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WITHDRAWAL SHEET

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Collection Name

Withdrawer

IGP 8/30/2005

File Folder JGR/WHITE HOUSE VOLUNTEERS

FOIA

F05-139/01

Box Number 57

COOK

71IGP

DOC NO	Doc Type	Document Description	No of Pages	Doc Date	Restrictions	
1	RESUMES	RESUMES FOR WHITE HOUSE VOLUNTEERS FROM THE CHRISTIAN COLLEGE COALITION AMERICAN STUDIES PROGRAM (PARTIAL)	3	ND	B6	959

Freedom of Information Act - [5 U.S.C. 552(b)]

- B-1 National security classified information [(b)(1) of the FOIA]
- B-2 Release would disclose internal personnel rules and practices of an agency [(b)(2) of the FOIA]
- B-3 Release would violate a Federal statute [(b)(3) of the FOIA]
- B-4 Release would disclose trade secrets or confidential or financial information [(b)(4) of the FOIA]
- B-6 Release would constitute a clearly unwarranted invasion of personal privacy [(b)(6) of the FOIA]
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- B-8 Release would disclose information concerning the regulation of financial institutions [(b)(8) of the FOIA]
- B-9 Release would disclose geological or geophysical information concerning wells [(b)(9) of the FOIA]

E.O. 13233

C. Closed in accordance with restrictions contained in donor's deed of gift.

THE WHITE HOUSE

WASHINGTON

January 3, 1983

MEMORANDUM FOR FRED F. FIELDING

FROM: JOHN G. ROBERTS *JGR*

SUBJECT: Whittlesey Letter Concerning
White House Volunteers

Faith Whittlesey has asked you to review a letter she proposes to send to Richard Gathro. Gathro runs the American Studies Program of the Christian College Coalition, which in the past year placed student interns as volunteers with the Office of Public Liaison. Gathro wrote Whittlesey asking her to accept volunteers under the program for next year, despite what he understood to be a policy of not accepting more volunteers because of the election year. Whittlesey's proposed letter states that she cannot "accept any additional volunteers in 1984 because of the Presidential election."

I discussed this with John Rogers, who advised me that Whittlesey has been allocated four volunteer slots, an amount consistent with her office's use of volunteers in the past. It is my understanding that the policy decision was to avoid an increase in the number of White House volunteers, not to ban them altogether. Whittlesey's proposed letter seeks to shift the burden of explaining why American Studies Program volunteers are not being accepted away from her own decision to otherwise use up her volunteer slots to a supposed election year policy beyond Whittlesey's control. Whittlesey's reply should simply state that there are no openings for volunteers, not that an election year policy prevents her from accepting them. I have drafted a memorandum to Whittlesey advising her not to cite the policy against increasing the number of volunteer slots as the reason for declining to accept any particular volunteers. I recommend copying John Rogers, who has expressed some concern that Whittlesey may be trying to play our respective offices against each other on the volunteer question.

Attachment

THE WHITE HOUSE

WASHINGTON

January 3, 1984

MEMORANDUM FOR FAITH R. WHITTLESEY
ASSISTANT TO THE PRESIDENT
FOR PUBLIC LIAISON

FROM: FRED F. FIELDING Orig. signed by FFF
COUNSEL TO THE PRESIDENT

SUBJECT: Proposed Letter Concerning
White House Volunteers

You have asked for our views on a proposed response to Richard Gathro, Associate Director of the American Studies Program of the Christian College Coalition. Mr. Gathro asked you to accept students in the program as White House volunteers, and your proposed reply declining the offer cites the policy against accepting additional volunteers during a Presidential election year.

In our view, it is not accurate to cite this policy as the reason for not accepting volunteers from the American Studies Program. The policy to which you referred was designed to avoid growth in the number of volunteers. Assistant to the President John F. W. Rogers has advised us that your office has been allocated four volunteer slots. Your inability to accept the American Studies Program volunteers is the result more of a decision to allocate those slots to others than of the policy to avoid growth in the number of White House volunteers in an election year.

The following version of the second paragraph of your letter more accurately represents the facts:

We are, unfortunately, not able to accept additional volunteers from the American Studies Program for the time periods you indicated. The number of openings for volunteers at the White House is limited, and our allocated openings have already been filled. We cannot increase the number of available volunteer openings at this time.

Thank you for raising this matter with us.

cc: John F. W. Rogers
Assistant to the President
for Management and Administration

FFF:JGR:aea 1/3/84

bcc: FFFielding/JGRoberts/Subj/Chron

FG006

WHITE HOUSE CORRESPONDENCE TRACKING WORKSHEET

DR

O - OUTGOING

H - INTERNAL

I - INCOMING

Date Correspondence Received (YY/MM/DD) 1 1

Name of Correspondent: Faith Ryan Whittlesey

MI Mail Report

User Codes: (A) _____ (B) _____ (C) _____

Subject: Draft response to Richard Gathro's Dec 983 letter, of the American Studies Program of the Christian College Coalition re: volunteers in the White House

ROUTE TO:	ACTION	DISPOSITION			
Office/Agency (Staff Name)	Action Code	Tracking Date YY/MM/DD	Type of Response	Code	Completion Date YY/MM/DD
<u>CUBOU</u>	<u>DD</u> ORIGINATOR	<u>831216</u>			<u>1 1</u>
<u>CUST 18</u>	Referral Note:	<u>D 831216</u>		<u>S</u>	<u>831228</u>
	Referral Note:	<u>1 1</u>			<u>1 1</u>
	Referral Note:	<u>1 1</u>			<u>1 1</u>
	Referral Note:	<u>1 1</u>			<u>1 1</u>
	Referral Note:				

- ACTION CODES:**
- A - Appropriate Action
 - C - Comment/Recommendation
 - D - Draft Response
 - F - Furnish Fact Sheet to be used as Enclosure

- I - Info Copy Only/No Action Necessary
- R - Direct Reply w/Copy
- S - For Signature
- X - Interim Reply

- DISPOSITION CODES:**
- A - Answered
 - B - Non-Special Referral
 - C - Completed
 - S - Suspended

FOR OUTGOING CORRESPONDENCE:
 Type of Response = Initials of Signer
 Code = "A"
 Completion Date = Date of Outgoing

Comments: _____

Keep this worksheet attached to the original incoming letter.
 Send all routing updates to Central Reference (Room 75, OEOP).
 Always return completed correspondence record to Central Files.
 Refer questions about the correspondence tracking system to Central Reference, ext. 2590.

THE WHITE HOUSE

WASHINGTON

December 13, 1983

Dear Mr. Gathro:

Thank you for your letter of December 9th. We truly appreciate the American Studies Program. You have placed outstanding volunteers with the White House.

Unfortunately, we are not able to accept any additional volunteers in 1984 because of the Presidential election. We are very sorry but this is the policy as we enter the election year.

Thank you for your help in the past, and we will look forward to working with you in the future.

Sincerely,

Faith Ryan Whittlesey
Assistant to the President
for Public Liaison

Mr. Richard L. Gathro
Associate Director
The American Studies Program of
the Christian College Coalition
215 Second Street, N.E.
Washington, D.C. 20002

THE WHITE HOUSE

WASHINGTON

December 14, 1983

188654ca

MEMORANDUM FOR FRED FIELDING

FROM: Faith Ryan Whittlesey *FRW*
SUBJECT: Volunteers in the White House

Please find attached a letter from Richard Gathro of the American Studies Program of the Christian College Coalition urging us to reconsider our position with respect to our discontinuation of the volunteer program.

Also please find attached a copy of the draft reply prepared by Jack Courtemanche, my deputy. Would you kindly review the response based upon Administration policies and advise.

Many thanks.

The American Studies Program
of the
CHRISTIAN COLLEGE COALITION

235 Second Street, N.E., Washington, D.C. 20002 (202) 546-3086



JOHN R. DELLENBACK
President

JOHN A. BERNBAUM
Vice President

RICHARD L. GATHRO
Associate Director

JERRY S. HERBERT
Associate Director

December 9, 1983

Ms. Faith Whittlesey
West Wing
The White House
Washington, D.C. 20500

Dear Ms. Whittlesey,

The American Studies Program is an internship and public policy seminar program for the seventy accredited colleges and universities of the Christian College Coalition. During the past year we have had our students serve in voluntary internships in the Office of the Public Liaison. Our contact persons have been Ms. Carolyn Sundseth and Mrs. Dee Jepsen. We have been very pleased with the results.

Ms. Sundseth has encouraged me to write to you in regards to extending this opportunity. It is our understanding that the White House is holding back on accepting more volunteers, due to the election. I would like to appeal for an exception for our students. These internships are part of their degree and study program and are not politically motivated. The internships are monitored by our faculty and eight (8) credits are given for the experience.

Enclosed are resumes for three of our students. I am asking that Mary Enges be considered for the spring semester and Brett Barbre and Dale Hillegonds be considered for the summer fourteen week program. Your kind consideration of our students would be much appreciated. I would be happy to discuss the possibilities with you at any time.

Sincerely,

Richard L. Gathro
Associate Director

RLG/kjh

cc: Carolyn Sundseth

Encls.

*Jack - please
draft
response
for my
signature.
Thank!*

CHRISTIAN COLLEGE COALITION

AMERICAN STUDIES PROGRAM
235 Second Street, N.E., Washington, D.C. 20002 (202) 546-3086



JOHN R. DELLENBACK
President
JOHN A. BERNBAUM
Director

THE AMERICAN STUDIES PROGRAM

John A. Bernbaum, Ph.D., Director
Richard L. Gathro, M.T.S., Associate Director
Jerry S. Herbert, Ph.D., Associate Director
John W. Hays, B.A., Assistant to the Director

The American Studies Program, which began in September of 1976, is sponsored by the Christian College Coalition, a federation of sixty-nine liberal arts colleges and universities from across the country.

The program was created to provide work-study opportunities for the diverse majors and personal interests of students from member schools. It is designed to expose students to opportunities for involvement in public life, as well as to provide them with a general understanding of the dynamics at work in the nation's capital. Participants work as voluntary interns and participate in an afternoon seminar program for which they receive full academic credit. Since the number of participants is limited, applicants are carefully screened.

INTERNSHIPS: Voluntary internships are arranged for students to suit their particular academic major and area of interest. The internships are designed to be pre-vocational work experiences which will assist the students in understanding the nature of professional life in their field of interest.

The types of internships have varied due to the significant resources of Washington, D.C. Students have interned in the legislative, judicial, and executive branches of government. They have served in such areas as the sciences, the arts, human relations, energy and environment, business and economics, international affairs, law, journalism and communications, and with the public interest and research groups.

Most internships are arranged on a basis of approximately 25 hours per week. During the summer months, students work as interns on a full-time basis for seven weeks. The students are required to keep a daily journal and meet periodically with an advisor of the American Studies Program to insure a quality learning experience.

AMERICAN STUDIES SEMINAR: The seminar program, held three afternoons per week, is organized into one-month academic modules which deal with a variety of subjects. The subject of each module is normally treated from a multi-disciplinary approach utilizing the vast resources that are available to students in Washington, D.C., including highly qualified lecturers. The modules include study of the three branches of government, and such issues as the economy of the U.S., defense and weapons policies, social welfare policies, and other relevant current topics.

CHRISTIAN COLLEGE COALITION

AMERICAN STUDIES PROGRAM
235 Second Street, N.E., Washington, D.C. 20002 (202) 546-3086



JOHN R. DELLENBACK
President
JOHN A. BERNBAUM
Director

AMERICAN STUDIES PROGRAM INTERNSHIP RESPONSIBILITIES

Student Responsibilities:

1. To meet agency expectations:
 - Time commitment - 20 hours/week minimum; 30 hours/week maximum
 - Punctuality
 - Good attendance (time off should be given only for illness, personal problems, and educational activities)
 - Accountable for use of time
 - Complete all assignments
 - Produce "quality" work
 - Work under direction of immediate supervisor unless otherwise directed
 - Exhibit a positive attitude at all times
2. To meet American Studies Program expectations:
 - Complete classroom assignments
 - Fulfill above agency expectations
 - Keep a journal of personal growth, activities, questions concerning the internship.
 - Participate in mid-semester and end-semester evaluation of the internship experience
 - Complete a final self-evaluation of the internship

Internship Office Responsibilities:

1. To provide adequate supervision as needed by individual
2. To provide progressive challenges on the job to the student, giving the student a fair balance of menial and substantive work
3. To participate in mid-semester visit and end-semester evaluation, including a written final evaluation
4. To inform ASP supervisor of problems or questions as they arise

Please note that our students are not to be paid for their internship. Reimbursement for expenses (e.g. Metro fare and lunches) is encouraged.

American Studies Program Responsibilities:

1. To monitor the internship, including regular contact with the internship supervisor and the intern.

(continued)

Christian College Coalition

AMERICAN STUDIES PROGRAM INTERNSHIPS
Fall 1976 - Fall 1982

CONGRESS

Senate:

Offices of Senators
Judiciary Committee
Subcommittee on Security & Terrorism
Office of the Senate Historian
Republican Conference
Republican Policy Committee

House:

Offices of Representatives
Committee on Education & Labor
Committee on Ways & Means:
Subcommittee on Trade
Congressional Budget Office
Republican Study Committee
Small Business Committee
Joint Economic Committee

FEDERAL GOVERNMENT AGENCIES

Department of Education:
Bureau of the Handicapped
Office of Indian Education
Department of Energy
Department of Health & Human Services:
Office of the Family
Department of Housing & Urban Development
Department of the Interior:
Bureau of Indian Affairs
Department of Justice:
Law Enforcement Assistance Administration*
US Parole Commission
Department of State (honor students only)
Agency for International Development
Federal Aviation Administration
Federal Reserve System
General Accounting Office (GAO)
National Marine Fisheries Service
Office of Consumer Affairs
Office of the Special Trade Representative
Peace Corps
President's Task Force
on Private Sector Initiatives
US Forest Service (economic planning)
US Probation Office

LOCAL GOVERNMENT

City Council of the District of Columbia
Office of the County Executive

INTERNATIONAL AFFAIRS RELATED

Agency for International Development
Arms Control Association
Center for Defense Information
Coalition for a New Foreign & Military Policy
Committee for National Security
Development Resources
Foreign Students Services Council
French Embassy
Institute for International Development
Japanese Embassy
Organization of American States (OAS)
Peace Corps
United Nations Refugees Project
Washington Office on Africa
Washington Office on Latin America
World Relief Corporation

PUBLIC INTEREST & RESEARCH GROUPS

American Association of University Professors
Americans for SALT*
Baptist Joint Committee on Public Affairs
Bread for the World
Center for Defense Information
Christian Action Council
Christian Rescue Effort for the
Emancipation of Dissidents (CREED)
Citizen's Choice
Coalition for a New Foreign & Military Policy
Committee for National Security
Common Cause
Friends Committee on National Legislation
Heritage Foundation
Impact
Inter-religious Task Force on US Food Policy
League of Women Voters
National Association of Evangelicals
National Trust for Historic Preservation
North American Council on Adoptable Children
Republican National Committee
Union of Concerned Scientists
World Hunger Education Service

HISTORY & LIBRARY RELATED

National Archives
National Trust for Historic Preservation
Library of Congress
Office of the Senate Historian

MARY D. ENGES

114-A Goforth Road East
Sequim, WA 98383
(206)683-6475

Age: 21

Social Security Number: [REDACTED]

b6

OBJECTIVE: Voluntary internship at The White House
January 12 - May 3, 1984

EDUCATION: Seattle Pacific University, Seattle, WA
Winter, 1982 to Present

Peninsula College, Port Angeles, WA
1980 - 1982, Associate of Arts Degree

University of Washington, Extension Campus
1980

MAJOR: Political Science

Relevant Coursework: American Constitutional Development
Law and the Political Process
Ethical Issues in American Politics
International Peace
American Foreign Relations
Theories of Politics
Psychology and Sociology of Politics

GRADE POINT AVERAGE (GPA): 3.80

ACTIVITIES: Associated Student Council
Seattle Pacific University: Autumn Quarter in
Europe

AWARDS: Danforth Foundation: "I Dare You" Leadership Award
I.T.T. Rayonier Scholarship
University Scholar Award

SKILLS: Typing
French and German Language

References available upon request

BRETT RONALD BARBRE

COLLEGE ADDRESS:
SUB 339
George Fox College
Newberg, Or 97132
(503) 538-8383 Ext. 351

HOME ADDRESS:
19691 Crestknoll Drive
Yorba Linda, CA 97132
(714)970-8804

DATE OF BIRTH: April 23, 1963

SOCIAL SECURITY NUMBER: [REDACTED]

b6

OBJECTIVE: Voluntary Internship at the White House
May 21 - August 24, 1984

EDUCATION: George Fox College, Newberg, OR
Candidate, Bachelor of Arts, May 1985

Major: Business/Economics
Minor: Political Science


Relevant Coursework: Introduction to Business
Introduction to Computers
Basic Computer Programming
Effective Writing
Public Communication I
Introduction to Economics
State and Local Government
American Government
American History
International Relations
Audiovisual Techniques
Field Experience: Law

COLLEGE ACTIVITIES: Student Government President, 1983-Present
Regional Director, American Association of
Evangelical Students, 1983-Present
Resident Assistant, 1982-1983
Supreme Court Chief Justice, 1982-1983
Freshman Class President, 1981-1982

References available upon request

DALE R. HILLEGONDS

18054 Roy Street
Lansing, IL 60438
(312)474-7290

Date of Birth: April 28, 1963 Social Security Number: 

OBJECTIVE: Voluntary internship at the White House
May 21 - August 24, 1984

EDUCATION: Trinity Christian College, Palos Heights, IL
Candidate, Bachelor of Arts, May 1985

Major: History and Business Administration

Relevant Coursework: Principles of Accounting
Managerial Accounting
The City in America
Philosophy of History
Western Civilization I & II
U.S. History
American Intellectual History
Macroeconomics
Cold War Seminar

ACTIVITIES: Service on a variety of student/faculty committees:
Curriculum Development
Admissions
Teacher Education

References available upon request

b6