# KIRG CAMARA THACS

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# 1) "NO SMOKING" IN CLASSROOMS & OTHER DESIGNATED AREAS

Each term some students, and a few instructors also, need a reminder that there is "No Smoking" in classrooms. I would appreciate your co-operation in this matter. Please bring this to the attention of your students.

L.B.M.

# 2) A REMINDER ON COURSE INFORMATION PROVIDED TO STUDENTS

Every student must know, very early in every course he takes just what he might expect from the course and what he must do to be successful.

- a) Please give each student a brief outline of your course showing both content and organization.
- b) Give your students an insight into your style, your personal philosophy as far as your course is concerned, and your attitudes towards students and the instruction they are given.
- c) In detail, tell your students exactly what is expected of them to meet your criteria for passing, or, where applicable, to grading.
- d) Let your students know how and when they can get extra help from you, from the Resources Centre, from the Learning Centre and from Counselling.

In other words, inspire in your students a feeling of comfort, confidence and acceptance. Remember we are, for many, the turning point. After a lifetime strewn with failures, they reach out to us for help. Please make sure that, at all



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times, you reach out to grasp. Make sure that our students savour success. If they get out of their depths, please transfer them to shallower water.

R.F.C.

# 3) ASSESSMENT AND EVALUATION OF STUDENT PROGRESS

From the moment students enter your classes until they leave you, you must be constantly and consistently evaluating each one of them. At the end of each course, a final assessment is made for each student.

Make sure that each student knows how he is being evaluated. Keep him up to date in your evaluation of him and explain how progress can be improved. Where you have final examinations, please inform your students well before they are given of their standing at that time.

Use your evaluation of your students as a means of making a candid evaluation of your own performance. Your students' successes are also your successes; their failings may be, in part, due to unsatisfactory communications between you and your students. Try to use all of your professional expertise to try to discover why your students are not learning, if this be the case. Use the resources of the influences of your Department Head and Division Chairman, who have the responsibility of giving you help and guidance.

We wish you joy and success in your contacts with our students. Many envy you the opportunities you have in assisting them.

R.F.C.

### 4) DISCOUNT OFFER TO STUDENTS

TR Trades Reproductions Ltd. offers a 20% discount to students on any purchases which they make from their company. Among the services they offer are: whiteprinting, offset printing, Xerox copies and photographic services. The only requirement is that the student present a current student card and receive their card which is good for 1 year.

# 5) NEWS FROM THE APATHY CLUB

In 1977 we are continuing to exercise indecisive ambivalence concerning the problems of the world.

Are you equally disinterested?

There are some five or six of us... we can't bring ourselves to keep track. But we are highly exclusive (yawn).

It's one of the better groups on campus.

If you are apathetically inclined, put your name in the bottom right hand box by the exit door in the office.

We'll take it from there, and maybe someday, someone will mention it to you......

A.C.

# 6) PAPER RECYCLING PROJECT (BJRT)

We need blenders and irons for mixing and drying our recycled paper.

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If you have an old blender or old irons that you would like to donate, please bring them to BJRT Shop #149 or leave with Mary Griffith in the Main Office. Thank you!

L.P.

### 7) EXTENSION CORDS MISSING

2 black extension cords with multiple recepticals; 1 yellow extension cord with multiple receptical; Marked with blue paint and <u>BEST</u> or <u>BJRT</u> or <u>SHOP</u>. Please return to #149!

L.P.

## 8) BLIND PUPILS

The following is from an Instructional Services Circular 857 received this week from the Ministry of Education. Although we do not have many blind students, it is best that we be aware and ready, should any come our way.

R.F.C.

# 857 BLIND PUPILS IN PUBLIC SCHOOLS

It has been brought to the attention of the Ministry that some students (both blind and visually impaired) are being assigned homework as a participating member of a class without consideration being given to the amount of time the assignment requires of one who is visually handicapped.

It will remove an enormous burden from these conscientious and diligent students if the following recommendations are implemented:

- 1. that quality, not quantity, be demanded of these students.
- that drills of an oral rather than written nature be assigned.
- 3. that deadlines for projects take into account the total demands on the blind student's time and resources.
- 4. that teachers and counsellors ask the blind student or his/her parents or guardians to record and communicate the hours spent in homework and homestudy.

And that the blind students assignments be varied and innovative to keep them reasonably within these bounds.

# 9) IT WAS INEVITABLE!

Due to "inflation" and so-called "shortages", our coffee price per cup will be increased to 20¢ starting Monday, January 17. Still the lowest price in town, we believe.

M.G.