

CASHIERS' FILES

July 8, 1977

King Edward Campus

3) COLLEGE COUNCIL PUBLIC MEETING

Please be advised that the regularly scheduled public meeting set for King Edward Campus on Wednesday, July 13, 1977 at 7:00 p.m. has been cancelled for lack of agenda material.

The next regularly scheduled meeting will be held on July 27, 1977 at Vancouver Vocational Institute at 7:00 p.m.

J.D.B.

4) COLLEGE PRINCIPAL SEARCH COMMITTEE MEETING - June 28, 1977

The Chairman began the meeting by reviewing what had occurred at the previous meetings. He then suggested that any people who wished to solicit applications should do so within the next week.

Some discussion followed regarding the matter of "courtesy interviews", with differing opinions being expressed. It was agreed that the matter would best be left until some evaluation of applications had occurred.

The applications then began to be circulated for review by the Committee members with the understanding that the Job Description for College Principal would be used as the general guideline for evaluating the applicant's qualifications.

The meeting adjourned at 4:45 p.m. with the next meeting scheduled for Tuesday, July 5, 1977 at 2:00 p.m. in the 6th Floor Boardroom.

J.D.B.

5) SENIORITY LIST

Recently an "ad hoc" committee made up of the directors of the V.I.A., Division Chairmen at King Edward Campus, and administrators from King Edward Campus and the Vancouver Vocational Institute held two meetings to draw up guidelines for the establishment of a master seniority list for each campus.

It was agreed that the "Terms of Reference for the Development of Seniority Lists" should be as follows:

1. For the purposes of the Collective Agreement, seniority be established on that date at which time a regular or temporary instructor became subject to the Vocational Instructors' Association Collective Agreement, and in any event, not before September 1, 1949.
2. On the foregoing basis, a seniority list based on a half-time or more contract pro-rated, be developed for each campus by the respective administrations.
3. Instructors who sever employment of their own volition shall forfeit accumulated seniority.
4. Instructors whose employment is severed by the College for other than cause shall, upon re-appointment within two years, have their previous accumulated seniority restored.
5. A seniority list shall indicate the type of appointment currently held by each faculty member, the commencement date of continuous service, and the total of accumulated service.
6. Notwithstanding the length of continuous service on the seniority list, Article IX.B. of the Collective Agreement shall take precedence in the reduction of staff.

It is intended that the King Edward Campus Seniority List be brought up to date on the 1st of January, 1st of May and 1st of September each year.

If you require clarification, please discuss this matter with any of the Board members.

R.F.C.

6) INSTRUCTOR'S DIPLOMA PROGRAM

It is hoped that we will continue to offer the I.D. courses in the Fall, either here or at V.V.I.

If you are interested in enrolling in any (remember your fourth increment), please leave a note on my desk letting me know your requirements.

R.F.C.

7) LOU MONASCH AWARD

At the reception at Vancouver Vocational Institute on June 17th, Lou Monasch was given an award, The Order of the Phoenix, in recognition of his outstanding contribution to King Edward, particularly during the time of the fire. The Divisional Chairmen and the Deans would like to see this award become an annual event, similar to the Great Trekker Award given at U.B.C., so that we have a means of honouring individuals for their services to our campus. To achieve this, we will have to set up a procedure as to how individuals should be chosen, and by whom, and we would like input from interested faculty and staff. To this end, we will be holding a meeting, probably in mid-September, to discuss these matters. In the meantime, perhaps you could come up with some good ideas to bring to this meeting. Have a good summer!

R.Meyer

8) HOLIDAY

Ron Fussell, Division Chairman, College Foundations, will be on vacation from July 8, 1977 to August 5, 1977. Please see Robert Cunningham regarding any matters requiring attention during that time.

R.F.

9) T.E.A.L. NEWS

T.E.A.L. has had the great honour of being invited to produce the Fall issue of T.E.S.L. Talk. As many of you know, this journal is published in Toronto by the Ontario Ministry for Culture and Recreation, Citizenship Branch, and it has a wide circulation on this continent. The Fall issue will be somewhere between 40 and 80 pages in length, and it is imperative that T.E.A.L. have suitable articles, that they can submit for publication, not later than September 15th. Perhaps you have a good idea for teaching a particular problem? Perhaps you have developed some esoteric theory of linguistic analysis that you would like to share with the world? Articles can be of any (reasonable) length. Please see Rose Marie Watson for further details. Let's show the country what we are really capable of.

R. MEYER

10) TO THE E.L.T. INSTRUCTORS:

For those of you (like me) behind on your professional reading, please take note of Ken Aitken's article on CLOZE Testing in the T.E.S.L. quarterly for March '77. Ken worked as an E.L.T. instructor at King Ed. and he is now in the Research Department at V.S.B. It's always nice to see our colleagues get their ideas in print.

R.M.

11) SUMMER ALTERATIONS

While Grant Kelly is on vacation for the rest of July and August, Barbara Clarke will be assuming the administration of the Learning Centre, assisted by Kie Tio. Matters relating to the Humanities Workshop will be handled by Barbara while Math/Science matters will be determined by Kie. The Centre remains open from 9:00 a.m. to 8:00 p.m. Tuesdays through Thursdays, and 9:00 a.m. to 5:00 p.m. on Fridays. The Centre will be closed Mondays for the balance of the summer.

J.G.K.

12) TEXTBOOK NEEDED

Desperately need at least one Physics 061-071 textbook. (Beiser - Basic Concepts of Physics). If instructors could ask students if they have this book for sale, I would appreciate it. Students can sell them to Student Council office and I will send my students there.

Terry Owen

13) HOLIDAYS

Mary Hardy and Rita Katzel will be on vacation:

Rita - July 11th to August 1st.

Mary - July 7th to August 4th.

Medical emergencies can be sent across the street to V.G.H. Emergetcy Department.

On-campus accidents - an accident report should be made in duplicate; one copy to Administration, the other copy to the Nurses' mailbox. Accident Report Forms are available from your Department Head.

If an ambulance is called, please notify one of the administrators.

Mental Health services will be available during July, on a demand basis. Please contact the Counselling Department for information and to book appointments.

Psychiatrist - Dr. Peter Nicholls - Monday mornings;

Psychologist - Danni Brasfield - Thursday afternoons.

R.K./M.H.

14) EXCERPT FROM STUDENT'S LETTER:

"I wish to say that a great deal of the credit for my "Record of Marks" goes to the excellent instruction I received from your teaching staff. I particularly wish to praise Mr. Chan-Henry for his dedication and the responsibility he feels towards teaching his students. I will even go so far as to say that he is the best teacher I have ever had and I consider myself very fortunate to have received the benefit of his instruction".

R.F.C.

15) DEPARTMENT HEADS:

In the event that equipment or supplies are delivered to you directly, bypassing the Receiver (Steve Baker), please be sure to give him written confirmation. If there is a delivery slip or invoice, this will do. If not, a memo indicating the item received, the date, and your signature. Without confirmation, invoices go unpaid for weeks while we try to trace that goods have been received.

D.M.

16) FACULTY

During the past few weeks, a number of faculty have been approaching various members of staff for individual work requests. Please refrain from doing and place your general work in the typing basket. Special orders or confidential material - please see Mrs. Mary Griffith or myself.

Please do not expect Mrs. Sharon Hemphill, Principal's secretary, to do personal work for you. Although Mr. Lou Monasch has retired and Mr. Harry Pankratz is on vacation, she is extremely busy.

D.M.

17) OVERSEAS EMPLOYMENT, SECONDMENT OR EXCHANGE

Reminder: The forms for anyone interested in one of these exciting opportunities, mentioned in this paper last week, are still available from the Dean of Instruction's office.

R.F.C.

18) ARE YOU INTERESTED IN AN OVERSEAS EXCHANGE OR ASSIGNMENT?

The Association of Canadian Community College is trying to obtain information about people who would like to work overseas, whether or not they have done so previously. In this way, the Association will be able to contact suitable candidates, if and when the opportunities arise. If you are so interested, please drop into my office and pick up the questionnaire. If I am not around at that time, please see Mrs. Mary Griffith, our Assistant Office Manager. She will help you.

R.F.C.

19) POSITION OPENING

Vancouver Community College, Langara requires one regular instructor for the Nursing Program from September 1, 1977 to August 31, 1978. For details, please see posting on Faculty bulletin board.

R.F.C.

20) FOR OUR HOMEMAKERS' PROGRAM?

HERMAN



"Look what your stupid uncle gave us. What d'yer think it is?"