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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

Eleventh Semi-Annual Report
1 January 1983 to 30 June 1983
Incorporating Twenty-First and Twenty-Second Quarterly Reports

Submitted by William E. Norris
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

English Language Training
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Semi-Annual Report

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Eleventh Semi-Annual Report

1 January 1983 to 30 June 1983

Incorporating Twenty-First and Twenty-Second Quarterly Reports

1. Substantive Report

a. Status of the work at the end of the twenty-second quarter
(30 June 1983)

(1) ELTC Contract and Staff

This six-month period consists of two quarters under the contract extension to 30 June 1983.

Dr. Stevenson, under her contract extension, which will be completed at the end of the third academic term in July 1983, continued her work as advisor to the English Language Training Center.

The Syrian staff continues under the leadership of Ms. Lama'an Hussein, Director. Mr. Abdul Kammouhi, one of the teachers trained at Georgetown, was released from the center at his request and with the agreement of the Director. He was replaced by Mr. Ali Zeitun, a graduate of the University of Damascus in English and a former teacher of English in secondary schools and at the University. Mr. Zeitun will receive teacher training during the month of August at the University of California at Davis under a full scholarship provided by the United States Information Agency.

Under bursaries provided by the British Council, Ms. Hussein will attend a conference for Arab directors of courses in English for Special Purposes and three teachers will attend training courses in British universities. The State Planning Commission will provide transportation for the teachers.

(2) Georgetown Responsibilities

(a) The Learning Center

With the move to the new facility in December 1982, the Learning Center was organized to provide some individualized instruction for ELTC students. In the Nineteenth term, all levels were scheduled into the Center. Eight booths for listening comprehension practice were set up, and a good collection of tapes and print materials provided. Dr. Stevenson worked closely with the teachers to instruct them in the new concept of individualized language learning.

(b) Materials Development

Much new material was needed for the Learning Center, especially in the area of listening comprehension. Dr. Stevenson worked with the teachers (some of whom made considerable contributions) to develop and record this material. At the same time, teacher training proceeded in a very individualized way. Dr. Stevenson also prepared a Teacher's Guide to the Learning Center, which was given to the teachers.

(c) Teacher Training

Teacher training was carried on in connection with the materials development for the Learning Center. Its purpose was helping teachers to organize their classes there to ensure the success of the individual learning program.

(3) The New Facility

The move to the facility was completed for the start of the Eighteenth Term at the beginning of January. The new quarters have proved to be efficient and comfortable.

(4) ELTC Enrollment

The Eighteenth Term began with a student enrollment of 129 on January 3, 1983. At the end of the term, April 4 and 5, final examinations were given to 127 students, of whom 98 were successful. The failure rate of 27% seems high. Of these, 15% were first time failures, and 8% second time. To some extent, this represents an attempt on the part of the academic staff to raise standards and to convince students of the seriousness of their study. But it also represents the results of staffing problems, especially teacher absenteeism. The high failure rate in Level D was also due to the acceptance of students with low placement scores. The second time failures call into question the value of having students study the same material for the second time.

The Nineteenth Term began on April 18, with an enrollment of 128 students. Mid-term exams were given to 121 students on June 1 and 2, 1983.

(5) Testing

During this report period, the ELTC was given the responsibility of administering the English language test required of all Syrian government employees being considered for any kind of overseas training, mission, conference, etc. A much revised version of the Kirstead test is being used, with arbitrary cutoff points set, depending on an estimate of the level of proficiency required of each candidate.

(6) Equipment

The split-unit air conditioners ordered under the contract have arrived in Syria. The State Planning Commission is arranging for the clearance through Customs.

Through a grant-in-aid from US/AID, the Center received an electric English typewriter and an electric photocopying machine.

USIA presented the Center with several hundred dollars worth of printed materials and tapes for the Learning Center.

2. Administrative Report

a. Expenditures:

As of 30 June 1983 the budget status was as follows:

	<u>Contract Budget</u>	<u>Appropriations</u>	<u>Expenditures To Date</u>
1. Salaries			
Field staff	640,880	605,301	630,101.49
Short term	14,967	11,779	8,629.40
Local hire	27,767	9,379	8,175.45
Campus	71,601	68,148	69,404.14
Sub total	<u>755,215</u>	<u>694,607</u>	<u>716,310.48</u>
2. Allowances	123,776	96,798	99,846.79
3. Travel and Transportation	157,855	197,231	162,450.00
4. Instructional equipment, materials & supplies	53,207	122,853	51,270.44
5. Other direct costs	56,272	58,990	60,786.50
6. Overhead	333,994	231,852	245,181.18
7. Housing	450,441	319,120	317,016.47
8. Fringe Benefits	<u>182,655</u>	<u>169,186</u>	<u>178,154.71</u>
TOTAL	2,113,415	1,890,637	1,831,016.57

b. Personnel Employed

The project staff employed by Georgetown University as of 30 June 1983 was as follows:

Field Staff

Chief of Party and Advisor to the ELTC Director
Jane L. Stevenson, Ed. D., Visiting Associate Professor

Technician for installation of Language Lab
Stephen Vann

Typist (P-T)
Kathleen Patalive

Campus Staff

Campus Coordinator
William E. Norris, Assistant Professor

Campus Secretary
Marge Salewic, Secretary III

Attachments:

ELTC Syrian Staff (30 June 1983)
Twenty-First Quarterly Report (1 January - 31 March 1983)*
Twenty-Second Quarterly Report (1 April - 30 June 1983)*

* Student records and pedagogical materials omitted.

English Language Training Center (ELTC)
Damascus, Syrian Arab Republic

Syrian Counterpart Staff as of 30 June 1983

Director

Lama'an Hussein, M.A.T. in English as a Second Language
and Bilingual Education
Georgetown University, December, 1979

Teachers

Lubaba Al-Sawaf, M.A. in Linguistics, Specialization in
Teaching English as a Foreign Language
American University, August, 1981

Moh Sharif Al-Torh, M.A.T. in English as a Second Language
and Bilingual Education
Georgetown University, August, 1981

Jihad Darwaza, M.A.T. in English as a Second Language
and Bilingual Education
Georgetown University, May, 1980

Rudayna Haddad, M.A.T. in English as a Second Language
and Bilingual Education
Georgetown University, December, 1979

Sawsan Jamal-el-Din, M.A.T. in English as a Second Language
and Bilingual Education
Georgetown University, August, 1981

Kadijeh Kanawati, M.A.T. in progress
American University of Beirut

Ghada Mardini, M.A.T. in English as a Second Language
and Bilingual Education
Georgetown University, May, 1980

Marwan Selo, M.A.T. in English as a Second Language
and Bilingual Education
Georgetown University, May, 1980

Ali Zeitun, B.A., University of Damascus

TWENTY-FIRST

QUARTERLY REPORT

January 1 - March 31, 1983

submitted by

Jane L. Stevenson, Ed. D.
Georgetown University
Chief of Party

April 4, 1983

Project English Language Training
Contract No. AID NE-C-1397
Project No. 276-11-690-002

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EIGHTEENTH TERM

The eighteenth term of the English Language Training Center began January 3, 1983, in the new facility. The move from Mezzeh had been completed during the break between the 17th and 18th terms, when the language laboratory was moved and new stations installed in the Learning Center.

The term began with ten sections of 15 students each: one Level of A, two Levels of B, three Levels of C, and four Levels of D. It was possible to have ten sections only because all but one of the teachers agreed to teach some extra hours for overtime pay. Ms. Sawaf taught 8 extra hours. Ms. Mardini 7, Ms. Darwaza and Mr. Selo 5, and others 2 each. However, by the time midterm exams were given, the number of students had been reduced to 129, distributed as follows:

Level A - 13 students
Level B - 28 students; one section of 13 and one of 15.
Level C - 36 students; one section of 15, one of 11, and one of 10.
Level D - 52 students; two sections of 14, one of 13 and one of 11.

129 Total

STAFFING PROBLEMS

One of the problems, which may have contributed to the attrition of students, was teacher absences. Ms. Jamel el Din had a month's leave for her marriage. Ms. Kanawati was in Beirut for about a month on activities connected with the defense of her thesis. The pattern of poor attendance which Mr. Kammouhi had established ever since his return from the States was continued. Finally, by agreement among the Minister for State Planning, the Director of the Center, and Mr. Kammouhi himself, he was released from the Center. Mr. Ali Zeitun was appointed to take his place. Mr. Zeitun is a graduate of the University of Damascus in English, and has taught in secondary schools and at the University of Damascus. He took over Mr. Kammouhi's schedule and has been doing very well. He is interested in teaching, open to help and suggestions, hard working--and has had perfect attendance ever since his appointment!

LEARNING CENTER

Levels A and D were scheduled into the Learning Center this term, Level A for three hours a week and Level D for two. Half of the time spent in the Learning Center for both sections was given to individual listening activities. The other half of the time of Level D was spent in structured and guided writing activities. Level A devoted half of their time to reading and activities related to reading: vocabulary development, outlining and note-taking, etc.

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The C.O.P. has spent the majority of her time, assisted by several groups of teachers, developing materials for the Learning Center, especially for Levels C and B, which will be scheduled for three hours a week each for the 19th term. As with the other levels, half of their time will be spent on listening activities. Most of the rest of the time will be spent on reading, with one day each week devoted to writing. The students of Levels A and D seem to have enjoyed the freedom provided by the Learning Center and the teachers assigned to work with them have also enjoyed the change from the ordinary classroom.

U.S.I.A. MATERIALS

As part of the effort to provide a continuing American presence in the Center, the United States Information Agency contributed \$350 (approximately) of books and materials to the Center. Some of the materials have arrived, and it is expected that all will be here when the 19th term begins on April 18. The materials include classroom sets of some reading and writing materials, multiple copies of books for use in the Learning Center, and quite a number of cassettes to accompany some of the material.

TESTING

The ELTC has been delegated the responsibility of giving the English language test required by all government employees being considered for any kind of overseas training, missions, conferences, etc. Fortunately, the increased space at the new facility makes it possible to give the test every Monday during regular hours. (There is a burden of extra time for the Center staff, however.) A much revised version of the Kirstead test is being used, with rather arbitrary cutoff points set, depending on an estimate of the level of proficiency required of each candidate. Efforts are being made to devise a more suitable test for those students who require minimal proficiency, as the test used does not discriminate very well at the lower levels.

CURRENT PROBLEMS

The rather poor English typist employed by the State Planning Commission has resigned. No one has yet been found to replace her. This has caused some anxiety about the new materials prepared for the Learning Center. Although Ms. Patalive's hours are limited, it may be possible to have her complete the work urgently needed to begin the new term on April 18.

More serious is the failure to recruit new teachers. Mr. Zeitun will replace the hours which would have been assigned to Mr. Kammouhi. But no additional teaching hours are added by his recruitment. Unless all teachers are willing to accept additional overtime hours, it will not be possible to cover the schedule of ten sections for the new term.

ELTC
TEACHING SCHEDULE 2-^d TERM, JANUARY 1963

	TOPIC	LEVEL	SAT.	SUN.	MON.	TUES.	WED.	THURS.
9-10	3	B1	Haddad		Kanawari		Torh	
	1	C1	Kammouhi		Kammouhi		Kammouhi	
	4/6	D1	Kammouhi		JamalDin		JamalDin	
	1	D2	Sawwaf		Sawwaf		Sawwaf	
	4/5	D3	Selo		Mardini		Selo	
	3	A		Mardini		Mardini		Mardini
	1	B2		Torh		Torh		Torh
	4	C2		Selo		Selo		Haddad
	1	C3		Kammouhi		Kammouhi		Sawwaf
	1	D4		Darwaza		Darwaza		Darwaza
10-11	4	B1	Kanawari		Kanawari		Torh	
	3	C1	Selo		Mardini		Mardini	
	4	D1	JamalDin		JamalDin		JamalDin	
	2/5	D2	Sawwaf		Haddad		Sawwaf	
	1	D3	Kammouhi		Kammouhi		Kammouhi	
	4/5	A		Darwaza		Kanawari		Kanawari
	3	B2		Mardini		Mardini		Mardini
	5	C2		Selo		Selo		Haddad
	2	C3		Kammouhi		Kammouhi		Sawwaf
	2/6	D4		Torh		Darwaza		Torh
11-12	5	B1	Kanawari		Kanawari		Torh	
	2	C1	Kammouhi		Kammouhi		Kammouhi	
	3	D1	JamalDin		Sawwaf		Mardini	
	4/6	D2	Haddad		JamalDin		JamalDin	
	4	D3	Selo		Selo		Selo	
	4/5	A		Darwaza		Kanawari		Kanawari
	2	B2		Torh		Torh		Torh
	3	C2		Sawwaf		Mardini		Mardini
	4	C3		Selo		Selo		Darwaza
	4	D4		Hussiani		Hussiani		Hussiani
12-1	1	B1	Haddad		Haddad		Haddad	
	4	C1	Sawwaf		Sawwaf		Sawwaf	
	1/5	D1	Selo		Kammouhi		Selo	
	3	D2	JamalDin		Darwaza		Darwaza	
	2/5	D3	Kammouhi		Kammouhi		Kammouhi	
	1	A		Torh		Torh		Torh
	4	B2		JamalDin		JamalDin		Kanawari
	1	C2		Sawwaf		Kammouhi		Sawwaf
	3	C3		Mardini		Darwaza		Darwaza
	4/2	D4		Darwaza		Hussiani		Hussiani
1-2	2	B1	Haddad		Haddad		Haddad	
	5	C1	Sawwaf		Sawwaf		Sawwaf	
	2	D1	Selo		Selo		Selo	
	4	D2	JamalDin		JamalDin		JamalDin	
	3	D3	Kanawari		Darwaza		Darwaza	
	5	A		Hussiani		Hussiani		Hussiani
	5	B2		JamalDin		JamalDin		Kanawari
	2	C2		Sawwaf		Kammouhi		Sawwaf
	5	C3		Selo		Selo		Darwaza
	3	D4		Mardini		Mardini		Mardini

1. Grammar
4. Reading

2. Oral Practice
5. Writing

3. List.Comp.
6. L.L.L.

TWENTY-SECOND

QUARTERLY REPORT

April 1 - June 30, 1983

submitted by

Jane L. Stevenson, Ed. D.
Georgetown University
Chief of Party

July 1, 1983

ProjectEnglish Language Training
Contract No.AID NE-C-1397
Project No.276-11-690-002

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EIGHTEENTH TERM

Final exams were given to students of the 18th term, which began January 3, 1983, on April 4 and 5. The results were as follows:

Level A - 13 students tested; 11 ready; 2 retained in Level A.
Level B - 27 students tested; 20 to Level A; 5 retained in Level B; 2 fail and dismissed.
Level C - 36 students tested; 28 to level B; 7 retained in Level C; 1 fail and dismissed.
Level D - 51 students tested; 39 to Level C; 5 retained in Level D; 7 fail and dismissed.

127 Total tested; 98 successful; 19 retained in Level; 10 dismissed for repeated failure.

The failure rate is 23% of students tested: 15% first time failures and 8% second time failures who were dismissed. There was considerable discussion among some members of the teaching staff whether this rate is unreasonably high. It certainly represents an attempt to raise the standards and to convince the students of the seriousness of their study. It also represents, unfortunately, the results of the staffing problems, especially absenteeism. The high rate of failure in Level D and B was certainly due to a reduced number of teaching hours. The larger number of repeaters who failed suggests a number of problems. Among this group were a number of students who came into the Center with low scores on the Placement Test. It might also be questioned whether students going over the same material the second time learn much more than they did the first.

NINETEENTH TERM

The 19th term began on April 18, with the following enrollment:

Level A - 27 students; one section of 14 and one of 13
Level B - 27 students; one section of 12 and one of 15
Level C - 44 students; two sections of 15 and one of 14
Level D - 30 students; two sections of 15 students each

128 Total

Midterm exams were given for the 19th term on June 1 and 2. At that time, the following number of students took the exams:

Level A - 24 students
Level B - 26 students
Level C - 42 students
Level D - 29 students

121 students

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It is the practice to apply very high standards for these midterm tests, hoping to encourage the students to assess themselves critically and to urge them to apply themselves more diligently. The results in the listening comprehension tests were particularly encouraging, which may be the result of the new program and the increased listening time which students get in the Learning Center.

PROBLEMS

Absenteeism among the teaching staff continues to be at an unacceptably high level, for various reasons. Little contribution has been made by the staff in either areas of testing or curriculum and materials. If the C.O.P. initiates a project, defines the concepts and outlines the procedures, some actual writing may be done by a few teachers who have been given released time for this work. But no original contributions have come from them.

Although several candidates have presented themselves for teaching positions at the Center, no appointment has yet been made. This may have serious consequences for the next term, as Ms. Jamal el Din is pregnant and will probably take leave for that term.

Several instances of lack of support and interference with the decisions of the director by the Minister of State Planning have given even greater support to the argument that the Center should be removed from the State Planning Commission and given an autonomous position under the Office of the Prime Minister. However, as this would require the consent of the Minister, it is highly unlikely that he will support such an erosion of his power base.

SUMMER TRAINING COURSES FOR TEACHERS

ELTC has been given a grant by USIS for one teacher to attend a summer school course at the University of California at Davis. The conditions of the grant were that the recipient should not have an MA and should not have had previous training in the United States. Mr. Ali Zeitum, the only teacher who fills those qualifications, will go to Davis for the month of August on a full-expense grant from USIS.

On a bursary from the British Council, Ms. Husseini will attend a seminar for directors of Arab institutes for English for Special Purposes to be held at Ashton University during the month of August. Also on bursaries from the British Council, Ms. Haddad, Ms. Darwaze and Mr. Selo will attend seminars for teachers of ESL, Ms. Haddad at the University of Manchester, Ms. Darwaze at Newcastle-on-Tyne, and Mr. Selo at Leeds. Transportation for these teachers will be paid by the Syrian Government.

On July 16 to 18, a mini-seminar will be held at the Center by the two American teachers coming out to conduct the annual teacher-training program for the Ministry of Education. They will visit the Center, hold informal discussions with teachers, and conduct three meetings with the staff as a whole on these successive days. They have been requested to discuss classroom manage-

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ment, especially for Oral Practice/Grammar classes, testing, reading; and to present some of the newer concepts and methods applicable to ELTC.

EQUIPMENT

Through a grant-in-aid from US/AID, the Center will shortly receive an electric English typewriter and an electric photocopying machine (both used).

The new air conditioners which were purchased under the Contract/Agreement have arrived in the port of Latakia. Customs clearance is in progress and it is expected that installation will soon be completed.

FINAL

This is the last report to be submitted by the Georgetown C.O.P., who will be leaving Damascus on July 28. This marks the completion of the SARG/AID contract and also the direct participation of any American personnel in the Center on a permanent basis. Since its beginning in 1977, the Center has had a remarkable development. From cramped quarters in a small apartment building in Mezzeh, it has been moved to a spacious, well-designed and well-equipped location in the center of Damascus. The teaching staff now consists of nine Syrian teachers who earned Masters Degrees in teaching English as a foreign language under the SARG/AID contract. The composition of the student body has also greatly changed. The first students were SARG officials and employees expecting to be sent to the United States for various kinds of training programs under other SARG/AID grants. Those attending the Center now are largely mid-level government officials who expect to use English to improve their performance in their positions in various ministries, and who may or may not be sent abroad for training in English. The Center has truly become an institute for teaching English for professional purposes.

The Center has great potential for becoming a focal institution for post-university teaching of English, at many levels and with a variety of emphases. It is fervently hoped that the present problems with the teaching staff and the relations with the State Planning Commission can be solved to allow this potential to be fulfilled.

ELTC

TEACHING SCHEDULE 3 RD TERM, APRIL 1983

TOPIC	LEVEL	SATURDAY	SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY
8 - 9	1	A1	Haddad	Haddad	Haddad		
	5	B1	Selo	Selo	Selo		
	3	C1	Jamal Din	Jamal Din	Jamal Din		
	2	C3	Kanawati	Kanawati	Kanawati		
	1	D1	Sawwaf	Sawwaf	Sawwaf		
	1	A2		Darwaza	Darwaza	Darwaza	Darwaza
	2	B2		Mardini	Mardini	Mardini	Mardini
	1/3	C2		Zeitoun	Torn	Torn	Torn
5/1	D2		Sawwaf	Sawwaf	Sawwaf	Sawwaf	
9 - 10	5	A1	Haddad	Haddad	Haddad		
	3	B1	Kanawati	Kanawati	Kanawati		
	3/1	C1	Jamal Din	Jamal Din	Jamal Din		
	3/1	C3	Selo	Selo	Sawwaf		
	2	D1	Sawwaf	Sawwaf	Sawwaf	Zeitoun	
	5	A2		Darwaza	Darwaza	Darwaza	Darwaza
	1	B2		Zeitoun	Zeitoun	Zeitoun	Zeitoun
	3	C2		Torn	Torn	Torn	Torn
2	D2		Sawwaf	Mardini	Mardini	Mardini	
10 - 11	4	A1	Haddad	Zeitoun	Zeitoun	Zeitoun	
	3/1	B1	Kanawati	Kanawati	Haddad		
	5	C1	Sawwaf	Sawwaf	Sawwaf		
	3	C3	Selo	Selo	Selo		
	3	D1	Jamal Din	Jamal Din	Jamal Din		
	2	A2		Mardini	Mardini	Mardini	Mardini
	5	B2		Torn	Torn	Torn	Torn
	1	C2		Zeitoun	Zeitoun	Zeitoun	Zeitoun
3	D2		Jamal Din	Jamal Din	Jamal Din	Sawwaf	
11 - 12	3	A1	Kanawati	Kanawati	Kanawati	Kanawati	
	1	B1	Haddad	Haddad	Haddad		
	2	C1	Jamal Din	Zeitoun	Zeitoun	Zeitoun	
	1	C3	Sawwaf	Sawwaf	Sawwaf		
	5/3	D1	Selo	Selo	Selo	Jamal Din	
	3	A2		Torn	Torn	Torn	Torn
	1/3	B2		Zeitoun	Darwaza	Darwaza	Darwaza
	5	C2		Mardini	Mardini	Mardini	Mardini
1/1	D2		Jamal Din	Jamal Din	Jamal Din	Zeitoun	
12 - 1	4	A1	Kanawati	Kanawati	Kanawati	Kanawati	
	2	B1	Haddad	Zeitoun	Zeitoun	Zeitoun	
	1	C1	Selo	Selo	Selo		
	5	C3	Jamal Din	Jamal Din	Jamal Din	Jamal Din	
	1/3	D1	Sawwaf	Sawwaf	Sawwaf	Sawwaf	
	4	A2		Torn	Torn	Torn	Torn
	3	B2		Darwaza	Darwaza	Darwaza	Darwaza
	2	C2		Mardini	Mardini	Mardini	Mardini
1	D2		Zeitoun	Zeitoun	Zeitoun	Zeitoun	

1 - Grammar
2 - List. Comp.

3 - Reading
4 - Writing
5 - L.L.L.

Best Available Document