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Office Memorandum • UNITED STATES GOVERNMENT

TO : Chief, Language and Area School

DATE: 29 January 1959

FROM : Deputy for Language Training

SUBJECT: Weekly Activities Report

A. SIGNIFICANT ITEMS

None to report

B. OTHER ACTIVITIES

25X1 1. On Thursday a meeting was held with Gerald Winfield of ICA and Mr. Theodore Karp of New York concerning LAS interest in a film on foreign language teaching which Mr. Karp is producing. The meeting was arranged by Howard Sollenberger of FSI. It was agreed that another meeting would be held this Thursday to discuss the matter further. The language staff has read the script outline and commented upon it. [redacted] conferred on Wednesday with D. Lee Hamilton and members of the FSI staff concerning our community of interest in the film. It is generally agreed that such a film could be a worthwhile contribution to language teaching here and elsewhere, though some revisions of length, orientation and detail are needed. It still remains to be seen what can be accomplished with respect to general agreement on revisions by all parties concerned.

25X1 2. At a meeting on 22 January between [redacted] of OTR and [redacted] the Language and Area programs for the next six months were discussed. The language requirements of the desk were outlined and will normally all be met with the existing facilities. For information two students from the desk have already enrolled in the FT intermediate course.

25X1 3. Still little luck in finding French native speakers to help with the FT intermediate course. [redacted] has agreed to contribute two hours weekly of instruction.

25X1 4. The entire French teaching staff is doing a wonderful job of filling in the gap created by the absence of [redacted] who is on sick leave. They are all working long hours under adverse circumstances to maintain quality and quantity of teaching.

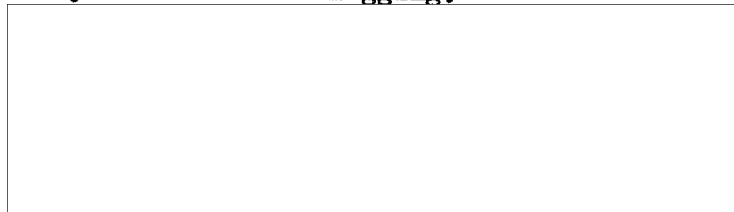
25X1 5. The laboratory attendance records that have recently been compiled by [redacted] will be put to immediate good use in the Voluntary Language Training Program. This is the first time we have had an accurate overall picture of VLTP student laboratory

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attendance. A cursory inspection of the records shows up some classes where lab attendance is woefully weak and in one or two instances non-existent. (Several of the classes, however, have almost perfect lab attendance.) Armed with these records we will be able to jack up individual classes where laboratory work has been lagging.

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