

KING EDWARD TIMES

Vol. II - No. 40

1976 06 11

1) ABSENCE OWING TO ILLNESS
IN EXCESS OF TEN (10) DUTY DAYS:

Three steps and three forms are involved in the procedure to be followed by instructors during a protracted absence due to illness (ten duty days or more). All forms mentioned are available from the main office, as well as a more detailed explanation of the procedures to be followed. Briefly:

1) NOTIFICATION

If the absence is likely to be ten days or more, a "Notification of Long Term Absence" must be submitted to the Principal.

2) DURING ABSENCE

(a) The instructor should notify the principal from time to time of progress towards recovery. If the absence is likely to be longer than that originally indicated, an amended "Notification of Long Term Absence" must be submitted.

(b) If the absence is going to be in excess of accumulated sick leave credits, a request for unpaid leave or annual holiday entitlements for the duration of the illness must be sent to the principal.

3) BEFORE RETURNING
TO DUTY

(a) A "Certificate of Fitness" must be completed by the instructor's physician before the instructor may resume duty.

(b) The instructor must submit a "Notice of Intention to Return to Duty" to the principal. (This "intention" is subject to receipt of the Certificate of Fitness by the College.)

This notice should be submitted one week prior to return, unless the absence has been six months or more, in which case a one-month notice is requested.

L.B.M.

2) FILING

Please be sure to submit two copies of all correspondence to the filing clerk in the Main Office; one yellow & one flimsy. The only exception is correspondence of a personal & confidential nature.

D.M.

3) WELCOME!

A warm welcome to Barbara Spencer who will be working in the Counselling Department with Kathleen Pavey.

M.G.

4) ATTENTION: E.L.T. INSTRUCTORS

Bruce Bovee will give a presentation to the Education 478 students on Interactional Analysis as adapted by Moscovitz for English Language teaching. Interactional Analysis is a procedure by which an instructor can assess and analyze the effectiveness of his own classroom behavior. Bruce originally presented this material at the T.E.A.L. convention where it attracted much interest and comment. If you would like to find out what I.A. is all about, please feel free to join the 478's in Room 117 next Tuesday, June 15, from 4:30 to 6:00. (from 1976 06 15 16 30 to 1976 06 15 18 00)

R.M.

- 5) Julia Gibson of the English Language Training Department has been granted a fellowship from the Japan Foundation so that she can attend the Summer Program in Japanese at U.B.C.

おめでとうです。
御幸運をお祈り致します。

(Translation: Congratulations and Good Luck!)

R.M.

6) THIS ARTICLE IS FROM
A RECENT ISSUE OF A
B.C. BUSINESS MAGAZINE:

Companies

Jantzen of Canada Ltd.

Good-morning, Jantzen — and teacher!

The business premise is the ideal teaching environment for English related to the job, a Vancouver City College language instructor maintains.

Her judgement is based on a joint Manpower and Immigrations and Jantzen of Canada Ltd. pilot project started in January at the Kingsway-based garment factory which employs people from an estimated 20 countries.

Instructor Jan Laylin, who tutors 12 students at a time for six weeks, runs through the basic — 'Good-morning' — English and into more complicated subjects such as filling in requisition forms and time slips.

While some of the initial questions were straight forward, others sent Ms. Laylin — a former Peace Corps English instructor in Korea — scrambling to the personnel officer Harvey Dahl — and education became a two-way street. She's now conversant with parts of a sewing machine, garment pieces, garment styles, and in-house 'Jantzen Jargon.'

Better retention

"They (students) retain so much more when they are working with what they've been taught," Ms. Laylin maintains. As a result, she's sold on the project and the concept of teaching English at a working level.

Also pleased with the results are Jantzen management at all levels ranging from floor supervisors to Vancouver-based Jantzen manager George Crutchley.

The need for a course in English comes from the fact that there is only one VCC course in power sewing. There is not a ready-trained, local labor pool from which to draw with the results that professional sewers in B.C. are often immigrants from other countries. While they have the technical knowledge, their grasp of the English language is often lacking and this leads to difficulties on the job, Dahl points out.

"By having the classes in the plant, we also have the advantage of having the people here," he says. Many of the employees provide a second income for the family and evenings are spent in care and cooking for the household making it difficult or impossible for them to obtain any night school education.

Manpower's Immigrant Women's Advocate Committee sounded out Jantzen in October, 1975 for the program and Jantzen — a company with



Ms. Laylin and Jantzen students

several training schools and plans under its roof — opted for the experiment. The program started in January.

Manager Crutchley is enthusiastic about the program and maintains the

company would be interested in continuing with future programs if federal funding can be obtained. The program is currently structured so the federal government pays 40% of the student's wages while in the classroom and also provides the instructor. The company pays the remaining 60% and supplies the classroom.

Cost minimal

A break-down of the first group's wages shows that from January 5 to February 13 — six weeks — Jantzen paid \$1,064.87 to the 12 students, based on a union scale. Scaled down, the lessons cost the company \$8.87 for five days — a week — per person.

Initial follow-up in the plant has shown that graduates have become more proficient in communicating and "are making a real effort to speak English on the premises," Crutchley says.

The success of the program has hinged not only on the work of supervisors in selecting the students and Dahl for managing the program, but also on the attention students have received from the instructor, Ms. Laylin, Crutchley says.

"She's one of those dedicated people," he says. •

7) EXTRACT FROM "EDUCATION TODAY", May, 1976

Principals of three community colleges have been seconded to the department of education for the months of May and June to help develop guidelines for the development of B.C.'s complex college system.

The principals are Dr. G.L. Fisher of Camosun College in Victoria, Dr. C.M. Opgaard of Malaspina in Nanaimo, and Dr. G.C. Wootton of Douglas College in New Westminster.

Representatives of the colleges and the department will spend most of the two months examining the capital requirements of the 14 colleges and determining priorities, and discussing many aspects of educational accountability as it should apply to colleges.

Dr. Walter Hardwick, deputy minister of education, who announced the plan, said that though in the past, goals and guidelines for colleges have not been considered necessary, the present period of financial restraint makes it necessary to "concern ourselves about program priority between academic, career and technical-vocational programs, and even with hard choices between institutions."

He said that rather than having this done arbitrarily by Victoria it would be done co-operatively.

Dr. Hardwick said a preliminary meeting had already been held to discuss capital priorities based on reliable enrolment projections and an inventory of program needs in the areas of manpower as well as in academic and career programs. The May and June meetings will be the second step in the co-operative process, Dr. Hardwick said. The study group will also give some thought to incorporating definitions of college goals and responsibilities into the proposed colleges act. He suggested the discussions could result in the preparation of a discussion paper which could be circulated for comment.

Joint discussions will also take place on program accountability, or educational performance, Dr. Hardwick said. He said some programs - especially the very expensive ones - should be examined to make sure they can be justified.

He cited one case of a vocational course operating at approximately \$50 per training day, compared to an average of \$10 to \$18. This course was found to be inappropriate because very few of the graduates were going on to work in the field. He added that if a high-cost program shows real benefits in terms of stimulating the economy or enriching a community, there would be no hesitation about paying for it.

.....continued

Dr. Hardwick urged that performance be considered in the light of the educational component. He told a meeting of college councillors in Vancouver that as well as the dollar component there was some concern about the quality of instruction within the colleges. He said that whereas there was a shortage of teachers some time ago there is now an outstanding pool of people to call on and thought is being given to working out a mechanism for finding the best ones.

Both Dr. Hardwick and Education Minister Pat McGeer, who also addressed the councillors, spoke of the importance of program planning to meet the practical needs of the communities the colleges serve.

Dr. McGeer said that one of the major priorities in the time ahead is to examine the need and the relevancy of the programs offered and to recognize that while the dollars are limited the demands of the students are beginning to change. He said that there are waiting lists for places in some of our professional schools and in some technical and vocational programs, and that the system needs flexibility to be able to meet these demands.

"The colleges have more flexibility than any other aspect of the education system," he said, "so we'll be asking questions about the directions in which you are going."

R.F.C.

8) COLLEGE COUNCIL (Next Meeting)

Date: 1976 06 14 (Monday)
Time: 1900
Place: Regional Office, 6th floor

R.F.C.

9) ADVANCED MEDIA WORKSHOP

WHERE: H.R. MacMillan Building
University of British Columbia
WHEN: August 16 to 26, 1976
Monday to Friday, 9:00 a.m. to 3:00 p.m.

INTRODUCTION:

The Advanced Media Workshop is the first of its kind to be offered by the Centre for Continuing Education. It has been designed for teachers and instructors who have already had some experience developing mediated instructional materials and who want to increase their skills and understanding.

FOR DETAILS, PLEASE SEE FACULTY BULLETIN BOARDS.

R.F.C.

10) STUDENT HEALTH SERVICES

As of 1976 06 07, Sally Hurst, C.H.N. will be on campus Mondays and Tuesdays and Rita Katzel, C.H.N. will be on campus Wednesdays, Thursdays and Fridays. The nurses would like to remind instructors they are available for referrals to nutritionist, speech therapist, medical doctors, dentists, medical and hospital insurance counselling, personal counselling and referral to psychologist, vision and hearing testing, nutritional counselling and co-ordinate follow-up with social workers as well as doctors, and on campus counsellors.

S.H. & R.K.

11) SEXSMITH COMMUNITY SCHOOL CRAFT FAIR

COME ONE, COME ALL! 7455 Ontario Street. (Just go South from Langara Campus, V.C.C.) Saturday June 12, 1976. 11:00 a.m. - 3:00 p.m.

There will be two rock bands, a wandering minstrel, a puppet show, art display, crafts sale, odds and ends sale, as well as toys, comic books, and plants sales. Fun for the whole family! See you there!

D.R.of A.V.S.

12) POSITION OPENINGS

V.V.I. requires Coordinators I (2 positions) for the Power Engineering Department (Technical Division). Applications must be in by June 16, 1976. For further details see faculty notice boards.

R.F.C.

13) K.E.C. PUB NIGHT

Friday, June 18, 1976 - 8:00 p.m. - 12:30 p.m.

Room 101 (Auditorium)

Admission \$1.00 ea.

SCHOLARSHIPS and BURSARIES PRESENTATION will precede the dance (8:00 p.m.) ALL ARE WELCOME

R.E.L.

14) ALL FACULTY, STAFF AND ADMINISTRATION:

As the final stage of the separation between the College and Vancouver School Board takes place 1976 06 30, the engineering and custodial staff who have been working at KEC have been re-assigned to various VSB facilities. I know we all will miss them and that everyone here - faculty, staff and administration - join in wishing them well in their new assignments.

You are all cordially invited to gather in the Lounge in the Administration Building at 1500 hours on 06 30 - (June 30th at 3:00 p.m.) to bid them a fond farewell. Light refreshments will be served.

L.B.M.

LOST, STOLEN, or STRAYED?

An SRA Kit (Reading for Understanding) was left in the Staff Room by Ken Aitken. If found, please return to the Library.

A First Aid kit has disappeared from the Nurse's office. Please return at once if found!

LIMERICK OF THE WEEK:

There was a conference called Habitat
Where people convened to sit and chat;
About problems and plan
Of housing and land
And all manner of this-an-that
(Hope they can concur and not spat!)

