

**UTAH ARMY NATIONAL GUARD**  
**Headquarters, 300th Military Intelligence Brigade (Linguist)**  
**P.O. Box 1776**  
**Draper, UT 84020-1776**

UT-300TH (15-1A)

4 November 2000

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: Brigade Command Language Program Council Minutes, November 2000

1. Members of the Brigade Language Council met on 2 November 2000 in Draper. Attendees included MAJ Steve Stevens, SFC Todd Glover, 1LT Kevan Larsen, CW2 Craig Fotheringham, and SSG Remsberg.

2. Agenda Items. Topics discussed from the agenda included:

a. October Minutes. We reviewed the minutes from the October council meeting and followed up on "to do" items.

(1) Newsletter. We agreed that the semi-annual language newsletter will include contributions for the newsletter to the following: Brigade Language Support Officer, Brigade CLPM, 141<sup>st</sup> M.I. Battalion, and 142<sup>nd</sup> M.I. Battalion. MAJ Stevens has also invited both COL Snowball and CSM Dewolf to contribute. Any member of the brigade may also submit pertinent items for this newsletter. Submissions may include, but are not limited to, spot light on a particular language, language mission or class report, web site or other language resource, etc. The suspense for submissions is 15 November 2000. SFC Glover will select a format and publish the newsletter not later than 30 November. It will be disseminated via e-mail and hard copy. Brigade will provide 10 copies per company. Companies are invited to further disseminate soft copies via E-mail, make additional hard copies, and/or post it on a bulletin board.

(2) CLPM Course MTT. Battalion representatives presented lists of the company language representatives; however, the lists were incomplete. Most of the individuals on the list do not have additional duty orders. Companies need to fix this by next council meeting. Virtually none of these individuals have had the CLPM course, so there is adequate justification for bringing the course to Utah as an MTT. We agreed to request that an MTT come from DLI in either the first or second week of August. SFC Glover will follow up with the battalions to determine whether individuals will attend the course as part of their AT or as a school in addition to AT either on schools funds or TALP funds. This will be reported next council meeting.

(3) Battalion Minutes. CPT Rice, via SSG Remsberg, provided a copy of the minutes from the 142<sup>nd</sup>'s Battalion Language Council meeting held 24 September.

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(4) DLI Language Olympics. We made the following assignments vis-à-vis the May 2001 Worldwide Language Olympics: SFC Glover will find out if there are limits on the number of teams/linguists a unit can send. He will also find out what needs to be done to participate via VTT. MAJ Stevens will draft a message to publicize the event. He will also find out if it is feasible to make the Language Olympics a 2-week AT. Next month the council will discuss a time line and criteria for determining participation.

(5) CD-ROM. CPT Jackson visited with SFC Glover before the council meeting. He provided 10 additional copies of the Language Resource Disk and hard copies of the instructions. In turn, SFC Glover provided copies to the meeting attendees and will mail one copy to each of the out-of-state battalions under the 300<sup>th</sup>. MAJ Stevens would still like to see improvements in the English of the instructions, such as changing the passive voice to active voice. Funds are currently not available for mass producing the disk. When funds do become available, the 141<sup>st</sup> has requested an additional 150 copies. We need feedback from the 142<sup>nd</sup> and HHC as to how many copies they would like.

(6) YTC. MAJ Stevens presented a draft YTC for CLPM-related events. At the council meeting, the 142<sup>nd</sup> provided a list of their quarterly battalion language council meeting. We still need the dates, times, and locations for those meetings from the 141<sup>st</sup> for FY01. This calendar will be provided with the minutes of this meeting.

(7) DLPT Testing. SFC Glover has been updating the Test Control SOP for the administration of the DLPT. He has sought input and feedback on his draft from MAJ Abram, MAJ Stevens, and others. He needs to add a section regarding handling tests administered by the Navy at the Joint Language Training Center—Ogden. SFC Glover will complete the SOP and distribute it before next council meeting.

(8) Language Incentives. The council conducted a brainstorming session on language incentives. We did not have time to discuss the viability or details of the each of the ideas during this meeting, so we determined to do that next time. The first two items, however, were ideas on which specific follow up was requested last month. I have included additional information or comments on them. Without scrubbing, here is the list of ideas:

(a) Language Book Bag. The 141<sup>st</sup> has a very nice linguist book bag. According to feedback from several individuals, it is just not being marketed enough or properly. Apparently, some soldiers feel that it is too difficult to earn. MAJ Stevens proposed that perhaps this attitude also just requires the proper marketing twist; namely, it should be looked at in the same light as the Fit-To-Win program. The nice prizes for this program take years to earn. Likewise, soldiers need to realize that they may not get the book bag in a month or even a year; but, with consistent effort over the long haul, it is very achievable. In fact, the council quickly reviewed that math that theoretically a soldier just the 96 hours of command-directed IDT language each year, without any outside effort, may meet the criterion regarding cumulative hours of language study in just over 2 years. In other

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words, it is very achievable for the rank-and-file soldier. Of course, it can be earned a lot faster by putting in even just a little individual effort outside of drill on a regular basis. MAJ Stevens and SFC Glover determined that the program should continue to be run at the battalion rather than the brigade level and will supply the criteria for the program to CPT Rice, so the 142<sup>nd</sup> can determine if they would like to run the program in their battalion.

(b) AAM or ARCOM. The CSM of 142<sup>nd</sup> has a proposal to award the AAM or ARCOM to linguists who score 3/3 on the DLPT three consecutive times. MAJ Stevens would like additional information as to whether it is retroactive etc. and requested a copy of the CSM's guidance.

(c) Honor Roll. In conjunction with the quarterly USR report, MAJ Stevens proposed that once the brigade's linguist database is up and running, it would be fairly easy to create a DLPT honor roll of soldiers scoring 3/3 on the DLPT. This honor roll could be published in the Linguist Newsletter.

(d) Linguist of the Year. We now use the Department of the Army criteria for selecting the brigade's Linguist of the Year. Because it is only available to E6 and below and is tied to several soldier competencies rather than being a strictly linguist award, many question whether this really meets our needs. We will discuss it next meeting.

(e) Most Improved Linguist of the Year.

(f) Linguist Certification. DLI has a four-tiered certification program available only to the linguists it trains—Novice Linguist, Basic Linguist, Intermediate Linguist, and Advanced Linguist.

(g) Linguist Tab.

(h) Non-prorated FLPP.

(i) NSA Professionalization.

(j) Movie/Show/Utah Jazz Tickets.

(k) Corporate/Vendor Sponsor.

(l) Missions. Perhaps top linguists should be given the choice in-country missions such as DAO tours.

(m) Additional Training UTAs.

(n) Tuition Reimbursement.

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- (o) Laptop Computers.
- (p) Language Section of the Year.
- (q) Brigade Language Olympics.

(9) TALP. In regard to CPT Rice's inquiry on the TALP budget, MAJ Abram responded that we have not yet received a projection for what our TALP allotment will be. MAJ Stevens will follow up on the other part of the question as to the process for allocating and managing TALP for next meeting.

(10) Accountability. Language materials should be inventoried regularly. MAJ Stevens will draft a memo requesting that the battalions have the companies do a current inventory. Eventually, we would like to have a list of language materials available in the units on line. Soldiers should be encouraged to check out materials for use between drills by using a hand receipt.

b. New Items.

(1) NCS Courses. MAJ Stevens has obtained three copies of two Arabic and two Russian refresher courses for the brigade from the National Cryptologic School (NCS). One copy of each of the four courses will be kept in the brigade Language Resource Center in Draper. One copy of each course will be provided to the two battalions. If linguists are pleased with these resources, we will order more copies. MAJ Stevens will provide a further information on the administration of these courses, as they can be graded. Soldiers can actually receive a letter grade and credit at the NCS.

(2) New Linguist Reg. The Army is going to create a new linguist regulation which will consolidate AR 611-6 and AR 350-16. Any recommendations for changes, additions, or deletions should be forwarded to MAJ Stevens by 20 November, so he can consolidate and forward them.

(3) Web Site. MAJ Stevens has started a Command Language Program web site on the Utah National Guard server. This is a temporary test site; however, this work in progress but will hopefully become a helpful tool for CLPM and linguist alike. One of the purposes of the web site is to provide linguists with links to the best links to training resources and materials offered on the web. We want the linguists in each language, the subject matter experts, to provide these links to assist their peers. Linguists who do so will be recognized by name next to the link he or she provides. More information will follow in both the Linguist Newsletter in a couple of weeks and next council meeting as the web site is flushed out. You can access it via a link from the brigade's main page (<http://www.ut.ngb.army.mil/300mi/default.htm>) or directly at [www.ut.ngb.army.mil/300mi/CLPM/clpm.html](http://www.ut.ngb.army.mil/300mi/CLPM/clpm.html), realizing that what is currently there is only temporary. The new design won't be posted for another week.

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3. Next Meeting. The next Brigade Command Language Council meeting is scheduled for Thursday, 7 December 2000 at 1800 hours in Draper.

4. Any questions may be directed to the Brigade Language Support Officer at (801) 620-1907 or Brigade Command Language Program Manager at (801) 523-4258.

STEVE G STEVENS  
MAJ, MI, UTARNG  
Language Support Officer

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Commander, 141<sup>st</sup> MI Bn, Attn: CLPM

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