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KIEFFER, JAROLD A.: Papers, 1952-71 (Microfilm)

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Date Completed: May 1983

The Papers of Jarold A. Kieffer were deposited in the Dwight D. Eisenhower Library during the summer of 1972. Dr. Kieffer authorized the review and opening of the papers in September 1980.

Linear feet	1
Approximate number of pages:	37,200
Approximate number of items:	18,600

Literary property rights in the writings of Jarold A. Kieffer in these papers are reserved to Dr. Kieffer during his lifetime.

SCOPE AND CONTENT NOTE

The papers of Jarold A. Kieffer span the years 1953 to 1971. Dr. Kieffer served either officially or in a consulting capacity with virtually every major administrative reform effort of the Eisenhower administration and it is this work that is best documented in his papers. Arranged alphabetically by subject, the Kieffer papers on deposit at the Eisenhower Library are microfilmed copies of the original papers which remain in the personal possession of Dr. Kieffer.

During the Eisenhower administration, Dr. Kieffer served in a variety of positions, often holding several concurrently. The most significant of these positions were held with the Commission on Organization of the Executive Branch of the Government (Second Hoover Commission), the President's Advisory Committee on Government Organization (PACGO), and the Office of Defense Mobilization.

While serving as an assistant to Arthur S. Flemming, Dr. Kieffer was in an excellent position to observe the workings of both the intertwined nature of the functions of these groups. The Second Hoover Commission materials cover a wide range of topics on nearly all aspects of government operation. The manuals prepared by the Second Hoover Commission are included in the papers and they show how the commission implemented its congressional directive to promote economy and efficiency as well as improve service in all areas of the government. Similar in both scope and content are the materials concerning PACGO, whose purpose was to advise the President with respect to changes in organization and activities of the Executive Branch of government which would promote economy and efficiency. Dr. Kieffer's handwritten notes on the PACGO meetings are included in these materials. Two other general subjects which are well-documented in both the Second Hoover Commission materials and the PACGO materials are civil defense and the establishment of the Career Executive Program for high-ranking civil service positions.

The classified documents in this collection were all reviewed and declassified prior to opening for research. The container list includes in brackets after the folder title the inclusive frame numbers for each folder.

BIOGRAPHICAL SKETCH

May 5, 1923 Born, Minneapolis, Minnesota

1942-46 U.S. Army (South Pacific and Philippines)

1947 B.A., University of Minnesota

1950 Ph.D., University of Minnesota

1951-52 Staff Assistant to the Executive Secretary, ODM

1952 Staff Secretary, ODM

1952-53 Executive Secretary, Personnel Advisory Committee, and Executive Assistant to the Director of Organization and Personnel, AEC

1953 Executive Secretary, Borrowing Authority Review Board

1953-55 Assistant to Arthur S. Flemming, member, Commission on Organization of the Executive Branch of the Government (Second Hoover Commission)

1953-58 Assistant to Arthur S. Flemming, member, President's Advisory Committee on Government Organization

1955-56 Special Assistant to Director, ODM; and Assistant to Meyer Kestnbaum, Special Assistant to the President for Hoover Commission Matters

1956-57 Advisor to Meyer Kestnbaum on Hoover Commission Matters; and Deputy Assistant to the Director (National Security Affairs), ODM

1957 Advisor to President's Advisory Committee on Career Executive Program

1957-58 Assistant to Nelson A. Rockefeller

1958 Consultant to the President's Advisory Committee on Government Organization; consultant, ODM; and Consultant, HEW

1958-59 Assistant to the Secretary, HEW

1959-61 Assistant to the Chairman of the President's Committee on Government Organization; Assistant to the Secretary of HEW for program analysis; and Secretary, Board of Trustees of the National Cultural Center (now John F. Kennedy Center for Performing Arts)

1959-63 Lecturer on Government, American University

1961-63 Executive Director, National Cultural Center

1963-69 Associate Professor of Political Science, University of Oregon

1965-67 Vice Chairman, Governor's Planning Council on the Arts and Humanities, State of Oregon

1968-69 Chairman, Project 70's Task Force on State Government Reorganization, State of Oregon

1969- Director, Macalester Foundation for Higher Education, St. Paul, Minnesota

1970-71 Director, Office of International Training, AID, Department of State

1971 Consultant, Office of High Speed Ground Transportation, Department of Transportation

1972-75 Assistant Administrator for Population and Humanitarian Assistance, AID, Department of State

1975 Adjutant Professor, International Relations, American University

1975-76 Staff Director, President's Panel on Biomedical Research

1976-77 Deputy Commissioner, Social Security, HEW

1977- Task Force Director, Commission on Administrative Review, U. S. House of Representatives

1978- Director, National Committee on Careers for Older Americans

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