

of the administrative assistants so that the information service will be aware of what is happening in every committee at all times.

It should be noted at this point that the State Department of Education has also worked out for the secondary schools of the State a course of study on the need for constitutional revision in Maryland, and the activities of this Convention will become an important part of the teaching in those schools of civics, history and of courses in the problems of democracy. The Constitutional Convention Commission and your officers have cooperated with the State Department of Education in this project, and the State Superintendent of Schools a few days ago issued an elaborate resource guide on the Maryland Constitutional Convention comprising approximately 115 pages and designed specifically to aid the teachers in the secondary public schools of the State.

In addition, a seminar for those teachers will be held in a few days to discuss this program in detail. As a part of this program, large numbers of school children will be visiting the Convention and observing its work throughout the next three months.

Other institutions and interested groups are likewise planning special lectures, seminars and discussion groups and visits to the Convention. For instance, the Enoch Pratt Library in Baltimore and the Baltimore County Library are jointly undertaking a very comprehensive program of public information and education on the subject of the Constitutional Convention and have invited representatives of Baltimore City and Baltimore County business and community groups to meet with library representatives next week to discuss methods of accomplishing this purpose. Your officers will also participate in this session.

All of these efforts will, we hope, result in the visits of numerous groups, both large and small, to observe the work of the Convention in the next few months. We have thus far had requests from several large groups—one consisting of 200 teachers—to observe the Convention in session. It is of course highly desirable that this participation by the public be encouraged in every possible way, and, at the same time, it must be done in such a way as not to interfere with the work of the Convention or of its committees. To assist in this and to make these visits more meaningful, we hope to have each group visiting the Convention first assemble to view either a motion picture or one of three narrated slide shows which are available and to hear a

brief talk from a member of the Convention staff especially assigned for this purpose. This staff member will then escort the group to committee rooms or to the Convention galleries. It will be the duty of the staff tour leader to be familiar with the particular topic being discussed by the committee or the Convention at the time of the tour so that he may inform the visiting group about it and answer any questions which may be asked.

Nearly two weeks ago, your officers and the chairmen of all committees had a lengthy session at which we reviewed the organization of the Convention staff and considered a possible timetable for the work of the Convention. We are all agreed that the work of the Convention must be planned for completion within 90 days so that the possible 30 days additional which may be authorized will be available as a cushion of time to provide for unexpected contingencies. To achieve this goal of completion in 90 days, we must plan our work on a schedule of five days a week from 9:00 a.m. to 5:00 p.m. beginning immediately.

I will not attempt this afternoon to give you all the details of the program, except to point out that very roughly we contemplate 30 days for hearings, 30 days for drafting and discussion, and 30 days for debate and decision.

At the early stages of our work there will not be a necessity for lengthy sessions of the Convention and no necessity for sessions of the Committee of the Whole. Accordingly, in order to allow as much uninterrupted time as possible for committee hearings, the daily sessions of the Convention will, for the present time, be scheduled for 2:00 p.m. For the most part, they will probably last only one-half hour or a little more. This will permit committees to have continuous hearings from 9:00 a.m. until lunchtime and then to resume for a discussion or study period following the recess of the Convention until approximately 5:00 p.m. I have no doubt that even with this schedule longer and later sessions will be required toward the end of the 90-day period.

Each of you knows from the memoranda heretofore sent to you that your two vice-presidents and I are each assigned as liaison members to several committees and that members of the Committee on Style, Drafting and Arrangement and members of the Committee on Calendar and Agenda are also assigned as liaison members to the several committees. This is for the purpose