1998 c.2

CONNECTIONS Edward Campus - Library
Box 24620 Station

Vancouver, BC V5N 5T9

Inside

Local high school counsellors get a taste of what's current at their annual VCC tour and luncheon.

CityFest '98 celebrates the cultures of the Lower Mainland.

HR workshops at a glance: register using the form inside.

Opening doors through volunteering: ESL Homefront Learning can show you how.

Heartfelt thanks: a brief look at some of the organizations benefitting from the latest United Way campaign.

Notice of Elections

Student, Faculty, and Staff Representatives to VCC Board of Governors and Education Council

Nominees -**Board of Governors**

Faculty

Cheryl Draper

Support Staff

Dennis Cumming

Jo Hansen

CC Student Rep

Robert Jolda Ulric Narinesingh

KEC Student Rep Alexander Kan Carmine Vacchiano

Frank Hu

Murrey Rabinovitch

Nominees -**Education Council**

CC Student Rep Monica Gasparic

KEC Student Rep Wilma Hui

Frank Hu Michael Yates

Term of Office

Student's terms of office commence when elected and end March 31, 1999. Faculty and Support Staff terms of office commence when elected and end March 31, 2001.

Validation of Voters

To be eligible to vote for a candidate, students must be registered and staff and faculty must be employed as of February

23, 1998. Anyone who is unsure of his/ her status should check with the Registrar's Office prior to voting.

Campaign Period

Campaigning will start on Thursday April 9, 1998 and end on Saturday April 18, 1998 (to accommodate interruption created by Statutory Holidays). Campaign materials, forums, etc. are the responsibility of the candidates. Candidates must remove all campaign materials from public display by 10:00pm on April 18, 1998.

Voting

Advanced voting will take place on Wednesday April 15, 1998, at the City Centre/KEC Registrar's Offices.

Voting will take place on Monday April 20, 1998 AND Thursday April 23, 1998.

City Centre Campus

- Registrar's Office, 8:00 am-4:00 pm
- Continuing Education, 4:00-7:00 pm

King Edward Campus

Registrar's Office, 9:00 am-7:00 pm

Individuals who cannot vote on the prescribed dates must contact the Registrar one week prior to the first vote day to make special arrangements to vote.



Nutrition tips

FROM INSTITUTIONAL AIDE

What do I need to know if I don't drink milk?

While milk is the most convenient source of calcium and Vitamin D (important for building and maintaining strong bones and teeth), some people can't or won't drink milk. Many non-dairy foods also contain calcium; however, it may be difficult to meet daily calcium requirements without milk products. Cheese, yogurt and puddings or soups made with milk are also good sources of protein, vitamin A and vitamin D. Choose lower fat versions of these foods more often. Try eating fish with edible bones such as canned salmon, eat dark green vegetables such as broccoli, and dried beans and lentils. Remember that soy drinks sold in Canada are not high in calcium nor vitamin D. You will probably need a calcium supplement. During the winter a vitamin D supplement may be necessary.

Public information meeting

UVic's proposed M.Ed.

(Educational Administration)

The University of Victoria will hold a public information meeting for those interesting in pursuing an M.Ed. (Educational Administration with a Focus on Leadership) in Surrey, starting September, 1998. Dr. Yvonne Martin from UVic's Faculty of Education, will be in attendance.

Meeting date: Monday, April 20, from 4:30 to 6:00 p.m.

Location: Surrey Conference Centre, Room 4, 9260-149 Street, Surrey

For details (or if you cannot attend) call: Leslie Kennedy, UVic Continuing Studies in Education, (250) 721-7875.

Local high school counsellors get a taste of the best of VCC

Community Liaison, Department Heads and more contribute to a successful Counsellor's Day at City Centre

On Thursday, March 26, 89 high school counsellors, representing 61 local high schools, came to City Centre for the annual tour and luncheon host by the VCC Counselling Department.

The morning began at Four Corners Restaurant, where Dave Donaldson's Hospitality Department welcomed everyone with a continental breakfast. Immediately after breakfast, the High School Counselors were guided around campus in groups of fifteen.

Everywhere the groups went, students, Department Heads, and instructors were keen to talk about their programs and demonstrate projects in their labs. From time to time the touring Counsellors would run into former high school students of theirs, and were able to watch them in action.

During the tour, VCC Counselors and support staff answered questions about admission requirements, program start dates, and job placement data. Every high school counsellor received an information package on all College programs, to take back to their school's Career Resource Centre.

In the mall, Instructors from Automotive Trades and ABE set up a display, and the Automotive reps gave each counsellor a videotape on their programs.

The tour ended at JJ's Restaurant, where our guests enjoyed a superb buffet lunch prepared by Chef Rick Irwin and his students of the Culinary Arts Program.

Comments on the feed-back forms were very positive, and included the following:

"...of course, the wonderful presentation of lunch....an opportunity to see new changes and ensure information is up-to-date, along with obtaining <u>current</u> material to take back for the career centre....very useful. This represented my first opportunity to visit VCC and I am impressed......the organization - positive students - highly motivated - committed, articulate - warm and friendly staff - respected by students - wonderful lunch"

A special thanks to all the Departments that took the time to explain their programs and demonstrate their labs. And special thanks to Linda Martin, Dave Donaldson, Gabriel Ferron, Hans Obeck and Sally Gammon, all of whom contributed to making this a great event.

Finally, a big welcome back to our chief organizer, Brenda Toporowski, who has returned to the position of Community Liaison.

submitted by Allan Clarkson, CC Counselling

Next Connections: April 30

The deadline for the next issue is Friday, April 23.

Thanks for your submissions and suggestions.

Vancouver Community College
King Edward Campus - Library
Box 24620, Station F
Vancouver, BC V5N 5T9

Ministry of Education and David Foster Foundation "Sound Off" on Organ Donor Awareness

British Columbia students will be able to spread the word about organ donor awareness through "Sound Off...Save a Life," an art and music promotion program developed by the Ministry of Education.

"The Sound Off program reaches youth on their own level through the medium of music," said Rossland-Trail MLA Ed Conroy, an organ transplant recipient, speaking on behalf of Education Minister Paul Ramsey. "Through their artistic and musical expression it allows them to address and increase the awareness of a very serious topic - organ donation."

Sound Off...Save a Life is co-sponsored by the David Foster Foundation ,which provides funding for non-medical expenses incurred by transplant recipients and their families, and the B.C. Transplant Society.

The Grammy and JUNO-award winning Foster said music plays a large role in the lives of youth and is a natural vehicle to encourage discussion about the subject of organ donor awareness.

"We've built this program around studentled musical events," said Foster. "Sound Off encourages young people to get together, have a good time and celebrate life. At the same time, they'll become better informed about organ donation and the needs of people in their communities."

Sound Off...Save a Life offers promotional material, support and arts awards to student groups that promote the issue of organ donor awareness by putting on educational and musical events in their schools - a concert, battle of the bands, or even a lunch time karaoke contest. Sound Off...Save a Life events will run during the week of

April 19 - 25, 1999 - National Organ Donor Awareness Week.

The program is designed to support Creating More Tomorrows, an educational resource produced by the David Foster Foundation, with support from the B.C. Ministry of Education and the B.C. Transplant Society. The resource is aimed at raising awareness and promoting discussion among students and their families about the issue of organ donation.

Conroy, who underwent a liver transplant last fall, said the program will provide students with program resources and support which encourage students to raise the issue of organ donation in a way which promotes education, not one which directs them to make a choice.

I S INFO CORNER

Get to know VCC's networks

ICS will host a training session on Friday April 24, from 9:00 am to 12:00 noon in Rm 5042 (Banner Training Lab) at KEC. The session will consist of a basic overview of VCC's Local Area Network.

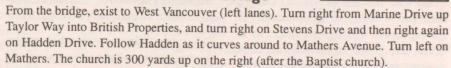
Learn how to save your files to your personal network drive (H:\), and learn how to access shared directories (drive I:\& J:\), printers, and log on to most computers at either campus.

Please contact Parvis Lalji at X8312 to reserve space. (Please indicate if you are using Windows '95 or Windows 3.11.)

Memorial service for Nan Poliakoff

Tuesday, April 21, 1998, 3:30 pm North Shore Unitarian Church 370 Mathers Avenue, West Vancouver

Directions via the Lions Gate Bridge



Directions via the Second Narrows Bridge

From the bridge, continue to West Vancouver and exit at Taylor Way. From Taylor Way off ramp, take the first right immediately on to Hadden Drive (before reaching Taylor Way). Turn right again onto Mathers Avenue. The church is 300 yards up on the right (after the Baptist church).

For further information, contact the VCC Executive Office at locals 7158 or 7159.





CityFest '98 celebrates the cultures of the lower mainland

CityFest '98, the Lower Mainland's free annual performing arts festival, will take place May 15, 16 and 17 at King Edward Campus. The free family-oriented festival, now in its fifth year, celebrates the diversity of our region with music, songs, stories and dances from 30 different cultural groups from all over the Lower Mainland, and expects to showcase about 1,000 performers. CityFest '98 also hosts a marketplace of community displays, artisans, crafts and ethnic foods.

CityFest '98 will feature sea shanties and a cappella songs, Bhangra dances, stories from many traditions and much more. Run almost entirely by volunteers, CityFest '98 is a non-commercial, non-profit event dedicated to building community by bringing people together to share and celebrate. CityFest '98 is organized by the Vancouver Community Festival Society, a registered non-profit charity, and Vancouver Community College, with support from VanCity Savings Credit Union.

CityFest '98 will run from 8 p.m. to 11:30 p.m on Friday, May 15, from 10:30 a.m. to 11:30 p.m. on Saturday, May 16 and from 10:30 a.m. to 7:30 p.m. on Sunday, May 17.

CityFest '98 wants volunteers

CityFest '98 is looking for people to help with everything from giving out information and selling T-shirts to setting up stages and equipment. "It is because of our volunteers that we are able to create a free festival for our intercultural community here in the Lower Mainland," says volunteer coordinator Angelique Amiras. "Previous CityFests have been great successes because of their kind and generous support."

For more information on CityFest '98, please call 526-2804. For information on volunteering, please call 736-8879 or 526-2804.

Former ESL student writes of his China experience

Sylvain Provencher, a former VCC ESL student and now fourth year student at Emily Carr Institute of Art and Design, spent part of last summer as a member of a delegation to Vancouver's sister city in China, Guangzhou. Sylvain and three other students and two faculty members from Emily Carr travelled to China through a successful international exchange agreement between Emily Carr and the Guangzhou Academy of Fine Arts. Sylvain, who is French Canadian, was also a recipient of an Asia Pacific student's award.

Sylvain wrote about his experience in an article in the BC Centre for International Education's newsletter, "International Forum." Here's a paragraph from his article:

"I found the Chinese people to be very supportive, patient and to possess a wonderful sense of humour. One day, I was sitting in a park drawing a tree and next thing I knew, nearly 300 people had surrounded me to watch me draw. They encouraged me, offered me water and eventually a young lad volunteered to draw something in my sketchbook as a symbol of friendship."



Here's one lucky winner!

Marta Gardiner, Associate Dean for ESL Programs, is the winner of this month's 50/50 draw!

Marta's experiencing just a touch of deja vu with this one — she was a winner last year, too. She came away this time with \$743. (Always handy when you're having the odd reno done!). Congratulations, Marta!

Thank you from Pat Smith

Thanks so much to everyone at VCC, especially City Centre, who signed the card, gave money for the very useful (and already used) suitcase, and stopped in to visit at my retirement party in Health Services. I have some very special memories of that day, just as I have many special memories from the 17 years I worked at VCC. I was so fortunate to have so many nice people to work with over the years, but now it is on to the next phase... and retirement is great so far.

Thanks again, everyone. You really made working at VCC very rewarding for me. *Pat Smith*



HRD Workshops at a glance and Registration Form - May to August 1998

To register for any of the following course(s), please tick your choice(s) and return this sheet to Parviz Lalji @ City Centre campus.

Pa	rviz Lalji @ City Centre	campus.	at your choice(s) and	d return this sneet
M/		AND AND SHOULD SHEET AND		
10	Conflict Resolution I	Fri May 01		
10	Using Windows '95	Fri May 01 OR Fri July 17	9 am - 4 pm	#TBA @ KEC
10	Upgrading to MS Word	Fri May 08 OR Wed Aug 12	9 am - 5 pm	#5042 @ KEC
10	Personal Safety	Mon May 11 OR	9 am - 5 pm	#5042 @ KEC
1	and college harding and	Wed May 13	9 am - 12 noon	#205C @ CC
! 0	Burnout	Wed May 13	I pm - 4 pm	#5043 @ KEC
0	Relax & Reconnect	Wed May 13	9 am - 12 noon	#205C @ CC
10	College Pension Plan	Thur May 14	I pm - 4 pm	#205C @ CC
10	Pre-Retirement Seminar	Thur May 14	9 am - 12:30 pm	#5025 @ KEC
10	Introduction to Netscape		I pm - 4 pm	#5025 @ KEC
10	Finding Resources/WWW	May 15 OR Jun 26 OR Jul 31	9 am - 12 noon	#5042 @ KEC
10	Goal Achiever's Workshop	May 15 OR Jun 26 OR Jul 31	I pm - 4 pm	#5042 @ KEC
10	Advanced Access	Thur May 21	9 am - 4:30 pm	#401A @ CC
10	Assertiveness Skills	Fri May 22	9 am - 5 pm	#5042 @ KEC
-	Preparing for Menopause	Fri May 22	9 am - 4 pm	#TBA @ KEC
-	Fatigue & Pain Syndromes	Sat May 23	9:30 am-12:30 pm	#TBA @ KEC
! -	Learning Outcomes	Tue May 26	9 am - 12 noon	#401A @ CC
10	IRA Orientation	Wed May 27	9 am - 3 pm	#5025 @ KEC
10	Introduction to MS Word	Thur May 28 & Fri May 29	Details not finalized.	to follow
10	Lighten Up!	Fri May 29	9 am - 5 pm	#5042 @ KEC
0	Osteoporosis Prevention	Fri May 29	9 am - 11:30 am	#TBA @ KEC
1		Sat May 30	9:30 am-12 noon	#TBA @ KEC
JUN				
	Marketing your Program	Tue Jun 02	9 am - 12 noon	#5025 @ KEC
	Chair Massage	Tue Jun 02 OR	9 am onwards	#401A @ CC
	Canada A anne-esta estacador a	Thur Jun 04	9 am onwards	#4021 @ KEC
	Reflective Practice	Wed Jun 03	I pm - 3 pm	#5025 @ KEC
	Introduction to Excel	Fri Jun 05	9 am - 5 pm	#5042 @ KEC
	Great Teaching Seminar	Sun Jun 07 to Tue Jun 09	Naramata, BC	#3042 @ KEC
	Intermediate MS Word	Fri Jun 12	9 am - 5 pm	#5042 @ KEC
	Conflict Resolution II	Fri Jun 12	9 am - 4 pm	#TBA @ KEC
	Leading Change	Wed Jun 17	12:30 pm-3:30 pm	#401A @ CC
	Changing with Wisdom	Thur Jun 18	9 am - 4 pm	#401A @ CC
	Introduction to Access	Fri Jun 19	9 am - 5 pm	#5042 @ KEC
	Healthy Weight Loss	Wed Jun 24	9 am - 12 noon	#401A @ CC
	Finding ResourcesELN	Wed Jun 24	I pm - 4 pm	
JULY				#5042 @ KEC
	Intermediate Excel	Fri Jul 24	0	
AUG		111 Jul 21	9 am - 5 pm	#5042 @ KEC
	Advanced MS Word	F: 4 07		
	ntermediate Access	Fri Aug 07	9 am - 5 pm	#5042 @ KEC
		Fri Aug 21	9 am - 5 pm	#5042 @ KEC
NAME: DEPARTMENT:				
LOCAL:				





New videos at CC Library

- Ethics, Residents' Rights and Dignity
- Person to Person: Sexuality Education for Persons with Developmental Disabilities
- How to be an Outstanding Receptionist
- Working with Windows 95
 Vol. 1 The New Windows Environment
 - Vol. 2 Running Multiple Programs Vol. 3 - Managing Your Documents
 - Vol. 4 Timesaving Tips, Tricks and Techniques
- Canada Votes
- Complaints of a Dutiful Daughter
- Germ's Guide to Hitch Hiking
- Medication Errors
- Side by Side TV Level 1A, 1B, 2A, 2B
- · Voting is Accessible

New videos at KEC Library

- Basic Chemistry for Biology Students
- Body Language: Non-Verbal Communication
- Business Ethics
- One-to-One Interview / Job Interview (Interactive Practice for Interpreters)
- The Sterilization of Leiliani Muir
- Study Skills: Making the Grade
- The Air We Breath
- Canada Remembers:
 Turning the Tide: 1939 to D Day
 The Liberators: D-Day to the Rhine
 Endings and Beginnings: 1945
- Canadian Short Story Video Series: Connection
 The Dream and the Triumph
 The Rebellion of Young David
- The Rebellion of Young David
 Who's Counting Series:
- Marilyn Waring on Politics: Local and Global
- Marilyn Waring on the Environment Marilyn Waring on Women and Economics

- Seasonal Salads
- Special Interview Challenges: Minorities, Women and People with Disabilities
- The Spell of the Yukon
- · Yukon Gold

New books at KEC Library

- Computer Crisis 2000
- Jewish Holiday Song Classics
- Gibson's Student Guide to Western Canadian Universities
- Art in Theory 1815-1900: An Anthology of Changing Ideas
- 25 Good Business Approaches to Youth Employment
- The Mini Bass Grimoire: A Complete Guide for the Bass Guitarist
- Literacy Skills for the Knowledge Society: Further Results from the International Adult Literacy Survey
- Write Better, Right Now!
- Using Microsoft Excel 97
- Stand and Deliver: Inside Canadian Comedy
- Help Wanted: How Can the Private Sector Improve Employment Prospects for Young Canadians?
- HIV/AIDS: A Christian Response
- Motor Vehicle Body Repairer (Metal and Paint)
- · Where She Has Gone

New books at CC Library

- Ultimate Make-Up and Beauty
- Sonia Delaunay: Fashion and FabricsThe Complete Illustrated Guide to Feng
- Shui

 Commission of Inquiry on the Blood
- System in Canada
 Words at Work: Vocabulary Development for Business English
- Investigating Psychosocial Adjustment in Breast Cancer
- A History of the Vote in Canada

New position, Manager of Personnel, created

We are pleased to announce the appointment of Carol Harrison to a new position, Manager of Personnel.

With the elimination of the position of Director of College Services and the resulting need for a reallocation of some of the Personnel related duties previously performed within that role, one of three existing Personnel Coordinator positions, previously held by Carol Harrison, has been eliminated and a new position created. Carol will continue to be responsible for job evaluation but will assume responsibility for the hiring and appointment process and management of all VCC support staff positions. She will spend two days a week at City Centre Campus but will continue to have her base office in the Human Resources office at King Edward

Carol joined the VCC workforce as a Student Aide in 1980, while she was studying for her Arts & Sciences diploma at Langara. In 1981, she was hired as a telephone operator and after working in a number of different areas of the College, she accepted the position as Assistant to the Director in the Employee Relations office, where she has served in several capacities.

Carol is well qualified for this position, with a Certificate in Human Resource Management from B.C.I.T. Her outstanding communication and management skills, in addition to her experience and personality enhance her qualifications for the position of Manager of Personnel. Please join me in welcoming her to her new assignment.

Carol can be reached at Local 7142.

John Cruickshank



Making Sense of Labour Market Information: workshop

Monday, April 27, 1998, KEC Morning session: Room 5025, from 8:30 a.m. to 12:00 noon

Afternoon session: Room 5042, from 1:00 p.m. to 3:30 p.m.

On Monday, April 27, 1998, VCC is hosting a workshop of special interest to instructors and staff in the following areas:

- Adult Basic Education
- Institutional Based Training
- First Nations
- Disability
- Student Services

However, as space permits, any other interested instructors or staff may also attend.

The Workshop will answer the following questions:

- What is Labour Market information?
- What are current and future work opportunities?
- Why should a career practitioner, course programmer or instructor use Labour Market information while working with students/clients or making programming decisions?
- How does a practitioner access and use Labour Market information resources?

 What delivery strategies work well with students/clients?

Morning session - Room 5025 - 8:30 AM - 12:00 noon

The Workshop will be split into two sessions with a one hour lunch break. The morning session will include discussion of using Labour Market Information - trends, resources, occupational information, and education and training options with students/clients. In addition, there will be activities which will allow participants to experience first-hand some LMI lessons taken from the facilitator resources.

Afternoon session - Room 5042, I:00 p.m. - 3:30 p.m.

The afternoon session will be hosted in a computer lab where participants will experience first hand the electronic LMI information available for career practitioners to access and use with their students/clients. In addition, participants will be given the opportunity to research a potential career and be given some time to "surf" the Internet.

To register, call Parviz at locall 8312.

Using Case Studies working conference

PACE University of New York, in cooperation with the American Association of Higher Education, will offer the sixth of its week-long summer workshops on the use of case studies in the classroom. The conference will take place July 15-19 at UBC.

College and university faculty throughout North America take part in this well-delivered, instructive series of workshops. To encourage greater participation from Canadians, conference organizers Rita Silverman and Bill Welty will offer the conference at a reduced price of US\$350.00 (compared to US\$500.00 for US based participants).

Having been a part of last year's workshop, I can personally attest to the quality and value of this workshop. If you require more information on registration or on the conference, please contact me at ndooley@vcc.bc.ca or 7513.

Norm Dooley, Program Development

Volunteers open doors

April is Volunteer Recognition Month, a time to recognize the thousand and thousands of hours poeple give to volunteer activities.

The Homefront Learning Program of the ESL Outreach Department provides volunteer opportunities to those interested in helping immigrants learn English and get settled in a new country. Homefront provides triaining to volunteers who then go into the home of learners who cannot get out to class for any of a number of reasons. This award-winning program has been in effect since 1979 and currently has more than 100 volunteers and as many learners.

Volunteers receive twelve hours of initial training and are supported throughout their time in the program through newsletters, workshops and monthly calls from experienced Homefront instructors. As well, materials and books are provided to use with one's student. A minimum commitment of two hours per week for four months is required with a Statement of Completion issued by VCC at the end of this time.

Homefront can always use more volunteers. For further information and details on the next training session please call Gillian Akin, the Outreach Department Assistant at 871-7277.

Counselling Korner

Parenting Support Group will begin for parents of children of all ages. Drop-in, every Wednesday, 1:30-3:00 PM. Rm. 3002. It will be facilitated by two Student Advocates who have training/experience in parenting. For more info contact Rosa Arteaga by leaving a message at 871-7209



Employee recognition

Recognition is a way to acknowledge or show appreciation for effort, dedication and achievement. Recognition comes in all shapes and sizes and can be as simple as a note for a job well done or as formal as a banquet. The possibilities are numerous.

A task group (Malcolm Cant, Jean Cockell, Sarah Lucas, Karen Kelly, Linda Martin) has been formed to get things started, i.e. the development of a program at VCC.

The group needs your input (good ideas) on:

- who should recognize or be recognized? (eg we could start by recognizing long service...15, 20, 25-year milestones);
- 2) when, where and how should recognition take place? (eg long service achievers could be recognized in "Connections", at an annual recognition event or in other ways that we haven't yet thought of);
- 3) suggestions for informal recognition.

As usual, we have a limited budget to support strategies, but we feel much can be accomplished without a significant expenditure.

Please forward any ideas/comments to me via e-mail/memo by April 30, 1998.

Linda Martin, Vice President Education Support Services

PS: One thing that we can all do, at no cost, is to send good-news stories about fellow employees to Dale Rasmussen for publication in VCC Connections. We hope to receive enough stories to make this a regular feature.

Essay competition

Tell us what you think and win \$1,000

The British Columbia Press Council wishes to encourage young British Columbians to think about the press and issues around the important role journalism plays in a free and democratic society. That's why the B.C. Press Council Prize has established two awards of \$1,000 each for the best essay submitted by both secondary and post-secondary students in the province on the following topic:

"The Freedom of the Press and Its Responsibility."

Entries are invited in two categories:

- High School students (as of June, 1998), who will have a 1,500 word limit; and
- College and University students (as of April, 1998), who will have a 2,500 word limit.

Winners in each category will be selected by a panel of judges and the prizes will be awarded in each category.

The final date for receipt of submissions is: June 30, 1998.

Note: The Council prefers entries that demonstrate some effort to research the topic and argue it seriously. It also requests that entries be typed, double-spaced and presented in the form of a formal essay.

Inquiries and Submissions:

British Columbia Press Council 900 - 1281 West Georgia St., Vancouver, B.C. V6E 3J7 Tel & Fax: (604)683-2571 Website: www.bcpresscouncil.com/ink

The British Columbia Press Council was founded in 1983 by the province's newspaper industry to promote freedom of expression and deal with readers' complaints. Its current membership includes all of B.C.'s 16 daily newspapers and more than 110 community newspapers.

Notes from KEC Building Services

Key requests

Request forms can be picked up from the security office. All forms must be completed and authorized by your supervisor or department head before a key can be issued. Keys can be picked up at the security office 24 hours after submitting the form to security.

Notices

Employees are reminded not to scotch tape notices to glass surfaces on campus. This causes the window cleaner to spend more time trying to clean off the tape residue, which in the long run means unnecessary costs for the college. There is also a safety concern when notices are taped to glass exit doors, restricting vision.

A number of classrooms on campus have recently been painted. Faculty and Staff

are asked not to tape of pin papers on newly painted walls. Should you feel that your classroom requires additional tackboards please contact the Building Services Manager at local 7133. This is the local to phone for any facility related problems at King Edward Campus.

Broken chairs

Please place all broken chairs in the hall-way outside your classroom and they will be replaced prior to classes beginning at 8:30 am Monday morning.

Staff lounge

Please remember that this area is reserved for *college employees* only unless booked through the college booking clerk, located on level 5.

Bill Miller, KEC Building Services Manager

Briefly...

United Way recipients say thanks to VCC contributors

Thanks to the generous donations of many VCC employees in the latest United Way campaign, many member organizations are able to continue providing services and even enhance their current level of support.

Here's a sampling of some groups who wrote to thank us, and, where provided, a brief mention of how your donation will be used.

The Vancouver Oral Centre

An auditory oral program for hearing impaired children. Funds will go to educating young deaf children.

Royal Columbian Hospital Foundation

Providing the highest standards of care for their patients and their families by funding urgently required equipment.

Battered Women's Support Services

Donations will allow the Services help women and children lead lives free from violence.

Jewish Community Centre

To offer memberships and programs to all, regardless of race, colour, religion or ability to pay.

Western Institute for the Deaf and Hard of Hearing

Providing a broad array of services for deaf and hard of hearing people throughout BC, and primarily in the Lower Mainland.

CNIB

Providing services such as counselling and referral, rehabilitation teaching, orientation

and mobility training, sight enhancement, technical aids, career development and employment and library services.

North Shore Disability Resource Centre

Contribution will be used specifically to develop and enhance their resource centre functions, which includes information and referral service and a new resource library.

Children's Hospital Foundation

Contributions will support the Pain Management Program, providing care to young children suffering from pain as a result of surgery or serious illness, and the Adolescent Care Program's transition service for the many teen patients who are transferred to an adult facility each year.

David Suzuki Foundation

Helping to find solutions to today's environmental problems, and find alternatives and choices for moving to a sustained environmental commitment.

Jewish Family Service Agency

Providing families with counselling, reaching out to seniors who need human contact, providing Kosher meals on wheels and helping new immigrant families get resettled.

Family Services of Greater Vancouver

Helping to reach out to parents and individuals struggling to build strong lives and families in today's challenging world.

Association of Neighbourhood Houses of Greater Vancouver

BC Association for Community Living

Providing support to over 35,000 British Columbians living with a developmental disability.

Lions Gate Hospital

Helping to purchase new equipment, providing special services, offering continuing

education to staff and generally improving the Hospital's standard of care.

Camera-ready, you say? The 57 percent factor

Years later — despite the best efforts of printers, prepress companies and service bureaus, along with software solutions provided by vendors — customers are still preparing most of their digital files incorrectly. In fact, a new survey shows that the majority of the files submitted to output organizations, 57 percent to be exact, need to be fixed before processing.

The stunning figure of 57 percent came out of a digital file problem survey conducted by the Graphic Arts Technical Foundation, Pittsburgh, aimed at reearching problems in preparing digital files and identifying the most frequent problems in customer-shipped digital files.

The 10 problems occurring most frequently were:

- 1. Missing or incorrect fonts
- 2. Missing or incorrect trapping
- 3. Files defined with incorrect colour, that is, RGB
- 4. Scans supplied in the wrong file format
- 5. Incorrect page setting or page setup
- 6. Graphics not linked
- 7. Incorrectly defined or undefined bleeds
- 8. No laser proof supplied
- 9. Missing graphics
- Resolution too high or too low in customer-supplied scans

The first step to find a solution is communication. Planning ahead with your printer or service provider and asking questions instead of assuming answers will eliminate costly and timely problems for everyone.

From The Junk Mail Journal

PUBLICATION SCHEDULE

- Published Thursdays
- Bi-weekly January-May and September-November
- Monthly June, July, August and December

Produced by the College Advancement Department, Vancouver Community College



KING EDWARD CAMPUS 1155 East Broadway Box 24620, Station "F" Vancouver, B.C. V5N 5T9

CITY CENTRE CAMPUS 250 West Pender Street Vancouver, B.C. V6B 1S9

CE students offer counselling services at Collingwood Neighbourhood House

As a joint venture between Collingwood Neighbourhood House and VCC, students from the CE Counselling Skills Certificate program provide counselling services for the community while they gain valuable counselling experience. The service is free of charge.

The counselling team includes four student counsellors who are completing the two year, part-time Counselling Skills Certificate program, and a college instructor, who is also a professional counsellor. Both students and instructor are experienced, mature adults who have worked in counselling or related areas, such as education, health and alternative healing, and have faced their own issues in life and living, include parenting, career change, immigration, addiction, grief or loss and spirituality and meaning.

Libby Davies, MP for Vancouver East, to visit KEC on April 25

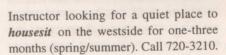
Libby Davies will be at VCC's KEC cafeteria on Saturday, April 25, from 10:00 am to 12:00 noon, to listen to concerns on federal government matters, and provide an opportunity for constituents, students, faculty and staff to raise any other issues or concerns that she can bring back to Ottawa.

As part of her ongoing outreach services, Ms. Davies visits two community centres on the last Saturday of every month and sets up her Travelling Community Office. She and her staff will be available to assist with federal matters such as Revenue Canada, Immigration and Citizenship, Student Loans and Canada Pension Plan.

Please drop by for a chat or to share any concerns you have. For more information, contact Ms. Davies' constituency office at 775-5800.

classifieds

HOUSING



For rent: waterfront vacation home. Private setting, contemporary, two bedroom plus loft, large decks within feet of the water's edge, 100 feet of private beach, unobstructed views. Furnished. Located in West Vancouver near Sunset Marina. Weekly and monthly rates. Call 224-2293.

FOR SALE



Well maintained 1992 Nissan Stanza XE; PW, PDL, PS, PB, air, cruise, tilt, stereo, remote trunk/gas cap, fold down rear seat. \$6500 obo. Contact Wayne Wilson, 871-7279 or 856-7164.

Textbooks: Open Learning Agency English 100 course manual for Lit and Comp. 1 and accompanying text books. Also Kwantlen College Sociology and Philosophy texts, all half-price. Contact Wayne Wilson, 871-7279.

EDITOR, DESIGN AND LAYOUT

Dale Rasmussen Tel 871-7152, Fax 871-7200, email drasmussen@vcc.bc.ca

CAMPUS CONTACTS

CC: Carey Stoneberg, Word Processing KEC: Manijeh Golkhizi, Administration

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Please recycle this newsletter



1998 PUBLICATION SCHEDULE

April 2/16/30 May 14/28 June 11 July 9

Please provide your article through email, the I:\common\connect directory or on a PC disk with hardcopy (text-only if nonemail). Your submissions are welcome, but please be aware that space limitations may prevent publication. Material may be edited for clarity and length. Deadline for submissions is Thursday of the week prior to publication.