

## DEPARTMENT OF EDUCATION

600 Independence Avenue SW., Washington, DC 20202  
Phone, 202-708-5366

### SECRETARY OF EDUCATION

Chief of Staff	RICHARD W. RILEY
Director, Office of Public Affairs	FRANK S. HOLLEMAN
Deputy Secretary	KATHRYN KAHLER
Under Secretary	MADELEINE KUNIN
Director, Planning and Evaluation Service	MARSHALL C. SMITH
Director, Budget Service	ALAN GINSBURG
Assistant Secretary for Management	SALLY CHRISTENSEN
Director, Information Resources Group	RODNEY M. MCCOWAN
Director, Office of Hearings and Appeals	GLORIA PARKER
Director, Human Resources Group	FRANK J. FUREY
Director, Quality Workplace Group	VERONICA D. TRIETSCH
Assistant Secretary for Intergovernmental and Interagency Affairs	TONY CONQUES
Director, White House Initiatives on Hispanic Education	GILBERTO MARIO MORENO
Director, Office of Non-Public Education	ALFRED RAMIREZ
Director, Operations Support Staff	MICHELLE L. DOYLE
Inspector General	GLORIA MOUNTS
Assistant Inspector General for Investigation Services	JOHN P. HIGGINS, JR., <i>Acting</i>
Assistant Inspector General for Policy, Planning and Management Services	DIANNE VAN RIPER
Assistant Inspector General for Audit Services	JOHN P. HIGGINS, JR.
Assistant Secretary for Legislation and Congressional Affairs	STEVEN MCNAMARA
Director, Legislation Staff	KAY CASSTEVENS
Director, Congressional Affairs Staff	THOMAS WOLANIN, <i>Acting</i> (VACANCY)
General Counsel	JUDITH A. WINSTON
Deputy General Counsel for Postsecondary and Departmental Service	FELIX BAXTER
Deputy General Counsel for Program Service	STEVEN Y. WINNICK
Deputy General Counsel for Regulations and Legislation Service	JAMIENNE S. STUDLEY
Assistant Secretary for Civil Rights	NORMA CANTÚ
Deputy Assistant Secretary	RAYMOND C. PIERCE
Director, Planning, Analysis and Systems Service	ALLEN JACKSON
Director, Policy, Enforcement and Program Service	JEANNETTE LIM
Assistant Secretary for Educational Research and Improvement	SHARON P. ROBINSON
Deputy Assistant Secretary for Operations	DICK W. HAYS
Director, Library Programs	RAY FRY

Director, Programs for the Improvement of Practice	EVE BITHER
Director, Office of Research	JOSEPH CONATY, <i>Acting</i>
Commissioner, National Center for Education Statistics	EMERSON J. ELLIOTT
Assistant Secretary for Special Education and Rehabilitative Services	JUDITH HEUMANN
Director, Special Education Programs	THOMAS HEHIR
Director, National Institute on Disability and Rehabilitation Research	KATHERINE D. SEELMAN
Commissioner, Rehabilitation Services Administration	FREDRIC K. SCHROEDER
Director, Office of Bilingual Education and Minority Languages Affairs	EUGENE GARCIA
Assistant Secretary for Elementary and Secondary Education	THOMAS W. PAYZANT
Director, Compensatory Education Programs	MARY JEAN LETENDRE
Director, Impact Aid Programs	CATHERINE SCHAGH, <i>Acting</i>
Director, School Improvement Programs	ALICIA CORO
Director, Office of Indian Education	JAMES KOHLMOOSES, <i>Acting</i>
Director, Office of Migrant Education	BAYLA F. WHITE
Assistant Secretary for Vocational and Adult Education	AUGUSTA S. KAPPNER
Assistant Secretary for Postsecondary Education	DAVID A. LONGANECKER
Deputy Assistant Secretary for Higher Education Programs	CLAUDIO R. PRIETO
Director, Center for International Education	RICHARD D. SCARFO, <i>Acting</i>
Deputy Assistant Secretary for Student Financial Assistance Programs	DAVID LONGANECKER, <i>Acting</i>
Service Director, Policy, Training and Analysis Service	DEBORAH BROWN, <i>Acting</i>
Service Director, Accounting and Financial Management Service	LINDA PAULSEN
Director, Program Systems Service	CARL O'RILEY
Director, Institutional Participation and Oversight Service	WILLIAM MORAN, <i>Acting</i>
Director, Regional Operations Division	BONNIE LEBOLD
Director, Fund for the Improvement of Postsecondary Education	CHARLES KARELIS
Service Director, Debt Collection Service	JOHN HAINES
Chief Financial Officer	DONALD R. WURTZ
Director, Accounting and Financial Management Service	MITCHELL L. LAINE
Director, Grants and Contracts Service	GARY J. RASMUSSEN

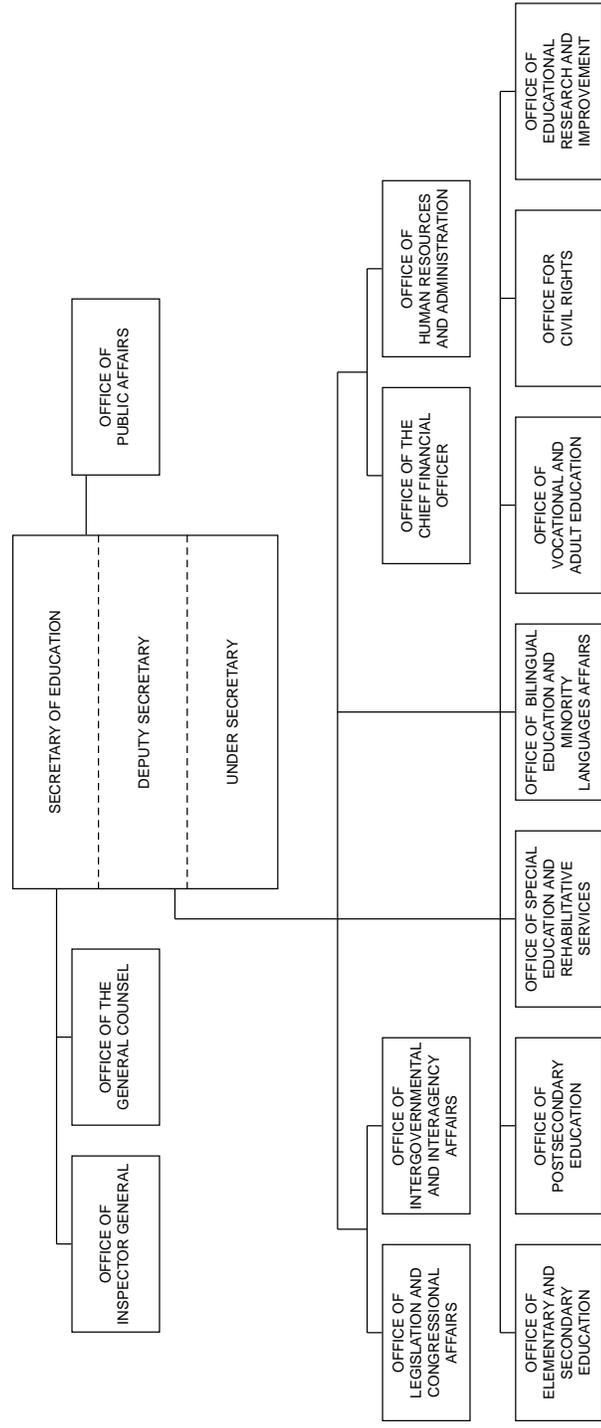
---

*The Department of Education is the Cabinet-level department that establishes policy for, administers, and coordinates most Federal assistance to education. Its mission is to ensure access to education and to promote educational excellence throughout the Nation.*

The Department of Education was created by the Department of Education Organization Act (20 U.S.C. 3411). The

Department is administered under the supervision and direction of the Secretary of Education.

**DEPARTMENT OF EDUCATION**



**Office of the Secretary**

**Secretary** The Secretary of Education advises the President on education plans, policies, and programs of the Federal Government. The Secretary also carries out certain Federal responsibilities for four federally aided corporations: the American Printing House for the Blind, Gallaudet University, Howard University, and the National Technical Institute for the Deaf. The Deputy Secretary, the Assistant Secretaries, the Inspector General, the General Counsel, the Chief Financial Officer, and the Under Secretary are the principal officers and aid the Secretary in the overall management of the Department.

**Bilingual Education** The Office of Bilingual Education and Minority Languages Affairs administers programs designed to fund activities that assist students with limited English proficiency. The Office administers the discretionary grant competition for 14 grant programs established by law and 1 formula grant program under the Immigrant Education Program. The Office also administers contracts for research and evaluation, technical assistance, and clearinghouse activities to meet the special educational needs of populations with limited English proficiency.

**Civil Rights** The Assistant Secretary for Civil Rights is responsible for ensuring that institutional recipients of Federal financial assistance do not discriminate against American students, faculty, or other individuals on the basis of race, color, national origin, sex, handicap, or age.

**Elementary and Secondary Education** The Assistant Secretary for Elementary and Secondary Education formulates policy for, directs, and coordinates the activities relating to preschool, elementary, and secondary education in the Department. Included are grants and contracts to State educational agencies and local school districts, postsecondary schools and nonprofit organizations for State and local reform, compensatory, migrant, and Indian education; drug-free schools; other school improvement programs; and impact aid.

**Educational Research and Improvement**

The Assistant Secretary for Educational Research and Improvement provides national leadership in expanding fundamental knowledge and improving the quality of education. This Office is responsible for conducting and supporting education-related research activities; monitoring the state of education through the collection and analysis of statistical data; promoting the use and application of research and development to improve instructional practices in the classroom; and, disseminating these findings and providing technical assistance to specific problems at school sites.

**Vocational and Adult Education** The Assistant Secretary for Vocational and Adult Education administers grant, contract, and technical assistance programs for vocational-technical education and for adult education and literacy. The Office is also responsible for coordinating these programs with other Education Department and Federal programs supporting services and research for adult education, literacy, and occupational training.

**Special Education and Rehabilitative Services** The Assistant Secretary for Special Education and Rehabilitative Services is responsible for special education programs and services expressly designed to meet the needs and develop the full potential of children with disabilities; and comprehensive rehabilitation service programs specifically designed to reduce human dependency, to increase self-reliance, and to fully utilize the productive capabilities of all persons with disabilities. Programs include support for training of teachers and other professional personnel; grants for research; financial aid to help States initiate, expand, and improve their resources; and media services and captioned films for hearing-impaired persons.

**Postsecondary Education** The Assistant Secretary for Postsecondary Education formulates policy and directs and coordinates programs for assistance to postsecondary educational institutions

and students pursuing a postsecondary education. Programs include assistance for the improvement and expansion of American educational resources for international studies and services, grants to improve instruction in crucial academic subjects, and construction assistance for academic facilities. Also included are programs of student financial assistance, including Pell Grants, Supplemental Educational Opportunity Grants, Grants to States for State Student Incentives, Work-Study, Federal Direct Student Loans, Stafford Loans, Parent Loans for Undergraduate Students (PLUS), Supplemental Loans for Students (SLS), Consolidation Loans, and Perkins Loans.

The administration and implementation of the Federal Director Loan Program is under the authority of the Senior Advisor to the Secretary through September 30, 1996. Regional Offices Each regional office serves as a center for the dissemination of information and provides technical assistance to State and local educational agencies and other institutions and individuals interested in Federal education activities. At present, offices are located in 10 cities: Atlanta, GA; Boston, MA; Chicago, IL; Dallas, TX; Denver, CO; Kansas City, MO; New York, NY; Philadelphia, PA; San Francisco, CA; and Seattle, WA.

## Federally Aided Corporations

(These Corporations are supported in part by Federal funds appropriated in the budget of the Department of Education.)

### American Printing House for the Blind

*P.O. Box 6085, Louisville, KY 40206  
Phone, 502-895-2405*

President  
Chairman of the Board

TUCK TINSLEY  
JOHN BARR

The American Printing House for the Blind was incorporated by the Kentucky Legislature in 1858 to assist in the education of the blind by distributing Braille books, talking books, and educational aids without cost to

educational institutions educating blind children pursuant to the act "To Promote the Education of the Blind," as amended (20 Stat. 467), adopted by Congress in 1879.

### Gallaudet University

*800 Florida Avenue NE., Washington, DC 20002  
Phone, 202-651-5000*

Chairman, Board of Trustees  
President, Gallaudet University  
Dean of Graduate Studies and Research  
Vice President for Administration and Business

PHIL BRAVIN  
I. KING JORDAN  
MICHAEL KARCHMER  
PAUL KELLY

Dean of College for Continuing Education  
Vice President, Pre-College Programs

PATTI E. SINGLETON, *Acting*  
HARVEY CORSON

The Columbia Institution for the Instruction of the Deaf and Dumb, and the Blind was incorporated by act of February 16, 1857 (11 Stat. 161). An amendatory act of February 23, 1865 (13 Stat. 436), changed the name to the Columbia Institution for the Instruction of the Deaf and Dumb. The name was subsequently changed to Columbia Institution for the Deaf by act of March 4, 1911 (36 Stat. 1422). The act of June 18, 1954 (20 U.S.C. 691 *et seq.*), changed its name to Gallaudet College. The Education of the Deaf Act of 1986 (20 U.S.C. 4301) changed the name to Gallaudet University.

Gallaudet University was established to provide a liberal higher education for deaf persons who need special facilities to compensate for their loss of hearing. The primary purpose of the university is to afford its students the intellectual and spiritual development that can be acquired through a study of the liberal arts and sciences.

In addition to its undergraduate program, Gallaudet University operates a graduate program at the master's level for preparing teachers and other professional personnel to work with persons who are deaf, a research program focusing on problems related to deafness, and a preschool for young deaf children.

**Accreditation** Gallaudet University is accredited by the Middle States Association of Colleges and Secondary Schools, the National Council for Accreditation of Teacher Education, and the Council on Social Work Education. **Model Secondary School for the Deaf** The school was established by act of

October 15, 1966 (20 U.S.C. 693), when the Department of Health, Education, and Welfare entered into an agreement with Gallaudet College for the establishment and operation, including construction, of such a facility. It was established as an exemplary educational facility for deaf students of high school age from the District of Columbia, Maryland, Virginia, West Virginia, Pennsylvania, and Delaware. The school's mission is to provide maximum flexibility in curricula and to encourage originality, imagination, and innovation needed to satisfy deaf students' high levels of aspirations.

The objectives of the school are to provide day and residential facilities for deaf youth of high school age, in order to prepare some for college and other advanced study and to provide terminal education for others; to prepare all students to the maximum extent possible to be independent, contributing members of society; and to stimulate the development of similar programs throughout the Nation.

**Kendall Demonstration Elementary School** The school, which is located on the campus of Gallaudet University and now serves approximately 200 students, became the Nation's first demonstration elementary school for the deaf by act of December 24, 1970 (20 U.S.C. 695), which authorized Gallaudet College to operate and maintain the school as a model that will experiment in techniques and materials, and to disseminate information from these and future projects to educational facilities for deaf children throughout the country.

## Howard University

2400 Sixth Street NW., Washington, DC 20059  
Phone, 202-806-6100

Interim President

JOYCE A. LADNER

Howard University was established by act of March 2, 1867 (14 Stat. 438). It is governed by a 27-member self-perpetuating board of trustees. The University maintains a special relationship with the Federal Government through the Department of Education.

Howard University, jointly supported by congressional appropriations and private funds, is a comprehensive university organization offering instruction in 17 schools and colleges as follows: the college of liberal arts, the school of engineering, the school of architecture and planning, the school of business and public administration, the college of fine arts, the college of medicine, the college of dentistry, the college of pharmacy and pharmaceutical

science, the school of law, the school of religion, the graduate school, the school of social work, the school of communications, the school of education, the college of nursing, the school of human ecology, the college of allied health sciences, and a summer school. In addition, Howard University has research institutes in the following areas: the arts and the humanities, urban affairs and research, drug abuse and addiction, minority business education, and the study of educational policy.

The University is coeducational and admits students of every race, creed, color, and national origin, but it accepts and discharges a special responsibility for the admission and training of black students.

For further information, contact the Office of University Communications, Howard University, 2400 Sixth Street NW., Washington, DC 20001. Phone, 202-806-0970.

## National Institute for Literacy

Suite 200, 800 Connecticut Avenue NW., Washington, DC 20006  
Phone, 202-632-1500

Director

ANDREW HARTMAN

The National Institute for Literacy is administered under an interagency agreement among the Secretaries of Education, Labor, and Health and Human Services. The Institute's mission

is to enhance the national effort to eliminate illiteracy by the year 2000 by creating a national network and serving as a focal point for coordination and dissemination of information.

## National Technical Institute for the Deaf

### Rochester Institute of Technology

*2 Lomb Memorial Drive, Rochester, NY 14623*

*Phone, 716-475-6400 (voice only)*

President of Rochester Institute of Technology  
Interim Director of the National Technical  
Institute for the Deaf

ALBERT J. SIMONE  
JAMES DECARO

The National Technical Institute for the Deaf (NTID) was established by act of June 8, 1965 (20 U.S.C. 681), and after several years of planning, programs began in 1968. Funded through the Department of Education, it is an integral part of a larger institution known as the Rochester Institute of Technology (RIT).

NTID's presence at RIT is the first effort to educate large numbers of deaf students within a college campus planned primarily for hearing students. Unique in the world, NTID is a vital part of RIT's main 1,300-acre campus in suburban Rochester, NY. It provides educational opportunities for qualified students from every State in the Nation and, through educational outreach, publications, and related service, serves deaf persons throughout the world. In addition, NTID conducts research to better understand the role of deafness in education and employment, and to develop innovative teaching techniques. It develops training activities for its faculty and staff, as well as for other professionals working with deaf persons across the country.

One of the major reasons for NTID's success in helping deaf students join the mainstream of American life is its close working relationship with other RIT colleges in developing career-oriented programs of study. One of RIT's main strengths over the years has been its ability to adapt its educational programs

to technological and social change. NTID helps keep that RIT tradition alive and has served more than 5,362 deaf students since 1968.

Deaf graduates from RIT have found employment throughout the Nation or have moved on to advanced academic studies. Of those who pursued employment, more than 90 percent have been placed in jobs; 93 percent in jobs commensurate with their educational preparation. Of those employed, 80 percent work in business and industry, more than 11 percent in government, and the remainder in education.

An applicant for NTID at RIT must be a U.S. resident. An overall eighth grade achievement level or above is required, and, except under special circumstances, an applicant must have completed a secondary program. An applicant also must show evidence of need for special services because of hearing loss and have an unaided better ear average of 70dB ISO. References are requested.

Both Institutes are accredited by the Middle States Association of Colleges and Secondary Schools. RIT also has been accredited by the Engineers' Council for Professional Development; National Association of Schools of Art; Committee on Professional Training of American Chemical Society; Council on Social Work Education; and the National Accrediting Agency for Clinical Laboratory Sciences.

## Sources of Information

**Office of the Secretary**  
Inquiries on the following information may be directed to the specified office, Department of Education, 600 Independence Avenue SW., Washington, DC 20202.  
**Contracts and Small Business Activities**  
Call or write the Office of Small and Disadvantaged Business Utilization. Phone, 202-708-9820.

**Employment** Inquiries and applications for employment, and inquiries regarding the college recruitment program, should be directed to the Human Resources Group. Phone, 202-401-0553.  
**Organization and Internal Procedures**  
Call or write the Director, Strategy and Management Consulting Group. Phone, 202-260-0875.

For further information concerning the Department of Education, contact the Information Center, Department of Education, Room 4608 (ROB3), 600 Independence Avenue SW., Washington, DC 20202. Phone, 202-708-5366.