

# Office Memorandum • UNITED STATES GOVERNMENT

TO : Chief, Language and Area School

DATE: 18 November 1959

FROM : Deputy Chief, Area Training

SUBJECT: Weekly Activities Report

A. SIGNIFICANT ITEMS

None to report

B. OTHER ACTIVITIES

1. In implementation of our reoriented program, two staff meetings have been held in the past week, one for a general discussion of how we might best proceed on the AAO portion, and the other for re-defining objectives of the AAO's. Our next meeting, to be held on the morning of the 19th, will turn to the sizable problem of AAO course content. Later meetings will be concerned with instructional methods and administrative problems. My intention is subsequently to draft firm guide lines for the new AAO's on the basis of these discussions.

2. We are naturally encouraged by DTR's generally favorable response to our program proposals. We feel that ultimate success or failure may rest on one factor beyond our control, namely, the degree of cooperation of DDP TO's and supervisors in requesting AAO briefings for all first-timers - both personnel and dependents - destined for a given area. Our tentative discussion of some of the problems related to this point produced suggestions for an IBM run of numbers of departures in fiscal 1959, broken down by station, and for a general meeting with DDP TO's in the near future. This meeting would aim at firm procedures for alerting us to all prospective departures of first-timers and for making them available for group and/or individual briefings at mutually convenient times. We are appreciative of DTR's offer to help in these efforts, and are awaiting word from PO/TR's office, whether an IBM run can be tailored to fit our needs.

3. Initial publicity concerning our new program is expected to be ready for inclusion in the November-December OTR Bulletin and in the Long-Term Schedule for 1960. We shall also furnish you shortly the type of information already requested by [redacted] for DDP branch chiefs, to indicate both what we expect to be able to do for them and what we would like them to furnish us.

[redacted] This briefing represents what is believed will be a common feature in the future AAO program - individual orientations or ad hoc orientations for smaller groups. The experience

25 YEAR

with the briefings completed indicates obvious advantages in tailoring the orientation to the specific needs and experience of the given trainees. The briefing in this instance will be completed after the first of the year in a final session covering assigned reading, summary of the international issues, and review of previously covered material. So far this approach is deemed to have been an eminent success.

STAT 5. Another example of the form in which the expanded AAO program can be of greater utility to the Agency is the effort underway to brief a DDP employee, with a recent military service experience [redacted] for Agency duty there. This individually tailored briefing, it is hoped, will demonstrate to DDP the value of enrolling experienced DDP personnel in the AAO program.

STAT 6. [redacted] will conduct a joint language and area program, at DD/P request, for 10-12 secretaries of AF's North African branch. This program will consist of 16 1½ hour sessions beginning in December and will be conducted in "I" Bldg, either in the branch's conference room or in the LAS lecture room. F

STAT 7. I was shocked at the poor quality of the instruction at one session which I attended of FSI's course A-418, "Regional Organization in Europe." Dr. Leo Gross of the Fletcher School, speaking on "Germany and NATO," confined himself largely to factual data and gave little or nothing in the way of original analysis. I sensed that he had received little guidance from the FSI instructor in charge, who took virtually no part in the proceedings. [redacted] who is attending the whole course, reports a similar reaction to some of the other sessions.

