

VCC Connections



Inside

2 ICS info
Flu shots

3 Library news
Grad thank you
Toner exchange

Ask us how to

access this

newsletter

on our website!

www.vcc.bc.ca/

connections

Quote:

*O snail
Climb Mount Fuji
Slowly, slowly*

Join in Celebrating New Totem Pole at CC Campus

The totem pole carved by former VCC Jewelry Art & Design Program student Gerry Sheena and Tsawassen Nation carvers will be raised at the City Centre Campus on November 22nd, 2000. The totem pole was carved at Tsawassen and will be erected near the entrance to the City Centre Library. Activities are expected to get underway about noon.

The carvers' sketch of what the completed pole will look like is on the right. The Eagle figure represents strength and guidance; the Human figure with tools in hand protecting a smaller figure represents the handing down of knowledge; and the Beaver represents an industrious spirit.

The 1st Nations Student Centre at KEC has adopted a new logo. The Eagle Feather represents knowledge and wisdom; the two human figures represent gender equality; the Circle represents wholeness, life, the four directions, and the four races of mankind; the Hands show that knowledge and wisdom is within everyone's reach.

Robert Kiyoshke, MA

Activities

start

at

noon!



Thank You from Police Historical Society & Centennial Museum

The Vancouver Police Historical Society & Centennial Museum expresses sincere appreciation of the VCC Building Service Worker Program. On various occasions, the museum has been the beneficiary of the program's criteria as to a group practicum. In early 1997 as the Museum was undergoing major expansion one of the program's graduates, Peter Naidu, Manager of VPD Building Services, suggested the Museum contact John Dendas regarding help to clean up.

The results were outstanding. The students were enthusiastic, friendly and enjoyable to interact with. The Museum stands in gratitude.

Eudon A. Rhymer, Director-Curator

Flu Shots Available

Health Services is once again offering influenza vaccinations to VCC employees and students. An influenza vaccination is your best protection against getting the flu. Also, the more employees and students that are vaccinated at VCC the less chance we will have of large flu outbreaks on campus. This year's vaccine contains A/Panama, A/New Caledonia and B/Yamanashi strains.

VCC employees are eligible for free flu vaccination because the vaccine is subsidized by VCC. Students may receive their flu shot for a cost of \$4 – this is the wholesale cost to Health Services (Health Departments in the community charge about \$15).

Free vaccine is also available to any employee or student with certain serious medical conditions who is over age 65, or people in health professions – please check with us if you think you are eligible.

To obtain your flu shot:

AT KEC* – call 871-7187. Appointments are now being made from November 3.

AT CITY CENTRE* – Employees and students may receive their flu vaccine on Thursday, November 2, Monday, November 6 and Thursday, November 9 between 10:00 a.m. and 2:00 p.m.. Please drop by Health Services at City Centre Campus during those hours or call 443-8336 to make an appointment.

**Note: Please do not e-mail your request as this is more time consuming for us at this busy time of the year.*

Employees who work at both sites are asked to book your flu shot appointment at KEC (871-7187) rather than at City Centre. This will help us to balance the workload between the campuses at this busy time of year. Thank you and good health.

Curriculum Changes for Education Council

Please use the
new forms found on
j:\Common\Education Council\Curriculum

How to: Vacation Groupwise "Rules"

ICS has had reported to it a couple of recent instances where incorrectly configured vacation rules have caused problems on external mailing lists. The problem causes a loop where a received message here sends a response to the list, which sends the message out to all users, including the sender here, which replies to the list, ad infinitum.

On ICS's department web site there is a document (<http://www.vcc.bc.ca/ics/HowToGuides/VacationRule.pdf>) which details the steps required to set up a rule which will not respond to messages from outside the College. You may find it of use if you subscribe to mailing lists or list servers.

Des Dougan, Director, ICS

Job Ads – ACCC Job Web Page

A reminder that Job Ads from the 175 Association of Canadian Community Colleges (ACCC) member institutions are disseminated via the ACCC website at www.accc.ca/jobs.

Upcoming ICS Open Forums

Nov 7 (Tue)	12:00-1:00 PM	Room 5025, KEC
Nov 22 (Wed)	12:00-1:00 PM	Room 200, CC

- ◆ Come and see what's happening in 2000...
- ◆ Come and meet some of our staff...
- ◆ Come and talk to us about the computer needs in your area...
- ◆ Arrange your own meeting with the ICS team...
- ◆ Come in just to chat...

Candace Leung, Information & Computing Services

2000 Board Meetings

Room 5025, KEC

- November 23
 - December 14*
- *December 14, subject to Board approval, and location to be announced.*

Summary of Minutes

VCC Operations Council

Chair: Mary Hoekstra

October 10, 2000, KEC Room 5025

1. Draft Parking Policy

The Draft Parking Policy was approved. No further input was received since the Council's last meeting.

2. Code of Ethics

Frank Cosco advised that the VCCFA membership has endorsed the Code of Ethics. Charles Finch reported that CUPE stewards have reviewed and also endorsed the document.

3. Draft Human Rights Policy

The Draft Human Rights Policy was approved. The Policy remained unchanged since the Council's last meeting and will be brought forward at the VCC Board's October meeting for final approval.

4. Reports from Committees

The Council heard reports from Steve Traviss and Karen Kelly respectively on the ongoing work of the Occupational Health and Safety Committee and the Wellness Committee. Membership in the Wellness Committee is open to all interested employees and participation

is encouraged and welcomed. The Committee is focusing on a variety of activities relating to wellness including assisting with promotion of fitness/charitable runs and walks, developing a wellness incentive program and continued offerings of various HRD courses relating to health and fitness activities. Steve also reported that the OHSC is continuing to deal with the issue of air quality at both campuses, including the issues which have been raised about the quality of air in the tower at City Centre Campus.

Copies of both committee reports can be obtained from Doreen Sharan at 871-7163. One other report, from the Environmental Committee, was deferred to Council's November meeting as Larry Waddell was unable to attend.

5. Administrative Representative on KEC Health and Safety Committee

Charles Finch announced that Carol Sicoli will be the administrative representative on the KEC Health and Safety Committee. With the addition of Carol, the Committee now has representation from all areas of the College.

Non-Base Funded Activities Policy (E.4.1) Approved

At the VCC Board meeting of September 28, 2000 the Non-Base Funded Activities Policy was approved. Please note that all College Policies, in the "new" plain English format, are available on the College Web Site. If you need any further information, please call Vivienne Garrott at 7159.

P.S. Helen: A full copy of the Policy will NOT appear in Connections

Graduation October 11th and 12th

To thank all students, staff, faculty, department heads and administrators who assisted or unknowingly volunteered for the Fall 2000 graduation. It was a wonderful two nights with memorable valadictorians speeches including a piano recital by Chopin. Special thanks to Linda McCallum who coordinated all of the ceremonies. Also thanks to John in Security, whose assistance in directing the students and guests to the right place at the right time, helped to ensure all went according to plan, with clockwork precision. If you have not been to a graduation recently, mark your calendars for March 7th and 8th, 2001.

Sandra North

Toner Cartridges: Exchange Program

KEC stores now stocks fax toner cartridges. To order just write the cartridge type on the supply order form and send it to KEC receiving. Also send the empty cartridge back as they are reusable and necessary to order more cartridges. This exchange program saves us money! Please call Dennis at local 7399.



Update On KEC Library Media Desk Hours

The KEC Library Media Desk will continue with the following hours for the rest of this term:

Monday	9:00 am to 2:30 pm
Tuesday	9:00 am to 2:30 pm
Wednesday	9:00 am to 4:30 pm
Thursday	11:00 am to 6:45 pm
Friday	11:00 am to 4:30 pm

Media bookings can be made any time by leaving a voicemail message at local 7321. As well, when you are in the Library, it is easy to fill out a Bookings Request form that is available at the Media Desk. Staff will confirm with you by telephone all bookings made by voicemail or form.

If you need help in choosing or finding videos on any topic, just ask for assistance at the Information Desk. Please remember that in order to give you the best service possible, do give us lead time to handle your bookings for videos. If there are any questions or problems, contact Eva Sharell at local 8349 or Bel Jung at local 7222.

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

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

Join us for Dinner and the Opera

Presenting "The Rake's Progress" November 23, 2000. A play about love, adventure and fantasy. For reservations please call Brigitte Kirmis at 443-8317.

Announcement

Congratulations to Lisa Owens (and Paul)

from the Community & Career Education

Dept. on their baby boy: Mackezie Lucas.

classifieds

FOR SALE



Freezer order of organic lamb, raised in Salmon Arm, approximately 50lbs., \$3.25 per lb plus \$40 cutting and wrapping. Share with a friend if 50 lbs. is too much for you. Delivered to KEC or CC campus. Place orders with Alison at local 7266.

Maytag washer and Baycrest dryer in good working condition. \$150 for the pair. Call Jean at 874-2484

Children's wear: "Please Mum" child's large size winter jacket, red, in good condition, \$30. Child's black winter pants, size 10, \$10. Leather Umbro soccer boots, size 4.5, good condition. \$15. Phone Leah, local 7407.

FOR SALE



Ladies one piece colour ski suit: Size 10 (fits 10-12). Mainly dark purple with dark blue and green accents. Very warm. Excellent condition. Paid \$450, selling for \$165 o.b.o. Call Carolyn at 871-7086 before 9 p.m. or email cbrown@vcc.bc.ca.

HOUSING



Gorgeous Mexican villa, in Manzanillo (4 hour flight) ideal for groups, 4 bdr, 5 bath, and affordable from Nov 1 – mid Dec: \$250 Cdn a day:

- fabulous private Beach Club and Tennis Club (golf nearby)
- spacious patio and pool with spectacular ocean view.

Info: Phone 988-2899 or e-mail judi gibbs@telus.net

PETS



Guiness and Corona need lodging.

My two 4 1/2 month old kittens need a temporary home. the arrangement would be for no longer than 3 months. They are indoor tabby kittens with short hair, and are extremely affectionate. Food, litter and litter box supplied. Call Crystal at 715-4068 or local 7173.

Kittens kittens kittens!!! I am currently raising a litter of seven motherless kittens who came into the SPCA at only 10 days old. They are now a robust and healthy 8 weeks old and will be ready for adoption through the SPCA in about 2 weeks. Cost: \$95 which includes spay/neuter. There are 5 girls and 2 boys, all very sweet, affectionate and bonded with people. (They'll follow you around like little dogs!) Call Chris Miller at local 8564 or at home 434-2477.

Editor, Design and Layout



Helen Babalis, Marketing & Communications/Media Services
Tel 871-7152, Fax 871-7451
email: hbabalis@vcc.bc.ca

Upcoming Publication Schedule

November 10, 24

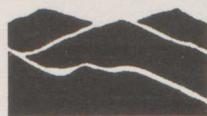
Please recycle Connections ♻️

The printing and paper used in the cover shells for VCC Connections was generously donated by HEMLOCK PRINTERS

How to submit your article:

1. email to hbabalis@vcc.bc.ca; OR
2. save your file to the I:\common\connect\ directory (call the editor – local 7152 – and let her know the file is there, and provide the filename); OR
3. Groupwise text or file to Helen Babalis
4. text only on an IBM-formatted disk, with hardcopy attached

Your submissions are welcome. However, material may be edited for clarity and length. Deadline for submissions is the end of the week prior to publication.



Parking Policy

Purpose	To inform the college community of parking availability and procedures.
Policy	The college provides parking services for the use of employees, students, visitors and contractors. All employees and students are required to pay for parking facilities. (See Appendix A) Parking fees collected will generate revenue for the college.
Applies to	The VCC community
Procedures	<p>Lot prices at King Edward Campus are based on proximity to the building. Payment is through meters in the parking area. City Centre employees may purchase monthly parking through payroll deduction. There is a choice of lots and costs are approximately 75% of market value. Assignment to the City Centre parkade is based on the employee's start date with VCC and subject to availability. Employees on payroll deduction for parking may cancel their parking for calendar months with one month's written notice.</p> <p>Parking rates will be reviewed on a regular basis to consider changes in costs and market rates. Proposed changes in parking rates will be approved through Operations Council. Employees who are required to travel between campuses can apply to the Safety, Security and Parking co-ordinator for a cross campus pass and will be reimbursed for additional parking costs.</p> <p>Surplus parking capacity will be offered to non-college users to generate additional revenues provided this does not conflict with the needs of employees, students, visitors and contractors.</p>

Appendix A – Lots and Parking Rates as of September 1, 2000

King Edward Campus

Parking meters are located in each parking area at KEC. Coins and credit cards are accepted.

Location	Cost
North side of campus: Economy Lot	\$1.50/day \$20.00 per month
Preferred Lot	\$2.00/day \$30.00 per month
Short term parking behind Receiving	\$.25 for 15 minutes
East side of campus off Keith Drive is for disabled parking. SPARC tag must be displayed	\$1.50/day \$20.00 per month

City Centre Campus:

Request monthly daytime parking through Safety, Security & Parking Assistant in writing, indicating start date with College, license number and lot preference

Evening parking for Continuing Education employees and students can be purchased from ticket dispensers upon obtaining an access card from the Continuing Education counter. A card deposit is required.

City Centre Parkade (Reserved)	\$80.00 per month
111 Dunsmuir Street'	\$68.00 per month
City Centre Parkade (Scramble)	\$68.00 per month
150 West Pender (DPC)	\$68.00 per month
Queen Elizabeth	\$64.00 per month
International Village	\$43.00 per month

The **10** Most Asked Questions about Rooms at KEC

Q Why can't I stick a wedge or other object under my classroom or office door to keep it open?

A – The air system of the college is designed to work with the doors in the closed position. Prying the door in the open position does not help it in fact only makes the situation worse, not only for your room but for other areas too. It also violates fire regulations. Call the building manager to report problems with air, his number is above the light switch in every classroom.

Q I have a few chairs that are broken and cannot be used who do I contact for repair or replacement?

A – You can call the building manager or put the chair in the hallway outside your room. There will be a replacement chair put into the room the following morning before classes begin.

Q Can I have a desk in my classroom instead of a table?

A – On occasion spare desks become available. These are usually sent off site to a warehouse for sale, as space to store them on campus is limited. Rather than do this (as someone may require a desk in the future) Building Services will at times put an office desk in a classroom under the following condition. Should a employee of the college or a department require a desk and there is none in our storage facilities one would be removed from the classroom without notice as faculty and staff requiring desks is a priority, this saves the department the cost of purchasing a new desk.

Q Why can't I pin or tape materials to walls in classrooms?

A – Many classrooms have just been painted and pinning and taping notices to the walls damages the paintwork. If you feel that there is inadequate tackboard space in your room please contact the Building Manager. Laminated posters, which remain for a lengthy period, are okay.

Q Can I tape material to glass on doors or windows?

A – No as the residue the tape leaves is difficult and time consuming to remove therefore an additional cost to the college. In addition, paper taped to glass doors or view windows on wooden doors, may restrict someone's vision when entering or exiting a room or hallway creating a safety hazard.

Q The cleanliness of my room is below standard and there is never any chalk left on the chalkrail, who do I contact about this problem?

A – Every classroom and office is cleaned each night. In classrooms the floors are swept and the garbage cans emptied, chalkrails and greenboards cleaned, erasers kept clean, floor moped once per week. Offices/ floors are swept or vacuumed, desks wiped if possible and garbage emptied. Should a more detailed dusting be required this would have to be arranged with the Building Manager. Should you have any complaints as to cleaning contact the Building Manager at local 7133.

Q When I submit my key form to security when can I pick up my key?

A – Your key will be available for pick up the next business day from 7am – 10pm at the security office. Your key is held in security for ten working days. If not picked up within the ten day period the key will be returned to the Building Manager and placed back into the storeroom.

Q What do I do if I lose or break my key?

A – In the case of a lost key **first notify security** as to whether it was lost on or off site. (This will determine whether or not we have to re-key the area accessed by that key.)

Q I had writing on the greenboard in my classroom. The next morning it was gone.

A – Our janitorial staff wipe clean the greenboards each night unless otherwise notified. If you wish the information you have put on the board to not be removed, call the building manager, he will notify the cleaning staff, not to clean the board. When you are finished with the item just use your eraser to wipe the information off, the cleaner will then know its okay to clean the board.

Q Why can't I have a party or function in my classroom and have the students bring in items to eat or drink?

A – Not only does this pose extra work for our cleaning staff, but more importantly it adds considerably to our pest control problem on the campus. Should you wish to have a function with your students call the building manager. At times he can arrange to have the function take place in the cafeteria or other suitable location.

Building Manager
Local 7133