

276-0002

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Agency for International Development

English Language Training
Damascus, Syrian Arab Republic

Contract: NE-C-1397 (Syria)

Contractor: Georgetown University
School of Languages and Linguistics
Washington, D.C. 20057

Sixth Semi-Annual Report
11 May 1980 to 31 December 1980
Incorporating Eleventh and Twelfth Quarterly Reports

Submitted by Walter F. Davison
Acting Campus Coordinator, Georgetown University

Project English Language Training
Contract No. AID NE-C-1397 (Syria)
Project No. 276-11-690-002
Georgetown No. 3-151-930

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Semi-Annual Report

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Sixth Semi-Annual Report

11 May 1980 to 31 December 1980

Incorporating Eleventh and Twelfth Quarterly Reports

1. Substantive Report

a. Status of the work at the end of the twelfth quarter

(1) ELTC Staff

In August, 1980, in accordance with the phase-out schedule, the Georgetown University team was reduced by three, and the Chief of Party (COP) was replaced by Dr. Jane Stevenson. The number of full-time Georgetown staff in Damascus now stands at four. Syrian teachers now teaching full-time at the Center number four, not including the Syrian Director. Thus, there are nine Syrian and American teachers and administrators currently engaged in work at the Center. There are, in addition, four more Syrian teachers now in the U.S. who should soon complete the requirements for their M.A.'s. All four should be at the Center and teaching by September, 1981.

Also, a new typist, AID-authorized local hire, has replaced the former typist who is no longer in Syria.

(2) Shift in Duties of the COP

As of the beginning of the new Chief of Party's assignment in Damascus, two main areas of responsibility of the COP were altered from those originally assigned: (1) the duties of being the principal liaison between Georgetown (and the ELTC) and officials at the State Planning Commission now rest with the Syrian Director since the ELTC is now officially a unit of the Syrian government, and (2) instead of being the Director of the ELTC, the COP is now the principal advisor to the Syrian Director of the ELTC with duties assigned as designated in the recent contract amendment now being processed. The shift in duties of the COP follows from the planned institutionalization of the ELTC.

(3) Institutionalization

The Twelfth Quarterly Report (copy attached) indicates in the first paragraph that the Syrian members of the professional staff who are presently at the Center have formally been transferred to the ELTC from the Ministry of Education. Such a transfer would mean that the teachers are now officials of the State Planning Commission to which

the ELTC is connected. This was an important and necessary step in the development of the institutionalization of the Center inasmuch as full institutionalization could not take place without it. This step, along with Public Law No. 9 (see Quarterly Report dated March 13, 1979, the sixth quarterly report), the subsequent implementing set of regulations, and the separating of the financial account from the general accounts of the SPC, may represent the final tangible step in the process of permanently establishing the ELTC as a semi-autonomous unit within the Syrian government.

(4) Enrollment

Final enrollment for the 10th Term, ending in July, 1980, was 135 students, of whom 53 were awarded the "R" level. The 11th Term, which began in September and ended in mid-December, 1980, reflected the reduced teaching capacity of the Center due to the phase-outs that took place in August, 1980. The initial enrollment was 105 students. Eighteen people dropped, leaving a final enrollment of 87. Of these, eight (8) achieved the "R" level. The initial enrollment figures for the 12th Term indicate that there are now 104 students, the same number as for the 11th Term.

(5) Shift in Emphasis of Learning Skills

The 12th Quarterly Report indicates that there has been a shift in the emphasis of learning skills from production to that of comprehension. A statement of the aims and goals of the ELTC (from the 12th Quarterly Report) is attached.

(6) Testing

The Center is following through on the testing program, doing further work on already established tests, and expanding the program to include an in-house listening comprehension test.

2. Administrative Report

a. Expenditures:

As of 31 December 1980 the budget status was as follows:

	<u>Budget</u>	<u>Expenditures</u>
1. Salaries		
Field staff	518,543.00	462,034.17
Short term	10,262.00	3,233.40
Campus	<u>51,013.00</u>	<u>46,738.38</u>
Sub Total	579,818.00	512,005.95

2. Allowances	76,468.00	68,787.11
3. Travel & Transportation	126,599.00	107,526.81
4. Instructional equipment, materials & supplies	52,303.00	42,943.05
5. Other direct costs	38,400.00	34,982.13
6. Indirect costs	281,821.00	221,505.93
7. Housing	368,945.00	250,665.59
8. Fringe benefits	<u>130,796.00</u>	<u>111,105.28</u>
TOTAL	1,655,150.00	1,349,521.85

b. Personnel Employed

Significant changes in personnel have occurred since the last report due to planned phase-outs and to a change in Chief of Party. The project staff employed by Georgetown University as of 31 December 1980 was as follows:

Field Staff

Chief of Party and Advisor to the ELTC
Jane L. Stevenson, Ph.D., Visiting Assistant Professor

Teachers of EFL
William T. Weir, M.A., Assistant Professor
John W. Bagnole, M.A.T., Instructor
Stephen C. Boeshaar, M.A., Instructor

Typist
Adele Pardee

Campus Staff

Acting Campus Coordinator
Walter F. Davison, Ph.D., Visiting Assistant Professor
(Professor Norris is on sabbatical)

Campus Secretary
Josette Selim, Secretary III

Attachments:

Eleventh Quarterly Report (May 11, 1980 - July 27, 1980)
Twelfth Quarterly Report (September 2, 1980 - December 31, 1980)