



AMERICAN UNIVERSITY OF ARMENIA  
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MEMO

TO: Dr. Mihran Agbabian  
FROM: Sona Hamalian  
RE: Extension Matters  
DATE: July 21, 1993

There is much to report and to talk about. My days and evenings and weekends are taken up with the U.S. Training Program and visitations with Joe and Karen. Here are some highlights:

As you know, Joe Hickey and Karen Keuhner are back in Yerevan to conduct the third and final phase of the U.S. Training Program and to assist the Armenian participants in implementing new ideas and programs stemming from the first two phases. The program consists of a two-day project implementation workshop, individual office consultations for each of the participants, and a two-day follow-up meeting. The two-day project implementation workshop focused on familiarizing the participants with implementation techniques such as problem solving, brainstorming, force-field analysis, change management, conducting effective meetings, and management styles and giving the participants practice in using these techniques. The office consultations consist of meetings with each participant and several of their co-workers and focus on a specific idea or project that the participants want to implement. During these consultations, Joe and Karen are assisting the participants in using techniques taught in class to solve problems they each face in attempting to implement change in their new country. I feel office consultations are proving to be highly successful. The participants are pleased with the focus on implementation, rather than on being provided new information. Almost all of them have stated that they need more practice "doing rather than hearing about."

During our office visits we are also discussing the creation of an Alumni Club and a Management Training Institute in Armenia. The feedback is very good. On the matter of establishing a Management Training Institute, we are scheduled to meet with Shahen Karamanoukian, Chief of Staff at the President's office, Papken Ararktzian, Chairman of the Parliament and AUA Board member, Vilik Harutunian, AUA Board member, and Ara Sahakian, First Deputy Chair of the Parliament.

David Siefkin has been giving us good support. He is going to host our end-of-program banquet which we will hold at the Parajanof Museum on July 28.

Dr. Agbabian - Page 2

I had a meeting with David Siefkin in my office yesterday, and he asked that I provide him with a list of proposed courses and a budget for each course that we plan to offer next Fall. He said USIA will consider financing courses in the following areas: 1) Principles of International Law; 2) Principles of Business Law; 3) Public Administration; 4) Journalism; 5) English for Diplomats; 6) English for Journalists. He also wants to repeat the following two courses in: 1) International Economic Relations; and 2) The Mass Media in Modern Democratic Society. He asked me to pursue the idea of Monthly Round Tables on Armenian TV. Please let me know if we have planned short courses for the Fall. Regarding the course on journalism/mass media, I recommend that we contact Ben Bagdikian. I have a feeling that he will accept the offer.

I will report to you under separate cover on the three courses we offered in the areas of Mass Media, Sanitary Landfills and Environmental Policy.

Attached, please find a proposal for an Extension course submitted by Richard K. Simonian who was referred to us by Michael Kouchakdjian. Attached also his resume. Please advise. Thank you.

cc: Dr. George Gibson



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Architects • Engineers • Economists • Planners

1819 H Street, NW • Suite 900 • Washington, D.C. • 20006

Telephone: (202) 331-7775

Telex: 292079 LBI UR

Telefax: (202) 293-0787

Date: 21 July 1993

Ms. Sona Hamalian  
Associate Director of Extension  
American University of Armenia  
Yerevan

Subject: Extension Program Proposal

Dear Ms. Hamalian

This letter is written as requested following our brief discussion on the 19th. As you may have noticed from my CV, I have been engaged for over twenty years in development planning, training and resource management with particular application for obtaining and implementing foreign institutional financing for third world country development projects.

During my first visit to Armenia in March this year I was pleased to conducted an informal three hour introductory seminar on World Bank procedures and procurement guidelines at the Business Center which was attended by interested students and instructors. Based on the feedback, it is my judgement that professional planners, engineers and contractors would benefit from an extension program concerning these subjects.

This is timely as there are a number of projects currently being considered for funding by international development institutions, I believe that the University would find interest in a series of weekly lectures on preparing plans, designs and tenders for local and international competitive bidding.

As I represent an American Consulting firm in Yerevan, I would be pleased initially to offer my services free of charge. However, I would request office space at the University to set up my personal computer hardware to both prepare lectures and to demonstrate various existing planning software packages.

If the University is interested in this program, I could develop a course outline during my current visit ending 2nd September; and commence the lectures in October/November upon my return from a brief visit to Bangladesh, where I have on-going commitments to wind up.

Very truly yours

Richard K. Simonian, P.E.