

U  
408.3  
.A75  
1975-76  
v.3

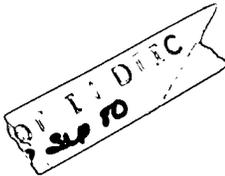
ARMY LINGUIST PERSONNEL STUDY (ALPS)

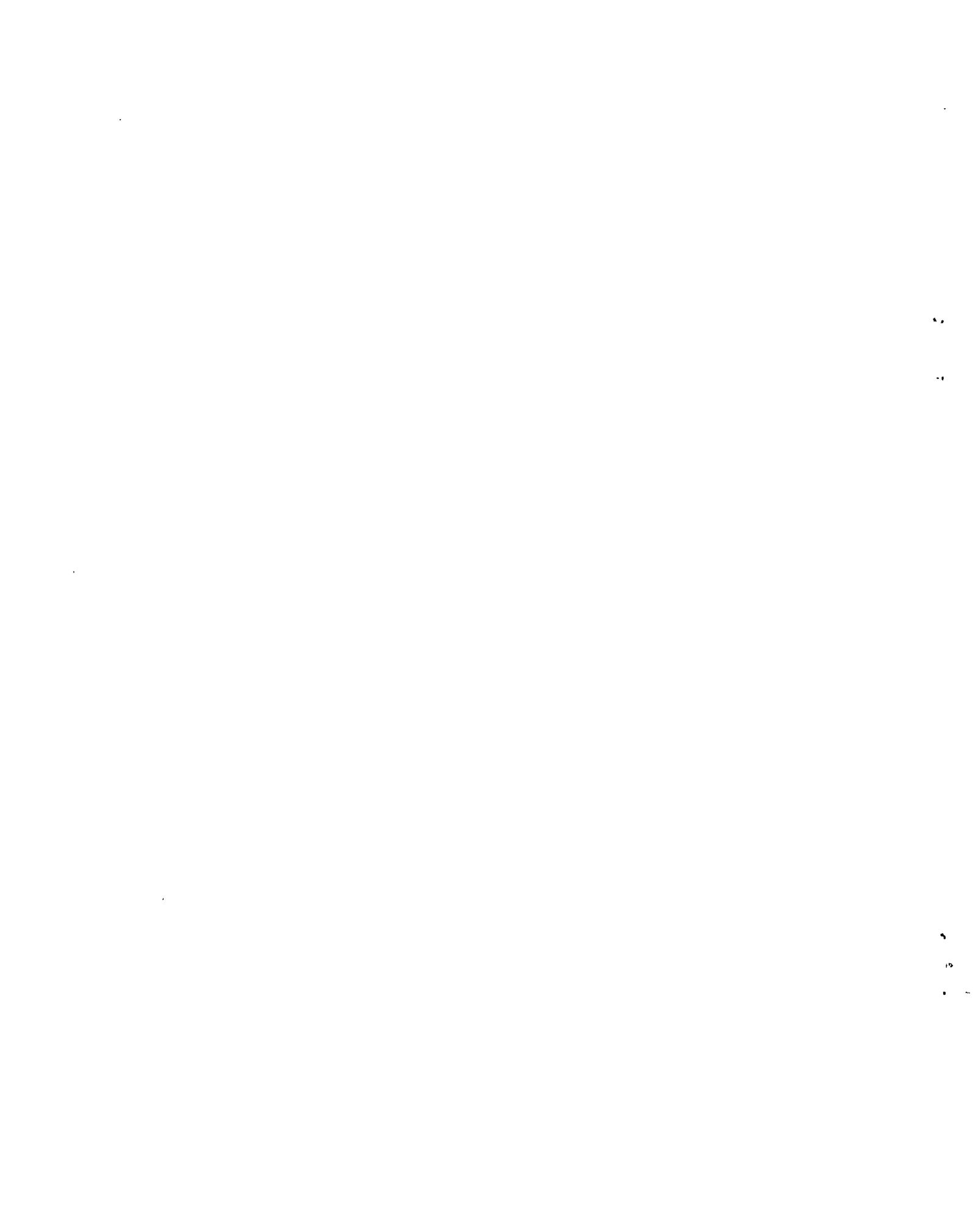
VOLUME III

COMMAND LANGUAGE PROGRAM (CLP)

Summary of material furnished by DLI,  
August 1975, in support of ALPS.

  
JOSEPH P. RICE  
COL INF  
ALPS Chairman





10117138

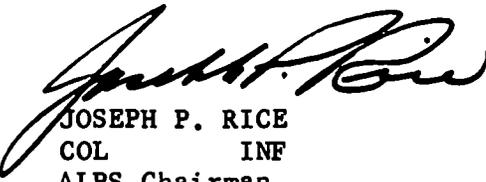
4  
408.3  
. A95  
1975-76  
v. 3



DEPARTMENT OF THE ARMY  
OFFICE OF THE DEPUTY CHIEF OF STAFF FOR PERSONNEL  
WASHINGTON, D.C. 20310

SUBJECT: Army Linguist Personnel Study (ALPS)

1. The material in this volume has been furnished by Defense Language Institute (DLI) in support of the ALPS.
2. All pages have been numbered in sequence and will be so referred to in the ALPS paper.

  
 JOSEPH P. RICE  
 COL INF  
 ALPS Chairman



..

7

..

..

..

POSITION PAPER  
SCOPE OF DEFENSE LANGUAGE PROGRAM  
OVERVIEW

25 Jun 75

1. PURPOSE: The purpose of this position paper is to define the scope of the Defense Language Program (DLP) in terms of (a) language training facilities, (b) resident training, and (c) non-resident training and support.

2. REFERENCES:

a. DOD Directive 5160.41, 19 October 1962

b. Joint Service Regulation AR 350-20, OPNAVINST 1550.7, AFR 50-40, MCO 1550.4B, 11 June 1963 and 17 January 1974

c. Department of Defense Study of Foreign Language Training by DLI, 10 July 1964

d. English Language Training Provided for Foreign Military Personnel by DLI, 22 April 1965.

3. DISCUSSION:

a. The Defense Language Institute, a Department of Defense (DOD) agency with Army designated as Executive Agent, was established to satisfy total DOD language training requirements with the exception of Service academies and dependent schools. DLI has a multi-service staff (based on representative student loads), a multi-national faculty for resident training, and is responsible for the management, conduct, supervision, administration and control of the Defense Language Program (DLP).

b. As part of the responsibility for the DLP, DLI exercises technical control over all DOD language training activities. Technical control is authority to approve language training methodologies, instructor qualifications, texts, materials, course content and course objectives. This includes the authority to develop and administer language training standards for language testing, materials and language training equipment. Additionally, DLI acts as principal advisor to the Secretary of Defense and his principal assistants on all language training and research matters.

c. The DLP encompasses both foreign and English language training conducted in-house, as well as through (1) Language Training Detachments (LTDs) in Europe, Asia and Africa, and (2) Command sponsored programs worldwide to meet peculiar mission requirements.

PENTAGON LIBRARY  
WASHINGTON, DC

d. DLI became operational on 1 July 1963. At the same time, the Language Department, U.S. Naval Intelligence School, Washington, D.C., was redesignated DLI East Coast Branch, while the U.S. Army Language School, Monterey, California, was redesignated DLI West Coast Branch. On 1 July 1966, the U.S. Air Force Language School at Lackland AFB, Texas, was integrated into DLI as DLI English Language School.

e. The resident foreign language training through FY 75 has been conducted at DLI schools in Washington, D.C. and Monterey, Ca. DLI also sponsors a small number of students at the Foreign Service Institute (FSI), State Department, in Washington, D.C. in languages not taught by DLI. The resident English language training is offered at the DLI English Language Center (DLIELC) at Lackland AFB, Texas. As part of an overall Army reorganization, DLI is closing its resident school in Washington, D.C. and consolidating all resident foreign language training at the Presidio of Monterey, except for a small number of students who will be sent to FSI. The consolidation at Monterey is currently underway and will be complete by 30 June 1975.

f. Nonresident training is conducted in CONUS and overseas for approximately 100,000 U.S. military personnel under the technical control of the Nonresident Training Operations Division which was established at the Presidio of Monterey on 1 October 1974 and was placed under the Office of Worldwide Training Operations on 1 June 1975.

g. The Office of Worldwide Training Operations is responsible for:

(1) Support in English language training to foreign military personnel in CONUS and host countries, to include general English, specialized English, language training detachments, instructor training, and language laboratory systems.

(2) Support to U.S. military personnel of all Service components worldwide in:

(a) English language training conducted for non-English speaking personnel; and

(b) Foreign language elementary level and maintenance/ refresher training.

h. DLI also develops and furnishes to the Services testing systems in both foreign languages and English language as follows:

(1) DLPT. The Defense Language Proficiency Test is used by the Services to determine an individual's present proficiency in a specific language for assignment purposes. Also, the DLPT is administered to all foreign language students upon completion of the resident training program at DLI.

(2) DLAT. The Defense Language Aptitude Test is administered by the Services to prospective students to determine aptitude for language learning prior to assignment to DLI.

(3) ECL. English Comprehension Level tests are used extensively at DLIELC for placement and progress measurement. All U.S. Service Schools have an ECL requirement as a prerequisite. MAAGS/MISSIONS/DAOs on a worldwide basis use the ECL test as a screening instrument in selecting foreign students for military training in CONUS or overseas under the Security Assistance Program.

The DLAT and DLPT system is administered and controlled by the various Services; however, DLI controls the administration of ECL testing throughout the world.



POSITION PAPER  
SCOPE OF DEFENSE LANGUAGE PROGRAM  
COMMAND LANGUAGE PROGRAM

25 Jun 75

1. PURPOSE: The purpose of this position paper is (a) to identify DLI's functions and responsibilities and those of the Service Program Manager (SPM) within each Military Service and (b) to explain the nature of the Command Language Program (CLP) within the Defense Language Program (DLP).

2. REFERENCES:

a. DOD Directive Number 5160.41, October 5, 1968, subject: Defense Language Program.

b. AR 350-20, OPNAVINST 1550.7, AFR 50-40, MCO 1550.4B, 17 January 1974, Management of the Defense Language Program.

c. AR 621-5, 26 August 1974, General Education Development.

d. GAO Report: "Need to Improve Language Training Programs and Assignments for U.S. Government Personnel Overseas," January 22, 1973.

3. DISCUSSION:

a. Responsibilities of DLI and Service Program Managers (SPM)

(1) References a, b and c specifically spell out DLI's functions and responsibilities concerning the CLP. Except for resident training conducted at DLI and training conducted under contract with the Foreign Service Institute (FSI), the CLP (or nonresident training) consists of all foreign and English language training programs or courses conducted by, or under contract to, DOD active duty or reserve components.

(2) DLI exercises technical control over these programs through the Nonresident Training Operations Division which is part of the Worldwide Training Operations Office. Technical control is the authority to establish, develop, approve, and administer language training standards for the DLP. These standards are applicable to language training methodologies, course content and objectives, tests and measurements of language aptitudes and proficiency skill levels, instructor qualifications, texts and training aids, and recommendations for academic credit. Under the policy guidance of the Assistant Secretary of Defense (Manpower and Reserve Affairs), the Secretary of the Army was designated as the Executive Agent for the DLP with DLI carrying out its functions and responsibilities in accordance with reference b.

(3) When DLI receives a request for CLP approval from the Service Program Manager, it reviews the technical aspects of the proposed CLP and approves or disapproves the program, making appropriate technical recommendations to the local commander. DLI's assistance is in the form of written guidance and/or on-site evaluation and includes information on teaching methodologies, programs of instruction, course materials, instructor qualifications and instructor training at DLI or thru Mobile Training Teams (MTT).

(4) DLI also has the responsibility to provide on a reimbursable basis, suitable elementary level and/or maintenance/refresher materials. If the materials are not available in the DLI inventory, DLI will recommend other suitable materials or sources for such materials. In certain cases, DLI, upon request, will initiate the development of course materials for any programs in which there is a continuing requirement for such materials.

(5) The Service Program Manager (SPM) within each Service Department is specifically responsible for maintaining records of all CLPs; reviewing the status of all CLPs to preclude duplication of effort and to check any unnecessary proliferation of language programs; forwarding to the Director, DLI, requests from commanders to establish CLPs; inspecting CLPs to insure that individual programs are being conducted efficiently.

b. Nature of the CLP.

(1) Joint Service Regulations of 11 June 1963 and 11 June 1969 made provision for the conduct and technical control of CLPs; however, DLI never achieved this control mainly because the individual Services failed to comply with the regulation. Recognizing this shortcoming DLI on 13 December 1971 sent a letter to HQDA along with a staff study proposing the establishment within each Service Department of a Service Program Manager (SPM). DA approved the SPM concept in 1972 and also adopted other proposed changes to the Joint Service Regulation.

(2) In the meantime, the GAO Report to the Congress, "Need to Improve Language Training Programs and Assignments for U.S. Government Personnel Overseas," criticized DLI and the Services for failing to achieve technical control over the CLP. After two years of staffing, a new Joint Service Regulation was approved and published on 17 January 1974.

(3) Shortly after the new regulation was published, DLI, in implementing the provisions of the new regulation, took the following steps to achieve effective resource management and technical control of CLPs:

(a) A request for funding of six civilian personnel positions for the Nonresident Training Operations Division was submitted to TRADOC as an unfinanced requirement but was turned down by TRADOC.

(b) A request for \$100,000 for urgently required funds to develop MOS-related nonresident self-study materials was also turned down by TRADOC.

(c) During 2-3 May 1974, DLI convened a CLP Conference (attended by the Deputy Assistant Secretary of Defense for Education, representatives of the Service Departments and major commands) in Washington, D.C. in order to implement the SPM concept and to define the responsibilities of DLI and SPMs, to solicit a more cooperative attitude from the Services, and to establish a viable working relationship with the SPMs. A summary of the CLP Conference proceedings is at TAB A.

(4) With a skeletal staff the Nonresident Training Operations Division (DLIW-N) began functioning at the Presidio of Monterey on 1 October 1974 after the reorganization of DLI under Project "CONCISE". Prior to consolidation/relocation, the staff at HQ, DLI had consisted of three people.

(5) During calendar year 1974 DLIW-N completed 515 individual staff actions providing advice and assistance to numerous units in the field. The Division furnished Mobile Training Teams to provide instructor training and on-site evaluations and assistance to Fort Bliss, Fort Devens, Fort Bragg, Fort Leavenworth, and the Naval War College. A list of 1974 projects is furnished at TAB B. A list of current projects is furnished at TAB C.

(6) The major problem areas are that:

(a) DLI and the SPMs have not yet achieved full technical control over the CLP.

(b) The working relationship with the SPMs is not yet effective, partly because other Service Departments have not put enough emphasis on the importance of the CLP within the Defense Language Program.

(c) TRADOC has not provided the funds necessary to staff the Division and to develop urgently needed materials for MOS-related self-study refresher courses and suitable elementary level courses.

(d) Budgetary constraints on travel funds have prevented the Division from conducting on-site evaluations and reviews.

(e) Major projects had to be postponed because of lack of personnel and funds.

c. Future Plans:

(1) The plans of DLIW-N for improving the CLP are generally to provide more meaningful advice and assistance to more than 100,000 Service personnel enrolled in various types of language training programs around the world.

(2) The most urgent requirement exists for MOS-related self-study materials for military linguists (including graduates of DLI) to enable them to maintain and refresh their proficiencies in order to effectively function in their critical assignments. DLI, in cooperation with the Services, is now moving ahead with this project. A list of planned projects is furnished at TAB D.

(3) The programmed use of the FY 76 funds is described in TAB E and includes money for salaries, course development, TDY travel and supply requirements.



DEPARTMENT OF THE  
HEADQUARTERS, DEFENSE LANGUAGE INSTITUTE  
WASHINGTON NAVY YARD (ANACOSTIA ANNEX)  
WASHINGTON, D.C. 20374

REPLY TO  
ATTENTION OF:

DLI-OP-NRB

7 JUN 1974

SUBJECT: Command Language Program (CLP) Conference

TO: CONFERENCE ATTENDEES

1. The Defense Language Institute (DLI) hosted a CLP Conference during 2-3 May 1974. One of the major objectives of the conference was the exchange of ideas regarding some basic management problems which are an integral part of the Command Language Program of the Department of Defense.
2. Conferées were furnished a background folder containing relevant information for each of the agenda items. During the conference it was decided that certain additional information would be forwarded to those who were in attendance. The following additional informational documents are attached for your information and retention.
  - a. Revised summary of CLP Conference proceedings including editorial comments and/or follow-on actions as appropriate.
  - b. Corrected list of organizations and representatives in attendance.
  - c. USAREUR: additional supporting documents as reproduced following the briefing.
  - d. USAFI/DLI: relationship and policies regarding procedures for processing Armed Forces units and individual requests to DLI for USAFI language training materials. (Included as part of Inclosure 1).
3. Your participation in and continued support of this important DOD program are sincerely appreciated. Should you have any suggestions and/or comments concerning the attachments, please feel free to contact this headquarters.

FOR THE DIRECTOR:

- 3 Incl
1. Summary
  2. List of Attendees
  3. USAREUR Briefing

(5)

KIM SMALLHEER  
Capt, USAF  
Asst Adjutant

6

DEFENSE LANGUAGE INSTITUTE  
COMMAND LANGUAGE PROGRAM  
CONFERENCE  
WASHINGTON NAVY YARD (ANACOSTIA ANNEX)  
2 May - 3 May 1974

HEADQUARTERS BUILDING T-30  
MONTEREY ROOM

---

CONFERENCE CHAIRMAN:

Dr. C. D. Leatherman, Chief, Nonresident Branch, Operations  
Division, HQ, DLI (AUTOVON 288-3840 or 433-3840)

CONFERENCE PLANNING/PROJECT OFFICERS:

Mr. Heinrich Marschik, Nonresident Branch (AUTOVON 288-3839  
of 433-3839)

Mr. Bozidar T. Horn, Nonresident Branch (AUTOVON 288-3045  
or 433-3045)

DEPARTMENT OF DEFENSE

Dr. Richard Rose, Deputy Assistant Secretary of Defense  
(Education), Washington, D. C. 20301 (AUTOVON 227-0617)

COL A. J. Dougherty, Assistant Director Professional Military  
Education, Office Deputy Assistant Secretary of Defense (Education),  
Washington, D.C. 20301 (AUTOVON 227-0617)

HEADQUARTERS, DEPARTMENT OF THE ARMY

COL W.F. Williams, Chief, Training Division, Military Personnel  
Management, Office Deputy Chief of Staff for Personnel, Department  
of the Army, Washington, D.C. 20310 (AUTOVON 227-1406 or OX 71406)

MAJ Jamo C. Powell, Training Division, Military Personnel  
Management, Office Deputy Chief of Staff for Personnel, Department  
of the Army, Washington, D.C. 20310 (AUTOVON 227-4559 or OX 74559)

CPT William Seale, Training/Evaluation Reserve Division, HQ, US  
Army Security Agency, Arlington Hall Station, Arlington, Virginia  
22212 (AUTOVON 222-5678 or 692-5678)

LTC Philip H. Mecom, Jr., Training and Doctrine Branch, Office  
Assistant Chief of Staff for Intelligence, Department of the Army,  
Washington, D.C. 20310 (OX 71914)

Mr. Robert Rambicur, Director, Army Education Center, Fort  
George G. Meade, Maryland 20755 (AUTOVON 923-6421 or (301) 677-6421)

HQ DEPARTMENT OF THE ARMY

Mr. Albert S. Gau, Command Language Coordinator/DLI Technical Representative, Europe, HQ USAREUR & 7th Army, ATTN: AEAGC-G, APO New York 09403 (WORMS 2421-7418/7975)

Mr. Tilton Davis, Chief, Educational Development Section, Leadership and Behavior Division, Office Deputy Chief of Staff for Personnel, Department of the Army, Washington, D. C. 20310 (AUTOVON 225-6361)

Mr. Leon Y. McGaughey, Education Program Administrator, TAG Center, DAAG-EMG-G, Washington, D. C. 20310 (AUTOVON 223-7748 or OX 37748/49)

Mr. Bruce C. Blevins, Assistant Director of Education, Education Branch, Office Deputy Chief of Staff for Personnel, HQ TRADOC, Fort Monroe, Virginia 23651 (AUTOVON 680-4201)

Mr. John T. Pollock, Director of GED, Army Education Center, Fort Gordon, Georgia 30905 (791-3622/2603)

Mr. Michael A. Yannitello, Director of GED, Army Education Center, Building 464, Fort Eustis, Virginia 23605 (927-5508)

CPT Jurwood Moxley, Schools Officer, Intelligence Branch, Intel-Scty Division, HQ First US Army, Office Deputy Chief of Staff for Operations & Intelligence, Fort George G. Meade, MD 20755 (AUTOVON 923-2626/2664)

Mr. Eugene F. Bolick, GED Director, Education, Education Services Office, Fort Story, Virginia 23459 (AUTOVON 927-9151)

COL Nicholas A. Hall, Language Coordinator, First US Army Area Intelligence School, c/o FORSIC, Fort Bragg, North Carolina 28303

DEPARTMENT OF THE NAVY

CDR P.K. Stevenson, Assistant for Education and Youth Programs, Office of the Chief of Naval Operations, OP-991E1, Washington, D.C. 20350 (OX 24636)

Miss Carol Williams, Assistant Program Manager, Special Education Programs, Office Chief of Naval Education and Training, Naval Air Station, Pensacola, Florida 32508 (AUTOVON 922-4684/(904) 452-4684)

DEPARTMENT OF THE AIR FORCE

MAJ Eric Nielson, SPM, Systems/Specialist Training Branch, Training Programs Division, HQ USAF, Washington, D. C. 20330 (AUTOVON 225-7322)

Mr. Cox, Education Services Branch, Education Program Division, Deputy Chief of Staff for Personnel, Washington, D. C. 20330

MARINE CORPS

MAJ J.D. Bennett, Jr., Marine Corps Representative to the  
Defense Language Institute, Operations Division, HQ DLI, Washington  
Navy Yard (Anacostia Annex), Washington, D. C. 20374 (AUTOVON 288-3394)

FOREIGN SERVICE INSTITUTE

Miss Norma L. Kleiber, Program Assistant, Foreign Service  
Institute, Department of State, Room 901, SA-3, Washington, D.C. 20320  
(235-8816)

HQ DLI REPRESENTATIVES

COL J. R. Koenig, Director  
COL A. Kay, Deputy Director  
LTC C. W. Uhl, Chief, Operations Division  
MAJ L. M. Jones, Jr., Operations Division  
Dr. J. C. Hutchinson, Academic Advisor  
Mr. Pierre de Lespinois, TEFL Advisor  
Dr. C. D. Leatherman, Chief, Nonresident Branch  
Mr. B. T. Horn, Nonresident Branch  
Miss Anne Marie Frazier, Nonresident Branch  
LTC M. T. Henrikson, Commandant, DLIEC

Headquarters  
Defense Language Institute  
Washington Navy Yard (Anacostia Annex)  
Washington, D. C. 20374

HEADQUARTERS  
DEFENSE LANGUAGE INSTITUTE  
Washington Navy Yard (Anacostia Annex)  
Washington, D. C. 20374

30 May 1974

SUMMARY OF COMMAND LANGUAGE PROGRAM CONFERENCE  
(2-3 May 1974)

ABSTRACT OF REMARKS BY DASD (M&RA) (EDUC)

Dr. Richard Rose indicated that there is increasing Congressional interest in all aspects of DOD Training. The current cost of such training runs about \$7 billion annually. Detailed reviews of training programs are currently underway by Congress and DOD; maximum Service participation in these reviews may be anticipated.

Management can no longer be measured by dollars since much of the current emphasis is on training loads. "Under-utilization" of trained personnel may lead to possible budget reductions, e.g., if DOD uses 70% of those personnel trained, there could be a 30% resultant cut in training dollars.

During this CLP Conference it is essential that conferees exchange and also share information. With regard to training techniques, change for the sake of change is not the key to solving problems. We need to look for innovative or new techniques, possibly including as only one example, computer assisted instruction (CAI) or other novel training techniques, or training packages such as "traveling-instructional-teams."

The need for improved management skills is greater now than ever before. Effective communication is most essential for the efficient management of our Command Language Programs. (See Note #2, pp 7).

Comment: Policy guidance from DOD; no action required at this time.

ABSTRACT OF REMARKS BY DIRECTOR, DLI

Colonel Koenig reviewed the basic official documents leading to the establishment of DLI, including the DOD Directive 5160.41 and the designation of the Secretary of the Army as the Executive Agent for the DLP; the recently revised Joint Service Regulation which provides implementing instructions, procedures, guidance and responsibilities for operating the DLP.

## Remarks by Director, DLI (Cont'd)

Deficiencies included in the GAO Report were mentioned as well as some of the corrective actions which were required. The concept of the Service Program Manager (SPM) was mentioned as one possible solution to the exercise of technical control over CLPs within the respective Services.

Colonel Koenig emphasized the necessity for team work and the need for close cooperation between DLI and the Services in order to achieve an effective DLP. He also indicated the need for DLI to provide advice and assistance whenever necessary; that DLI can and will serve as a clearinghouse in order to achieve an efficient and cost effective Defense Language Program.

Colonel Koenig further pointed out that this is a working conference and that the free exchange of ideas and concepts will lead to a smoother working relationship among all agencies concerned with language training.

Comment: Policy guidance from D/DLI; no further action required at this time.

STAFF PRESENTATIONS ARE SUMMARIZED BELOW:

A special DLI Command Briefing highlighted the mission, functions, responsibilities, consolidation, reorganization, and relocation to Monterey. A DLI film "LANGUAGE POWER FOR PEACE" was shown.

A summary of the Joint Service Regulation, the DOD Directive and the GAO Report to Congress was presented. In each instance, responsibilities, missions, functions and requirements were emphasized.

Comment: Policy guidance and background information.

### BRIEF HISTORY OF COMMAND LANGUAGE PROGRAM

A brief History of the Command Language Program was given. The period from 1962 - 1964 involved a determination of the actual scope of the DLP: in 1964 a world-wide study was conducted by DLI: in 1968 a survey was conducted of programs in Southeast Asia, (this study resulted in DLI recommendations regarding intensive Vietnamese training in-country vs in CONUS and the establishment of a field office in Southeast Asia).

Efforts to identify on-going (CLP) programs were not fully successful during the period 1969-1971. This situation resulted in a recommendation by DLI regarding the establishment of Service Program Managers in order to improve the CLP. The concept was approved by Department of Army on 21 August 1972. Deficiencies noted in the GAO Report dated 22 January 1973 and suggested corrective action were also influential. Following a 1973

management review of the DLP, staff actions were initiated for the revision and publication of the new Joint Service Regulation which was published 17 January 1974. Further history is being made during this two-day conference.

Comment: Background information.

#### USAREUR COMMAND LANGUAGE PROGRAMS

The DLI Representative from USAREUR (Mr. Albert Gau) presented a detailed summary of USAREUR Command Language Program Activities. Such programs fall into

- (1) commander-directed, mission-oriented and job connected training. (62% of total);
- (2) voluntary participation, off-duty training (38%) and
- (3) language lab (group and individual) in support of the two programs above.

Mr. Gau described typical current programs in the Commander-directed category including Head-Start: Gate-Way to German, et al; Round-the-Clock: military terminology, intensive non-specialized programs; and Training in English as a Second Language. Details were given concerning the personnel involved in the overall program and also the material resources (printed material, audio-visual aids and testing instruments). Funding for FY 74 approximates \$550 K and for FY 75 will exceed \$800 K.

Current complex problems which must be resolved include: (a) too many non-English-speaking soldiers (5% of EM strength); (b) too few field language coordinators/developers and (c) too high a turn-over rate of contract instructors, resulting in increased training costs.

Comment: Background information. Follow-on Action: Reproduce and distribute hand-out materials.

#### SERVICE PROGRAM MANAGERS (SPMs)

This presentation covered the concept, functions and responsibilities of SPMs as outlined in the Joint Service Regulation. The procedures for the establishment of new Command Language Programs were outlined and discussed. Sequential procedures discussed correspond with those indicated in Chapter 4 of the Joint Service Regulation.

During the discussion, the consensus was that it would be desirable to have an annual meeting of SPMs; to have a close working relationship between DLI and the SPMs; for the SPMs to establish effective communication channels between DLI and any lower command echelons within the Services; and for the SPMs to inform lower echelons regarding the desired method of operation to include appropriate orientation, regarding the new JSR and requirements incident thereto.

ACSI may have an interest in the various visits to installations which plan to establish new CLPs or future meetings in connection with the operation of the CLP.

In response to a question regarding language training requirements for Reserve Components, the consensus was that such requirements should be forwarded through command channels to the appropriate SPM, who in turn, would forward them to DLI for implementing recommendations and/or actions as required.

Action: Consideration will be given at a later date to the feasibility and desirability of convening another CLP Conference during the spring of 1975. Language training requirements for Reserve Components will be handled on a case-by-case basis. Resources vs requirements cannot be anticipated at this time.

#### IDENTIFICATION OF COMMAND LANGUAGE PROGRAMS

This discussion period covered the recent inventory of all Command Language Programs within the US Army. Conferees were furnished a copy of the TWX or cable to the various Army Commands Worldwide and the detailed information which was obtained as a result thereof. It was suggested that this sample message might be of value to the other SPMs in obtaining a complete inventory of the CLPs within their Services. SPMs were requested to obtain such inventories for their respective Services if at all possible within a period of 60 days, beginning o/a 15 May 1974.

Action: As indicated above, this agenda item was included to highlight the need for CLP inventories from USAF and USN. Letters have been prepared by DLI requesting the CLP inventories from USAF and USN.

#### INVENTORY OF LANGUAGE MATERIALS USED IN COMMAND LANGUAGE PROGRAMS

This presentation announced DLI's acquisition of Limited Fluency and Refresher Language Materials, developed by the Army JFK Command Language School, Fort Bragg, N.C., which could be useful in other comparable Command Language Programs. It was indicated that when all existing Command Language Programs are identified, DLI would request the SPM's assistance in securing courtesy copies of all non-DLI/USAFI developed language training materials. The combination of all DLI, USAFI and other available language materials would result in better DLI technical assistance for Command Language Training Programs.

Comment: This is a follow-on action and is directly related to the agenda item above "Identification of Command Language Programs."

## PUBLICATION OF A NONRESIDENT COURSE CATALOG

This discussion period indicated that DLI would evaluate all available language materials in the near future to determine their suitability for the Command Language Programs. Those materials which are approved by DLI will be listed in the Nonresident Course Catalog.

Comment: Publication probably will be accomplished in DLI Pamphlet Form, and would be updated periodically.

## REVIEW OF DLI AND USAFI MATERIALS FOR USE IN CLP

Review of these materials will be predicated on the latest requirements from the field (user agencies). The current approved (by DOD) operational procedure indicates that DLI will take over the USAFI language inventory but not the USAFI mission. As now planned, the USAFI Spoken Language Series will be shipped to DLI Monterey, California for storage and issue in support of approved Command Language Programs.

Comment: Due to the planned relocation of the HQ DLI to Monterey, California during July-September 1974, requests from military agencies (DOD) for USAFI materials cannot be honored until o/a late September or October 1974. Command Language Programs, approved by DLI, will be furnished USAFI materials at that time, as appropriate. It should be noted that individual requests for USAFI materials will be referred to: Spoken Language Services, P.O. Box 783, Ithaca, New York, N.Y. 14850.

## THE NEEDS AND REQUIREMENTS OF THE SERVICES, MAJOR COMMANDS, AND FIELD COMMANDERS

This presentation cited specific current language training examples or programs including all the Services, CONUS and major overseas commands, that had enabled DLI to determine language training requirements. The continuing need for USAFI materials, technical and/or military terminology, English language materials, and refresher courses was emphasized.

Comment: The interim and transitional period covering the formal close-out of USAFI as a recognized DOD operational entity and the later distribution of all relevant remaining USAFI materials to user agencies will result in some turbulence. This turbulence will be minimized in so far as is possible. See preceding comments for relevant details.

## DLI RELATIONSHIP WITH SERVICES EDUCATION PROGRAMS

This agenda topic included current examples of existing relationships between the Army Education Services and DLI. The former provides orientation language courses, English language courses for non-English speaking US military personnel, language courses for the award of academic credit, language laboratory facilities, testing, etc. DLI exercises technical control as may be required in accordance with provisions in the Joint Regulation. In addition, DLI offers foreign and English language instructor courses that could be made available to both Active and Reserve component units.

Comment: This agenda topic was planned as an information item. Follow-on actions are not contemplated.

## FIELD SURVEYS OF CLP IN CONUS AND CLP OVERSEAS

DLI staff members indicated plans for FY 1975 to survey field programs and provide on-site assistance to 10 CONUS Army installations, provided the requested funds for this purpose are approved.

Comment: One alternative is that if funds do not become available to DLI, then perhaps the installation requesting DLI assistance could provide funding. Similarly, DLI could also assist US Air Force and Navy on a mutually agreeable basis.

As indicated above, and if additional funds are approved for FY 1975, as requested, DLI will provide on-site assistance to the major commands overseas. DLI expressed the opinion that the SPMs may desire to accompany DLI representative on such missions.

## SURVEY OF ENGLISH LANGUAGE ENHANCEMENT PROGRAMS CONDUCTED AT INSTALLATIONS AND SCHOOLS THAT PROVIDE DOD TRAINING TO FOREIGN STUDENTS

During this discussion period, DLI called attention to the TRADOC Regulation 551-4, paragraph 5d(4)(c)1, which calls for English language refresher training for Allied students and authorizes direct contact between DLI and school commandants in this matter. In addition, it was pointed out that DLI had participated in such activities at various locations, including various Army installations and the Naval War College.

Action: None required at this time.

## ENGLISH LANGUAGE TRAINING FOR NON-ENGLISH SPEAKING US MILITARY PERSONNEL

This presentation indicated that Fort Jackson, S.C. provides full-time training for insular Puerto Rican Army personnel. This training is not considered to be fully effective and is, therefore, being studied by the DA and TRADOC. The USAF has been sending their non-English speaking personnel

to DLIEL, Lackland AFB, on a space available basis. The Navy has sought DLI's assistance in training some 2000 Philippines each year. In order for DLI to continue providing this type of in-house training for an expanded program, the Joint Regulation would have to be revised.

Action: None required by DLI at this time. Awaiting further guidance from higher headquarters.

DEVELOPMENT OF NONRESIDENT COURSE MATERIALS, PROGRAMS OF INSTRUCTION (POIs) AND RELATED INSTRUCTIONAL MATERIALS FOR CLP

During this discussion period, the DLI projected plan was announced to develop Russian, German and English courses for CLP in FY 75. This plan assumes that the requested funds will be approved. Future plans also call for the development of modular language courses in a total of nine high density languages. This will permit tailoring specific language courses to meet the commander's language training objectives with a minimum of training time. The relevant POIs, guidelines, audio-visual aids, tapes, etc, are planned as a basic part of this course development.

Comment: Plans indicated above cannot be implemented until and unless budgetary requests are approved.

NOTE #1 - Conference notebooks contain additional information for each of the above agenda items.

NOTE #2 - A transcript of Dr. Rose's comments was not furnished.

NOTE #3 - The above summary was prepared by Dr. C.D. Leatherman, HQ DLI; Operations Division, Chief, Non-Resident Branch (Command Language Programs).

HEADQUARTERS  
DEFENSE LANGUAGE INSTITUTE  
Washington Navy Yard (Anacostia Annex)  
Washington, D.C. 20374

30 May 1974

Information on the Disposition of United States Armed Forces Institute (USAFI) Language Training Materials by the Defense Language Institute (DLI)

1. As a result of Congressional actions, the United States Armed Forces Institute (USAFI) is being phased out this fiscal year. The Defense Language Institute (DLI) has taken over the remaining inventory of the USAFI Spoken Language Series materials. These materials are being shipped to Monterey, California where they will be stored and used wherever feasible to support DLI's mission (reference Chapter 4 of AR 350-20, OPNAVINST 1550.7, AFR 50-40, and MCO 1550.4B). These USAFI materials will be made available as appropriate for use with approved Command Language Programs on a nonreimbursable basis. It should be noted that DLI has not taken over the USAFI functions and that USAFI materials will not be made available to individuals in the Services.

2. DLI will refer individual requests for USAFI materials to:

Spoken Language Services  
P.O. Box 783  
Ithaca, New York 14850

3. In view of the DLI HQS reorganization and relocation to Monterey, CA (July-Sep 74) requests by Armed Forces organizations for language training materials should be delayed until on or about 1 October 1974.

Requests should be addressed to:

Director, Defense Language Institute  
ATTN: Assistant Director of Training  
Presidio of Monterey, California 93940

4. At the present time, the Nonresident Branch, Operations Division, HQ DLI is responsible for Command Language Programs. Action officers on the staff are Mr. Horn and Mr. Marschik, Autocon: 288-3839.

## PROJECTS COMPLETED

1. Service Program Manager Concept Approved (1972). 13 Dec 71 DLI-OP-CLP letter to HQDA (DAPE-ITZ-A) Washington, D.C. 20310 subj: Command Language Program Management forwarded the DLI study conducted to determine the means necessary for the Director, DLI to achieve effective resource management and technical control of Command Language Programs. This study constituted the management review of command language programs. The main feature of the DLI study was the creation, within each service department, of the Service Program Manager (SPM). In 1972 HQDA approved the concept of the service program manager and adopted proposed changes to AR 350-20.
2. Joint Service Regulation Approved and Published (17 Jan 74). DA as executive agent for the Defense Language Program (CLP) staffed the revised regulation with the other service departments and the new Joint Service Regulation was published on 17 January 1974.
3. Command Language Program Office Reorganization (1 Oct 74) to Nonresident Training Management Division. The publication of the new Joint Service Regulation made it possible for DLI to take positive action to gain control over the CLP and to implement the recommendations of the GAO Report of 22 January 1973. The Director DLI decided to take immediate action to properly staff the Nonresident Branch. Management and Budget requested funds from TRADOC (submitted as an unfinanced requirement) but the request was turned down for FY 74 and FY 75. After consolidation of DLI activities at the Presidio of Monterey, the Nonresident Training Management Division was staffed as follows:  
  
Chief, Mr. H. Marschik GS-13  
Training Officer, Major Leonard M. Jones, USA  
Educ. Spec., Mr. Ted Horn GS-11  
Educ. Spec., Ms. Annemarie Frazier GS-7  
Clerk-Typist Mrs. Nancy Cook  
Educ. Spec. GS-12 Unfilled  
Educ. Spec. GS-12 Unfilled
4. Command Language Program Conference (2-3 May 74). In order to implement the Service Program Manager concept and to define the responsibilities of DLI and the SPMs, to solicit a more cooperative attitude from the services, and to establish a viable working relationship with the SPMs,

DLI convened a Command Language Program Conference 2-3 May 1974. A summary of the CLP conference proceedings was furnished all conference attendees 7 June 1974.

5. Project to Establish Inventory of CLP (24 May 75). As a result of the Command Language Program Conference 2-3 May 1974, DLI sent out letters to HQ USAF, CNO and USMC, 24 May 1974, tasking them with the identification of CLPs within the respective services. The Air Force furnished their input on 21 August 1974. The report was incomplete, but the SPM is furnishing additional information as it becomes available. The Marine Corps furnished a negative report. The Army had provided a detailed input prior to the CLP conference. The Navy did not reply.

6. Follow up Actions to Obtain CLP Inventory (4 Dec 74). On 4 Dec 1974, in an effort to obtain current information on CLPs, DLI dispatched letters to the Army, Air Force, Navy and Marine Corps SPMs reminding them to submit their CLP Training Reports UP of the Joint Service Regulations. Reports were received from the Army, Air Force and Marine Corps. The Navy did not reply.

7. Input Data for TRADOC Study (Army Literacy Programs) (9 Oct 74). On 29 August 1974 HQ TRADOC tasked DLI to comment and provide input for a study of the Army Literacy programs to include the English Language Training Programs for non-English speaking U.S. Army personnel. DLI provided its input containing an alternative solution and recommendations to TRADOC on 9 Oct 1974.

8. DLI Regulation 1-3 Completed (25 Nov 74). On 25 November 1974 DLI Regulation 1-3 was completed and published. This regulation addresses requests for translation services. DLI will normally turn down requests unless reasons exist to accept them. Requestors will be referred to appropriate translation service organizations within DOD. The list of these organizations is an appendix to the regulation.

9. Input Data for DLI Operations and Procedures Manual (20 Nov 74). On 20 November 1974 the Nonresident Training Management Division furnished its input for the Defense Language Institute Operations and Procedures Manual. The input covered those areas of DLIT-N's operations that affect resident students, faculty, and staff at DLI Monterey. Students are made aware of the existence of the Nonresident Training Management Division, which has the responsibility for providing materials for maintenance of language proficiency.

## CURRENT PROJECTS

1. Revision of DLI Regulation 310-2 (Publishing and Issuance of Instructional Materials) was initiated on 13 September 1974. Revision precipitated by staff study "Need for Uniform Pricing Policy for DLI English Language Materials and Central Management of Sales" which made recommendations that would expedite processing requests for DLI instructional materials (English and Foreign language) and create uniformity in the establishment of prices for such materials. Recommended actions were to be included in a revised version of DLI Reg 310-2. Expected completion date is dependent on the establishment of an agreement with the National Audiovisual Center to act as a broker for the sale of DLI foreign language material. This agreement would allow DLI to make sales to non-appropriated fund requestors on a reimbursable basis.

2. Development of Nonresident Language Refresher/Maintenance Courses. On 18 and 23 Dev 74, letters were dispatched to DA OACSI, TRADOC, FORSCOM, USSOUTHCOM, USAREUR, and ARPAC stating our plans to write specifications for development of nonresident language refresher/maintenance courses, and requesting submission of constructive ideas on the desired subject matter and objectives. Thirty four organizations have replied. Letters are being drafted to request inputs and recommendations from USN, USAF, and USMC. The USAICS has been requested to provide relevant unclassified basic materials that can be used in the course development. A letter and a listing, including subject areas of interest and high density languages, has been sent to the 34 organizations to indicate their order of priorities. A preliminary discussion has been held with Research and Development concerning the course development that is projected to begin 1 July 1975.

3. DLI Catalog of Instructional Material. The concept of a new DLI Catalog of Instructional Material (DLI Pam 350-5) was approved on 29 Oct 74. Revision was predicated on the need for more complete description of DLI materials listed in the catalog in order to make the catalog more meaningful to user agencies. Concurrently, an inventory, review and description of CLP materials was initiated. Camera ready copy for all but two languages is being staffed for final approval for printing.

4. Review of DLI, USAFI and DLP Materials was initiated in conjunction with publication of the DLI Catalog of Instructional Material. Materials received from Command Language Programs are reviewed as received. Because of limited staff and the unlikelihood that USAFI materials will be reprinted, the complete review of these materials has a low priority. Descriptions of most of the materials currently listed in the DLI Catalog of Instructional Material have been received from the language departments and are being used in answering requests for information. Gaps still exist in languages not currently being taught at this installation (e.g., Burmese, Swahili, Cambodian, etc.) and for courses that are in Field Test. Provision has been made for obtaining descriptions of Field Test Courses when they become operational.

In addition to providing advice and assistance to command language programs the Nonresident Training Management Division furnishes assistance to other U.S. government agencies such as the U.S. Coast Guard, the CIA, NASA, FSI, the Service Academies etc. The division processes Foreign Military Sales cases for foreign language materials and handles all inquiries from corporations, educational institutions and individuals both foreign and domestic. In 1974 the division handled 515 individual actions and 291 separate actions in the first quarter of 1975.

PLANNED PROJECTS

1. Preparation and publication of Guidelines and Standing Operating Procedures for Command Language Programs.
2. Field surveys/evaluations of Command Language Programs in CONUS and overseas.
3. Field surveys/evaluations of English Language Enhancement Programs at TRADOC schools.
4. Surveys/evaluations of English language training programs provided under GED for non-English speaking U.S. Service personnel.
5. Exploration of a closer working relationship between DLI and the Army's GED program.
6. Follow up Command Language Program Conference in FY 76 for DLI and the SPMs to review the current status of the CLP and to determine steps necessary to improve control over the CLPs.
7. DLI will contact, through the SPM, all units that have been identified as having a language training requirement and ask that they review their programs and report them IAW Chapter 4 of the Joint Service Regulation.

PROGRAMMED USE  
OF FY 76 FUNDS

1. Nonresident Training Management's (DLIT-N) operating budget for FY 76 was submitted for \$170,120.

2. The intended use for these funds are:

a. Salaries 111,020

(1) Full time civilian employees: 4

GS-13	1
GS-12	0
GS-11	1
GS-7	1
GS-3	1

(2) Approval was granted on 22 May 75 for filling one of the vacant GS-12 positions with a GS-11 in FY 76. The date for hiring has not been determined.

b. Course Development 31,000

DLIT-N initially requested \$60,000 for course development in FY 76. Budget restraints reduced this request to \$31,000. Major development work is programmed for January 1976.

c. TDY Travel 7,000

Travel to twelve (12) installations during FY 76 was programmed at a cost of \$7,000. Courtesy visits are planned for: Ft. Benning, GA, Ft. Rucker, AL, Ft. McClellan, AL, Frankfort, Heidelberg, Berlin, Naples, Japan, Korea, Okinawa, Los Angeles and San Diego.

d. Supply Requirements

The \$21,100 requested for supplies will provide materials to support requests for DLI foreign language instructional materials from military and civilian sources. Reimbursable sales were estimated at \$15,000, non-reimbursable sales at \$6,000. The remaining \$100 are for office supplies.

21,100

GRAND TOTAL \$ 170,120

PENTAGON LIBRARY  
WASHINGTON, DC

(22)

ARMY LINGUIST PERSONNEL S

U408.3 .A75 1975-76

V.3 C.1



0001166923



4  
.  
.

•  
..

.

GUEST PERSONNEL S  
475 1975-76

PENTAGON LIBRARY



0001166923

