

WHAT IT WOULD BE NECESSARY TO DO IN ORDER TO PUT INTO OPERATION BY
JUNE 15, 1934, PLAN DESIGNED TO MAKE AMERICAN UNIVERSITY
A LABORATORY FOR THE STUDY OF PUBLIC AFFAIRS

If a plan such as the one outlined in Memorandum No. 1 is to be put into effect, now is the time to begin. It is true that it may be impossible to organize it immediately on as broad outlines as suggested in Memorandum No. 1. It would, nevertheless, be possible to set up a "going concern" which would be doing such an effective piece of work that it would fire the imagination of persons interested in the ultimate possibilities of such a program. This, in turn, would make it possible for the University to obtain financial support for the work much sooner than if the plan were simply on paper.

It is therefore proposed that the following procedure be put into operation at once.

I. At the inauguration of Doctor Gray as Chancellor on March 3 the first official announcement of the establishment of the School of Public Affairs will be made.

II. At that time it would be announced if practicable, that the first session of the School of Public Affairs will be held during the Summer of 1934 and will be conducted as an Institute for the Study of the Emergency Agencies of the Government.

III. The Advisory Council will be created at once.

IV. Doctor Gray will be authorized to communicate at once with a number of outstanding teachers in the field of the social sciences to determine to what extent they will be willing to cooperate with the University in connection with this pioneering work. One of these men will be selected to act as the first Visiting Dean of the School of Public Affairs.

V. Members of the present faculty of the University who are to serve on the faculty of the School of Public Affairs will be selected at once.

VI. The permanent administrative officer, or Executive Director of the

School will be selected at once.

VII. The permanent administrative officer working with the Visiting Dean of the School and the Chancellor will communicate with outstanding social science teachers who are planning to carry on research work in Washington during the summer months and seek to enlist their support, and, at the same time, to be of assistance to them in their work.

VIII. The permanent administrative officer working with the Visiting Dean and the Chancellor will work out all arrangements for round table discussions, lectures by government officials, etc.

IX. For the Summer Session, invitations will be extended to students in all the colleges and universities. Enrollment will be limited only by the University's ability to provide room and board.