

INSTRUCTIONAL SYSTEMS SURVEY FINAL REPORT

RECOMMENDATIONS

Section IV. Study A - Language Training School

Recommendations

Action to Date

Enrollment and Physical Environment

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| 1. With the large increase in the LTS enrollments for FY 1967-68, the practice of one-to-one student-teacher ratios must be discontinued if the School is to handle the increased enrollments without staff increases. No full-time classes should start that are less than five students. | Established new pattern for handling classes using not less than four students for common languages, three students for "uncommon." |
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C/LTS comment on Action to Date:

The revised recommendation was applied to the extent possible, but spotty compliance with the policy and, lately, postponement of CT training has made this goal unattainable for the time being.

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| 2. Start all full-time classes in March, July and November only. | To be implemented for CT's. |
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C/LTS comment on Action to Date:

The final CT schedule required six startings per year rather than three. Schedules were published in OTR Bulletin including 2 dates only for beginning part-time classes. System had begun to show some results when IG report forced changes in CT schedule.

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| 3. If LTS remains in its present quarters the building should be redesigned for school use, especially the ventilation system. | Work has been done on the interior of the building and the air conditioning system. |
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C/LTS comment on Action to Date:

Work has been done slowly on interior of building. We can see no improvement in air conditioning system.

Recommendations

Action to Date

4. If LTS is to be moved to new quarters, consideration should be given to including special "future" teaching equipment facilities. [REDACTED] to consult with building designers in these matters.
- No action.

25X1A

C/LTS comment on Action to Date:
Comment is essentially correct.

Teaching Methods

5. Some form of teacher training for new WAE personnel be mandatory.
- In process.

C/LTS comment on Action to Date:
The major difficulty here is shortage of supervisory personnel. We have interviewed a linguist from FSI who is interested in making a change and who is interested and experienced in teacher training.

6. Special seminars be developed for current staff professional growth requiring one-two hours of staff release time a month.
- In process.

C/LTS comment on Action to Date:
Such meetings as are here recommended have been held only irregularly until now, but we hope to regularize them as time goes on.

7. All language courses be required to develop complete detailed course objectives and detailed outlines. This should be given highest priority and completed no later than end of CY 1966.
- In process.

C/LTS comment on Action to Date:
Modified to include five priority languages. Action completed on those by January 67. Work in progress on other courses. No firm completion date can be given at this time.

Recommendations

Action to Date

PAI

- 8. Commercially available PAI foreign language courses be applied immediately in Spanish, French and German in a sustained experimental test. In process.

C/LTS comment on Action to Date:
Essentially correct as stated.

- 9. A small 3-5 person cadre be trained in PAI development techniques. Trained three personnel.

C/LTS comment on Action to Date:
Four personnel have been trained to date rather than three.

- 10. All foreign language programs developed for LTS be concept units of 200 frames length and not full PAI (8 to 10 thousand frame) courses. Cost \$1,500 per instructional hour. Accepted.

C/LTS comment on Action to Date:
Cost has proven to be rather more than indicated; the three Vietnamese units currently in the works are costing \$43,000.

- 11. Contracts should be given in FY 1967 for the development of PAI courses in Spanish, French, German, Mandarin and Viet. Vietnamese only contracted with [redacted] Still in process.

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C/LTS comment on Action to Date:
Under way. See [redacted] Memo for the Record, dated 24 July 1967, Subject: Status of Work on Contract with [redacted]

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- 12. Bid specifications for above PAI courses to be written by 30 November 1966, with request for proposal no later than 31 December 1966. Completed.

C/LTS comment on Action to Date:
Correct as stated.

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Recommendations

Action to Date

13. All future off-the-shelf PAI language courses should be tested outside LTS before being subjected to student use. Agreed.

C/LTS comment on Action to Date:
I'm still not sure what this means and how it works. Presumably, if we find a program which looks promising we can contract with someone to test its effectiveness before we use it.

14. Where feasible, LTS (OTR) should work with other government agencies to jointly support PAI foreign language course development. No action.

C/LTS comment on Action to Date:
Thus far, other agencies have expressed only polite interest in our project. If something comes of it, they may yet be interested.

CAI

- 25X1A 15. A detailed study will be conducted by [redacted] on the potential of CAI to OTR needs. This is part of the present contract. Covered in this report.

C/LTS comment on Action to Date:
I have not seen this portion of the report.

Current Teaching Systems

16. A list of all films available for language teaching should be developed by the LTS Chief of Support no later than 31 December 1966. Completed.

C/LTS comment on Action to Date:
Correct.

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Recommendations

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- 25X1A 17. A complete review of existing language laboratory facilities should be conducted by the LTS Chief of Support in conjunction with [REDACTED] no later than 31 December 1966. No action.

25X1A C/LTS comment on Action to Date:
We have not seen [REDACTED] in the Language School since April.

- 25X1A 18. Each LTS language department should be abreast of all new commercial materials publishers. In process.

25X1A C/LTS comment on Action to Date:
My original understanding with [REDACTED] was that he would take care of this personally with major publishers. We are preparing a list of publishers and letters have been, or in some cases, will be sent asking for examination copies.

- 25X1A 19. [REDACTED] to develop a study on the value and cost of television to OTR. Completed.

C/LTS comment on Action to Date:
I have not seen this part of the report.

20. A general one-day orientation course to languages should be developed and include a "how-to-listen" unit. This unit to be either the "Effective Listening" course available or a new course. In process.

C/LTS comment on Action to Date:
Correct as stated.

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