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Records of the Office of the Special Assistant for Ethnic Affairs: A Guide to Its Records at the Jimmy Carter Library

Collection Summary

Creator: Office of the Special Assistant for Ethnic Affairs

Title: Records of the Office of the Special Assistant for Ethnic Affairs

Dates: 1977-1981

Quantity: 24 linear feet, 2 inches, 54 containers

Identification:
Accession Number: 80-1
Archival Research Catalog (ARC) Identification Number: 583011

Scope and Content:
The files consist of correspondence, memoranda, reports, proposals, and other printed materials relating to Stephen Aiello's and Victoria M. Mongiardo's duties as Special Assistant and Deputy Special Assistant for Ethnic Affairs. Material in this collection focuses on issues important to Immigrants. In addition, materials in the collection deal with the visit of the recently elected Pope, John Paul II, to the United States, the SALT II treaties, and Carter's human rights policy.

Creator Information: Office of the Special Assistant for Ethnic Affairs
President Jimmy Carter established the Office of Special Assistant to the President for Ethnic Affairs with the appointment of Stephen Aiello on January 3, 1980. This office was not mandated by the Constitution; although, President Gerald Ford had established a similar office to communicate with ethnic groups. The mission of Carter's Office of Ethnic Affairs was to provide liaison to the ethnic groups of American citizens—the "hyphenated" Americans.

The Office's function was to advise the President and to listen to the ethnic groups, but it was not a policymaker itself. Although not part of its formal mission, the Office of Ethnic Affairs also functioned unofficially as a liaison to Catholic and Orthodox Christian groups, since many of the Western and Eastern European groups were extremely concerned with religious persecution in their home lands.

Stephen Aiello was concerned with immigrants and their descendants mainly from Scandinavia, Ireland, Germany, Eastern Europe, Asia, Middle East, and ethnics groups

absorbed into the Soviet Union. Occasionally, Aiello also addressed Hispanic, Jewish, or African American groups. However, in Carter's administration these latter groups had liaison offices devoted exclusively to their interests, so Aiello's interaction with these groups was minimal.

Victoria M. Mongiardo joined Aiello's staff in March 1980. Previously, she worked for the White House Office of Anne Wexler from 1979 - 1980. Some of Mongiardo's files located here were created during her service in Wexler's office and moved with her to Aiello's office. While working under Aiello, Mongiardo continued with some of her previous duties from Ann Wexler's Office. Mongiardo initially moved to the Office of Ethnic Affairs as a detailee before being named Deputy Special Assistant.

Other employees in the office were Natalie Sluzar as administrative assistant and later a detailee; Laraine J. Prasinos and Robert R. Ruggiero, Jr., as detailees; and Robert Kono as a volunteer.

Biographical information on key office personnel is located at the end of the finding aid.

Restrictions:

Restrictions on Access: These papers contain documents restricted in accordance with applicable executive order(s), which governs National Security policies, applicable statutes/agency restrictions, and material which has been closed in accordance with the donor's deed of gift.

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Related Material:

Related materials in this repository: Oral History Exit Interview with Stephen Aiello; Records of the Office of the Assistant for Public Liaison; and the Records of Anne Wexler as Special Assistant to the President

Index Terms:

Limited to major topics under each category
Persons: Stephen R. Aiello, Victoria M. Mongiardo, Pope John Paul II

Organizations: American Hellenic Educational Progressive Association (AHEPA), Democratic National Committee (DNC)

Subjects: Immigrants, Catholics, human rights, SALT II, urban policy, Christians, education, Italian community

Places: Scandinavia, Ireland, Germany, Eastern Europe, Asia, Middle East, Soviet Union

Types of Material: correspondence, memoranda, reports, proposals, invitations, and other printed materials

Administrative Information:

Preferred citation: [Type of Document], [Names of Sender and Recipient or Title of Document], [Date], [Collection Title], [Series Title], [Folder Title], [Box Number], Jimmy Carter Presidential Library.

Acquisition information: These historical materials were received under provisions of the instrument of gift that Jimmy Carter signed January 31, 1981.

Processing information: The first series of the collection was opened in April 2001.

System of Arrangement:

The records Louis Martin, Special Assistant to the President are divided into eight series:

Series Title	Series ID (ARC)
Stephen Aiello's Subject Files	583018
Stephen Aiello's Ethnic Group Files	585471
Victoria Mongiardo's Chronological Files	586280
Victoria Mongiardo's Subject Files	586374
Victoria Mongiardo's Ethnic Groups Files	587561
Victoria Mongiardo's Campaign Files	587830
Victoria Mongiardo's SALT II Files	587893
Victoria Mongiardo's Pope's Visit Files	587949

Detailed Description of the Collection

Stephen Aiello's Subject Files

Scope and Content: Container 1-11. This series was opened in April 2001. This series consists of containers correspondence, memoranda, proposals, reports, resumes, invitations, and printed material. Arranged alphabetically by folder title and thereunder chronologically.

Stephen Aiello's Ethnic Group Files

Scope and Content: Container 12-16. This series was opened in April 2001. This series consists of correspondence, reports, memoranda, and printed materials concerning ethnic minorities. Arranged alphabetically by folder title and thereunder chronologically.

Victoria Mongiardo's Chronological Files

Scope and Content: Container 16-17. This series was opened in April 2001. This series contains correspondence and memoranda. Arranged chronologically.

Victoria Mongiardo's Subject Files

Scope and Content: Container 18-37. This series was opened in April 2001. This series consists of reports, correspondence, proposals, memoranda, and printed materials. The topics covered include religion, community issues, education, human rights, and urban development. Arranged

alphabetically by folder title and thereunder chronologically.

Victoria Mongiardo's Ethnic Groups Files
Scope and Content: Container 38-48. This series was opened in April 2001. This series consists of correspondence, reports, memoranda, and printed materials concerning different ethnic minorities. Arranged alphabetically by folder title and thereunder chronologically.

Victoria Mongiardo's Campaign Files
Scope and Content: Container 48-50. This series was opened in April 2001. This series consists of reports, correspondence, proposals, memoranda, and printed materials. Arranged alphabetically by folder title and thereunder chronologically.

Victoria Mongiardo's SALT II Files
Scope and Content: Container 50-51. This series was opened in April 2001. This series consists of reports, memoranda, correspondence, and printed materials concerning SALT II. Arranged alphabetically by folder title and thereunder chronologically.

Victoria Mongiardo's Pope's Visit Files
Scope and Content: Container 52-54. This series was opened in April 2001. This series consists of correspondence, invitations, memoranda, and lists. Arranged alphabetically by folder title and thereunder chronologically.

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Biographical Information

Stephen R. Aiello

Stephen R. Aiello born in New York City on October 14, 1942. He received his early education in the City's public schools, graduating from Lafayette High School, Brooklyn in 1960. He attended New York University, where he made the Dean's List earning a baccalaureate degree in History, in 1964. After moving to Columbia University, Aiello was elected to the Kappa Delta Pi Honor Society and in 1966 received a master's degree in social studies. In April 1979, Aiello received his Ph.D. from Union Graduate College.

Aiello began his career in the New York City public schools, teaching mainly in Brooklyn. Starting at Abraham Lincoln High School in 1965, Stephen Aiello taught social studies. He also served as faculty advisor to the Debating Society and provided tutoring to underprivileged students. From 1967 to 1969, he moved to Franklin D. Roosevelt High School. Aiello continued serving as a faculty advisor, this time to the Afro-American Club and the Future Teachers Club. In 1969, he accepted an assignment at the new John Dewey High School, as coordinator of student activities in addition to teaching social studies.

An active participant in community efforts to promote mutual understanding, Stephen Aiello first became known as a spokesman for Italian-Americans in the early 1970s when he served as education chairman of the Italian-American Civil Rights League founded by Joseph Colombo, Sr. Aiello served as a member of the Ethnic Coalition of the City Commission on Human Rights, the Mayor's Committee to Promote Cultural Pluralism; as Chairman of the Intergroup Education Conflict Forum held by the Brotherhood-In-Action in 1973; and as a consultant for the Center for Mediation and Resolution.

Aiello was appointed to the Brooklyn Borough Board of Education in 1974 by President Sebastian Leone. From 1971 to 1974, he had served as a special assistant to Lachman, then President of the Board. In 1976, the Board elected him Vice President and President in 1977. He was re-elected to the position in 1978 and 1979. In 1980, he resigned from the Board for a post in President Jimmy Carter's Office of Ethnic Affairs.

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