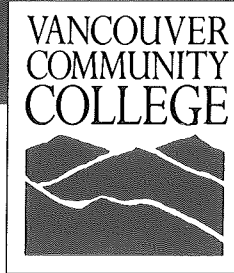


93 Jan 25

ENTRICITY



CITY CENTRE

Vancouver Community College
City Centre Library
250 West End Avenue
Vancouver, B.C. V6B 1S9

JAN 27 1993

January 25, 1993

Volume 5, Issue 2

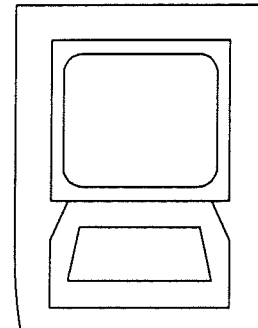
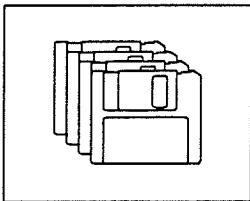
HUMAN RESOURCE DEVELOPMENT UPDATE

COMPUTER COURSES

With the assistance of VCC's Continuing Education Division, HRD will be offering several computer courses in February and March at the Oakridge Computer Lab.

Tentative scheduling includes:

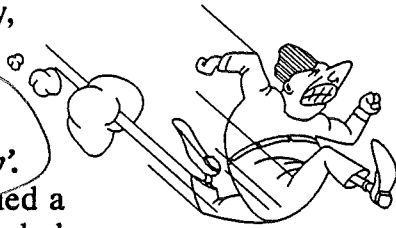
- *Introduction to Excel*
- *Intermediate Excel*
- *Introduction to Windows*
- *WordPerfect for Windows Upgrade*
- *WordPerfect Intermediate*



Watch your mailboxes for registration forms. Class space is limited and registrations will be accepted on a first-come, first-served basis only.

DESKGUSTING MESS INEFFICIENT

In case you missed the day, January 11th was National **'Clean Off Your Desk Day'**. And it's spawned a whole new vocabulary.



"In today's work environment, where one person is doing the work of two, most of us aren't prepared to cope with the ever-growing magnitude of information that crosses our desks," says management trainer **Denise Wallace of Priority Management**.

Those **"desktractions"** cause **"deskorganization"** which can be **"desktructive"** to productivity. We become **"deskconcerted"** and victims of **"deskstress"**.



That means you should clear your desk of papers, pens, calendars, in-trays, clocks and other paraphernalia, putting them in files, drawers and closets and allowing yourself to be focused on the task at hand.

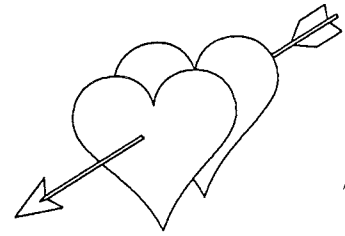
Wallace suggests recording all activities and plans in one place (like a personal organizer) and prioritizing all documents into files like Correspondence, Projects and Reading.

Desktractions, she explains, are a very real and costly problem in today's workplace, leading to inefficiency, higher stress, energy loss, lack of concentration and productivity declines.

Submitted by Brock Elliot
Business Division

A VERY SPECIAL VALENTINE'S DAY

In May 1993, Culinary Arts will send a team of apprentices and their instructors to compete in **'Taste of Canada'**- the first student team to compete in an international competition from VCC and British Columbia.



On February 11, 1993, you and your special valentine can have a unique, world class dinner when you become one of the first to taste the meal that the VCC team will prepare in the competition.



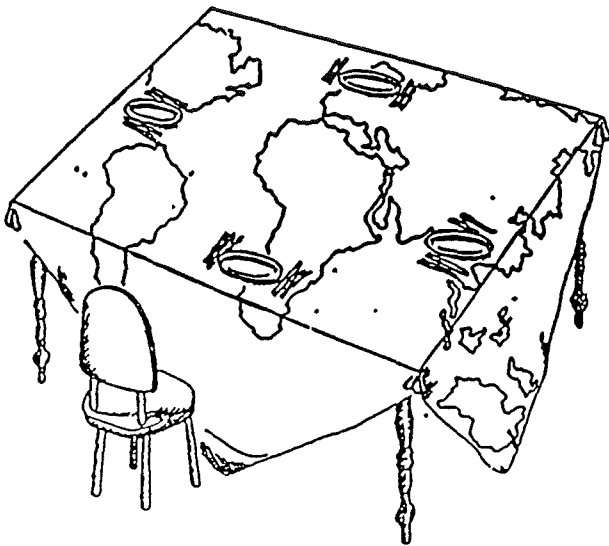
Cost is \$50.00 per couple with all proceeds going to the team's expenses. Seats are limited to 40 couples. Join us in the Banquet Dining Room for a unique experience on a very special **'Valentine's Day'**.

For more information, please contact Lorna at local 8313.

NEWS FROM HOSPITALITY ADMINISTRATION

Join the second year
Hospitality Administration students and
experience world cuisine at the

FOUR CORNERS RESTAURANT
(located behind the bakery-2nd floor)



GRAND OPENING
February 2, 3 & 4
Open every Tue-Wed-Thurs for lunch
11:30am - 12:45pm
Reservations: 443-8352



Themes

February 2-4	France
February 9-11	Italy
February 16-18	Valentine's Day
February 23-25	CLOSED

***NOTICE HOW WELL OUR STUDENTS
ARE DOING***

PROVINCIAL CHAMPION

presented to

Vancouver Community College

**Diane Dybinski
Heidi Phillips
Kristina Wilson**

Carmine Morelli, CFBE, Instructor

As the winner of the

**'1992 Provincial Post-Secondary School
Tourism Case Study Competition'**

held in conjunction with

**Tourism Careers Expo '92
Vancouver, BC**

presented by

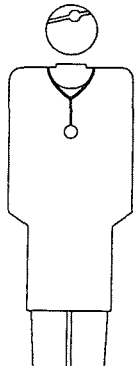
BC Sports Hall of Fame Museum

and

**Simon Fraser University
Pacific Rim Institute of Tourism**

**COLLEGE RESOURCES DIVISION
COLLEGE HEALTH SERVICES**

College Health Services at VCC provides medical, psychological, psychiatric, and nursing care and preventative health services and education for students and staff at the college.



In addition to two full-time college physicians, the college employs four nurses and two support staff personnel to serve our college community.

Also provided, is a large and expanding Tuberculosis screening program involving several thousand students each year. Over the course of this year we will administer over seven hundred immunization injections for Hepatitis B to students and staff who may be at risk due to possible workplace exposure.

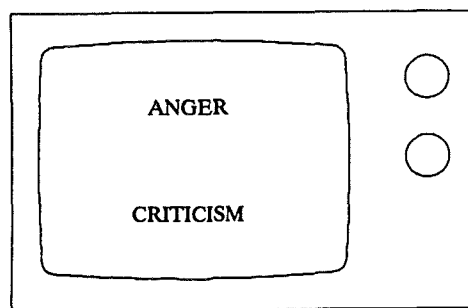
NEW SERVICE ANNOUNCED

On November 1, 1992 we established a link with an 'after hours' medical consultation service which will provide a replacement physician who will be available for telephone consultations and house calls after 5:00pm weekdays, and 24 hours during weekends and holidays.

This service is designed to provide the two full-time college physicians with after hours medical back-up for urgent or emergency situations.

**Graham Burns, M.D.
Assistant Director
College Health Services**

NEW VIDEOS IN THE LIBRARY



Anger:

- pt.1: Accept/Apologize/Make Amends
- pt.2: Diffuse/Talk It Over
- pt.3: Diffuse/Take a Break
- pt.4: Leave/Get Help

Criticism:

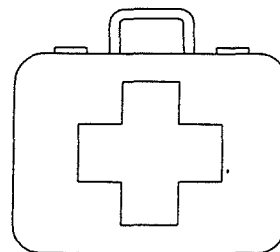
- pt.1: Accept/Apologize
- pt.2: Ask to Clarify/Accept
- pt.3: Object to Hurtful Criticism
- pt.4: Explain Your Side

Wayne

BLOOD CLINIC

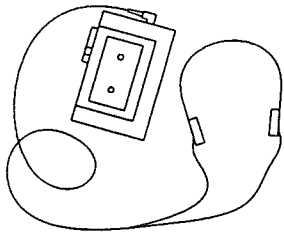
The Red Cross is grateful for your support!

The City Centre Drive Blood Clinic was held **Tuesday, January 19th.**



We are glad to mention that 21 from the 82 participants were first-time donors. Many thanks to all of you.

***YOUR GOOD HEALTH MAY DEPEND
ON VCC-TRAINED
TRANSCRIPTIONISTS***



Deep in the heart of every hospital is a relatively quiet place known as the steno pool.

There is no splashing here, --only the tapping of keyboards-- as medical stenographers listen to doctors' dictation on tape and type up reports that are essential to patient care.

A large portion of these stenographers, now called transcriptionists, received their training at VCC-City Centre.

Chris Bublitz recently graduated from the Medical Transcriptionist Program with top grades. Bublitz has all the skills that she needs to become a medical transcriptionist: good typing, a quick ear, and an understanding of medical terminology.

She is different in only one respect. Chris is blind.

She chose VCC because of the program's reputation. Her blindness put her ahead of her class-mates in the most central part of the course--transcribing from tape to computer. "It's a lot harder for others; they're not used to it," she said. "I've been working from tapes all my life."

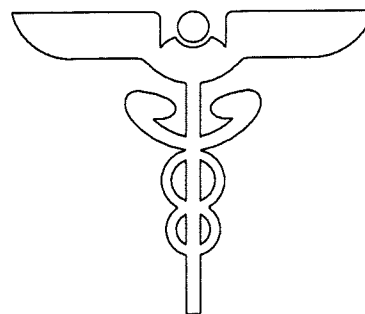
There are 60 students in the Medical Office Careers Program at City Centre. The program has been at VCC since

1970 and offers courses leading to certificates as medical office assistants and medical secretaries as well as medical transcriptionists. The instructors have all worked in hospitals and medical clinics and they know what the industry expects.

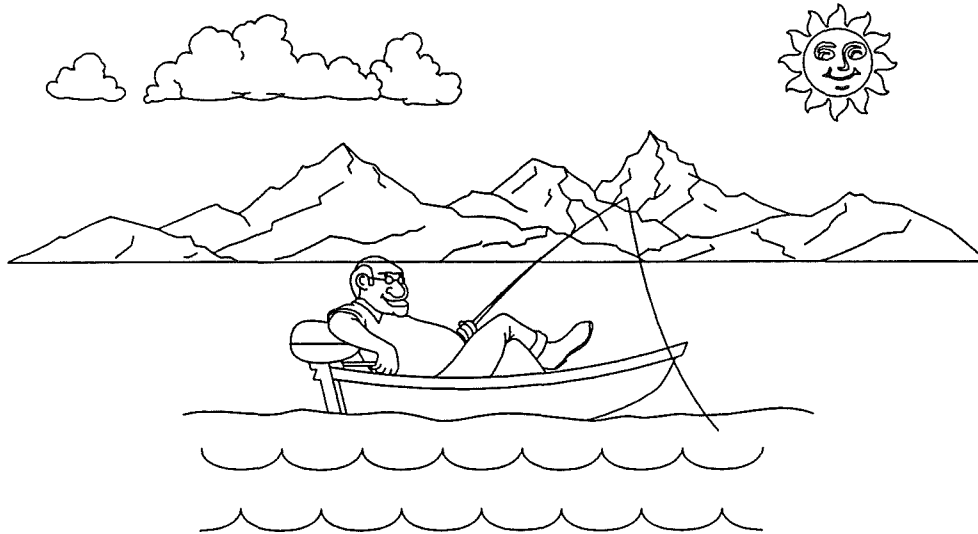
The students learn basic medical terminology, anatomy, physiology and disease processes. Anyone who works with records in hospitals needs to know why people get ill and how an illness progresses.

Edna Bartoshewski, Department head, Medical Office Careers, said that transcribing is not the same as typing. "Speed is not the most important skill," she said. "It's how accurate you are, the degree of your typing rhythm and how well you are able to utilise the transcriber."

Bartoshewski says that in the 22 years the program has been run, over 90% of the graduates have found and kept jobs. Many graduates have also set up their own transcription businesses and are doing well. "That success rate says it all," adds Bartoshewski.



**PERSONAL INTERVIEWS WITH SUPERANNUATION COMMISSION
REPRESENTATIVES**



If you are approaching retirement age or actively planning for retirement, and will be receiving a Municipal or College pension, you will be interested to know that the Superannuation Commission representatives are available for personal interviews in the Lower Mainland two days per month.

The interviews are held at the Medical Services Plan offices, Metropointe, Ste. 402-4603 Kingsway, Burnaby.

Those wishing an interview should complete a request form (available from Employee Relations) and forward it to the Superannuation Commission **four months prior to the requested interview date.**

Those planning retirement have always been encouraged to begin the necessary procedures with the Superannuation Commission well in advance of actual retirement.

The Commission is now encouraging people to begin the process--that is, request for pension estimate, interview and pension application material, a full year before actual retirement.

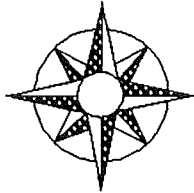
Employees wanting a specific estimate of pension (beyond the annual statement automatically provided) should complete a *Request for Pension Estimate* form (now available through Employee Relations) and forward to the Superannuation Commission.

Sharon McClure

INTERNATIONAL EDUCATION

B.C. Asia-Pacific Awards

The deadline for the submission of applications for the B.C. Asia Pacific Awards is **February 1, 1993.**



B.C. Commonwealth of Learning 1992/93 Fellowships Programme

Eight B.C. educators will be chosen to travel to developing countries to provide advice and guidance in desk top publishing and other aspects of distance education for a period of up to one month, by April 30, 1993, is possible. A maximum of three qualifying applications can be submitted by VCC.

The countries will be five of the following:

Brunei Darussalam	Guyana
Malawi	India
Nigeria	Saint Lucia
Solomon Islands	Sri Lanka

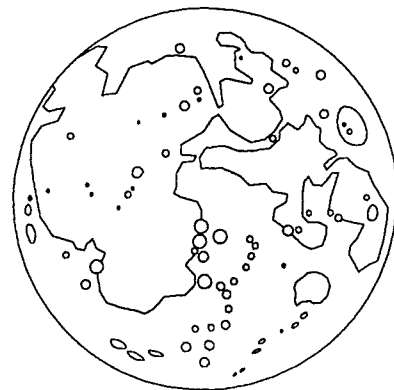
COL will provide travel costs, funds for accommodation in the host country and a modest per diem toward meals and other incidental expenses. The Fellows are expected to submit, and present if feasible, a short report regarding the Fellowship visit upon their return to B.C.

As the duration of the Fellowship is for a relatively short period of time, it is requested that the Fellows do not plan to have spouses or other family members accompany them.

Job Offer

- ACCC Senior Technical Consultant for Optimization and Development of Human Resources Project in Nicaragua. Two-year posting starting **April, 1993.**
- Call for proposals for a comprehensive study on international education in Mexico for the B.C. Centre for International Education (BCCIE).

**For further information on international education affairs, please contact
Cecily May, Coordinator
International Education
KEC - 5th Floor**



CITY CENTRE DAY

FEBRUARY 12, 1993

Starting January 25, 1993, register for your favorite workshop at the Information Desk in the Library. There is a complete description of each workshop there. The last day to register will be February 2, 1993. There is limited space in each workshop so book your space as soon as possible.

Lunch will be supplied by Puccini's Restaurant and will include:

Garlic Bread
Ceaser Salad
Cannelloni
Tea or Coffee

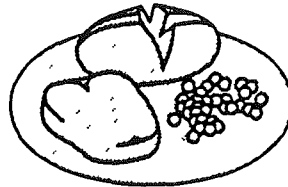
Tickets are \$7.00 and can be purchased at Instructional Media Services. Please purchase your tickets before February 2, 1993. All tickets are non-refundable.

NOTE: There will be no food service in the cafeteria on February 12, 1993.

SEE YOU ON FEBRUARY 12, 1993



*Please note that the
'Orientation Luncheon'*



*for new staff scheduled for
Wednesday, January 27, 1993
has been postponed until
September '93*



Association of
Canadian
Community
Colleges

Association
des collèges
communautaires
du Canada

Internationalizing The College:

Bringing global learning to our students and
global awareness to our service.

The B.C./Yukon Regional Caucus of the Association of
Canadian Community Colleges (ACCC) and the Centre For
Curriculum And Professional Development proudly co-
sponsor a mini-conference on Internationalizing the College.

Date: Saturday, February 6, 1993

Time: 8:00 AM - Arrival & Coffee

8:30 AM - 4:00 PM - Program

Location: Vancouver Community College
City Centre Campus (Hamilton & Dunsmuir)

Program

Welcome: John Cruickshank, President, VCC
ACCC Services Overview: ACCC Staff

International Overview

Dr. Jon Jessiman

Board Chair

The B.C. Centre for International Education

SCHEDULE

8:00 a.m. Registration and coffee

1:00 - 2:30

08:30 Welcome: John Cruickshank
President, Vancouver Community College
ACCC Services Overview: ACCC Staff
International Overview:
Dr. Jon Jessiman, Board Chair
The BC Centre for International Education

WORKSHOPS

10:15 - 11:45

A1 Vancouver Community College Canada in The Global Village. A description of the development of an interdisciplinary learning module that increases global awareness and international understanding through comparisons of a broad range of socio-economic, demographic, cultural, and physical characteristics from a current computer-based international database.

Walter Behnke - Instructor

A2 Vancouver Community College Resource Collection for Internationalizing the Curriculum. The development of a core multi-media resource library collection for use by instructors, students, and administrators to support the internationalizing of the curriculum.

Mary Anne Epp - Librarian

A3 University College of The Fraser Valley Latin American Studies in an International Studies Program. The attempt to integrate international studies components into a variety of disciplines and an overview of current work in progress in Latin American Studies.

Collin Ridgewell - Instructor, Sociology

A4 Spokane Falls Community College (Washington) International Education. A description of international studies activities at Spokane Falls where a number of courses have received international components.

Mr. Nasburg - Instructor, Political Science

B1 University College of the Fraser Valley Training Culturally Competent Human Service Workers. Multicultural and global awareness learning in social work programs.
Maria Wolfson - Coordinator, Social Services

B2 Camosun College Internationalizing Psychology. The production of instructional resources that will assist psychology faculty in dealing with cross-cultural issues.

Bryan Teixeira - Instructor, Psychology

B3 Mt. Hood Community College (Oregon) Internationalizing the Curriculum: Cross Campus Learning. Models for creating international teaching units across the curriculum. Emphasis on broad-based faculty initiative, research, and development.

Margaret A. Gratton - Assistant to the President for Staff, Organizational Development and International Programs

2:45 - 4:00

C1 Camosun College Negotiations in International Business. The development of case studies.

Bruce Partridge - Instructor, Business Division

C2 Douglas College Bilingual Asian Language and Studies. Design and instructional resource development for two Asian language courses and one Asian studies course.

Tom Whalley - Instructor, Developmental Studies

C3 University College of the Okanagan International Education at Okanagan. The development of International Education over the last three years with emphasis on the incorporation of international content in first and second year Sociology.

Dr. Nancy Netting - Instructor, Sociology

REGISTRATION FORM - ACCC BC/Yukon Regional Consultation (February 6, 1993)

Name: _____ Phone: _____

Address: _____

Fax: _____

Workshop Preference A _____
 B _____
 C _____

Conference Fee: \$45.00 (includes lunch)

Cheques to: ACCC Regional Consultation
Capilano College
c/o John Potts, Dean
2055 Purcell Way
North Vancouver, BC V7J 3H5

Telephone: (604) 984-4988
Fax: (604) 984-1758