
Boxes 4 - 60

Scope and Content Note
Series 4 contains unprocessed materials that document Carlos Museum exhibitions, with some administrative materials as well.

Restrictions on Access
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