



Rockefeller Foundation records, Biographical File

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English

Describing Archives: A Content Standard

Rockefeller Archive Center

15 Dayton Avenue

Sleepy Hollow 10591

archive@rockarch.org

URL: <http://www.rockarch.org>

Table of Contents

| | |
|----------------------------------|---|
| Summary Information | 3 |
| Scope and Contents | 3 |
| Arrangement | 4 |
| Administrative Information | 4 |
| Collection Inventory | 5 |

Summary Information

| | |
|----------------------------------|---|
| Repository: | Rockefeller Archive Center |
| Creator: | Rockefeller Foundation. |
| Title: | Rockefeller Foundation records, Biographical File |
| ID: | FA485 |
| Date: | undated |
| Physical Description: | 3.04 Cubic Feet 8 letter document boxes. |
| Physical Description: | 8 document boxes. |
| Language of the Material: | English |

Preferred Citation

Information regarding the Rockefeller Archive Center's preferred elements and forms of citation can be found at <http://www.rockarch.org/research/citations.php>

[^ Return to Table of Contents](#)

Scope and Contents

The scope and breadth of the Biographical File is inconsistent. Some files are rich, while others are sparse.

Individual files may contain: biographical sketches, curriculum vitae and resumes, obituaries, press releases, photographs, articles and publications. Files may also document honors, awards, appointments and positions held.

[^ Return to Table of Contents](#)

Arrangement

The Rockefeller Foundation Biographical File is arranged alphabetically by the last name/family name of the individual or by institutional name.

[^ Return to Table of Contents](#)

Administrative Information

Publication Statement

Rockefeller Archive Center

15 Dayton Avenue

Sleepy Hollow 10591

archive@rockarch.org

URL: <http://www.rockarch.org>

Conditions Governing Access

Open for research. Brittle or damaged items are available at the discretion of RAC. Researchers interested in accessing digital media (floppy disks, CDs, DVDs, etc.) or audiovisual material (audio cassettes, VHS, etc.) in this collection must use an access surrogate. The original items may not be accessed because of preservation concerns. To request an access surrogate be made, or if you are unsure if there is an access surrogate, please contact an archivist.

Processing Information

Level 2 Limited Processing has been conducted by RAC to establish basic intellectual and physical control of the material and assess immediate preservation and conservation needs. Records have been rehoused into acid-free boxes. All records remain in original folders.

Immediate Source of Acquisition

The Rockefeller Foundation Biographical File was created and maintained by the Foundation staff until the 1980's, at which time the File was transferred to the Rockefeller Archive Center.

[^ Return to Table of Contents](#)

Collection Inventory

| Title/Description | Instances | |
|------------------------|-----------|-----------|
| Agar, John G. | box 1 | folder 1 |
| Aitken, Thomas H. G. | box 1 | folder 2 |
| Aldrich, Winthrop W. | box 1 | folder 3 |
| Allen (Shikoh), John | box 1 | folder 4 |
| Allen, Leroy R. | box 1 | folder 5 |
| Anderson, Charles R. | box 1 | folder 6 |
| Anderson, Raymond K. | box 1 | folder 7 |
| Anderson, Robert Glenn | box 1 | folder 8 |
| Angell, James R. | box 1 | folder 9 |
| Appleget, Thomas B. | box 1 | folder 10 |
| Arnett, Trevor | box 1 | folder 11 |
| Arnold, Virginia | box 1 | folder 12 |
| Bailey, Charles A. | box 1 | folder 13 |
| Baird, Guy B. | box 1 | folder 14 |
| Balfour, Marshall C. | box 1 | folder 15 |
| Barber, Marshall A. | box 1 | folder 16 |
| Barnard, Chester I. | box 1 | folder 17 |
| Barnes, Allan Campbell | box 1 | folder 18 |
| Bates, Marston | box 1 | folder 19 |
| Bauer, Johannes H. | box 1 | folder 20 |
| Beal, George J. | box 1 | folder 21 |
| Belknap, Chauncey | box 1 | folder 22 |
| Bell, Philip W. | box 1 | folder 23 |
| Berelson, Bernard | box 1 | folder 24 |
| Berrien, William | box 1 | folder 25 |
| Bevier, George | box 1 | folder 26 |
| Bingham, Barry | box 1 | folder 27 |
| Biringer, Roger T. | box 1 | folder 28 |

| | | |
|-----------------------------|-------|------------|
| Bourne, Leo F. | box 1 | folder 29 |
| Bowers, John Z. | box 1 | folder 30 |
| Bowles, Chester | box 1 | folder 31 |
| Boyce, Alfred M. | box 1 | folder 32 |
| Boyd, Mark F. | box 1 | folder 33 |
| Bradfield, Richard | box 1 | folder 34 |
| Bradley, William L. | box 1 | folder 35 |
| Branscomb, Harvie | box 1 | folder 36 |
| Bronk, Detlev W. | box 1 | folder 37 |
| Bruden, Robert P. | box 1 | folder 38 |
| Buchanan, Norman S. | box 1 | folder 39 |
| Bugher, John C. | box 1 | folder 40 |
| Bunche, Ralph Johnson | box 1 | folder 41 |
| Bureau of Social Hygiene | box 1 | folder 42 |
| Buttrick, Wallace | box 1 | folder 43 |
| Catkins, Robert D. | box 1 | folder 44 |
| Calflin, William H., Jr. | box 1 | folder 45 |
| Capps, Edward | box 1 | folder 46 |
| Carter, William Spencer | box 1 | folder 47 |
| Causey, Ottis R. | box 1 | folder 48 |
| Chandler, Robert Flint, Jr. | box 1 | folder 49 |
| Chapin, Charles V. | box 1 | folder 50 |
| Claude, Albert | box 1 | folder 51 |
| Cole, Charles W. | box 1 | folder 52 |
| Collidge, T. Jefferson | box 1 | folder 53 |
| Compton, Boyd H. | box 1 | folder 54 |
| Compton, Karl T. | box 1 | folder 55 |
| Conner, M.E. | box 2 | folder 56 |
| Cort, William | box 2 | folder 57 |
| Covington, Platt W. | box 2 | folder 58 |
| Crawford, Robert W. | box 2 | folder 59 |
| Cross, Howard | box 2 | folder 59A |

| | | |
|--------------------------|-------|------------|
| Darling, Samuel T. | box 2 | folder 60 |
| Dashiell, Lefferts Mason | box 2 | folder 61 |
| DaVane, William C. | box 2 | folder 62 |
| Davis, Jackson | box 2 | folder 63 |
| Davis, John W. | box 2 | folder 64 |
| Davis, Nelson C. | box 2 | folder 65 |
| Davison Fund | box 2 | folder 66 |
| Day, Edmund Ezra | box 2 | folder 67 |
| Devinney, Leland C. | box 2 | folder 68 |
| Dillon, C. Douglas | box 2 | folder 69 |
| Dilworth, Richard J. | box 2 | folder 70 |
| Dickey, John S. | box 2 | folder 71 |
| Dodds, Harold W. | box 2 | folder 72 |
| Douglas, Lewis W. | box 2 | folder 73 |
| Downs, Wilbur G. | box 2 | folder 74 |
| DuBridge, Lee A. | box 2 | folder 75 |
| Dulles, John Foster | box 2 | folder 76 |
| Dunham, Lawrence B. | box 2 | folder 77 |
| Dunn, Lawrence H. | box 2 | folder 78 |
| Dworsky, Leanord B. | box 2 | folder 79 |
| Dyer, Brian R. | box 2 | folder 79A |
| Earle, Walter Clarence | box 2 | folder 80 |
| Ebert, Robert H. | box 2 | folder 81 |
| Edsall, David L. | box 2 | folder 82 |
| Eliot, Charles W. | box 2 | folder 83 |
| Elmendorf, John E. | box 2 | folder 84 |
| Embree, Edwin | box 2 | folder 85 |
| Evans, Robert F. | box 2 | folder 86 |
| Fahs, Charles Burton | box 2 | folder 87 |
| Fair, Gordon M. | box 2 | folder 88 |
| Ferell, John A. | box 2 | folder 89 |
| Finnerud, Kenneth P. | box 2 | folder 90 |

| | | |
|--|-------|-------------|
| Fischelis, Robert L. | box 2 | folder 91 |
| Flexner, Abraham | box 2 | folder 92 |
| Flexner, Simon | box 2 | folder 93 |
| Fosdick, Harry E. | box 2 | folder 94 |
| Fosdick, Raymond B. | box 2 | folder 95 |
| Frank, Lawrence K. | box 3 | folder 96 |
| Franks, Rt. Hon. Lord Franks of Headington | box 3 | folder 97 |
| Freeman, Douglas S. | box 3 | folder 98 |
| Freeman, Ruth Benson | box 3 | folder 99 |
| Freund, Gerald | box 3 | folder 100 |
| Frost, Wade Hampton | box 3 | folder 101 |
| Frye, Theodore R. | box 3 | folder 102 |
| Gallegos, Herman E. | box 3 | folder 102A |
| Gasser, Herbert S. | box 3 | folder 103 |
| Gates, Frederick Lamont | box 3 | folder 104 |
| Gee, Gist N. | box 3 | folder 105 |
| Gibler, John W. | box 3 | folder 106 |
| Gifford, Walter S. | box 3 | folder 107 |
| Gillette, Malcolm H. | box 3 | folder 108 |
| Gilpatric, Chadbourne | box 3 | folder 109 |
| Goheen, Robert F. | box 3 | folder 110 |
| Goldsmith, Arthur A. | box 3 | folder 111 |
| Goodwin, Rev. W.A.R. | box 3 | folder 112 |
| Gorgas, William C. | box 3 | folder 113 |
| Grant, John B. | box 3 | folder 114 |
| Gray, George W. | box 3 | folder 115 |
| Greene, Jerome D. | box 3 | folder 116 |
| Greene, Warwick | box 3 | folder 117 |
| Greenfieldt, John | box 3 | folder 118 |
| Gregg, Alan | box 3 | folder 119 |
| Grevers, John H. | box 3 | folder 120 |
| Guiteras, Juan | box 3 | folder 121 |

| | | |
|--------------------------|-------|------------|
| Gunn, Selskar M. | box 3 | folder 122 |
| Hackett, Lewis W. | box 3 | folder 123 |
| Hadley, Herbert S. | box 3 | folder 124 |
| Hahn, Richard G. | box 3 | folder 125 |
| Hanson, Frank B. | box 3 | folder 126 |
| Hanson, Haldore | box 3 | folder 127 |
| Hanson, Henry | box 3 | folder 128 |
| Hardin, Charles W. | box 4 | folder 129 |
| Harrar, George W. | box 4 | folder 130 |
| Harrison, John P. | box 4 | folder 131 |
| Harrison, Leonard V. | box 4 | folder 132 |
| Harrison, Wallace K. | box 4 | folder 133 |
| Hayes, Guy S. | box 4 | folder 134 |
| Hayes, Theodore B. | box 4 | folder 135 |
| Heineman, Ben W. | box 4 | folder 136 |
| Heiser, Victor G. | box 4 | folder 137 |
| Heiser, Victor G. | box 4 | folder 138 |
| Helfrich, Philip | box 4 | folder 139 |
| Hepburn, Alonzo B. | box 4 | folder 140 |
| Heydt, Charles O. | box 4 | folder 141 |
| Hill, Rolla B. | box 4 | folder 142 |
| Hodgman, Gertrude E. | box 4 | folder 143 |
| Hoffman, William Albert | box 4 | folder 144 |
| Hopkins, Ernest M. | box 4 | folder 145 |
| Hopper, David W. | box 4 | folder 146 |
| Houghton, Arthur A., Jr. | box 4 | folder 147 |
| Howland, Charles P. | box 4 | folder 148 |
| Hughes, Charles E. | box 4 | folder 149 |
| Hydrick, John L. | box 4 | folder 150 |
| Ingles, Thelma | box 4 | folder 151 |
| Jackson, Elmore | box 4 | folder 152 |
| Jacocks, William P. | box 4 | folder 153 |

| | | |
|-----------------------------|-------|------------|
| Janney, John H. | box 4 | folder 154 |
| Jennings, Peter R. | box 4 | folder 155 |
| Jessup, Philip C. | box 4 | folder 156 |
| Johnson, Harold N. | box 4 | folder 157 |
| Johnson, Katherine Mitchell | box 4 | folder 158 |
| Johnson, Lillian A. | box 4 | folder 159 |
| Johnson, Mary | box 4 | folder 160 |
| Jones, Lauder William | box 4 | folder 161 |
| Judson, Harry F. | box 4 | folder 162 |
| July, Robert W. | box 4 | folder 163 |
| Kegan, Elizabeth Hamer | box 4 | folder 164 |
| Kellog, Vernon L. | box 4 | folder 165 |
| Kendrick, John F. | box 4 | folder 166 |
| Kerr, J. Austin | box 4 | folder 167 |
| Kerr, Clark | box 4 | folder 168 |
| Kimball, Lindsley F. | box 4 | folder 169 |
| Kimball, Richard T. | box 4 | folder 170 |
| Kirschner, Leo | box 4 | folder 171 |
| Kittredge, Tracy B. | box 4 | folder 172 |
| Knipe, Frederick W. | box 4 | folder 173 |
| Knowles, John Hilton | box 4 | folder 174 |
| Knowles, John Hilton | box 4 | folder 175 |
| Kumm, Henry | box 5 | folder 176 |
| Lambert, Robert A. | box 5 | folder 177 |
| Lambert, Sylvester Maxwell | box 5 | folder 178 |
| Lambert, Sylvester Maxwell | box 5 | folder 179 |
| Lazarsfield, Paul F. | box 5 | folder 180 |
| Leach, Charles N. | box 5 | folder 181 |
| Leavell, Hugh R. | box 5 | folder 182 |
| Leob, Robert F. | box 5 | folder 183 |
| Leonard, Irving Albert | box 5 | folder 184 |
| Letort, Robert | box 5 | folder 185 |

| | | |
|------------------------|-------|------------|
| Lewis, Paul A. | box 5 | folder 186 |
| Lim, Robert KHO-Seng | box 5 | folder 187 |
| Lleras, Camargo Albert | box 5 | folder 188 |
| Lloyd, Norman | box 5 | folder 189 |
| Loeb, Jacques | box 5 | folder 190 |
| Logan, John A. | box 5 | folder 191 |
| Lohing, Juome A. | box 5 | folder 192 |
| Lovett, Robert A. | box 5 | folder 193 |
| Lyman, Richard W. | box 5 | folder 194 |
| McCloy, John | box 5 | folder 195 |
| McCloy, Oliver Rufus | box 5 | folder 196 |
| McKinley, Erskine W. | box 5 | folder 197 |
| McIntosh, William A. | box 5 | folder 198 |
| McLean, Don | box 5 | folder 199 |
| Mabry, Thomas Dabney | box 5 | folder 200 |
| Magoon, Estus | box 5 | folder 201 |
| Mahaffy, Alexander F. | box 5 | folder 202 |
| Maier, John | box 5 | folder 203 |
| Malloy, Daniel M. | box 5 | folder 204 |
| Mangelsdorf, Paul C. | box 5 | folder 205 |
| Mann, Albert B. | box 5 | folder 206 |
| Marshall, John | box 5 | folder 207 |
| Mason, Max | box 5 | folder 208 |
| May, Stacy | box 5 | folder 209 |
| Milam, Daniel Franklin | box 5 | folder 210 |
| Miller, Frederick A. | box 5 | folder 211 |
| Miller, Harry M., Jr. | box 5 | folder 212 |
| Mims, Edward | box 5 | folder 213 |
| Mitchell, Leland W. | box 5 | folder 214 |
| Moe, Henry Allen | box 5 | folder 215 |
| Molloy, Daniel M. | box 5 | folder 216 |
| Moock, Joyce L. | box 5 | folder 217 |

| | | |
|---------------------------------|-------|------------|
| Morison, Robert S. | box 5 | folder 218 |
| Moseman, Albert H. | box 5 | folder 219 |
| Muench, Hugo | box 5 | folder 220 |
| Muller, Henry R. | box 5 | folder 221 |
| Murphy, Starr J. | box 5 | folder 222 |
| Myers, Louis G. | box 5 | folder 223 |
| Myers, William L. | box 5 | folder 224 |
| Myers, William M. | box 5 | folder 225 |
| Niederhauser, John L. | box 5 | folder 226 |
| Niklicek, Ladislav | box 5 | folder 227 |
| Noguchi, Hideyo | box 5 | folder 228 |
| Nolte, Richard H. | box 5 | folder 229 |
| Norton, Edward L. | box 5 | folder 230 |
| Novak, Michael | box 6 | folder 231 |
| O'Brien, Daniel P. | box 6 | folder 232 |
| Oliver, Wade W. | box 6 | folder 233 |
| Organizational Charts (General) | box 6 | folder 234 |
| Oster, Katharine E. | box 6 | folder 235 |
| Owens, Patrick N. | box 6 | folder 236 |
| Paine, Janet M. | box 6 | folder 237 |
| Palmieri, Victor H. | box 6 | folder 238 |
| Parker, Dorothy | box 6 | folder 239 |
| Parkinson, Thomas I. | box 6 | folder 240 |
| Payne, George C. | box 6 | folder 241 |
| Parran, Thomas | box 6 | folder 242 |
| Pearce, Richard Mills | box 6 | folder 243 |
| Perry, Jesse P., Jr. | box 6 | folder 244 |
| Peterson, Olser L. | box 6 | folder 245 |
| Philip, Cornelius B. | box 6 | folder 246 |
| Pomerat, Gerard R. | box 6 | folder 247 |
| Purks, James H. | box 6 | folder 248 |
| Putnam, Dr. Persis | box 6 | folder 249 |

| | | |
|---------------------------|-------|------------|
| Ranken, Watson | box 6 | folder 250 |
| Read, Florence M. | box 6 | folder 251 |
| Rhind, Flora M. | box 6 | folder 252 |
| Rice, Justus B. | box 6 | folder 253 |
| Richards, Alfred N. | box 6 | folder 254 |
| Richardson, Ralph W. | box 6 | folder 255 |
| Rickard, Elsmere R. | box 6 | folder 256 |
| Robinson, Edward | box 6 | folder 257 |
| Robinson, Marshall | box 6 | folder 258 |
| Rockefeller Foundation | box 6 | folder 259 |
| Rockefeller, David | box 6 | folder 260 |
| Rockefeller, John D., Jr. | box 6 | folder 261 |
| Rockefeller, John, 3rd. | box 6 | folder 262 |
| Rockefeller, Martha Baird | box 6 | folder 263 |
| Root, Francis M. | box 6 | folder 264 |
| Rose, Wickliffe | box 6 | folder 265 |
| Rosenwald, Julius | box 6 | folder 266 |
| Ruml, Beardsley | box 6 | folder 267 |
| Rupert, Joseph | box 6 | folder 268 |
| Rusk, Dean | box 6 | folder 269 |
| Russell, Frederick F. | box 6 | folder 270 |
| Russell, Paul Farr | box 6 | folder 271 |
| Ryerson, Martin | box 6 | folder 272 |
| Salant, Walter S. | box 7 | folder 273 |
| Sanders, Alvin J. | box 7 | folder 274 |
| Sawyer, Wilbur A. | box 7 | folder 275 |
| Saxton, George A. | box 7 | folder 276 |
| Schapiro, Louis | box 7 | folder 277 |
| Scott, Virgil C. | box 7 | folder 278 |
| Seitz, Frederick | box 7 | folder 279 |
| Shannon, Raymond C. | box 7 | folder 280 |
| Simpson, Marilyn Milton | box 7 | folder 281 |

| | | |
|-------------------------|-------|------------|
| Smille, Wilson G. | box 7 | folder 282 |
| Smith, Charles H. | box 7 | folder 283 |
| Smith, Geoffrey S. | box 7 | folder 284 |
| Smith, Hugh H. | box 7 | folder 285 |
| Smith, Kellum J., Jr. | box 7 | folder 286 |
| Smithburn, Kenneth C. | box 7 | folder 287 |
| Snodgrass, John E. | box 7 | folder 288 |
| Snyder, John C. | box 7 | folder 289 |
| Soper, Fred L. | box 7 | folder 290 |
| Soper, Fred L. | box 7 | folder 291 |
| Spier, Robert Wade | box 7 | folder 292 |
| Spoehr, Herman Augustus | box 7 | folder 293 |
| Sprague, Lucian M. | box 7 | folder 294 |
| Sproul, Robert G. | box 7 | folder 295 |
| Stakman, Elvin Charles | box 7 | folder 296 |
| Stanton, Frank | box 7 | folder 297 |
| Steel, Rowe S. | box 7 | folder 298 |
| Stern, Herbert | box 7 | folder 299 |
| Stevens, David H. | box 7 | folder 300 |
| Stevens, Robert T. | box 7 | folder 301 |
| Stewart, Michael M. | box 7 | folder 302 |
| Stiles, Charles W. | box 7 | folder 303 |
| Stokes, Anson P. | box 7 | folder 304 |
| Strode, George K. | box 7 | folder 305 |
| Strong, Maurice F. | box 7 | folder 306 |
| Struse, Alvin M. | box 7 | folder 307 |
| Sulzberger, Arthur H. | box 7 | folder 308 |
| Sweet, Winfield C. | box 7 | folder 309 |
| Swift, Harold H. | box 7 | folder 310 |
| Tatum, Edward Lawrie | box 7 | folder 311 |
| Taylor, Richard M. | box 7 | folder 312 |
| Tennant, Mary Elizabeth | box 7 | folder 313 |

| | | |
|-----------------------|-------|------------|
| Theiler, Max | box 7 | folder 314 |
| Tisdale, Wilbur Earle | box 7 | folder 315 |
| Thomas, Robert M. | box 7 | folder 316 |
| Thompson, Kenneth W. | box 7 | folder 317 |
| Todoro, Michael P. | box 7 | folder 318 |
| Trapido, Harold | box 7 | folder 319 |
| Trowbridge, Augustus | box 7 | folder 320 |
| Van Dusen, Henry P. | box 8 | folder 321 |
| Van Sickle, John V. | box 8 | folder 322 |
| Vincent, George E. | box 8 | folder 323 |
| Wakeman, Maurice A. | box 8 | folder 324 |
| Walker, Sydnor H. | box 8 | folder 325 |
| Warren, Andrew J. | box 8 | folder 326 |
| Washburn, Benjamin E. | box 8 | folder 327 |
| Watson, Robert B. | box 8 | folder 328 |
| Watson, Thomas, Jr. | box 8 | folder 329 |
| Weaver, Warren | box 8 | folder 330 |
| Weir, John M. | box 8 | folder 331 |
| Welch, William Henry | box 8 | folder 332 |
| Wernimont, Kenneth W. | box 8 | folder 333 |
| West, Robert L. | box 8 | folder 334 |
| Westerberg, Nils J. | box 8 | folder 335 |
| Whipple, George R. | box 8 | folder 336 |
| White, Joseph Hill | box 8 | folder 337 |
| White, Kerr L. | box 8 | folder 338 |
| White, William A. | box 8 | folder 339 |
| Whitman, Loring | box 8 | folder 340 |
| Wilbur, Ray L. | box 8 | folder 341 |
| Williams, Greer | box 8 | folder 342 |
| Willits, Joseph H. | box 8 | folder 343 |
| Winikoff, Beverly | box 8 | folder 344 |
| Winter, Robert | box 8 | folder 345 |

| | | |
|----------------------|-------|------------|
| Wolfensohn, James D. | box 8 | folder 346 |
| Wood, Barry W. | box 8 | folder 347 |
| Wood, Peter H. | box 8 | folder 348 |
| Woods, Arthur | box 8 | folder 349 |