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TUSKEGEE NORMAL AND INDUSTRIAL INSTITUTE

FOUNDED BY BOOKER T. WASHINGTON

FOR THE TRAINING OF COLORED YOUNG MEN AND WOMEN

OFFICE OF THE PRESIDENT

TUSKEGEE INSTITUTE, ALABAMA

August 23, 1936

Dear Mr. Work:

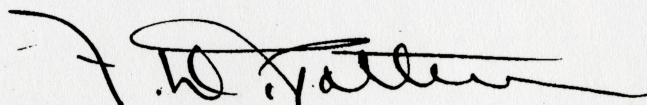
As promised in my conversation to you a few days ago, I am submitting the following suggestions regarding the information which would be of value to us if obtained from a study of field conditions among hotel employees.

In the first place, this study should embrace not only hotels but food service establishments of all kinds employing Colored help. I should like to know the number employed, what their positions are and the sex of the workers. I should like to have the salaries of such individuals, and where it might be possible to obtain this information on this study, I would like to see a breakdown on the expenditures made by these workers for food, clothing, luxuries, etc.

Such information, if obtained specifically and in detail, would be a distinct contribution, for there does not exist to my knowledge any such information at the present time. More than this, it would give us a splendid working program in commercial dietetics and would also be of service to us in our special magazine.

Doubtless there will be other types of information which will occur to you that we should have.

Very truly yours,



President

FDP/w

F. D. I

Inquiries Conc. the Study

July 10, 1935.

Mr. Lawrence A. Oxley, Chief,
Division of Negro Labor,
United States Department of Labor,
Bureau of Labor Statistics,
Washington, D. C.

My dear Mr. Oxley:

Your letter of July 3rd addressed to President Patterson has been referred to me for reply. I note your inquiry concerning our Personnel Bureau and the study we are making of Occupations of Negroes.

The objectives of the Personnel Bureau are to guide and direct the students of Tuskegee Institute in making vocational choices and to assist graduates and former students to secure positions in industry, agriculture and other occupations. This Bureau is in the process of being set-up and no data relating to it has as yet been assembled.

Our Department of Records and Research is undertaking a study of Trends and Tendencies in the Occupations of Negroes. In this study special emphasis will be placed on the assembling of information that will be useful to Tuskegee Institute in its training of Negro youth with the objective that this information may assist Tuskegee Institute in orienting and adjusting programs of vocational training with respect to the social and economic conditions of the country especially as these conditions relate to the vocational needs of the Negro. We are just beginning this study and therefore have no body of information collected. We will probably want to secure, for this study, some data from the Department of Labor.

I appreciate your interest in these matters. Doctor Patterson will be pleased to see you when you come to Tuskegee.

Very truly yours,

Monroe N. Work, Director,
Department of Records and
Research.

MNW:r

U.S. DEPARTMENT OF LABOR

BUREAU OF LABOR STATISTICS

WASHINGTON

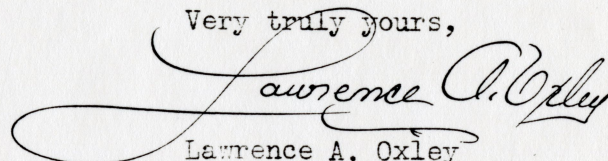
September 10, 1935

Dr. Monroe N. Work, Director
Department of Records and Research
Tuskegee Normal and Industrial Institute
Tuskegee Institute, Alabama

My dear Dr. Work:

I am enclosing copy of outline
of the National Works Project for Negro White Collar
Workers.

Very truly yours,

A large, elegant handwritten signature in dark ink, reading "Lawrence A. Oxley". The signature is written over the typed name and title.

Lawrence A. Oxley
Chief, Division of Negro Labor

LO:LW
Encl.

U. S. Department of Labor

Division of Negro Labor

Washington, D. C.

Outline of a National Works Project for Negro White Collar Workers

I. Description of Project

- A. In order to provide suitable and constructive employment for Negro skilled, technical, professional, and other white collar workers, the Bureau of Labor Statistics, U. S. Department of Labor (through its Division of Negro Labor) will make a survey in thirty selected industrial and urban cities to secure factual data on
1. The occupational status and employment opportunities for Negroes.
 2. Negro membership in organized labor groups.
 3. The expenditures of low-salaried and low-income Negro families.

II. Purpose and Description of Data to be collected

- A. The survey is necessary for
1. The Negro has suffered an extreme loss of, and displacement from jobs during the depression.
 2. No effectual data exists which will aid the Negro in readjusting his training for modern economic conditions
 3. In many cases the Negro has found his way to job opportunities blocked by the opposition of organized labor groups.
 4. The Negroes have been subjected to wage discrimination on the theory that "They can live for less."
- B. It is expected that the survey will bring together data which will
1. Aid in the necessary improvements and readjustments in the occupational opportunities and in the training and educational programs available to Negroes.

2. Study the experience of the Negro in the American labor movement, and will clarify the problems of race in labor.
3. To demonstrate that Negroes cannot live healthfully on low incomes, and that such incomes cause unhealthful living and result in inefficient workmen.

III. Scope of Project

- A. The studies will be carried on in thirty selected cities, representing half of the United States urban and industrial Negro population.
- B. The project should furnish employment for approximately seven hundred unemployed Negro white collar workers.
- C. The project should furnish employment for a minimum of one year.
- D. It will cost \$597,332 -- \$515,292 of which will be expended in salaries.
- E. The cities which will be covered by the survey are

New York, Chicago, Philadelphia, Baltimore, Washington, New Orleans, Detroit, Birmingham, Memphis, Louisville, Atlanta, Cleveland, Houston, Pittsburgh, Richmond, Jacksonville, Indianapolis, Norfolk, Nashville, Los Angeles, Kansas City, Columbus, Winston-Salem, Montgomery, Charleston, Gary, Wilmington, East St. Louis, Omaha, and Denver.

IV. Plan of Operation

- A. The studies are to be carried out by the actual interviewing of Negro workers in thirty selected cities by colored white collar works relief interviewers. This work will be supervised from Washington where the compilation and writing up of the studies will be carried out, but in each of the thirty cities there will be a local office for local supervision and from which field workers will operate.
- B. In the local offices in each of the thirty cities there will be a supervisor, stenographers, editors, editing clerks, field agents, and custodians.

November 20, 1936

Doctor Patterson:

I am sending you a sample of the information we are getting of the service occupations. Note the break-down of expenditures on the back of the schedules. Advise whether there is any other item you would wish to include in this break-down.

Very truly yours,

r

NOTE: The Personal Service information is being secured from

1. Hotel and Restaurant Workers
2. Workers in Office Buildings and Apartment Houses
3. Elevator girls, porters, maids, etc. in Department Stores and elsewhere.

We have not been able to work out a technique for securing satisfactory information about household servants, the difficulty being an approach to the white women employing these servants. These household servants constitute such a large percentage of Negroes in the Personal Service Occupation group that I feel we should get some information about them. I have, for this purpose, suggested some methods to Mr. Nash.

U. S. DEPARTMENT OF LABOR

BUREAU OF LABOR STATISTICS

WASHINGTON

August 14, 1935

Dr. Monroe N. Work, Director
Records & Research Department
Tuskegee Normal & Industrial Institute
Tuskegee Institute, Alabama

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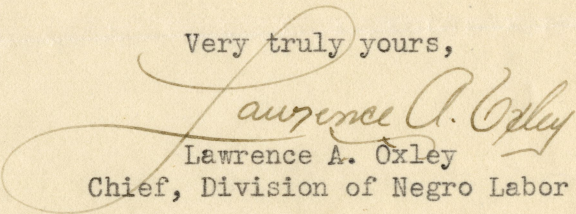
I have just returned to the office following my trip to the South and find your letter of August 5 on my desk.

I have not had an opportunity to take up the contents of your letter with Dr. Lubin or Mr. Hinrichs but will do so in the next few days. I shall have a conference with both of these gentlemen and shall be glad to write you their reaction.

It was a pleasure to have your good company from Tallahassee to Tuskegee.

With kind personal regards, I am

Very truly yours,


Lawrence A. Oxley
Chief, Division of Negro Labor

LO:LW

U.S. DEPARTMENT OF LABOR

BUREAU OF LABOR STATISTICS

WASHINGTON

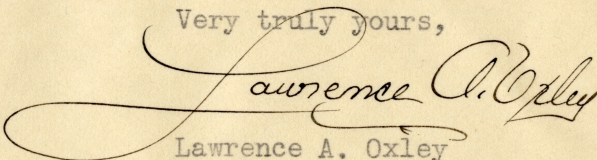
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Tuskegee Institute, Alabama

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U. S. Department of Labor

Division of Negro Labor

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U. S. Department of Labor

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U.S. DEPARTMENT OF LABOR

BUREAU OF LABOR STATISTICS

WASHINGTON

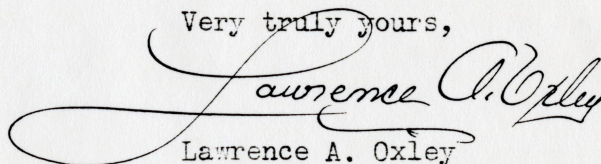
September 10, 1935

Dr. Monroe N. Work, Director
Department of Records and Research
Tuskegee Normal and Industrial Institute
Tuskegee Institute, Alabama

My dear Dr. Work:

I am enclosing copy of outline
of the National Works Project for Negro White Collar
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Very truly yours,

A handwritten signature in cursive script, reading "Lawrence A. Oxley". The signature is written in dark ink and is positioned above the printed name and title.

Lawrence A. Oxley
Chief, Division of Negro Labor

LO:LW
Encl.

ROBERT R. MOTON, PRINCIPAL

WILLIAM H. CARTER, TREASURER

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FOUNDED BY BOOKER T. WASHINGTON

FOR THE TRAINING OF COLORED YOUNG MEN AND WOMEN

OFFICE OF THE PRINCIPAL

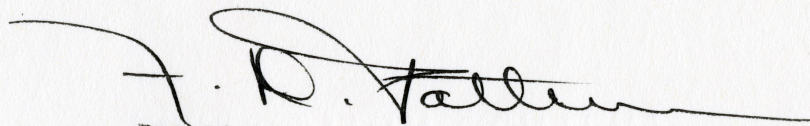
TUSKEGEE INSTITUTE, ALABAMA

July 8, 1935

Mr. Work;

I am referring to you a letter from Mr. Lawrence A. Oxley.
I shall be pleased if you will furnish him such material as you
have.

Very truly yours,


President

h:enc.

ROBERT R. MOTON, PRINCIPAL

WILLIAM H. CARTER, TREASURER

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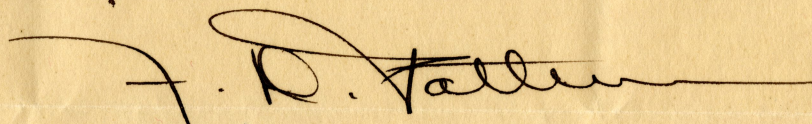
TUSKEGEE INSTITUTE, ALABAMA

July 8, 1935

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I shall be pleased if you will furnish him such material as you
have.

Very truly yours,

A handwritten signature in dark ink, appearing to read "F. D. Turner". The signature is fluid and cursive, with a long horizontal stroke extending to the right.

President

h:enc.

U.S. DEPARTMENT OF LABOR

BUREAU OF LABOR STATISTICS

WASHINGTON

July 3, 1935

Dr. F. W. Patterson, President
Tuskegee Institute
Tuskegee Institute, Alabama

My dear Dr. Patterson:

My attention has been called to a release of the Associated Negro Press announcing the establishment of a Personnel Bureau which is to conduct a study of the Trends and Tendencies in the Occupation of Negroes.

As you probably know, the Division of Negro Labor is intensely interested in securing an equitable distribution of work opportunities for workers of our group. Would you be kind enough to send me such material as you may have on the objectives of the Personnel Bureau.

I am to speak on the opening night of the annual meeting of the National Association of Teachers in Colored Schools at Tallahassee, Florida, and plan to visit Tuskegee for at least a day on my return journey to Washington. I should like very much to have a conference with you.

With kind personal regards, I am

Very truly yours,

Lawrence A. Oxley

Lawrence A. Oxley
Chief, Division of Negro Labor

LO:LW

U. S. DEPARTMENT OF LABOR

BUREAU OF LABOR STATISTICS

WASHINGTON

July 13, 1935

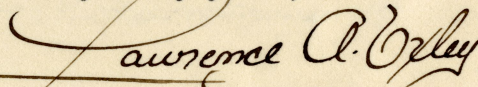
Dr. Monroe N. Work, Director
Department of Records and Research
Tuskegee Normal & Industrial Institute
Tuskegee Institute, Alabama

My dear Dr. Work:

Your letter of July 11 is acknowledged with thanks.

I shall look forward to seeing you at the meeting of the National Association of Teachers in Colored Schools in Tallahassee and also on the occasion of my visit to Tuskegee.

Very truly yours,

A handwritten signature in cursive script that reads "Lawrence A. Oxley". The signature is written in dark ink and is positioned above the typed name and title.

Lawrence A. Oxley
Chief, Division of Negro Labor

LO:LW

August 5, 1935.

Mr. Lawrence A. Oxley, Chief,
Division of Negro Labor,
United States Department of Labor,
Bureau of Labor Statistics,
Washington, D. C.

My dear Mr. Oxley:

I am writing to inquire whether the Department of Records and Research of Tuskegee Institute might be able to secure some financial assistance, through your Division, from the Department of Labor for the study we are making of Trends and Tendencies in the Occupations of Negroes. Enclosed is a statement of the Objectives of the study.

The initiating of this study has been made possible by a grant from the General Education Board to the Department of Records and Research of \$18,000 distributed over a period of three years. Three members of the staff of the Department, since June 1st, have been giving their time to the study of the occupations of Negroes; two field workers and an office compiler.

The effectiveness of the study would be greatly increased if, through your Division, the Department of Labor made a grant that would enable Tuskegee Institute to add some ten or twelve additional workers for a year of intensive field work on the study.

The study is national in scope. Special emphasis, however, is being placed upon the Negro in the South. For purposes of the study the South has been tentatively divided into some ten regions mainly on the basis of natural resources, agricultural, mineral, etc. At least three major areas in the North also will be included, that is; the Baltimore-Philadelphia-New York Area, the Pittsburgh Area, and the Great Lakes Area (Buffalo to Milwaukee).

TUSKEGEE INSTITUTE
STUDY OF THE TRENDS AND TENDENCIES
OF THE OCCUPATIONS OF NEGROES IN THE UNITED STATES.

I.

Sources of Information.

1. Census and other documentary data.
2. Studies in the field.

II.

Objectives.

1. To ascertain the occupational needs of Negroes.
 - a. With reference to the group as a whole.
 - b. In specific occupations.
2. To ascertain the occupational opportunities of Negroes.
 - a. In old and established vocations.
 - b. In new and developing vocations.
3. To ascertain occupational efficiency. (This in a measure subsidiary to occupational needs and opportunities.

The objective here is to ascertain:

- (a) Ways and means by which Negroes may more efficiently function in the occupations in which they are already employed in considerable numbers.

Note: For agriculture, this would particularly apply to better methods of farming, marketing, etc.

- (b) Ways and means by which Negroes may increase their numbers and more efficiently function in the occupations in which there are at present only a few or no Negroes at all.

Note: For agriculture, this would refer particularly to new uses of the land and products.

4. To ascertain occupational interdependence.
 - a. The interdependence of occupations of Negroes upon the occupations of the general population.
 - b. The interdependence of particular occupation of Negroes upon the occupations of Negroes in general. The most obvious examples here are: barbering, beauty culture, hotel and restaurant keeping, which depend for their expansion and prosperity upon the rise and expansion of the levels of the occupations of Negroes.
 - c. The interdependence of agriculture, industry, and commerce, one upon the other, and place of the Negro in this interdependence.

The plan is to secure in each of the areas, North and South, samples that will be sufficiently large (25 per cent or more of the total Negro gainful workers) to be representative of the occupations of Negroes in each area and the extent to which Negroes are participating or not participating in the various occupations of the area.

We are giving special attention to the problem of wage differential on the basis of levels of occupations. The form in which this subject appears on the key punch card follows:

Wage Differential	
Work and wage on same level	<u>White</u> Skilled workers
	<u>Negro</u>
	<u>White</u> Semi-skilled workers
Work and wage on different levels	<u>Negro</u>
	<u>White</u> Unskilled workers
	<u>Negro</u> Skilled workers with semi-skilled wage
Work and wage on different levels	<i>Negro</i> Skilled workers with unskilled wage
	<i>Negro</i> Semi-skilled workers with unskilled wage

If this inquiry meets your favorable consideration we will be pleased to follow whatever procedure you advise.

Very sincerely yours,

Monroe N. Work, Director,
Department of Records and
Research.

MNW:r
enclosure

U. S. DEPARTMENT OF LABOR

BUREAU OF LABOR STATISTICS

WASHINGTON

August 7, 1935

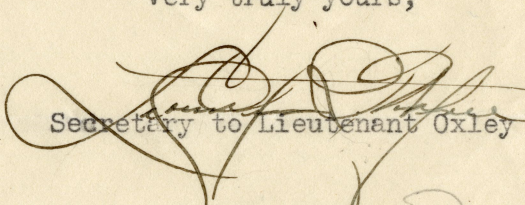
Dr. Monroe N. Work, Director
Records and Research Department
Tuskegee Normal and Industrial Institute
Tuskegee Institute, Alabama

My dear Dr. Work:

In the absence of Lieutenant
Oxley I am acknowledging receipt of your letter of August
5 enclosing copy of a statement of the objectives of your
study.

I shall bring this to Lieutenant
Oxley's attention immediately upon his return to the city.

Very truly yours,


Secretary to Lieutenant Oxley

La Monte R. Donfree

August 29, 1935.

Mr. Lawrence A. Oxley, Chief,
Division of Negro Labor,
U. S. Department of Labor,
Bureau of Labor Statistics,
Washington, D. C.

My dear Mr. Oxley:

This is to acknowledge receipt of your letter of August 21st and the outline of the National Works Project for Negro White Collar Workers. I shall be pleased, as you suggested, to receive an outline of the proposed study so that there may be no duplication of effort or overlapping in the gathering of factual information.

I thank you for your suggestions relative to Dr. Stead and Mr. Thad Holt. Awaiting your further advice and suggestions relative to cooperation in working out our individual projects, I remain

Sincerely yours,

Monroe N. Work, Director,
Department of Records and
Research.

MINW:r

U. S. Department of Labor

Division of Negro Labor

Washington, D. C.

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Some Firms in Georgia Employing More Than 20 Negroes

(There is no uniformity as to the individual who gave the information. Sometimes it was a book-keeper, a manager, a superintendent, an auditor, a personnel director, a chief clerk, a president, a Negro employee, etc.)

Name of Firm	Location
Fry Building Company	Albany
Bob's Candy Company	"
Albany Laundry	"
Macklin Peanut Company	"
Swift Fertilizer Company	"
Armour Fertilizer Company	"
Bain Peanut Company	"
Reynolds Brothers Lumber Company	"
Jacobs Drug Store	Atlanta
Model Laundry	"
Biltmore Hotel	"
Southern Wire & Iron Works	"
Simmons Company	"
Southern Spring Bed Company	"
Georgia Power Company	"
Black and White Cab Company	"
Rich's Department Store	"
Atlanta Stove Works	"
Sears, Roebuck & Company	"
Barge and Thompson	Decatur (Atlanta Area)
Pullman Repair Shop	"
Southern Agricultural Chemical Corporation	Egan (Atlanta Area)
Willingfords	Augusta
Atlantic Ice & Coal Company	"
Lombard Iron Works	"
Southern Cotton Oil Company	"
Sibley Mills	"
Jno. P. King Manufacturing Company	"
Georgia-Carolina Brick & Tile Company	"
Bibb Manufacturing Company	Columbus
Acme Laundry	"
Atlantic Ice and Coal Company	"
Muscogee Manufacturing Company	"
Hotel Ralston	"
Swift's Spinning Mills	"
Golden Foundry Company	"
Julius Frillander Company	"
Southland Pecan Factory	"
Schowbilt Clothing	"

Some Firms in South Carolina Employing More Than 20 Negroes

(There is no uniformity as to the individual who gave the information. Sometimes it was a bookkeeper, a manager, a superintendent, an auditor, a personnel director, a chief clerk, a president, a Negro employee, etc.)

Name of Firm	Location
Townsend Lumber Company Equinox Mills	Anderson "
Judson Mill Woodside Mill	Greenville "
Spartan Mill Spartanburg Laundry	Spartanburg "

Name of Firm	Location
Dunson Mills Calloway Mills Dixie Cotton Mills Swift Company Fertilizer Works	La Grange " " "
Crescent Laundry Colored Cab Company Bibb Manufacturing Company--Payne Mill S. E. Knitting Mills Central City Bag Company Bibb Manufacturing Company, No. 1 Central of Georgia Railroad Shops Taylor Iron Works Birdsey Flour Mills	Macon " " " " " " " "

Some Firms in North Carolina Employing More Than 20 Negroes

Name of Firm	Location
Crystal Ice and Coal Company	Winston-Salem
R. J. Reynolds Tobacco Company	" "
City of Winston-Salem	" "
Camel City Laundry	" "
Haiven Knitting Company	" "
Brown-Williamson Company	" "
Haines Knitting Company	" "
Carolina Hotel	" "
R. E. Lee Hotel	" "

Some Firms in Virginia Employing More Than 20 Negroes

(There is no uniformity as to the individual who gave the information. Sometimes it was a bookkeeper, a manager, a superintendent, an auditor, a personnel director, a chief clerk, a president, a Negro employee, etc.)

Name of Firm	Location
Riverside Cotton Mills	Danville
J. M. Edmonds Company	"
J. E. Perkinam Company	"
Debreal Brothers	"
Danville Laundry	"
Hotel Danville	"
Danville Lumber and Manufacturing Company	"
City of Danville	"
Hosiery Mill No. 2	Lynchburg
Virginia Carolina Chemical Corporation	"
The Model Laundry	"

January 9, 1936.

Doctor Patterson:

Attached herewith is a list of firms employing twenty or more Negroes ^{thus far} ~~that were~~ contacted by Messrs. Davis and Gomillion in Georgia, South Carolina, North Carolina and Virginia. You said you wanted this to use in connection with the effort to raise money for a new Agricultural building.

Very truly yours,

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U. S. DEPARTMENT OF LABOR

BUREAU OF LABOR STATISTICS

WASHINGTON

August 21, 1935

Dr. Monroe N. Work, Director
Department of Records & Research
Tuskegee Institute
Tuskegee Institute, Alabama

Dear Dr. Work:

Yesterday afternoon I had a conference with Dr. Lubin and Mr. Hinrichs of the Bureau of Labor Statistics on the content of your letter addressed to me under date of August 5.

I am enclosing herewith a rather rough outline of a proposed project to be directed by the Department of Labor. You will note that this project is in the form of an inquiry relative to the occupational status and employment opportunities for our group in America. I would call your attention also to the fact that this study is to be carried on in thirty of the largest urban centers in the Country. Mr. Hinrichs is of the opinion that we should furnish you with an outline of the proposed study so that there may be no duplication of effort or unhealthy overlapping in the gathering of factual information in the field.

In regard to that part of your study listed under paragraph four of your Objectives - "to ascertain occupational inter-dependents", I believe it would be worthwhile to address a letter to Dr. William H. Stead, Associate Director for Standards and Research, U. S. Employment Service, Washington, D. C. Dr. Stead's Department is at present making a very careful study and analysis of relative skills and occupations.

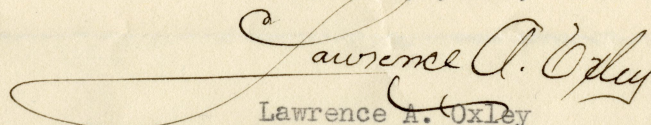
In the matter of securing additional field workers for your study, I would suggest two possible approaches to be made-- the first is an application to the Works Progress Administrator for Alabama, Mr. Thad Holt, 326 First National Bank Building, Montgomery, and the other should go to Mr. Aubrey Williams, National Works Administration, Washington, D. C.

Dr. Monroe N. Work—Page 2

Just as soon as approval of our project comes to hand I shall be glad to write you further suggesting how we can cooperate in working out our individual projects.

With kind personal regards, I am

Very truly yours,


Lawrence A. Oxley
Chief, Division of Negro Labor

LO:LW