

May 14

1998 c.2

THE VCC COMMUNITY INTERNA

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



VANCOUVER
COMMUNITY
COLLEGE



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Adult basic education to become tuition free on July 1

Declaring the opportunity to complete high school a basic right in today's economy, Premier Glen Clark and Andrew Petter, minister of advanced education, today announced that tuition fees for adult basic education—high school completion courses—at public post-secondary institutions will be removed effective July 1. The announcement was made in front of a standing room only crowd of onlookers during a news conference at the King Edward Campus Library on May 13

"More than ever, a high school education is the first essential step to finding work," said Clark, minister responsible for youth. "Financial need should no longer be a barrier for adults and youth whose high school education has been interrupted."

In his remarks at the news conference, Petter said that "this is about linking learning with earning. An initiative like this really serves society as a whole." Petter also pointed out that ABE courses will now be tuition free for all students, regardless of whether they have completed high school or not.

"Adults without basic education are at a severe disadvantage in going on to further training and competing for job opportunities," said Petter. "Achieving that basic high school education gives people tools to lead more successful lives and contribute to their families and communities."

"Our government is fully committed to helping those who are prepared to help themselves gain skills and knowledge,"

added Petter. "As with our tuition freeze, removing this barrier is part of our larger vision to improve access to education so that British Columbians have the skills for the knowledge-based economy of the 21st century."

"The elimination of tuition fees for ABE courses is very exciting news for colleges and especially for students," said Jean Cockell, Associate Dean of Academic, ABE and ASE Programs and chair of Deans and Directors of Development Education in BC. "This will provide much easier access for students and let them move on to other programs. One of the barriers for many students was financial, and this has been removed."

"Removing the barriers to ABE is great news," said Linda Mitchell, executive director of Literacy B.C., a non-profit advocacy group for raising literacy throughout British Columbia. "This is a landmark initiative and will have a huge positive impact on the lives of many people, who will be able to build their knowledge, skills and abilities in order to improve as workers, family members and citizens."

Paul Ramsey, minister of education, said B.C. is now one of the few provinces that offer complete access to basic adult education. "B.C. is unique in coordinating the school and college courses that lead to the same credential. Taken together, we have the most comprehensive and accessible adult basic education in the country."

1998/98 Budget forums

A draft 1998/99 budget was presented to Operations Council on May 12, 1998, preceding presentation to the VCC Board later this month. The budget will also be discussed at the Board's Finance Committee meeting on May 15. You are invited to campus budget forums for more details:

Tuesday, May 19
2:30 - 3:30 pm,
KEC, Room 5025, 5th Floor

Wednesday, May 20,
12:00 - 1:00 pm
City Centre, Room 205A,
2nd Level

Please call 871-7163 if you
would like more information.

Key control—King Edward Campus

When submitting the Key Card requisition form, please note on the form the number of the key requested or the room number, and ensure that the authorized signature is from your Department Head or designate. No key will be issued without the authorized signature.

Keys ordered will be kept in the Security office for 10 working days after the date that the former was submitted or the date on the form. If after that date you haven't picked up your keys, they will be returned to the system again, whereby you will have to re-apply.

There are a number of requested keys in the Security office still to be picked up. Please pick them up as soon as possible.

Bill Miller, KEC Building Services Mgr.

National Medical Transcriptionist Week: May 17-23

A medical transcriptionist is:

A medical language specialist who interprets and transcribes dictation by physicians and other health care professionals regarding patient assessment, workup, therapeutic procedures, clinical course, diagnosis, and prognosis in order to document patient care and facilitate delivery of health care services.

Hospitals in the Lower Mainland look for the VCC Medical Transcriptionist certificate when considering applicants in their Health Records, Pathology, and Diagnostic Imaging departments.

Well-trained graduates of VCC's Medical Transcriptionist Program are always in demand!

Doing the math

If a transcriptionist can type at an average speed of 51 wpm, and actively does so for 50 minutes of each hour, over a 6.0 year day (leaving out some time for other duties, looking things up, etc), then that person has transcribed about 15,300 words



in a day. That works out to about 2.5 million keystrokes in a working month.

Furthermore, the average experienced transcriptionist can put out around 20 complete reports in a day. Over an average of 200 working days in a year, that's 4000 cases that this one transcriptionist has been exposed to, and over a decade, it's 40,000 cases. One would imagine that a person with that much exposure would know a few things, wouldn't you think? All we have to do is make sure everybody else finds out!

Medical Transcriptionists complete their program on May 29, 1998.

Counselling Korner

Career development services

VCC students requiring assistance in making career decisions may wish to take advantage of the career development services provided by the VCC Counselling Department.

The Counselling Department can provide students with relevant, accurate and up-to-date career and labour market resources and information. Students can access services which may include assistance with self-assessment, career counselling, employment counselling, training in job-search skills, interview skills, etc. This could also include exploration of career options and development of a better understanding of labour market information and how to access it.

Contact the Counselling Department for more information.

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VCC Jewellery Art and Design students start a quiet revolution

Vancouver's jewellery design and manufacturing industry is quietly undergoing a revolution, thanks to the graduates of the VCC Jewellery Art and Design Program. These successful students are setting up their own studios, and creating the jewellery of today and tomorrow.

"The program graduates are shifting the focus from the large, traditional jewellery manufacturers to small independently-owned studios," says department head Maciek Walentowicz. "This is an exciting development for both the graduates and the entire industry, resulting in a high degree of creativity and individuality in the pieces being produced. Such pieces are in great demand among the buying public."

See for yourself why VCC's jewellery graduates are revolutionizing the local jewellery industry:

Jewellery Art and Design

Student Exhibition

May 29 to June 12

City Centre Campus

The exhibition is an eclectic mix of jewellery styles from many different cultures and disciplines. Students have researched lesser known techniques and explored jewellery techniques from their particular ethnic background. For example, a presentation by a First Nations student will feature a tribute to the late Haida artist Bill Reid.

The Student Exhibition is divided into two sections, for first year students and for second year students. Awards will be given out by a panel of expert judges, with judging based on artistic and technical achievement and display presentation. All awards are donated by suppliers.

The VCC Jewellery Art and Design program is a two-year program that emphasizes both the artistic and technical aspects of jewellery making. Students are required to have some previous art education, and present a portfolio demonstrating their artistic ability.

Chain for children: a raffle to benefit those in need

This has got to be one of VCC's best kept secrets. Let's hope not for long!

For the second year in a row, the Jewellery Art and Design students are raffling off a "chain for children." Each student has created a link for this exquisite chain, and each link reflects his or her individual style and vision. Proceeds from the raffle will benefit B.C. Children's Hospital.

Tickets for this one-of-a-kind creation will be on sale at the City Centre Administration switchboard, the Continuing Education office and Media Services, on the second level.

Ticket prices are unbelievably low: \$2 each, three for \$5, or three for \$10.

The cause is great, and the chain will be a prize you'll treasure for a long time to come.

Contact the Jewellery Art and Design department at local 8571 for more information.

Some of VCC Music's best hit the road with Hard Rubber Orchestra

The 17-piece *Hard Rubber Orchestra*, formed in 1990, is one of Vancouver's most exciting and unpredictable ensembles, featuring Vancouver's finest musicians. They brought you large multimedia shows such as the *Elvis Cantata* in 1994 and 1996; and 1995's *White Hot Core* with Kokoro Dance.

After eight years of performances, the Hard Rubber Orchestra released their first CD, *Cruel Yet Fair*, on the Quebec label "Les Disques VICTO" at the end of April. In the words of leader/conductor/composer *John Korsrud* (Commercial Eartraining instructor for the VCC Music Dept.), "Hard Rubber plays an exciting unpredictable blend of music that draws from such diverse sources as Igor Stravinsky, Public Enemy, John Zorn and Lawrence Welk."

Many of Vancouver's best musicians are on the CD. The music is intense, fast and complex and features the talents of VCC Music Department instructors and alumni—Ron Samworth, Dennis Esson, Rob McKenzie, Brad Muirhead, Bill Clark, Monique Nordine and Rick Kilburn.

On May 6, the Orchestra will leave on a 10-day tour, to perform in Europe, Victoriaville and Toronto. This tour includes their own four concert festival of Vancouver New Music, Improvised Music and Musique Actuelle in Amsterdam. The Hard Rubber Orchestra will be playing at the Stedelijk Museum of Contemporary Art and the BIMhuis.

Rob McKenzie, VCC Music instructor

ICS INFO CORNER

Telephone scam alert!

Recently there have been reports of an individual identifying himself as an AT&T Service Technician to various institutions and requesting assistance in completing a test of the telephone lines. He has apparently called into these institutions and requested the person answering the telephone to "dial 9 0 # and then hang up".

This is a *scam* and would allow the caller to place a long distance telephone call with the charge appearing on the college's telephone bill. Be suspicious of any such requests and Do Not Dial the numbers requested. Inform the caller you are not able to assist them with their test and request they contact me, Christie Wagner (Telephone Systems Manager) directly at 443-8368.

Any College related telephone tests, problems, etc. should be dealt with through myself or the ICS Helpdesk.

Vacation voicemail reminder

If you will be away from the office for a week or more, you may wish to consider disabling your voicemail box from taking messages during your absence. This saves you from having to deal with numerous messages upon your return and it saves the Voicemail system from having to retain the messages; using precious storage space.

Another possibility to consider is if you want to receive messages during your absence but ensure people listen to your greeting in full before they leave a message. Your voicemail box may be setup to prevent the caller from bypassing your greeting by pressing any key. This option allows the caller to may make an informed decision to leave you a message, call back later, or contact someone else in your absence.

Christie Wagner, local 8368,
cwagner@vcc.bc.ca

Board update: report from the April 30 Board meeting

Cathy Agnew was elected Chair of the Board and Kuan Foo was elected Vice Chair. Three newly elected representatives were welcomed to the Board: Dennis Cumming, Support Staff, Robert Jolda, City Centre Student Representative, and Alexander Kan, King Edward Student Representative.

The Board Coordinating Committee reviewed the applications to attend the ACCC and AECBC Conferences. The next Committee meeting will take place on May 19, 1998 at 4:00 p.m.

The Community Alliance Committee will pursue the feasibility of conducting Board meetings in community locations. The next Committee meeting will be held on May 19, 1998 at 5:30 p.m.

The Finance and Administration Committee reported on the budget highlights. Campus Budget Forums will be held at both campuses in May. The next meeting of the Committee will be held on May 15, 1998 at 10:00 a.m.

The Policy Committee is continuing to review the Board Hearing of Student Appeals Policy. The Policy on Board Com-

mittees will not be amended. Access of VCC Community to the Board Agenda Policy has been amended and will be forwarded to the Board Coordinating Committee for review. Before being presented for final approval, the Policy will be circulated throughout the College. The next meeting of the Committee will be held on May 14, 1998 at 9:00 a.m.

Education Council presented the Course/Program Revision: Dental Reception, which was approved. The Board approved the affiliation agreement with Simon Fraser University for the delivery of a specialized Bachelor of General Studies in Liberal Arts and Adult Education.

The External Program Advisory Committee Policy was approved by the Board.

Operations Council presented the Alcoholic Beverages on Campus Policy for information.

The President reported on the first two meetings of the Vision Planning Group.

The next Board meeting will be held on May 28, 1998 at 5:00 p.m. in Room 240, City Centre Campus.

Next Connections: May 28

The deadline for the next issue is Friday, May 22.

Thanks for your submissions and suggestions.

Human Resource Development and
Program Development and Staff Training

Additional workshops for May to August

MUNICIPAL PENSION PLAN SEMINAR FOR SUPPORT STAFF and NURSES

- Thursday, May 14, 1998
- Room #5025 @ KEC
- 1:00 pm - 4:00 pm
- Facilitator: Roger Hesketh, Superannuation Commission, Victoria

Don't miss this opportunity to participate in learning more about your payment options and health-related benefits at retirement. This is the first time the Superannuation Commission has come to the College to facilitate this informative workshop. Roger will be retiring himself and this may be your only opportunity to listen and ask questions of one of the most knowledgeable people in the field. You'll be glad you came! Spouses are also welcome to attend. Sign up early as there is limited space available.

ORIENTATION WORKSHOP FOR IRAs

- Thursday, May 28, 1998
- Room #401A @ CC
- 9:00 am - 12:00 noon

Proposed topics: Program Profile/Training Plans & Budget Connections, Current Issues (at VCC or Province), and Leadership Vs Management.

- Thursday, May 28, 1998
- Room #401A @ CC
- 1:00 pm - 4:00 pm

Proposed topics: Banner, Purchasing, CUPE Agreement, Budget & Training Plans, and Term Contracts.

- Friday, May 29, 1998
- Room #5025 @ KEC
- 9:00 am - 12:00 noon

Proposed topics: Student Conduct, Human Rights, Copyright, Admissions Procedures and FOIPOP.

- Friday, May 29, 1998
- Room #5025 @ KEC
- 1:00 pm - 4:00 pm

Proposed topics: Provisions in the VCCFA Collective Agreement.

BASICS OF PHOTOSHOP

- Monday, June 01, 1998
- Room #114 @ CC
- 9:00 am - 12:00 noon
- Facilitator: Raphael Thiessen

Learn how to select, create a collage, and colourize grayscale images.

DEVELOPING TESTS USING LXR-TEST

- Wednesday May 13, 1998
- Room #5042 @ KEC
- 9:30 am - 3:00 pm
- Facilitator: Bob Aitken

Will allow instructors to create testbanks on the computer and use those banks to create tests, also create inter-active tests that can be taken by students directly on the computer.

These tests can have diagrams, sounds, quicktime movies, etc. as part of the material being tested with instant feedback at end of test. Also, mark multiple choice, true/false and matching items using a scanner, calculate statistics on tests and individual test items that will tell you which questions need to be revised.

DIGITAL CAMERA OPERATION

- Wednesday, June 10, 1998
- Room #224 @ CC
- 9:00 am - 12 noon
- Facilitator: Michael Agrios

Discover how Digital photography can enhance your presentations, handouts, overhead transparencies and more. You will have the opportunity to use a digital

camera and place images into desktop publishing and on-screen presentation software programs.

COPYRIGHT/ COPYWRONG: AN OVERVIEW OF COPYRIGHT AND THE CANCOPY LICENSE FOR COLLEGE FACULTY AND STAFF

- Thursday, July 16, 1998
- Room #200 @ CC
- 9:00 am - 10:00 am
- Facilitators: Phyllis Butler and Susan Safyan

Confused about Copyright? In this workshop, you'll find out about the College's license with Cancopy, the Copyright Act, and College Copyright Policies. Learn when it is appropriate (and when it's illegal) to make copies of magazine articles, slides and overheads, print music, newspaper stories and more. Find out, too, what's excluded from Cancopy, and how you can seek special permissions beyond Cancopy.

DON'T WAIT— REGISTER TODAY!

Limited spaces still available in these workshops. Register quickly to avoid disappointment:

Upgrading to MS Word
Marketing Your Program
Personal Safety Awareness & Self Defense
Goal Achiever's Workshop
Chair Massage @ CC & KEC
Intermediate / Advanced Access
Fatigue & Pain Syndromes
Introduction to MS Word
Changing With Wisdom
Lighten Up! Choices for our Future
Finding Resources Using ELN
Reflective Practice

To register or for more information call Parviz, 8312.



Welcome to VCC's new Web Manager

VCC welcomes Bruce Gabor, who joins us as Web Manager for the College web site. This is a newly-created, full-time position. Bruce comes to us with several years experience designing and maintaining various web sites. He also brings experience as a teacher for the Richmond School Board Continuing Education Department in courses on the Internet and HTML. Bruce has a B.A. from the University of Victoria and a Certificate in Multimedia from the Vancouver Film School. Bruce will be working closely with the College's Web Steering Committee to set web site policies and procedures.

Departmental representatives on the committee are:

Education: Paul Hunt and Walter Behnke
Continuing Education: Judith O'Keeffe
International Education: Lorraine Mari-gold

Media Services: Michael Agrios

Library: Susan Safyan

Student Services: Sandy North

College Advancement: Dale Rasmussen

Computer Services: Des Dougan

Brenda Appleton is currently Chair of the Committee, which had its inaugural meeting on April 30th.

If you have concerns or suggestions for your departmental web pages please contact the appropriate representative for your department.

Ways to avoid paying Library fines

1. Renew Your Books
2. Renew Your Books
3. Renew Your Books

You can renew your library books three ways and avoid paying fines!

1. Renew By Phone: Call the Library Check Out Desk (KEC @ 7323 and CC @ 8340) and ask to renew.

2. Renew Online: Dial into the Library catalogue from home or office to renew your books (pick up our easy instructions on this convenient procedure at the Library Information Desk).

3. Renew in Person: Drop by the Library to renew your books at the Check-Out Desk, or at one of our computer catalogues.

Renewing materials takes only a few minutes—and it beats paying fines!

(*Note: Faculty can renew videos once. They can also phone the Library Media Desk to extend their bookings).

Leaders of Tomorrow Award

Kaitlin Perry, daughter of librarian Cathie Perry, has won the 11th Annual Volunteer Recognition "Leaders of Tomorrow" Award. She is the only high school student in Vancouver to have won the award. Congratulations!

New books at CC Library

- Best Practices in Mental Health Reform: Discussion Paper
- Central America on a Shoestring
- Contemporary Business Mathematics with Canadian Applications
- Economic Gender Equality Indicators
- South America: A Lonely Planet Shoe-string Guide
- Greece: Athens and the Mainland
- Solutions for Small Business
- Organizational Behavior
- Home-Based Business Manual: Starting Your Home-Based Business
- Resource Guide for British Columbia Businesses: Guidelines and Requirements for Business
- Business Planning and Cash Flow Forecasting for Business
- Legal Process for Battered Women: A Manual for Intermediaries
- You Have Heard This Before: Street-Involved Youth and the Service Gaps

- Role Model Resource

New books at KEC Library

- Canadian Multiculturalism
- The Canada Country Study: Climate Impacts and Adaptation
- Canada's Immigration Program
- Housing Conditions of Aboriginal People in Canada
- Ford Mustang 1994-98 Repair Manual
- General Motors Camaro/Firebird 1993-98 Repair Manual
- Ensuring Food Safety: A Guide for Food Services Operators
- Cover Letters That Knock 'Em Dead
- New World Chinese Cooking
- Reaching for Joy: How to Find the Right Therapist and Therapy for You
- The Non-Designer's Web Book: An Easy Guide to Creating, Designing, and Posting Your Own Web Site
- Migration and Mobility of Canada's Aboriginal Population
- The Highly Sensitive Person: How to Thrive When the World Overwhelms You
- Pronunciation Exercises for English as a Second Language

New videos at CC Library

- Exceptional Customer Service Building Customer Goodwill and Trust
- The Essence of Customer Service Turning Around Angry Customers
- Home Clean Home
- Speak for Yourself

New videos at KEC Library

- Chaucer's England
- The Medieval Crusades
- The Medieval Gilds
- The Medieval Knights
- The Medieval Manor
- Making Classes Learner Centred
- Teaching Language Through Content
- Teaching Multi-Level Classes
- Pressure and Flow Control Valves
- Skin: Its Structure and Function
- The Work of the Heart
- The Work of the Kidneys

announcements

Staff announcement: Enrollment Reporting Analyst

There's another new but familiar face in the Office of Institutional Research. *Jo Hansen's* position has been changed to "Enrollment Reporting Analyst," or in the common vernacular, "The Wizard of FTE". If you are not familiar with the concept of FTE's, then you truly have something to be thankful for. FTE's, or Full Time Equivalents, are the coin of the realm when it comes to talking with the government about funding for our programs. Each year, VCC receives funding for about 7,000 FTE's and at the end of the year, we have to demonstrate that we provided educational service to at least that many.

In the past few years, Jo has done a lot to ensure that we were credited for every last gram of educational activity that occurred at KEC. In her new position, Jo's responsibilities for FTE reporting have been expanded to include all VCC campuses and programs. In addition to gathering and counting FTE's, Jo will be working with associate deans and dept heads to provide regular FTE information (like the quarterly and annual FTE reports and projections) and advice on how best to set up and count FTE's.

So, if you feel like you're in Oz when it comes to the arcana of FTE, give the wizard a call (loc. 7035) and she'll get you back to Kansas. (You'll have to take the bus the rest of the way home though!) Jo will be based at KEC on the 4th floor but will also be spending time at City Centre.

Dan Cram, Institutional Research

City Centre Bookstore

City Centre Bookstore will be closed from July 13, 1998 to July 24, 1998 inclusive. We will be open at 10:00 A.M. on July 27.

Welcome, Jennifer! *Jennifer Spoke* is the new person behind the counter at the City

Centre Bookstore. She comes to us from Basic Education at KEC. Please drop by and welcome her to our campus. She has college bookstore experience as she worked at Langara Bookstore for a few months. Joseph and I are glad to have her aboard.

Good news for *Joseph DeVaz*! He now has a permanent position at the bookstore. He is our bookstore culinary expert so we are carrying more supplies for the kitchen. Congratulations, Joseph!

Walkies, anyone?

The Walking Club meets four times a week—Monday, Tuesday (quick paced), Wednesday and Friday at 12:00-12:50 p.m. at the Pender Street Entrance of City Centre. People at all levels are welcome any of those days, but if you wish to receive updates and information about planned walks, please contact Shona Moody either via email (smoody@vcc.bc.ca) or via phone (local 8647), to be placed on the contact list.

Bravo to CE Program Coordinator Marilyn McClaren

At the May 5, 1998 Annual General Meeting of PACE (Pacific Association for Continuing Education) Marilyn, a senior Program Coordinator with VCC's Continuing Education division, was honoured for her outstanding contribution to this provincial organization.

With a standing ovation from all members, Marilyn was presented with a Certificate of Appreciation that acknowledged her role as the longest serving and only woman President of PACE.

Hats off to Marilyn for her dedication and commitment over four terms of office!

To everyone from Bonnie Baty

I want to thank all of you for making the last twelve and a half years such a satisfying experience, both personally and professionally. I have truly enjoyed working with all of you and will miss the camaraderie. I take with me so many fond memories of my working life at VCC.

A special thanks to those who attended my lunch and contributed towards my beautiful gift. Your thoughtfulness is very much appreciated.

My best wishes to you all!

Sincerely, Bonnie Baty

Endowment fund created in honour of Nan Poliakoff

The ESL Outreach Department has created the Nan Poliakoff Writing Award Endowment Fund in honour of our colleague who recently passed away. This Award will be given each spring to an Outreach student who has shown marked improvement in writing, which was Nan's passion and forte.

Donations to the Nan Poliakoff Writing Award can be made through the VCC Educational Foundation. Donations may be eligible for a tax receipt as well as for matching funds from the Vancouver Foundation.

For more information, please contact the Outreach Department at 871-7277 or the VCC Educational Foundation at 871-7148.

Colleen Van Winkle, ESL Outreach

Where to Draw the Line:

Ten Tips for Maintaining Proper Professional Boundaries With Adult Students

By Delight C. Willing, Ed. D., Hutch Haney, M.S. and John Morford, Ed. D

Professional boundary issues arise when the teacher of adults is unclear to him- or herself and students about appropriate personal and professional roles and limitations concerning issues within and outside the classroom. "Professional boundaries" means that the teacher, as the professional, maintains a "space" between the teacher and the student, a space beyond which the teacher does not attempt to become a personal friend nor solve personal problems belonging to the student.

In meeting the challenge of providing a positive, friendly classroom while maintaining proper professional boundaries, teachers must take both personal and situational differences into account. Where the line should be drawn will vary considerably from person to person and from situation to situation. In drawing the line, some teachers have personalities which require a tough line precisely because they are the sort of people in whom others tend to confide; other teachers come across in such a way that it is clear that personal confidences would not be welcome. Knowing your own personality preferences and how you are perceived by others is essential to knowing where to draw the line.

To assist the teacher in understanding how to set up and maintain professional boundaries with adult students, the following guidelines are offered with the strong belief that maintaining professional boundaries still means that the teacher should care about the student and should express that he or she cares about the student. The guidelines should help the teacher convey to the student that caring means doing what the teacher is trained

to do—teach—and that caring also means that, when necessary, the teacher makes referrals to other professionals trained to assist the student in the most appropriate manner.

Ten Tips For Maintaining Professional Boundaries

Tip #1: Know yourself. Teachers often move into the field because they want to serve as warm and caring individuals who help others improve their lives. From this basic expectation can come dangers. Know your own personal vulnerabilities, personality type, "shadows," unmet needs, motivations, expectations of yourself and others. For example, you should not allow your personal need for acceptance to interfere with your effectiveness as a teacher.

Tip #2: Understand that the teacher/student relationship is almost always temporary. To allow the student to perceive the teacher as a personal friend implies a permanent relationship, a commitment that the teacher may not really want to make. Nonetheless, many long-term personal relationships have evolved between adults who first met as teacher and student. There is nothing wrong with that. However, such relationships should develop only after the teacher/student status has ended and should not be dependent on its residue.

Tip #3: Know professional and institutional standards for behaviour toward students. Although most people recognize that sexual contact between teacher and student is inappropriate, many other types of personal contact also require careful consideration. Most institutions have guidelines for out-of-class contact. Know them! Failure to follow specified guidelines can make a teacher especially vulnerable in case of legal action. A ques-

tionable personal interaction may result in civil or criminal charges which, whether based on fact or not, may damage all parties and can result in financial or criminal liability on the part of the teacher or institution. As most institutional and professional standards state, it is far easier to make it clear that purposeful physical contact between teacher and students is beyond the line than it is to defend yourself in a sexual harassment suit, let alone deal with criminal charges.

Tip #4: Understand differences in the expectations of roles across cultures. Laughing and joking between men and women may be considered normal in the United States, but they may not be appropriate in some cultures from which students come. If the teacher is both evaluator and personal friend, the understanding by the student of who a teacher is and how a teacher acts is clouded. Students need models to learn appropriate personal and work behaviours within specific roles in our culture. (Note that the following guidelines also have cultural implications.)

Tip #5: Recognize the messages you are conveying to your students by touch, language, or your self-disclosure. Familiar language and touching may be perceived as signals to a more personal relationship. Self-disclosure can be seen as a forerunner to a personal relationship. Unless clearly part of the course content, a teacher's interpersonal problems or personal vulnerabilities are not appropriate topics within the course or in conversations with students.

...to be continued in the May 28 issue

Revised bylaws of the VCC Education Council

Members of the By-Laws Sub Committee met and proposed changes to the bylaws. Education Council has approved the following revisions:

NOTE:

The bolded sections contain changes in content. The others are renumbered without any changes in the text.

7.5 Procedures

7.5.1 Any group or individual wishing to make a presentation to Council must submit the request to the Executive Committee ten days before a regularly scheduled meeting for inclusion on the agenda.

7.5.2 Standing or Ad Hoc Committees must submit written reports to the recording secretary at least ten (10) working days prior to a scheduled Council meeting.

7.5.3 Suggestions for agenda items will be received by the Chair on behalf of the Executive Committee from anyone in the College Community at least 10 working days prior to a scheduled Council meeting.

Anyone wishing to add an item to the agenda after the Executive Committee has met and established the agenda, should contact the Chair, who will determine whether or where to place the item on the agenda.

Items presented to Council or its standing committees shall normally have been reviewed by the appropriate faculty or administrative process or the attempt made to follow normal channels and/or college procedures.

7.5.4 Notwithstanding the above, any member of Education Council may initiate debate by placing an item on the

agenda at an Education Council meeting.

7.5.5 Robert's Rules of Order, as revised (most recent edition), shall be the governing rules for Council meetings.

7.5.6 For each motion or amendment, the Chair shall develop a speakers list. A member of the Council may speak a second time on a motion or amendment only after the Chair has exhausted the list of first-time speakers. The mover of a motion or amendment shall have the final opportunity to speak.

7.5.7 Decisions shall be by majority vote by the members in attendance; the names of those opposed to motions will not be recorded unless by special request.

7.5.8 All matters referred by Council to its standing committees shall include instructions to address specific questions and to make recommendations within a specified time frame to Council.

9.0 OBSERVERS

9.1 Education Council and standing committee meetings, with the exception of an Appeals Committee, shall be open to the VCC community and members of the public. An observer shall have no voting privileges.

9.2 From time to time, Council or Standing Committee may request a statement for clarification from an observer.

9.3 An observer may be added to the speaker's list for the discussion of an agenda item at the discretion of the Chair of Council or Standing Committee.

9.4 If a topic or topics on the agenda contain material that is deemed private or

confidential, the Chair shall have the right to close that portion of the meeting in which those topics are discussed.

If you would like to receive a copy of the revised bylaws please contact Carol Mercier at local 7011.

More thanks to United Way donors

Letters of thanks are still coming in from recipients of the 1997 United Way donations. Here are a few more, with a short description of how the donation will help the organization.

Crisis Intervention and Suicide Prevention Centre for Greater Vancouver

...making it possible to be there when the Distress Line rings (over 28,000 calls in 1996, up 2,000 from the previous year.)

Adoptive Parents Association of British Columbia

...helping to support children in need, both in Canada and abroad.

BCSPCA

...helping give distressed animals the care they need and deserve. It means the difference in the life of many of our vulnerable animal friends.

Canadian Red Cross

...offering international, emergency, water safety, first aid and abuse prevention services, as well as children's safety and home support programs.

Canadian Diabetes Association

...helping to fund diabetes service, education, research and advocacy.

Canadian Mental Health Association

...helping to continue the Volunteers in Partnership program, Recreation program and Employment Services program throughout our community.

Orientation Workshop for I.R.A.s Information and Registration Form: May 1998

Four ½ day orientation workshops for Instructors with Responsibility Allowance have been developed. While primarily intended to provide new, or recently new IRAs with an orientation, all IRAs are invited and encouraged to attend those sessions they feel will be of use.

IRA Orientation Workshops

Name: _____ Position: _____

Department: _____

Campus: _____ Local: _____

We encourage attendance of all new IRAs at all sessions, if at all possible.

Please mark the sessions you will be attending:

Education: Thursday, May 28th, 9:00 am to 12:00 noon, Room 401A @ CC ☐

Proposed Topics:

- Program Profile/Training Plans/Budget Connections
- Current Issues
- Leadership vs Management

Finance & Administration: Thursday, May 28th, 1:00 to 4:00 pm, Room 401A @ CC ☐

Proposed Topics:

- Banner
- Budget & Training Plans
- Purchasing
- Term Contracts
- CUPE Agreement

Education Support: Friday, May 29th, 9:00 am to 12:00 noon, Room 5025 @ KEC ☐

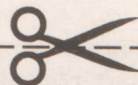
Proposed Topics:

- Student Conduct
- Admissions Procedures
- Human Rights
- FOIPOP
- Copyright

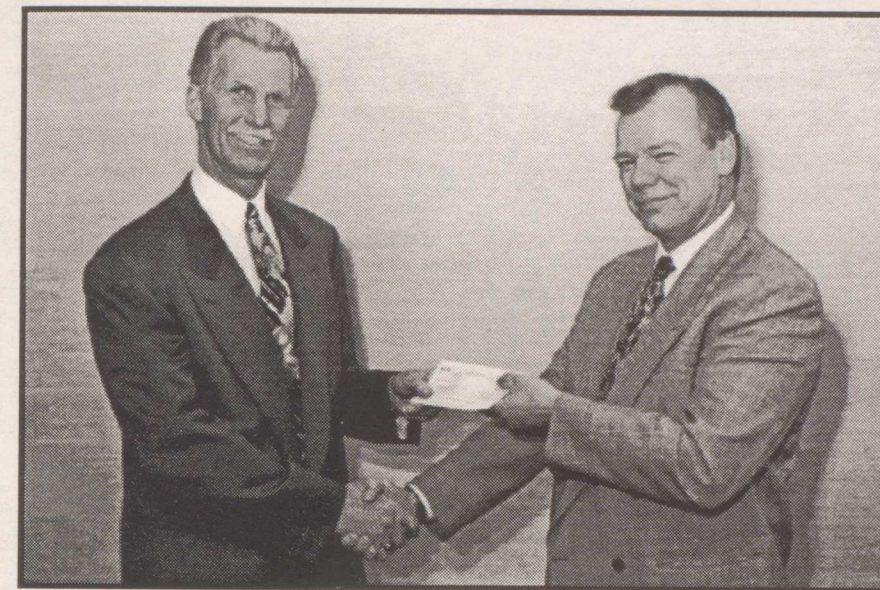
Contract Administration: Friday, May 29th, 1:00 pm - 4:00 pm, Room 5025 @ KEC ☐

Proposed Topic: • Provisions of the Collective Agreement

Please forward your registration form to Parviz Lalji @ City Centre (local 8312) as soon as possible.



VCC receives \$10,000 from BCTel to support technology upgrading



Bob Faulkner, Chairman of the Educational Foundation, shown here receiving a cheque for \$10,000 from Ken Johnston of BC Tel Discovery Learning. The donation will be used for technology upgrading in ICS.

Conrad Leung receives special award for Foodsafe work



Left to right: Larry Copeland, Manager of Food Protection Programs, Ministry of Health; Settimio Sicoli, Associate Dean of Tourism, Hospitality and Business Programs, Conrad Leung, Department Head of Asian Culinary Arts Program, and Tony Wood, Managing Director of the Hospitality Industry Education Advisory Committee. Conrad was given the award in honour of his work in translating the Foodsafe curriculum to Chinese.

Join this year's award-winning students

The **Spring Awards Ceremony** will be held on Friday, May 22nd in the Auditorium at King Edward Campus.

Students in the Health Science, Tourism, Hospitality and Business Programs will be honoured at 10:30 a.m. Students in the AAA, ESL and Technology programs will be honoured at 1:00 p.m.

All Associate Deans, Department Heads, faculty and staff are welcome to join us for this celebration of achievement.

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

classifieds

FOR SALE



Contemporary light fixture for dining room. Just like new. Will sacrifice for \$120. Call 8651

Trek VW Limited Edition *mountain bike* 18" aluminum frame, 21 spd, grip shift brand new - never ridden, \$625 obo contact Mike 871-7103

1992 *Nissan Stanza XE*. Loaded. 4 DR. Automatic \$6,400. Wayne Wilson, local 7279.

HOUSING



Do you know anyone in the Vancouver area needing a housesitter this summer? I'm willing to house/pet/garden/etc sit. Will consider sub-let from June 15. Contact Mary Jooxtoby 277-0070

College and Career Access student desperately requires a place to live for June 1. (Maximum rent: \$400/mo.) Contact Peter Herd, 7358 or pherd@vcc.bc.ca.

Free stuff

The following items are free to any department that can use them for college use. Items not given out will be moved to storage. Contact Bill Miller at 7133.

- 2 - Two drawer lateral filing cabinets (brown)
- 1 - Four drawer vertical filing cabinet
- 1 - four drawer lateral filing cabinet
- 2 - Four drawer lateral filing cabinets (Green & blue)
- 1 - Two drawer lateral filing cabinet (black)
- 1 - 30" x 18" four drawer metal cabinet
- 1 - 30" x 24" metal wall hung key cabinet
- 1 - 3 ft x 16" floor standing wood cabinet
- 1 - Three drawer vertical filing cabinet
- 1 - Four drawer lateral filing cabinet (blue)
- 1 - 24" x 24" wood floor cabinet
- 1 - 38" x 22" floor cabinet unit
- 1 - Red vinyl two seater couch
- 1 - Orange fabric secretaries chair
- 1 - 2 seater black vinyl couch (oak sides)
- 1 - Red fabric secretary's chair on castors
- 1 - Single pedestal desk (dark walnut)
- 1 - 5 ft 6" x 39" old oak desk, arborite top
- 1 - 12" x 48" desk top bookunit
- 1 - 3 ft x 6ft double pedestal desk (black

walnut)

- 1 - 5 ft right hand run off desk
- 1 - 30" x 5 ft black walnut desk
- 1 - 9 ft x 28" metal postage room desk unit
- 2 - 5 ft x 30" black walnut right hand run off desks
- 1 - 5 ft x 30" black walnut left hand run off desks
- 2 - 6 ft x 3 ft black walnut bookshelves
- 1 - 6 ft x 5 ft wooden magazine rack unit
- 1 - 30" x 36" x 12" black walnut bookunit
- 1 - 3 ft x 6 ft black walnut bookcase (no shelves)
- 1 - Micro Fesh monitor
- 1 - 36" x 20" wood monitor plywood unit
- 1 - 20" x 24" wood table on castors
- 1 - 30" x 36" walnut top café style table
- 1 - 4 ft x 42" metal light table
- 1 - 24" x 24" oak end table
- 1 - 30" x 30" arborite coffee table (white)
- 1 - 7'4" reception counter
- 1 - 10'6" x 30" arborite counter top
- 1 - 8'6" x 24" arborite counter top
- 1 - 6 ft x 6 ft mustard colour divider screen
- 1 - 6 ft coat rack wall unit (plywood)
- 1 - Yellow arborite 4 ft x 2 ft study carrel
- 1 - 19" x 32" metal file card drawer unit

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

Printing of the cover shells was coordinated by the
VCC Graphic Arts and Printing Production Dept.

Please recycle this newsletter

1998 PUBLICATION SCHEDULE

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 non-email). 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.