



# Ford Foundation records, Associate Director, Office Files of Robert M. Hutchins

---

This finding aid was produced using ArchivesSpace on September 23, 2016.

English

Describing Archives: A Content Standard

Rockefeller Archive Center

15 Dayton Avenue

Sleepy Hollow 10591

[archive@rockarch.org](mailto:archive@rockarch.org)

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

---

## Table of Contents

---

Summary Information .....	3
Biographical / Historical .....	3
Scope and Contents .....	4
Arrangement .....	4
Administrative Information .....	4
Collection Inventory .....	5
Correspondence .....	5
Subjects .....	11

---

## Summary Information

---

<b>Repository:</b>	Rockefeller Archive Center
<b>Creator:</b>	Ford Foundation
<b>Title:</b>	Ford Foundation records, Associate Director, Office Files of Robert M. Hutchins
<b>ID:</b>	FA703
<b>Date [inclusive]:</b>	1950-1956
<b>Physical Description:</b>	5.28 Cubic Feet
<b>Language of the Material:</b>	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](#)

---

## Biographical / Historical

---

Robert M. Hutchins (1899-1977) was an educator, academic administrator and foundation leader who served as Associate Director of the Ford Foundation from 1951-1954. Hutchins was hired by the Foundation's new President, Paul G. Hoffman, to provide input on the development of grant portfolios related to education, civil liberties, civil rights and international cooperation. He played a key role in the establishment and early activities of three independent funds created by the Foundation: the Fund for Adult Education, the Fund for the Advancement of Education and the Fund for the Republic. Because Hoffman spent a great deal of time traveling during his tenure as President, Hutchins played a strong role in the overall administration of Foundation affairs and in managing the Pasadena headquarters. Hutchins left the Ford Foundation in 1954 to become President of the Fund for the Republic.

Prior to joining the Foundation, Hutchins came to prominence as President (1929-1945) and Chancellor (1945-1951) of the University of Chicago. He was a widely known, and frequently controversial, authority in the field of higher education. Hutchins was Chairman of the Board of Editors of Encyclopedia Britannica from 1943-1974.

[^ Return to Table of Contents](#)

---

## Scope and Contents

---

The Office Files of Robert M. Hutchins document the early development and implementation of Ford Foundation grant portfolios related to education, civil liberties, public television and refugee assistance during the years 1950-1956. The records provide insight into how Foundation staff and trustees acted on the programmatic recommendations of the Gaither Study Committee's Report of the Study for the Ford Foundation on Policy and Program (1949). They also offer a rare glimpse of the daily operation and administration of Foundation affairs under the leadership of President Paul G. Hoffman, when the institution was headquartered in Pasadena, California. The files contain correspondence with grant seekers, staff and trustees, reports by consultants and grantees, conference materials, staff memoranda, program planning information, meeting minutes, publications and clippings. The collection measures 4 linear feet and is contained in 12 archival boxes.

[^ Return to Table of Contents](#)

---

## Arrangement

---

The Office Files of Robert M. Hutchins are arranged in two series:

I. Correspondence, 1950-1956 II. Subjects, 1950-1954

[^ Return to Table of Contents](#)

---

## Administrative Information

---

### Publication Statement

Rockefeller Archive Center

15 Dayton Avenue

Sleepy Hollow 10591

[archive@rockarch.org](mailto:archive@rockarch.org)

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

## Conditions Governing Use

Completion of a use agreement is required prior to providing scholarly access. See RAC Head of Reference (or applicable designee) for details.

Ford Foundation holds title, copyright and literary rights in the collection, in so far as it holds them.

The Rockefeller Archive Center has authority to grant permission to cite and publish material from the collection for scholarly purposes. Permission to publish extensive excerpts, or material in its entirety, will be referred to the Ford Foundation.

## Immediate Source of Acquisition

Ford Foundation archive was deposited at RAC in 2011. Ford Foundation records, correspondence, reports, program files and officers papers were transferred to, and accessioned by, RAC beginning in 2011. Accessions continue as necessary.

## Conditions Governing Access

Records more than 10 years old are open for research with select materials restricted as noted. Brittle or damaged items are available at the discretion of RAC.

[^ Return to Table of Contents](#)

---

## Collection Inventory

---

### Correspondence, 1950-1956

#### Scope and Contents

Filed here are incoming and outgoing letters, telegrams, memoranda and attachments that document the inception and early operation of Ford Foundation grant programs with an emphasis on fields overseen by Hutchins, which included education, civil liberties and cultural affairs. There is also substantial information concerning Foundation activities related to the promotion of international cooperation and refugee assistance.

Highlights include numerous letters and memos exchanged with staff that illuminate decision making processes and lines of authority as the five program areas delineated in the Gaither report were first implemented. Staff memos also contain valuable information regarding the administrative structure of the Foundation, the relationship between the Pasadena and New York offices, early public relations efforts, and internal reaction to investigations of the Foundation by the U.S. Congress's Cox Committee and Reece Committee.

Numerous letters from the philosopher Mortimer J. Adler document his influence on Hutchins's program in the field of education. Correspondence with editor and publisher James Laughlin shows that Hutchins and Foundation advisor W. H. "Ping" Ferry were each closely involved with Laughlin's work as head of the Foundation-supported Intercultural Publications and the journal Perspectives. Conditions facing European war refugees are discussed extensively in files on the United Nations High Commissioner for Refugees. Finally, there are a small number of

items that date from after Hutchins's departure from the Foundation, and which document the first months of his tenure as President of the Fund for the Republic.

## Arrangement

These files are arranged alphabetically by name of correspondent.

Title/Description	Instances	
Abrams, Frank W., 1952	box 1 (SK 46627)	folder 1
Adler, Mortimer J., 1951-1955	box 1 (SK 46627)	folder 2-6
Agar, Herbert, 1953	box 1 (SK 46627)	folder 7
American Friends Service Committee, 1951-1954	box 2 (SK 46628)	folder 1-2
Anshen, Ruth Nanda, 1952	box 2 (SK 46628)	folder 3
Ariss, R. M., 1952	box 2 (SK 46628)	folder 4
Asia Institute, 1951	box 2 (SK 46628)	folder 5
B, miscellaneous, 1951-1953	box 2 (SK 46628)	folder 6
Berelson, Bernard, 1950-1955	box 2 (SK 46628)	folder 7-8
Bissell, Richard M., Jr., 1952	box 2 (SK 46628)	folder 9
British Broadcasting Corporation (BBC), 1951-1953	box 2 (SK 46628)	folder 10
Brown, Dyke, 1951-1953	box 2 (SK 46628)	folder 11
Brown, Harrison, 1951	box 2 (SK 46628)	folder 12
C, miscellaneous, 1951-1953	box 3 (SK 46629)	folder 1
China Institute of America, 1951-1952	box 3 (SK 46629)	folder 2
Clark, Colin, 1951-1954	box 3 (SK 46629)	folder 3
Clark, Greenville, 1951-1955	box 3 (SK 46629)	folder 4-6
D, miscellaneous, 1951-1954		

	box 3 (SK 46629)	folder 7
Dahlberg, Edward, 1953	box 3 (SK 46629)	folder 8
David, Donald K., 1952	box 3 (SK 46629)	folder 9
Davis, Chester C., 1952	box 3 (SK 46629)	folder 10
Diogenes, 1951-1953	box 3 (SK 46629)	folder 11
E, miscellaneous, 1953-1955	box 3 (SK 46629)	folder 12
Eliot, Charles, 1952	box 3 (SK 46629)	folder 13
F, miscellaneous, 1951-1955	box 3 (SK 46629)	folder 14
Ferry, W. H. (Ping), 1951-1954	box 3 (SK 46629)	folder 15
Fletcher, C. Scott, 1951	box 3 (SK 46629)	folder 16
Ford, Henry II, 1951-1953	box 3 (SK 46629)	folder 17
Fox, Melvin J., 1951-1953	box 3 (SK 46629)	folder 18
Fund for the Republic, 1952-1956	box 4 (SK46630)	folder 1
G, miscellaneous, 1953-1955	box 4 (SK46630)	folder 2
Gaither, Rowan H., 1951-1953	box 4 (SK46630)	folder 3
Gladieux, Bernard L., 1951-1954	box 4 (SK46630)	folder 4
Goldschmidt, Walter, 1953	box 4 (SK46630)	folder 5
H, miscellaneous, 1952-1955	box 4 (SK46630)	folder 6
Hoffman, Paul G., 1950-1954	box 4 (SK46630)	folder 7
Howard, John B., 1951-1954	box 4 (SK46630)	folder 8
Hutchins, Robert M. – rejection letters to grant seekers, 1954		

	box 4 (SK46630)	folder 9
Huxley, Aldous, 1952	box 4 (SK46630)	folder 10
Huxley, Julian, 1951	box 4 (SK46630)	folder 11
I, miscellaneous, 1951-1955	box 5 (SK 46631)	folder 1
Institute of International Education, 1951-1952	box 5 (SK 46631)	folder 2
International Press Institute, 1951-1954	box 5 (SK 46631)	folder 3
J, miscellaneous, 1954	box 5 (SK 46631)	folder 4
K, miscellaneous, 1951-1955	box 5 (SK 46631)	folder 5
Kabir, Humayun, 1951	box 5 (SK 46631)	folder 6
Katz, Milton	box 5 (SK 46631)	folder 7
Kennan, George F., 1951-1952	box 5 (SK 46631)	folder 8
L, miscellaneous, 1951-1954	box 5 (SK 46631)	folder 9
Laughlin, James, 1951-1953	box 5 (SK 46631)	folder 10-12
Lazersfeld, Paul, 1952-1953	box 5 (SK 46631)	folder 13
Lippman, Walter, 1951	box 5 (SK 46631)	folder 14
Luce, Clare Booth, 1951	box 5 (SK 46631)	folder 15
M, miscellaneous, 1951-1954	box 5 (SK 46631)	folder 16
McDaniel, Joseph, 1951-1954	box 6 (SK 46632)	folder 1-2
May, Oliver, 1951-1954	box 6 (SK 46632)	folder 3
Moore, M. T., 1952	box 6 (SK 46632)	folder 4
N, miscellaneous, 1951-1954		



	box 6 (SK 46632)	folder 5
National Association of Educational Broadcasters, 1953	box 6 (SK 46632)	folder 6
Newsom, Earl, 1951-1952	box 6 (SK 46632)	folder 7
Nielsen, Waldemar, 1953-1954	box 6 (SK 46632)	folder 8
O, miscellaneous, 1951-1954	box 6 (SK 46632)	folder 9
Olivetti, Adriano, 1952-1954	box 6 (SK 46632)	folder 10
P, miscellaneous, 1951-1954	box 6 (SK 46632)	folder 11
Pascal, Gabriel, 1953	box 6 (SK 46632)	folder 12
Patchen, Kenneth, 1952-1954	box 6 (SK 46632)	folder 13
Price, Don K., 1954	box 6 (SK 46632)	folder 14
Public Affairs Institute, 1951	box 6 (SK 46632)	folder 15
Puma, Fernando, 1954	box 6 (SK 46632)	folder 16
Quigley, Martin, 1951-1953	box 6 (SK 46632)	folder 17
Quinn, J. A., 1952-1954	box 6 (SK 46632)	folder 18
R, miscellaneous, 1951-1954	box 7 (SK46633)	folder 1
Redfield, Robert, 1951-1953	box 7 (SK46633)	folder 2
Regarding Look magazine article by Hutchins, 1954	box 7 (SK46633)	folder 3
Roper, Elmo, 1952-1953	box 7 (SK46633)	folder 4
S, miscellaneous, 1951-1954	box 7 (SK46633)	folder 5
Salomon, Irving, 1952-1955	box 7 (SK46633)	folder 6
Schwartz, Delmore, 1953		

	box 7 (SK46633)	folder 7
Schweitzer, Albert, 1951-1953	box 7 (SK46633)	folder 8
Sereno, Renzo, 1951-1953	box 8 (SK 46634)	folder 1
Shuster, George, 1952	box 8 (SK 46634)	folder 2
South African Institute of Race Relations, 1953	box 8 (SK 46634)	folder 3
Spaeth, Carl B., 1952-1953	box 8 (SK 46634)	folder 4
Sternberg, Fritz, 1953-1954	box 8 (SK 46634)	folder 5
T, miscellaneous, 1952-1954	box 8 (SK 46634)	folder 6
U, miscellaneous, 1953	box 8 (SK 46634)	folder 7
Union of International Associations Service Centre for Non-Governmental Organizations, 1951	box 8 (SK 46634)	folder 8
United Nations High Commissioner for Refugees, 1952-1954	box 8 (SK 46634)	folder 9-11
V, miscellaneous, 1953-1955	box 8 (SK 46634)	folder 12
W, miscellaneous, 1951-1955	box 9 (SK 46635)	folder 1
Ward, F. Champion, 1952-1953	box 9 (SK 46635)	folder 2
Werner, M. R., n.d.	box 9 (SK 46635)	folder 3
Wyzanski, Charles, 1952-1954	box 9 (SK 46635)	folder 4
Y-Z, miscellaneous, 1951-1954	box 9 (SK 46635)	folder 5
Young, E. L., 1953-1954	box 9 (SK 46635)	folder 6
Young, James Webb, 1951-1954	box 9 (SK 46635)	folder 7

[^ Return to Table of Contents](#)

## Subjects, 1950-1954

### Scope and Contents

This series contains reports, publications, clippings, conference and seminar materials, memoranda, meeting minutes and other records concerning Foundation grantees, programs and administration. There are substantial files documenting the inception of Foundation portfolios in the fields of public television, overseas training and research, academic exchanges and public affairs. Also filed here are records pertaining to the Fund for Adult Education and the Fund for the Advancement of Education. Additional records document the creation of policies and procedures for the day to day administration of Foundation affairs.

### Arrangement

These files are arranged alphabetically by subject.

Title/Description	Instances	
American Association for the United Nations, 1951	box 9 (SK 46635)	folder 8
American Films Abroad, 1952	box 9 (SK 46635)	folder 9
American Heritage Council, 1951	box 9 (SK 46635)	folder 10
Behaviorism, 1954, n.d.	box 9 (SK 46635)	folder 11
Board on Overseas Training and Research, 1952-1953	box 9 (SK 46635)	folder 12
Commission on Television, 1952-1953	box 9 (SK 46635)	folder 13
Cox Committee, 1952-1953	box 10 (SK 46636)	folder 1
East European Fund, 1952	box 10 (SK 46636)	folder 2
Exchange of persons, 1951-1952	box 10 (SK 46636)	folder 3
Foundation policies, 1951-1952	box 10 (SK 46636)	folder 4
Foundation publishing house, n.d.	box 10 (SK 46636)	folder 5
Free Russia Fund, 1951	box 10 (SK 46636)	folder 6
Free University of Berlin, 1951-1953	box 10 (SK 46636)	folder 7
Fund for Adult Education, 1951-1954	box 10 (SK 46636)	folder 8
Fund for the Advancement of Education, 1951-1954		

	box 10 (SK 46636)	folder 9
George Peabody College, 1951	box 10 (SK 46636)	folder 10
Grant approval, 1952	box 10 (SK 46636)	folder 11
New Asia College, 1953	box 10 (SK 46636)	folder 12
On the Record, 1953-1954	box 10 (SK 46636)	folder 13
Overseas program, 1951-1953	box 10 (SK 46636)	folder 14
Program Area I, 1951-1953	box 10 (SK 46636)	folder 15
Program Planning Division staff meetings, 1951	box 10 (SK 46636)	folder 16
Public Administration Clearing House, 1951-1952	box 11 (SK 46637)	folder 1
Resources for the Future, 1952-1953	box 11 (SK 46637)	folder 2
Resources program, 1952-1953	box 11 (SK 46637)	folder 3
Seminar on Education, 1952	box 11 (SK 46637)	folder 4
Seminar on Freedom, 1951	box 11 (SK 46637)	folder 5
Seminar on Peace, 1951	box 11 (SK 46637)	folder 6
Staff meeting minutes, 1951-1952	box 11 (SK 46637)	folder 7-8
Staff meeting minutes, 1953	box 12 (SK 46638)	folder 1
Television, 1952-1954	box 12 (SK 46638)	folder 2
Television-Radio Workshop, 1951-1954	box 12 (SK 46638)	folder 3-4
United Nations, 1952-1953	box 12 (SK 46638)	folder 5
United Nations Educational, Scientific and Cultural Organization, 1950-1953	box 12 (SK 46638)	folder 6
University of Chicago, 1950-1952		

box 12 (SK  
46638) folder 7

---

Washington Seminar, 1952

box 12 (SK  
46638) folder 8

[^ Return to Table of Contents](#)