

**The original documents are located in Box 40, folder “Personnel - Presidential Appointments by Name, F-G” of the Philip Buchen Files at the Gerald R. Ford Presidential Library.**

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January 22, 1975

*Personnel*  
*Feikens*  
*Judge John*

Dear John:

Thank you very much for your letter and enclosures.

I have hastened to pass the information on to the Director of the Office of Presidential Appointments and know it will be given careful consideration.

I appreciated hearing from you again and I send you very best regards.

Sincerely yours,

Phillip W. Buchen  
Counsel to the President

Judge John Feikens  
Federal Building  
Detroit, Michigan 48226

Enclosures

PWBuchen:ed



*Personal*  
*Finkenstaedt*  
*Eliza*

January 22, 1975

Dear Lisa:

A copy of your letter to Mr. Walker has finally reached me, and I have hastened to pass on to him my endorsement of your application. I know your application will be given careful consideration, although I am unable to give you an estimate of what your chances are. I would like to be as helpful as I can and, if you get any ideas of where you may find an opening in Washington, I shall be more than glad to support your application.

My own staff is very limited, and the work for non-lawyers is secretarial and not really what you would want, I believe. Also, because the White House staff has been reduced, we have available secretaries to fill openings who already possess the needed familiarity with the White House operations and have security clearances for classified information, which can otherwise be obtained only after some weeks of delay.

I do wish you every success in finding a position to your satisfaction, because I am still very fond of the little girl who lived next door and grew to be the attractive, intelligent, and capable adult you are.

Sincerely yours,

Philip W. Buchen  
Counsel to the President

Miss Eliza Finkenstaedt  
1922 38th Street, N. W.  
Washington, D. C. 20007

PWBuchen:ed

*cy for Mr Walker*



*Resume  
to  
Walker*

January 21, 1975

MEMORANDUM FOR: Bill Walker  
FROM: Phil Buchen  
SUBJECT: Lisa Finkenstaedt

You have received a letter and resume from the above applicant.

I have known Lisa and her family for many years and believe she would make a good addition to the White House or Executive Office if there is an appropriate opening for one of her qualifications.

PWBuchen:ed





THE WHITE HOUSE  
WASHINGTON

July 7, 1976

*Pres.  
Appointments  
Fitzsimmons,  
Frank E.*

MEMO FOR: PHIL BUCHEN  
FROM: KEN LAZARUS *K*  
SUBJECT: Frank E. Fitzsimmons/  
Personal Data Statement

Attached is a copy of Frank Fitzsimmons' response to our Personal Data Statement questionnaire. We do not have any information on file with respect to the type of information requested in the questionnaire.

What do we do?

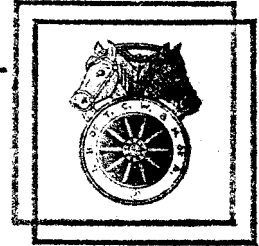
Attachment

*Talked to Ken  
on 7/13 and  
told him to  
let matter  
proceed.*



INTERNATIONAL BROTHERHOOD OF TEAMSTERS  
CHAUFFEURS · WAREHOUSEMEN & HELPERS  
OF AMERICA

25 LOUISIANA AVENUE, N.W. • WASHINGTON, D.C. 20001



OFFICE OF  
• FRANK E. FITZSIMMONS •  
GENERAL PRESIDENT

July 2, 1976

The Honorable Philip W. Buchen  
Counsel to the President  
The White House  
Washington, D. C. 20500

Dear Mr. Buchen:

Reference is made to your memorandum of June 30, 1976, concerning "Personal Data Statement."

As I understand, this request is with reference to my possible appointment by the President to the Productivity Commission.

After reviewing my past appointments by the President, and the numerous committees on which I have served for the Government over these many years, it seems strange to me that at this late date I would be requested to furnish such detailed information as outlined in your memorandum.

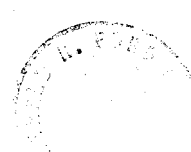
If the Administration does not have sufficient information from my past relationships in serving our Government to satisfy its desires, then I would suggest that my name be withdrawn for consideration for appointment on this committee.

Please express my appreciation to the President for his consideration, and, as always, that I stand ready to serve in any capacity that would be for the best interests of all Americans.

Sincerely yours,

Frank E. Fitzsimmons  
General President

FEF/s





WILLIAM G. MILLIKEN, Governor  
BARRY BROWN, Director

DEPARTMENT OF LABOR  
EMPLOYMENT RELATIONS COMMISSION

400 TRUST BUILDING, GRAND RAPIDS, MICHIGAN 49502 - Phone 459-3531

December 30, 1974

*Personnel*

*Robben*  
COMMISSIONERS

ROBERT G. HOWLETT,  
Chairman  
MORRIS MILMET  
WILLIAM M. ELLMANN

Philip W. Buchen, Esq.  
The White House  
Washington, D. C.

Dear Phil:

The more I think about it, the more I believe the President would be well advised to give serious consideration to Robben Fleming as Secretary of Labor.

I have talked with a number of persons involved in labor relations during recent weeks and have mentioned Bob's name. It meets with great enthusiasm.

I feel about Bob Fleming as I do about Bob Helsby, whom I recommended for the chairman of the National Labor Relations Board. Both are among the most competent and knowledgeable and dedicated persons in the area of labor relations I know. Both have the highest respect of employer and union representatives.

Bob Fleming would be an outstanding Secretary of Labor, particularly if the President could find someone of equal stature and competence as Secretary of Commerce. Then the two men could work together to do a number of things that need to be done. In spite of several decades of collective bargaining, there is still a significant failure of communication between employers and unions in many areas of the country. There is also a lack of understanding by employees of the need for productivity in our economy--partly because their employers have not successfully told them. These are two items which articulate Secretaries of Commerce and Labor, working together, could promote. Greater production and greater employee morale are two tools for the attack on recession.

Sincerely,

*Robert G. Howlett*

Robert G. Howlett  
Chairman

RGH:rm1



THE WHITE HOUSE  
WASHINGTON

February 6, 1975

MEMORANDUM FOR: WILLIAM WALKER

FROM: PHILIP BUCHEN *P.W.B.*

Please see attached recommendation for appointment of Dick Francis to the Commission on Electronic Funds Transfer Operations.

Attachment

*Pre Appoints.*

*Francis*

*Dick*



THE WHITE HOUSE

WASHINGTON

February 6, 1975

Mr. Harry Calcutt  
Attorney and Counselor  
State Bank Building  
Traverse City, Michigan 49684

Dear Harry:

Thank you very much for your letter concerning the qualifications of Dick Francis for appointment to the Presidential Commission on Electronic Funds Transfer Operations.

I have sent a copy of your letter to the Director, Office of Presidential Appointments so that recommendation of Mr. Francis can be added to the others who favor this appointment.

I became interested in this subject when I was working on the staff of the Vice President's Committee on the Right of Privacy, but since August I have had little time to pursue developments in this area.

I look forward to seeing you again when I return to Michigan and I am sending my best regards,

Sincerely,



Philip W. Buchen  
Counsel to the President

cc: Mr. William Walker



MURCHIE, CALCUTT & SONDEE

ATTORNEYS AND COUNSELORS

STATE BANK BUILDING

TRAVERSE CITY, MICHIGAN 49684

AREA CODE 616 947-7190

January 15, 1975

ROBERT B. MURCHIE  
HARRY CALCUTT  
RONALD W. SONDEE

KRIS A. VAN THIELEN  
JACK E. BOYNTON

MANISTEE OFFICE  
325 FIRST STREET  
MANISTEE, MICHIGAN 49660  
AREA CODE 616 723-4531

PERSONAL -- PLEASE FORWARD

Mr. Philip W. Buchen  
Buchen, Weathers, Richardson & Dutcher  
740 Old Kent Building  
Grand Rapids, Michigan 49502

Re: Presidential Commission on Electronic  
Funds Transfer Operations

Dear Phil:

This is directed to you as the result of your proximity to the throne and with the hope that you will see that it goes in the right pigeonhole or even give the matter a nudge if it seems appropriate. Incidentally, it gives all of us in the Middlewest a great deal of reassurance to know that the Washington directions are designed to some extent by Michigan lawyers. Perhaps this minor matter fits in some category under your jurisdiction.

The point of my request is the prospective appointments of twenty or thirty people from the financial industry to a Commission to study the matter of the electronic transfer of funds and its impact on the banking system. I believe that the study is instigated by the possibilities of the use of credit card type documents to be issued by banks which will provide instant credit or deposits through electronic media to be situated in supermarkets and similar locations.

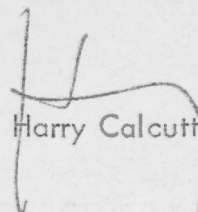
While I was in Lansing the other day on a banking matter, I had dinner with my friend, Dick Francis, who is now the Financial Institutions Commissioner for the State of Michigan (responsible for the savings and loan industry, the banking industry, and credit unions). I've known Dick as the result of his service as General Counsel and Vice President of Michigan Life Insurance Company during the last ten or fifteen years in which I've served on the Board of Directors of that company. When Michigan was in need of an

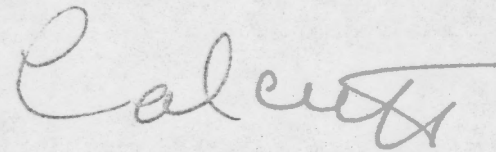
Insurance Commissioner I recommended Dick Francis to Bill Milliken for that job, but Bill in his wisdom had seen fit to fill the Commissioner offices from people outside the industry affected rather than within the industry. As a result he utilized Dick Francis' services as the Financial Institutions head, rather than in the insurance field.

Dick Francis has devoted a great deal of study to an area in which he was ill-informed when he took office. He recently made a good decision on a tough issue involving the so-called loan-production offices of the Michigan National Bank in which he catagorized them as branches and thus subject to control, rather than a non-branch office. His decisions in that regard and other matters have been complimented recently in an article appearing in the American Banker, a national industry publication. He's been a student of, and is interested in the problems of electronic transfer of funds, and his appointment to the Presidential Commission would be useful to the public and fits in his framework of interest.

If there's anything you can do to help in regard to such an appointment, I'd be most grateful and I'm sure he would. I know personally that he's favored for such an appointment by both the savings and loan and the banking industries in Michigan, each of which will be affected. Look forward to a visit with you when you come home. Best regards.

Sincerely,

  
Harry Calcutt



HC:db



THE WHITE HOUSE

WASHINGTON

May 31, 1976

*Appointment,*

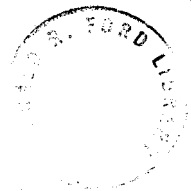
*Garfield,  
Eugene*

MEMORANDUM FOR: DOUG BENNETT

FROM: PHIL BUCHEN *P.*

Attached is a note to me from Marlow Cook with a copy of a letter he sent to the President proposing Eugene K. Garfield to be a member of the new commission to be appointed under the Federal-Aid Highway Act of 1976.

I would appreciate your advising Marlow on what chances are for following his recommendation.



THE WHITE HOUSE

WASHINGTON

May 31, 1976

Dear Marlow:

Many thanks for your note proposing Eugene Garfield for nomination to the National Transportation Policy Study Commission.

I am passing on your recommendation to Doug Bennett and know it will be given careful consideration.

Sincerely,

A handwritten signature in dark ink, appearing to read "Phil", written in a cursive style.

Philip W. Buchen  
Counsel to the President

The Honorable Marlow W. Cook  
Shook, Hardy & Bacon  
Suite 1240  
1776 K Street, N. W.  
Washington, D. C. 20006

LAW OFFICES  
**SHOOK, HARDY & BACON**

TENTH FLOOR  
1776 K STREET, N. W.  
WASHINGTON, D. C. 20006

MARLOW W. COOK  
WILLIAM M. HOILES  
WASHINGTON COUNSEL

(202) 331-0787

KANSAS CITY OFFICE  
915 GRAND AVENUE  
KANSAS CITY, MISSOURI 64106  
(816) 474-6550

May 24, 1976

Honorable Philip W. Buchen  
Counsel to the President  
The White House  
Washington, D. C. 20500

Dear Phil:

Enclosed you will find a recommendation I have made to the President relative to membership on the to-be-selected National Transportation Policy Study Commission.

I would appreciate any input to the Executive Branch you might consider appropriate for the President's consideration of Mr. Garfield for inclusion on such a commission.

Very truly yours,



Marlow W. Cook

Enclosure



LAW OFFICES  
**SHOOK, HARDY & BACON**

SUITE 1240  
1776 K STREET, N. W.  
WASHINGTON, D. C. 20006

(202) 331-0787

KANSAS CITY OFFICE  
915 GRAND AVENUE  
KANSAS CITY, MISSOURI 64106  
(816) 474-6550

MARLOW W. COOK  
WILLIAM M. HOILES  
WASHINGTON COUNSEL

**May 20, 1976**

The President  
The White House  
Washington, D. C. 20500

Dear Mr. President:

A short time ago you signed into law the Federal-Aid Highway Act of 1976. Included therein is a 19-member commission to study all modes of transportation; 12 members coming from the Congress and 7 members appointed by you.

It is with this in mind that I would like to recommend Mr. Eugene K. Garfield, President of the Auto-Train Corporation, corporate address being 1801 K Street, N.W., here in Washington. Mr. Garfield is 40 years old and has built from scratch, probably, the only profit-making passenger train facility in the United States. Auto-Train operates service between Lorton, Virginia and Sanford, Florida, and between Louisville, Kentucky and Sanford, Florida. His innovation in the transportation field would bring a degree of wisdom to such a commission that the rather staid and traditional railroad industry as we see it could not do.

Secondly, Mr. Garfield early, as a Democrat, wrote to you volunteering his services in this campaign; singularly qualified you for Federal matching funds in the State of Florida; and is presently a member of your National Finance Committee. It was my pleasure to attend a reception at his home on Massachusetts Avenue at which he raised a substantial sum of money in the furtherance of your campaign. As you can see, I do not hesitate to set forth his political contributions purely and simply because I feel that his philosophy coincides with yours, and to that extent he freely volunteered his services to that end.



Page 2  
May 20, 1976

Suffice it to say, I highly recommend your consideration of Mr. Garfield to the National Transportation Policy Study Commission because he will bring a degree of expertise and insight that is highly necessary in the consideration of future developments in the transportation field.

Very truly yours,

Marlow W. Cook



THE WHITE HOUSE  
WASHINGTON

January 22, 1975

*Personnel  
Garlock,  
Ronald*

Dear Dr. Chafetz:

It is my understanding that there is or shortly will be vacancies on the Advisory Committee on Alcoholism, which serves the Joint Commission on Accreditation of Hospitals, Accreditation Council for Psychiatric Facilities. Interested in being appointed to this Advisory Committee is a long-time acquaintance of mine, who is Ronald B. Garlock of Lansing, Michigan. A resume of his experience and activities is enclosed. I think you will find him well qualified to fill a position on this Committee. If there is any further information you would like to have, please let me know.

Sincerely yours,

*Philip W. Buchen*

Philip W. Buchen  
Counsel to the President

Dr. Morris E. Chafetz  
Director, National Institute on Alcohol  
Abuse and Alcoholism  
Alcohol, Drug Abuse, and Mental Health Administration  
Department of Health, Education, and Welfare  
5600 Fishers Lane  
Rockville, Maryland 20852

Enclosures

THE WHITE HOUSE  
WASHINGTON

March 16, 1976

*Pres Apppts  
Gates,  
Thomas S. Jr.*

MEMORANDUM FOR: PHILIP W. BUCHEN  
FROM: DOUGLAS P. BENNETT *DPB*  
SUBJECT: Waiver of Conflict of Interest  
and Security Investigation for  
Purposes of Announcement--  
Rank of Ambassador

The President wishes to nominate Thomas S. Gates, Jr. for the rank of Ambassador during the tenure of his service as Chief of the United States Liaison Office at Peking, People's Republic of China. I request that you waive the normal procedures for the purposes of nomination and announcement.

T.W.B. Agree

\_\_\_\_\_ Disagree

THE WHITE HOUSE  
WASHINGTON

November 14, 1975

*Yecker,*  
*Nickola*

MEMORANDUM FOR: PHILIP BUCHEN  
FROM: DOUGLAS P. BENNETT *DPB*  
SUBJECT: U. S. Attorney, Montana (PAS)

Pursuant to our new clearance procedures for Judicial appointments, I am forwarding to you the proposed Decision Memorandum for the President for the nomination of Thomas Olson as the U. S. Attorney for the state of Montana.

Can you please notify Robin West's office (ext. 2981) no later than 5:00 p.m., Monday, November 17. If he has not heard from you by that time, it will be assumed that you do not object to the proposed nomination.

Upon your approval, it shall be sent directly to the President.

Kel for PWB 11/19/75 Approve \_\_\_\_\_ Disapprove \_\_\_\_\_



THE WHITE HOUSE  
WASHINGTON

11/1/74

To: Mr. Buchen

From: Eva

This is a followup of  
our referral to  
Mr. Eberle.  
(see attached)

A handwritten signature in black ink, appearing to read "Peter Belmont". The signature is written in a cursive, flowing style with a large initial "P" and a long, sweeping underline.

THE SPECIAL REPRESENTATIVE FOR  
TRADE NEGOTIATIONS  
WASHINGTON

*Gezon*  
*David*

October 23, 1974

Dear Mr. Bradshaw:

This is in further response to your letter addressed to Mr. Buchen of October 11, recommending Mr. David Gezon for appointment to the Public Advisory Committee.


As you know, the Public Advisory Committee will be formed only after passage of the Trade Reform Act and members of this Committee will be appointed by the President. Please be assured that, at that time, Mr. Gezon will be given every consideration for appointment.

Your interest in this matter is appreciated.

Sincerely,

  
W. D. Eberle

Mr. Conrad A. Bradshaw  
Warner, Norcross & Judd  
Attorneys at Law  
One Vandenberg Center  
Grand Rapids, Michigan 49502

Copy: Mr. Philip W. Buchen   
Counsel to the President

# THE WHITE HOUSE OFFICE

The Honorable William D. Eberle  
Office of the Special Representative for  
Trade Negotiations  
1800 G Street  
Washington, D. C. 20506

REFERRAL

To:

Date: October 11, 1974

## ACTION REQUESTED

- ☐ Draft reply for:  
☐ President's signature.  
☐ Undersigned's signature.
- ☐ Memorandum for use as enclosure to reply.
- ☐ Direct reply.  
☐ Furnish information copy.
- ☒ Suitable acknowledgment or other appropriate handling.  
☐ Furnish copy of reply, if any.
- ☐ For your information.
- ☐ For comment.

## NOTE

*Prompt action is essential.*

If more than 72 hours' delay is encountered, please telephone the undersigned immediately, Code 1450.

Basic correspondence should be returned when draft reply, memorandum, or comment is requested.

## REMARKS:

## Description:

☒ Letter: ☐ Telegram: Other:

To: Philip W. Buchen  
From: Mr. Conrad A. Bradshaw, Warner, Norcross & Judd, One Vandenberg Center  
Date: Sept. 27, 1974 Grand Rapids, Mich. 49502  
Subject: Appointment on Public Advisory Committee

By direction of the President:

Philip W. Buchen  
Counsel to the President

(White House Suspense Copy)

October 11, 1974

**MEMORANDUM FOR**

**The Honorable William D. Eberle  
Office of the Special Representative  
for Trade Negotiations**

**For your information, I am forwarding to you a letter from  
Mr. Conrad Bradshaw regarding a possible appointee on the  
Public Advisory Committee.**

**Philip W. Buchen  
Counsel to the President**



**PWB:em**

October 11, 1974

Dear Brad:

I appreciate your letter of September twenty-seventh, recommending Mr. David Gezon for appointment to the Public Advisory Committee to Ambassador Eberle. I will refer it to Bill Eberle with my recommendation.

Best personal regards.

Most sincerely yours,

Philip W. Buchen  
Counsel to the President

Mr. Conrad A. Bradshaw  
Warner, Horcross and Judd  
One Vandenberg Center  
Grand Rapids, Michigan 49502

PWB:em





CONRAD E. THORNTON  
WSON E. BECKER  
ONARD D. VERDIER, JR.  
IL R. JOHNSON  
ROLD S. SAWYER  
ONRAD A. BRADSHAW  
ROLD F. SCHUMACHER  
M. NEATH, JR.  
CHARLES C. LUNDSTROM  
OMAS R. WINQUIST  
UL R. GASTON  
GEORGE L. WHITFIELD  
ALLSON G. KNACK  
CHARLES E. MCCALLUM  
ROME M. SMITH  
OHN D. TULLY  
MALCOLM CUMMING  
LLIAM K. HOLMES  
OGER M. CLARK

EDWARD MALINZAK  
JOHN H. LOGIE  
JACK B. COMBS  
JOSEPH F. MARTIN  
JAMES H. BREAT  
R. M. RUDISILL, JR.  
ROBERT H. SKILTON III  
GREGORY G. PRASHER  
RICHARD A. DURELL  
ERNEST M. SHARPE  
VERNON P. SAPER  
THOMAS D. SHELburne  
JOSEPH M. SWEENEY

WARNER, NORCROSS & JUDD  
ATTORNEYS AT LAW  
ONE VANDENBERG CENTER  
GRAND RAPIDS, MICHIGAN 49502

September 27, 1974

SIEGEL W. JUDD  
COUNSEL

DAVID A. WARNER  
1883-1966

GEORGE S. NORCROSS  
1889-1960

PLATT W. DOCKERY  
1906-1974

TELEPHONE  
(616) 459-6121  
CABLE ADDRESS  
WARCROS

Mr. Philip W. Buchen  
The White House  
Washington, D. C.

Dear Phil:

David Gezon, of Grand Rapids, is being put forward as a possible appointee on the Public Advisory Committee to Ambassador William Eberle, the United States Special Trade Representative in the Tokyo round of tariff negotiations.

Ambassador Eberle's assistant, Mitchell J. New Delman, has indicated that the Ambassador proposes to recommend the appointment of a representative of the imported automobile dealers to the Public Advisory Committee, because of the impact which imported automobiles have on our economy, and because of the size of the domestic investment and employment in the sale of imported automobiles in this country.

Dave Gezon is the first choice of the dealers in Volkswagen, Datsun, Toyota, Porsche-Audi automobiles.

Dave Gezon is amply qualified for this job, because of his keen interest in the affairs of dealers in imported automobiles, his participation in a trade mission to Germany in 1973, on behalf of Volkswagen dealers, when he met with representatives of the German Ministries of Economics and Finance, in Bonn, and because of his long experience as an automobile dealer, and his knowledge of the effects of tariffs on this important part of our economy.

I ask that you do what you can to assure the appointment of David Gezon to the Public Advisory Committee to the Special Trade Representative.

Very truly yours,

*Brad*  
Conrad A. Bradshaw

*Personnel*

*Gilliland  
Judge*

October 3, 1974

**To: Bill Walker**

**From: Phil Buchen**

**Subject: Gilliland and the CAB**

**I thought this matter best handled  
by you.**

**cc: Dean Burch**



THE WHITE HOUSE  
WASHINGTON

October 1, 1974

MEMORANDUM FOR: PHIL BUCHEN  
FROM: DEAN BURCH *DB*  
SUBJECT: Gilliland and the CAB

At the behest of Dick Burrell, a retired CAB commissioner, Mr. John Dregge, called me today.

He reported, as we already know, that Judge Gilliland is already serving beyond retirement age by Presidential waiver; that the waiver expires on January 9, 1975, which will be Gilliland's 71st birthday; that the Judge must receive notification of intention to extend the waiver another year 60 days prior to its expiration date, i. e., November 9, 1974; and that, to the best of his knowledge, Gilliland would very much like to have the waiver extended.

Mr. Dregge described Gilliland as fit, lively, in full command of his faculties, and eager to be of service to the President.

141  
10/10/76

THE WHITE HOUSE

WASHINGTON

July 27, 1976

MEMORANDUM FOR: DOUG BENNETT  
THROUGH: PHILIP W. BUCHEN P.  
FROM: KEN LAZARUS K

Recently, I learned that the personnel office is seeking a qualified candidate, less than twenty-six years of age, to fill a vacancy on the National Advisory Committee for Juvenile Justice and Delinquency Prevention, as provided by P.L. 93-415. I urge that H. P. Goldfield, a part-time law clerk and assistant in the Counsel's office, be considered for appointment to the committee. (His status as a Federal employee does not in any way preclude him for consideration.)

H. P. is twenty-four years of age and is presently completing his third year of law school at Georgetown University. He is a graduate of Connecticut College and has received an M.A. in Urban Studies from Occidental College (California) where he had been awarded a national fellowship in public affairs. He has been active in Republican politics for many years in both Connecticut and California. (I am sure Stu Spencer would give H. P. a very favorable recommendation.)

I have received an endorsement of H. P. from Pete Velde, Administrator of LEAA, which is the parent organization of the committee. I also understand that Robin West believes the appointment would have merit.

A second point to be noted is that the Department of Justice is concerned that the vacancies that presently exist on the advisory committee be filled as soon as possible due to the proximity of an upcoming meeting. These current vacancies have existed since March.

Thank you.

10/10/76

THE WHITE HOUSE  
WASHINGTON

December 30, 1974

*Personal  
Goldberg  
Henry*

MEMORANDUM FOR:

PHILIP BUCHEN

FROM:

WILLIAM N. WALKER *Walker*

SUBJECT:

Henry Goldberg

Thanks for alerting us to Henry Goldberg's plans to leave government. We will get him in for talks about his interest in another job in government.

*Presidential Appointment  
Gordon, Susan*

Wednesday 8/11/76

12:45      Called Margo Boyle's office and  
advised that you approve the  
appointment of Susan Gordon  
for Assistant Secretary of Health,  
Education and Welfare for Public  
Affairs.

2821

We do not need to send a memo.



THE WHITE HOUSE  
WASHINGTON

Date

8/11/76

TO:

*Phil Bucken*

FROM:

MARGO BOYLE

Per your request

\_\_\_\_\_

For your information

X

Please handle

X

*Please respond  
re attached.*

*ext. 2821*



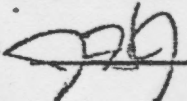
WASHINGTON

MEMORANDUM FOR: OFFICE OF WHITE HOUSE OPERATIONS

FROM: PRESIDENTIAL PERSONNEL OFFICE <sup>DPP</sup>

Attached are preliminary recommendation(s) of the Presidential Personnel Office for Assistant Secretary of Health, Education and Welfare for Public Affairs (PAS, Level IV).

If you agree with these (this) recommendation(s), we will staff to the following:

☒ The Vice President's Office☒ Counsellor Hartmann's Office☒ Counsellor Marsh's Office☒ Counsel's Office☒ Office of the Press Secretary☒ Office of the Assistant for Legislative Affairs☒ Office of the Assistant for Economic Affairs☒ Office of Management and Budget☒ Public Liaison Office  
(Women, Minorities, Spanish Speaking, Youth, Labor, etc.)☒ Domestic Council☐ Energy Resources Council☐ National Security Council☒ Republican National Committee☒ Special Consultant Goldwin☒ Janna FaganAgree 

Disagree

See me

Other: \_\_\_\_\_

Attachments





THE WHITE HOUSE

WASHINGTON

MEMORANDUM FOR THE PRESIDENT

THROUGH: RICHARD B. CHENEY

FROM: DOUGLAS P. BENNETT

SUBJECT: Assistant Secretary of Health,  
Education and Welfare for Public  
Affairs (PAS, Level IV)

Since Lewis M. Helm resigned as Assistant Secretary for Public Affairs at the Department of Health, Education and Welfare, Secretary Mathews has recommended Susan B. Gordon to succeed him.

While serving as the principal advisor to the Secretary on public affairs, the Assistant Secretary for Public Affairs is also responsible for the conduct of public information activities throughout the Department, (Legis., Tab A). The function of the office is to devise, foster, direct, and coordinate programs and activities which will increase the public's knowledge and understanding of the services the Department provides.

Secretary Mathews and I recommend that you approve the nomination of the following candidate for this position:

Susan B. Gordon - (Resume, Tab B) a Republican from the First Congressional District of New Mexico represented by Congressman Lujan. Since December 1975, Dr. Gordon has served as Assistant Commissioner for Public Affairs in the Office of Education at HEW. From 1972-1975, Dr. Gordon served at the National Institute of Education (NIE) as Chief Evaluation Officer and Senior Policy Analyst and Planner. She then worked as an assistant to the Director of NIE and to Assistant Secretary for Education until becoming Assistant Commissioner. Dr. Gordon, 36, spent several years teaching at the University of New Mexico as well as in the Albuquerque public school system. She received her B.S., M.A., and Ph.D. in linguistics/education from the University of New Mexico. She is also a musician.

Decision: Approve \_\_\_\_\_

Disapprove \_\_\_\_\_

## TITLE 5—APPENDIX

### REORGANIZATION PLAN NO. 1 OF 1953

Eff. Apr. 11, 1953, 18 F.R. 2053, 67 Stat. 631.

Prepared by the President and transmitted to the Senate and the House of Representatives in Congress assembled, March 12, 1953, pursuant to the provisions of the Reorganization Act of 1949, approved June 20, 1949, as amended [see section 901 et seq. of this title].

#### DEPARTMENT OF HEALTH, EDUCATION, AND WELFARE

**Section 1. Creation of Department; Secretary.** There is hereby established an executive department, which shall be known as the Department of Health, Education and Welfare (hereafter in this reorganization plan referred to as the Department). There shall be at the head of the Department a Secretary of Health, Education and Welfare (hereafter in this reorganization plan referred to as the Secretary), who shall be appointed by the President by and with the advice and consent of the Senate, and who shall receive compensation at the rate now or hereafter prescribed by law for the heads of executive departments. The Department shall be administered under the supervision and direction of the Secretary.

**Sec. 2. Under Secretary and Assistant Secretaries.** There shall be in the Department an Under Secretary of Health, Education, and Welfare and two Assistant Secretaries of Health, Education, and Welfare, each of whom shall be appointed by the President by and with the advice and consent of the Senate, shall perform such functions as the Secretary may prescribe, and shall receive compensation at the rate now or hereafter provided by law for under secretaries and assistant secretaries, respectively, of executive departments. The Under Secretary (or, during the absence or disability of the Under Secretary or in the event of a vacancy in the office of Under Secretary, an Assistant Secretary determined according to such order as the Secretary shall prescribe) shall act as Secretary during the absence or disability of the Secretary or in the event of a vacancy in the office of Secretary.

**Sec. 3. [Repealed. Pub.L. 90-83, § 10(c), Sept. 11, 1967, 81 Stat. 224. Section provided for the appointment of a Special Assistant to the Secretary (Health and Medical Affairs)].**

**Sec. 4. Commissioner of Social Security.** There shall be in the Department a Commissioner of Social Security who shall be appointed by the President by and with the advice and consent of the Senate, shall perform such functions concerning social security and public welfare as the Secretary may prescribe, and shall receive compensation at the rate now or hereafter fixed by law for grade

## REORGANIZATION

GS-18 of the general schedule of 1949, as amended [see section 901 et seq. of this title].

**Sec. 5. Transfers to Federal Security Administration.** All agencies of the Federal Security Administration, and their respective functions, property, balances of appropriations, and other funds, shall be transferred to the Federal Security Agency.

**Sec. 6. Performance.** The Secretary may from time to time make such transfers as he deems appropriate and shall make such transfers of the Secretary's employees, of the Department's

**Sec. 7. Administrative efficiency.** The Secretary may, in the exercise of his administrative service, effect such transfers of personnel, property, and other funds as he deems appropriate and shall make such transfers of the Secretary's employees, of the Department's

**Sec. 8. Abolitions.** The Secretary may, in the exercise of his administrative service, effect such transfers of personnel, property, and other funds as he deems appropriate and shall make such transfers of the Secretary's employees, of the Department's

**Sec. 9. Interim personnel.** The Secretary may, in the exercise of his administrative service, effect such transfers of personnel, property, and other funds as he deems appropriate and shall make such transfers of the Secretary's employees, of the Department's

## REORGANIZATION PLAN NO. 1 OF 1953

GS-18 of the general schedule established by the Classification Act of 1949, as amended [former sections 1111-1115, now section 5101 et seq., of this title].

**Sec. 5. Transfers to the Department.** All functions of the Federal Security Administrator are hereby transferred to the Secretary. All agencies of the Federal Security Agency, together with their respective functions, personnel, property, records, and unexpended balances of appropriations, allocations, and other funds (available or to be made available), and all other functions, personnel, property, records, and unexpended balances of appropriations allocations, and other funds (available or to be made available) of the Federal Security Agency are hereby transferred to the Department.

**Sec. 6. Performance of functions of the Secretary.** The Secretary may from time to time make such provisions as the Secretary deems appropriate authorizing the performance of any of the functions of the Secretary by any other officer, or by any agency or employee, of the Department.

**Sec. 7. Administrative services.** In the interest of economy and efficiency the Secretary may from time to time establish central administrative services in the fields of procurement, budgeting, accounting, personnel, library, legal, and other services and activities common to the several agencies of the Department; and the Secretary may effect such transfers within the Department of the personnel employed, the property and records used or held, and the funds available for use in connection with such administrative-service activities as the Secretary may deem necessary for the conduct of any services so established: *Provided*, That no professional or substantive function vested by law in any officer shall be removed from the jurisdiction of such officer under this section.

**Sec. 8. Abolitions:** The Federal Security Agency (exclusive of the agencies thereof transferred by sec. 5 of this reorganization plan), the offices of Federal Security Administrator and Assistant Federal Security Administrator created by Reorganization Plan No. I (53 Stat. 1423) the two offices of assistant heads of the Federal Security Agency created by Reorganization Plan No. 2 of 1946 (60 Stat. 1095) and the office of Commissioner for Social Security created by section 701 of the Social Security Act, as amended (64 Stat. 558) [former section 901 of Title 42], are hereby abolished. The Secretary shall make such provisions as may be necessary in order to wind up any outstanding affairs of the Agency and offices abolished by this section which are not otherwise provided for in this reorganization plan.

**Sec. 9. Interim provisions.** The President may authorize the persons who immediately prior to the time this reorganization plan takes effect occupy the offices of Federal Security Administrator, Assistant Federal Security Administrator, assistant heads of the Federal Security Agency, and Commissioner for Social Security

## TITLE 5—APPENDIX

to act as Secretary, Under Secretary, and Assistant Secretaries of Health, Education, and Welfare and as Commissioner of Social Security, respectively, until those offices are filled by appointment in the manner provided by sections 1, 2, and 4 of this reorganization plan but not for a period of more than 60 days. While so acting, such persons shall receive compensation at the rates provided by this reorganization plan for the offices the functions of which they perform.

### MESSAGE OF THE PRESIDENT

To the Congress of the United States:

I transmit herewith Reorganization Plan No. 1 of 1953, prepared in accordance with the provisions of the Reorganization Act of 1949, as amended.

In my message of February 2, 1953, I stated that I would send to the Congress a reorganization plan defining a new administrative status for Federal activities in health, education, and social security. This plan carries out that intention by creating a Department of Health, Education, and Welfare as one of the executive departments of the Government and by transferring to it the various units of the Federal Security Agency. The Department will be headed by a Secretary of Health, Education, and Welfare, who will be assisted by an Under Secretary and two Assistant Secretaries.

The purpose of this plan is to improve the administration of the vital health, education, and social-security functions now being carried on in the Federal Security Agency by giving them departmental rank. Such action is demanded by the importance and magnitude of these functions, which affect the well-being of millions of our citizens. The programs carried on by the Public Health Service include, for example, the conduct and promotion of research into the prevention and cure of such dangerous ailments as cancer and heart disease. The Public Health Service also administers payments to the States for the support of their health services and for urgently needed hospital construction. The Office of Education collects, analyzes, and distributes to school administrators throughout the country information relating to the organization and management of educational systems. Among its other functions is the provision of financial help to school districts burdened by activities of the United States Government. State assistance to the aged, the blind, the totally disabled, and dependent children is heavily supported by grants-in-aid administered through the Social Security Administration. The old-age and survivors insurance system and child development and welfare programs are additional responsibilities of that Administration. Other offices of the Federal Security Agency are responsible for the conduct of Federal vocational rehabilitation programs and for the enforcement of food and drug laws.

There should be an unremitting effort to improve those health, education, and social-security programs which have proved their

## REORGANIZATION

value. I have already proposed a security system to cover the cost of assistance to schools, and the increased by the expansion of our food and drug laws.

But good intent and programs depend for their execution on the proper organization. I have recently reorganized the Executive Councils by increasing the number of Executive Councils from five to seven. Now the establishment of a new organization Plan No. 1 of 1953, which I am sure that these measures will deserve in the whole.

This need has long been recognized. I have proposed a Department of Health, Education, and Welfare to include health functions, education, and social security. This reorganization recommendation by President Harding in 1921, and the subsequent proposals called for a Department of Health, Education, and Welfare, and recreational activities. The President's Committee on the Organization of the Government recommended the placing of these functions in a Department of Health, Education, and Welfare. This was partially implemented in the Federal Security Agency. The approval of the group of functions in the new department could be achieved by the Reorganization Act of 1949, which provided for five departments. In the Executive Branch of the Government, the Department for social security is the only one of its kind.

The present plan will give the Department of Health, Education, and Welfare a status comparable to the other executive departments. In the Department, the Secretary will give leadership in the management of the department's activities, for the plan opens the way for the Secretary to authorize the Secretary to the several agencies to form a new method of appointing the heads of the constituent agencies. A Commissioner of Education will be appointed by the Senate, and the Secretary will be Presidential

## REORGANIZATION PLAN NO. 1 OF 1953

value. I have already recommended the expansion of the social-security system to cover persons not now protected, the continuation of assistance to school districts whose population has been greatly increased by the expansion of defense activities, and the strengthening of our food and drug laws.

But good intent and high purpose are not enough; all such programs depend for their success upon efficient, responsible administration. I have recently taken action to assure that the Federal Security Administrator's views are given proper consideration in executive councils by inviting her to attend meetings of the Cabinet. Now the establishment of the New Department provided for in Reorganization Plan No. 1 of 1953 will give the needed additional assurance that these matters will receive the full consideration they deserve in the whole operation of the Government.

This need has long been recognized. In 1923, President Harding proposed a Department of Education and Welfare, which was also to include health functions. In 1924 the Joint Committee on Reorganization recommended a new department similar to that suggested by President Harding. In 1932, one of President Hoover's reorganization proposals called for the concentration of health, education, and recreational activities in a single executive department. The President's Committee on Administrative Management in 1937 recommended the placing of health, education, and social-security functions in a Department of Social Welfare. This recommendation was partially implemented in 1939 by the creation of the Federal Security Agency—by which action the Congress indicated its approval of the grouping of these functions in a single agency. A new department could not be proposed at that time because the Reorganization Act of 1939 prohibited the creation of additional executive departments. In 1949, the Commission on Organization of the Executive Branch of the Government proposed the creation of a department for social security and education.

The present plan will make it possible to give the officials directing the Department titles indicative of their responsibilities and salaries comparable to those received by their counterparts in other executive departments. As the Under Secretary of an executive department, the Secretary's principal assistant will be better equipped to give leadership in the Department's organization and management activities, for which he will be primarily responsible. The plan opens the way to further administrative improvement by authorizing the Secretary to centralize services and activities common to the several agencies of the Department. It also establishes a uniform method of appointment for the heads of the three major constituent agencies. At present, the Surgeon General and the Commissioner of Education are appointed by the President and confirmed by the Senate, while the Commissioner for Social Security is appointed by the Federal Security Administrator. Hereafter, all three will be Presidential appointees subject to Senate confirmation.

## TITLE 5—APPENDIX

I believe, and this plan reflects my conviction, that these several fields of Federal activity should continue within the framework of a single department. The plan at the same time assures that the Office of Education and the Public Health Service retain the professional and substantive responsibilities vested by law in those agencies or in their heads. The Surgeon General, the Commissioner of Education, and the Commissioner of Social Security will all have direct access to the Secretary.

There should be in the Department an Advisory Committee on Education, made up of persons chosen by the Secretary from outside the Federal Government, which would advise the Secretary with respect to the educational programs of the Department. I recommend the enactment of legislation authorizing the defrayal of the expenses of this Committee. The creation of such a Committee as an advisory body to the Secretary will help insure the maintenance of responsibility for the public educational system in State and local governments while preserving the national interest in education through appropriate Federal action.

After investigation I have found and hereby declare that each reorganization included in Reorganization Plan No. 1 of 1953 is necessary to accomplish one or more of the purposes set forth in section 2(a) of the Reorganization Act of 1949, as amended. I have also found and hereby declare that by reason of these reorganizations, it is necessary to include in the reorganization plan provisions for the appointment and compensation of the new officers specified in sections 1, 2, 3, and 4 of the reorganization plan. The rates of compensation fixed for these officers are, respectively, those which I have found to prevail in respect of comparable officers in the executive branch of the Government.

Although the effecting of the reorganizations provided for in the reorganization plan will not in itself result in immediate savings, the improvement achieved in administration will in the future allow the performance of necessary services at greater savings than present operations would permit. An itemization of these savings in advance of actual experience is not practicable.

DWIGHT D. EISENHOWER

THE WHITE HOUSE,  
March 12, 1953.

REORG.

REORG.

Eff. July

Prepared by the President  
House of Representatives  
1953, pursuant  
1949, approved  
seq. of this title

DEPT.

Sec. 1. Transfer of exceptions specified by transferred to the vested in him of all of the Department of

(b) This section [Administrative Procedure title] in hearing ex parte nor to the functions of Agriculture, (2) corporations, (3) the corporation, or (4) the officer, or entity of, Administration.

Sec. 2. Assistant Secretaries, by and with the assistant secretary of Agriculture shall, receive compensation Secretaries of executive

Sec. 3. Administrative Assistant Secretary approval of the President classified civil service Secretary of Agriculture provisions of the title heading "General Provisions Supplemental Appendix Stat. 121) [former applicable to the provisions of Agriculture.

Sec. 4. Delegation of authority may from time appropriate authorities

"PART A—EDUCATION DIVISION OF THE DEPARTMENT OF HEALTH,  
EDUCATION, AND WELFARE.

"THE EDUCATION DIVISION

"SEC. 401. There shall be, within the Department of Health, Education, and Welfare, an Education Division which shall be composed of the Office of Education and the National Institute of Education, and shall be headed by the Assistant Secretary for Education.

"ASSISTANT SECRETARY FOR EDUCATION

"SEC. 402. (a) There shall be in the Department of Health, Education, and Welfare an Assistant Secretary for Education, who shall be appointed by the President by and with the advice and consent of the Senate. The Assistant Secretary for Education shall be compensated at the rate specified for level IV of the Executive Schedule under section 5315 of title 5, United States Code.

80 Stat. 461;  
83 Stat. 864.

"(b) The Assistant Secretary shall be the principal officer in the Department to whom the Secretary shall assign responsibility for the direction and supervision of the Education Division. He shall not serve as Commissioner of Education or as Director of the National Institute of Education on either a temporary or permanent basis.

"THE OFFICE OF EDUCATION

"SEC. 403. (a) The purpose and duties of the Office of Education shall be to collect statistics and facts showing the condition and progress of education in the United States, and to disseminate such information respecting the organization and management of schools and school systems, and methods of teaching, as shall aid the people of the United States in the establishment and maintenance of efficient school systems, and otherwise promote the cause of education throughout the country. The Office of Education shall not have authority which is not expressly provided for by statute or implied therein.

"(b) (1) The management of the Office of Education, shall, subject to the direction and supervision of the Secretary, be entrusted to a Commissioner of Education, who shall be appointed by the President by and with the advice and consent of the Senate, and who shall serve at the pleasure of the President.

"(2) The Commissioner may not engage in any other business, vocation, or employment while serving in any such position; nor may he, except with the express approval of the President in writing, hold any office in, or act in any capacity for, or have a financial interest in, any organization, agency, or institution to which the Office of Education makes a grant or with which it makes a contract or other financial arrangement.

"SUPPORT FOR IMPROVEMENT OF POSTSECONDARY EDUCATION

"SEC. 404. (a) Subject to the provisions of subsection (b), the Secretary is authorized to make grants to, and contracts with, institutions of postsecondary education (including combinations of such institutions) and other public and private educational institutions and agencies (except that no grant shall be made to an educational institution or agency other than a nonprofit institution or agency) to improve postsecondary educational opportunities by providing assistance to such educational institutions and agencies for—



## Public Law 89-234

## AN ACT

October 2, 1965  
[S. 4]

To amend the Federal Water Pollution Control Act to establish a Federal Water Pollution Control Administration, to provide grants for research and development, to increase grants for construction of sewage treatment works, to require establishment of water quality criteria, and for other purposes.

*Be it enacted by the Senate and House of Representatives of the United States of America in Congress assembled,* That (a) (1) section 1 of the Federal Water Pollution Control Act (33 U.S.C. 466) is amended by inserting after the words "SECTION 1." a new subsection (a) as follows:

"(a) The purpose of this Act is to enhance the quality and value of our water resources and to establish a national policy for the prevention, control, and abatement of water pollution."

(2) Such section is further amended by redesignating subsections (a) and (b) thereof as (b) and (c), respectively.

(3) Subsection (b) of such section (as redesignated by paragraph (2) of this subsection) is amended by striking out the last sentence thereof and inserting in lieu of such sentence the following: "The Secretary of Health, Education, and Welfare (hereinafter in this Act called 'Secretary') shall administer this Act through the Administration created by section 2 of this Act, and with the assistance of an Assistant Secretary of Health, Education, and Welfare designated by him, shall supervise and direct (1) the head of such Administration in administering this Act and (2) the administration of all other functions of the Department of Health, Education, and Welfare related to water pollution. Such Assistant Secretary shall perform such additional functions as the Secretary may prescribe."

(b) There shall be in the Department of Health, Education, and Welfare, in addition to the Assistant Secretaries now provided for by law, one additional Assistant Secretary of Health, Education, and Welfare who shall be appointed by the President, by and with the advice and consent of the Senate. The provisions of section 2 of Reorganization Plan Numbered 1 of 1953 (67 Stat. 631) shall be applicable to such additional Assistant Secretary to the same extent as they are applicable to the Assistant Secretaries authorized by that section. Paragraph (17) of section 303(d) of the Federal Executive Salary Act of 1964 (78 Stat. 418) is amended by striking out "(5)" before the period at the end thereof and inserting in lieu thereof "(6)".

SEC. 2. (a) Such Act is further amended by redesignating sections 2 through 4, and references thereto, as sections 3 through 5, respectively, sections 5 through 14, as sections 7 through 16, respectively, by inserting after section 1 the following new section:

**"FEDERAL WATER POLLUTION CONTROL ADMINISTRATION**

"SEC. 2. Effective ninety days after the date of enactment of this section there is created within the Department of Health, Education, and Welfare a Federal Water Pollution Control Administration (hereinafter in this Act referred to as the 'Administration'). The head of the Administration shall be appointed, and his compensation fixed, by the Secretary. The head of the Administration may, in addition to regular staff of the Administration, which shall be initially provided from the personnel of the Department, obtain, from within the Department or otherwise as authorized by law, such professional, technical, and clerical assistance as may be necessary to discharge the Administration's functions and may for that purpose use funds available for carrying out such functions; and he may delegate any of his

Water Quality  
Act of 1965.  
70 Stat. 498.

Administration.

Additional As-  
sistant Secretary  
of Health, Edu-  
cation, and Wel-  
fare.

5 USC 623 note.

Ante, p. 449.

Establishment.





## Public Law 89-114

August 6, 1965  
[H. R. 6622]

## AN ACT

To exempt the postal field service from section 1310 of the Supplemental Appropriation Act, 1952.

Postal Field  
Service.  
Personnel in-  
creases, exemp-  
tion.  
65 Stat. 757;  
76 Stat. 858.

*Be it enacted by the Senate and House of Representatives of the United States of America in Congress assembled, That (a) section 1310(a) of the Supplemental Appropriation Act, 1952, as amended (5 U.S.C. 43, note), is amended by striking out "That increases in the number of permanent personnel in the Postal Field Service not exceeding 10 per centum above the total number of its permanent employees on September 1, 1950, shall not be chargeable to this limitation: And provided further,".*

*(b) Section 1310 of such Act, as amended (5 U.S.C. 43, note), is amended by adding at the end thereof the following subsection:*

*"(f) This section shall not apply to the postal field service of the Post Office Department."*

Approved August 6, 1965.

Nonapplicabil-  
ity.

## Public Law 89-115

August 9, 1965  
[H. R. 2984]

## AN ACT

To amend the Public Health Service Act provisions for construction of health research facilities by extending the expiration date thereof and providing increased support for the program, to authorize additional Assistant Secretaries in the Department of Health, Education, and Welfare, and for other purposes.

Health Research  
Facilities Amend-  
ments of 1965.

*Be it enacted by the Senate and House of Representatives of the United States of America in Congress assembled, That this Act may be cited as the "Health Research Facilities Amendments of 1965".*

## HEALTH RESEARCH FACILITIES CONSTRUCTION GRANTS

70 Stat. 718;  
75 Stat. 827.  
42 USC 292c.

SEC. 2. (a) Section 704 of the Public Health Service Act (hereinafter referred to as the "Act") is amended by inserting after "\$50,000,000," the following: "and for the fiscal year ending June 30, 1967, and the two succeeding fiscal years, an aggregate of not to exceed \$280,000,000."

(b) Subsection (a) of section 705 of the Act is amended by striking out "June 30, 1965" and inserting in lieu thereof "June 30, 1968".

## CONTRACT AUTHORITY

58 Stat. 692;  
70 Stat. 490.  
42 USC 241.

SEC. 3. Section 301 of the Act is amended by striking out "and" at the end of subsection (g), by redesignating subsection (h) as subsection (i), and by inserting immediately before such subsection the following new subsection:

"(h) Enter into contracts during the fiscal year ending June 30, 1968, and each of the two succeeding fiscal years, including contracts for research in accordance with and subject to the provisions of law applicable to contracts entered into by the military departments under title 10, United States Code, sections 2353 and 2354, except that determination, approval, and certification required thereby shall be by the Secretary of Health, Education, and Welfare; and".

70A Stat. 134.

79 S

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ADDITIONAL ASSISTANT SECRETARIES OF HEALTH, EDUCATION, AND WELFARE

1. (a) There shall be in the Department of Health, Education, and Welfare, in addition to the Assistant Secretaries now provided by law, three additional Assistant Secretaries of Health, Education, and Welfare, who shall be appointed by the President, by and with the advice and consent of the Senate. The provisions of section 3 of the Reorganization Plan Numbered 1 of 1953 (67 Stat. 631) shall be applicable to such additional Assistant Secretaries to the same extent as they are applicable to the Assistant Secretaries authorized by section 3.

✓  
Appointment by President.

5 USC 1332-15 note.

The office of Special Assistant to the Secretary (Health and Medical Affairs), created by section 3 of the Reorganization Plan Numbered 1 of 1953 (67 Stat. 631), is hereby abolished.

Office abolished.

78 Stat. 429.

Paragraph (17) of section 303(d) of the Federal Executive Act of 1964 (78 Stat. 418) is amended by striking out "(2)" and the period at the end thereof and inserting in lieu thereof "and paragraph (95) of section 303(e) of such Act is repealed. The President may authorize the person who immediately prior to the date of enactment of this Act occupies the office of Special Assistant to the Secretary (Health and Medical Affairs) to act as one of the additional Assistant Secretaries authorized by subsection (a) of section 3, until that office is filled by appointment in the manner provided by such section. While so acting, such person shall receive compensation at the rate now or hereafter provided by law for Assistant Secretaries of executive departments." Approved August 9, 1965.

5 USC 2211.

Repeal.

Interim appointment.

Law 89-116

AN ACT

to establish a five-day workweek for postmasters, and for other purposes.

August 9, 1965  
[H. R. 1771]

Enacted by the Senate and House of Representatives of the United States of America in Congress assembled, That (a) section 3576 of title 39, United States Code, is amended by—

Postmasters.  
5-day work week.  
74 Stat. 644.

(1) striking out "postmasters" in paragraph (3) and inserting in lieu thereof "postmasters in fourth-class post offices"; and  
(2) adding immediately following paragraph (5) the following new paragraph:

(6) To compute the daily rate of basic compensation for postmasters (other than postmasters in fourth-class post offices), the annual rate of compensation shall be divided by 260."

Chapter 45 of title 39, United States Code, is amended by inserting immediately after section 3576 thereof the following new section:

74 Stat. 615;  
78 Stat. 403.  
39 USC 3501 et seq.

Workweek of postmasters in post offices of the first, second, and third classes

The Postmaster General shall schedule postmasters in post offices of the first, second, and third classes to work a five-day week. Subsection (a) of this section shall not be held or considered to require the closing of any post office on any weekday, Monday through Saturday, inclusive."



SHANA GORDON

Present Position

Assistant Commissioner of Education for Public Affairs  
United States Office of Education  
Department of Health, Education, and Welfare  
Washington, D.C. 20202

Home Address

Watergate South  
700 New Hampshire Avenue, N.W.  
Washington, D.C. 20037  
(202) 338-1990

Date of Birth

April 6, 1940

Place of Birth

New York City

Education

Julliard School of Music

University of New Mexico, B.S. (1961), M.A. (1968), Ph.D. (1969)  
(Linguistics/Education)

Fellowships and Other Awards

United States Office of Education Fellow, 1969-1970  
American Council of Learned Societies Fellow in Linguistics, 1968  
NDEA Graduate Fellow, 1967-1969  
Phi Kappa Phi Honor Society, 1961  
New York Regents State Scholar, 1957  
Grant to Study with the New York Woodwind Quintet, 1957

Positions Held

Assistant to the Director  
National Institute of Education  
Washington, D.C., 1975

Assistant to the HEW Assistant  
Secretary for Education  
Washington, D.C., 1975

Chief Evaluation Officer/Senior Policy Analyst and Planner  
National Institute of Education  
Washington, D.C., 1972-1975

Consultant, Washington, D.C., 1970-1972



Hellos, Office of the DHEW Assistant Secretary/U.S. Commissioner of Education, Washington, D.C., 1969-1970

Research Assistant in Linguistics, University of New Mexico, Albuquerque, New Mexico. 1968-1969

Instructor and Supervisor of Student Teachers, University of New Mexico, Albuquerque, New Mexico. 1966-1968.

Linguist/Curriculum Developer and Writer, Southwestern Cooperative Educational Laboratory, Albuquerque, New Mexico, 1967

Teacher, Los Alamos Schools, Los Alamos, New Mexico, 1962-1966

Teacher, Albuquerque Public Schools, Albuquerque, New Mexico, 1961-1962

Private Flute and Piano Teacher, 1957-1966

### Special Assignments and Consultancies

Consultant, U.S. Office of Education/National Center for Educational Research and Development, Washington, D.C., 1971-1972

Consultant, Institute for Educational Development, New York, New York, 1971-1972

Consultant, U.S. Office of Education/National Center for Educational Technology, Washington, D.C., 1971

Consultant, Institute for the Advancement of Urban Education, New York, New York, 1970-1972

Writer/Editor of Press Releases, Newsletters and Brochures for National Organizations, 1970-1972

Flautist, Symphony Orchestras and Chamber Music Ensembles

Pianist, Performances in Carnegie Recital Hall; Academy of Music; Town Hall; Steinway Hall



THE WHITE HOUSE  
WASHINGTON

February 10, 1975

MEMORANDUM FOR: WILLIAM WALKER

FROM:

PHILIP BUCHEN

*P.W.B.*

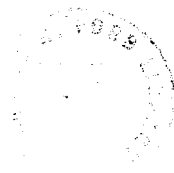
Here are letters I had overlooked sending you which endorse Rock Gust, Jr.

The writers are good friends of mine whose judgment I very much respect.

Attachments

*Permitted*

*Gust, Rock*



ROCKWELL T. GUST  
A. HILLARD WILLIAMS  
VICTOR W. KLEIN  
T. GORDON SCUPHOLM  
ALFRED W. MASSNICK  
MARTIN L. BUTZEL  
PHILIP T. VAN ZILE, II  
ADDISON D. CONNOR  
GEORGE E. BRAND, JR.  
JAMES D. RITCHIE  
JOHN J. KUHN  
WILLIAM M. SAXTON  
HAROLD A. RUEMENAPP  
LESLIE W. FLEMING  
ELEANOR S. PAYNE  
WILLIAM L. POWERS  
ROBERT J. BATTISTA  
JOHN P. WILLIAMS  
ROBERT M. KLEIN  
XHAFAER ORHAN  
LAWRENCE R. VAN TIL  
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December 23, 1974

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1883-1973  
FRED J. KENNEDY  
1891-1989  
DAVID W. KENDALL  
OF COUNSEL  
CABLE ADDRESS  
STARZEL

Philip A. Buchen, Esquire  
Counsel to The President  
The White House  
Washington, D. C. 20500

Dear Phil:

My congratulations to you on your new position. I am sure it could not be filled by a better person, but, looking back, it's been quite a turn-around from 1948, hasn't it?

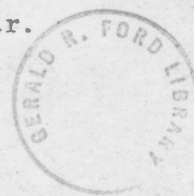
I am sure you know Rock Gust, Jr. who for many years was with this firm before going to Hamilton International as General Counsel. I presume that Rock's activities in that position have been reflected in his prior conferences with you and others.

In any event, I am also informed that he has indicated a keen desire to join the Ford administration. He has submitted the requested biographical data and personally met with you, Senator Griffin and Bill Seidman, among others, according to my information.

However, you may not be aware of his activities in the field of public transportation, which has occurred more recently. In view of current events, it would seem appropriate to bring them to your attention. Accordingly, I am enclosing a copy of a letter from Governor Milliken to Bill Seidman which summarizes the highlights of Rock's endeavors as Chairman of the Michigan Public Transportation Council. I would much appreciate it if you could have Rock's file brought to the attention of whomever you may deem appropriate in this connection.

My very best wishes to you and yours for the new year.

Sincerely





STATE OF MICHIGAN  
OFFICE OF THE GOVERNOR  
LANSING

WILLIAM G. MILLIKEN  
GOVERNOR

November 13, 1974

2 cards

A - Gov. Milliken  
re:  
Rocky Gust

Dear Bill:

I know you have recently talked with Rocky Gust, as I have, in connection with the possibility of his becoming part of the Ford Administration in some capacity commensurate with his experience and talents. You, perhaps, know him as well as I do, but I did want you to know that I am strongly supporting him for any possible position for which you and President Ford might consider him qualified.

He has, over the years, been strongly supportive of the Republican Party and of me personally.

A year or so ago I asked him to take the responsibility of chairing the Public Transportation Council. In that capacity he has the responsibility to advise the Highway Commission, the Legislature, and myself on public transportation policy. He has provided leadership in implementing progressive and innovative new programs. His conscientiousness and sound judgment have been extremely valuable in developing a balanced transportation program for Michigan.

I did want you to know I support his desire to have some position with the Administration with a great deal of enthusiasm, and I hope that something can be worked out.

Sincerely,

Governor

Mr. W. L. Seidman  
Special Assistant to the President  
for Economic Affairs  
The White House  
Washington, D. C.



# The Presidents Club

OF THE UNIVERSITY OF MICHIGAN

Paul G. Goebel  
Regent-Emeritus

Frederick J. Vogt  
Chairman, Membership Committee

December 13, 1974

Mr. Philip Buchen  
The White House  
Washington, D.C.

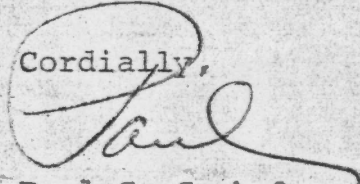
Dear Phil:

Rockwell T. Gust, Jr. phoned me yesterday and asked me if I would write to you endorsing him for any government job in Washington. I believe he had written to you or Jerry and enclosed his resume.

I won't attempt to add to his resume, but I am happy to heartily recommend him to you. He's a capable lawyer and has been interested in politics and government for a long time.

Best to you - always!

Cordially,

  
Paul G. Goebel

PGG/css.

cc: Mr. William Seidman  
FILE

*No acknowledgment necessary!*





December 13, 1974

Mr. William Seidman  
The White House  
Washington, D.C.

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Paul G. Goebel

PGG/css

cc: Mr. Philip Buchen ✓  
FILE

