

Office Memorandum • UNITED STATES GOVERNMENT

TO : Chief, Language and Area School

DATE: 27 May 1959

FROM : Deputy Chief, Plans, Research and Administration

SUBJECT: Weekly Activities Report

A. SIGNIFICANT ITEMS

None to report.

B. OTHER ACTIVITIES

1. [] talked with [] of the Management Staff, on LAS responsibilities in the language testing and language awards program. [] expressed satisfaction with the functioning of the LAS components, expressing the view that we had to a very considerable extent anticipated any suggestions he might have had for improvement of administrative procedures. He was told of LAS's plans for separating the test development function from that of test administration.

2. [] participated in the preliminary consideration of OTR space requirements for the new building. In so far as LAS is concerned, it is apparent that separation of full-time and part-time training is going to raise very definite staffing problems. Space allocation in the new building for part-time training appears adequate at the present time, although the lack of small class-rooms for language training will pose problems.

3. On 25 May [] went over to the FSI to confer with Rice, Miss Wilds, and Dieli on test standards and grading. He also consulted with Hodge, Noss, and Harter to inquire about possible native speakers of Cambodian, Hausa, Laotian, and Sinhalese.

4. Seventy-four people reported for tests last week in Bulgarian, Croatian, Czech, Danish, German, Hindi, Italian, Norwegian, Spanish, and Portuguese.

5. Sixty-one Certifications for Language Award certificates were sent to the Registrar last week.

