

# KING EDWARD TIMES

VOLUME VII, No. 23

September 18, 1981

## UNITED WAY

This year's United Way Campaign is about to get underway. The TAKE-OFF date at King Edward Campus is Monday, September 21. In just a few words, I want to urge you to support generously this year's campaign for funds. I know that I will; I hope you do too.

You know, it really makes a lot of sense. The College goes to the community for all manner of support - to obtain funding, to hire our graduates, to sit on our advisory committees, to enroll in our programs, to attend college-related functions or events, etc., - and, sometimes, the community asks for something in return.

Probably many of the King Edward family have given that "something in return" in the past by making their contributions to the United Way appeal to the community canvassers when they have called. What I am asking you to consider doing, is making your contribution to the United Way campaign through the College. In that way, the community will be aware that we are doing our bit. I feel certain that the community wants us to support the United Way. Will you do your part?

Last year, sixty-one King Edwardians contributed just over \$4,000 to the United Appeal. Together, there are almost 400 of us working for the College at King Edward Campus. For this year, can we double the \$4,000 for a total of \$8,000? For a few, that's a lot of money, but if we all contribute, it's really not all that much. I'm sure that together, we can reach this goal.

This year, I've again asked our assistant office manager, Mary Griffith, to serve as K.E.C.'s coordinator. She has recruited assistant coordinators - including me - and, when you're approached, please say "yes".

As in other years, arrangements for payroll deductions can be made. Please be as generous as possible. Many thanks.

H.E. Pankratz,  
Principal



**Let's take care  
of one another  
the United Way**

### XEROX 3100 COPYING SURVEY

As a follow-up of my last notice in the King Edward Times, I propose to run a four-week survey of all copying done on the Xerox 3100 copier located at the rear of the administration office.

To start, I have chosen the hours from 4:30 p.m. to 7:30 p.m. At a later date, a different time of day will be surveyed.

The survey will start on Monday, September 21 and will continue for four weeks. Miss Kathy Mallory will make your copies for you and will log them on a Survey Sheet.

I hope you will all cooperate fully, as the survey is being run in an effort to direct the work flow through the proper channels i.e. large runs to Print Room.

So far, this is the only alternative, other than to remove the copier.

D.M.

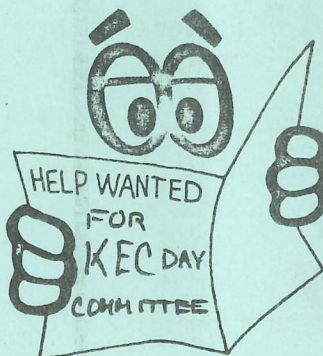
### CONTINUING EDUCATION

There are still openings in the following courses: !

Creative Writing  
The Use of the Restricted Environment Stimulus Tank  
Everything You Wanted To Know About Computers But  
Didn't Know How To Ask  
Holistic Strategies for Teaching, Living and Learning  
Yoga for Spinal Health  
Empathics

Sign up in Admissions in the Administration Building. Contact Peter Ballin for more information.

P.J.B.



VOLUNTEERS ARE STILL NEEDED FOR THE 1982

KEC DAY COMMITTEE .....

If you would like to help with the planning of the 1982 King Edward Day please give your name to Howard Turpin.

INSTRUCTION SKILLS WORKSHOP (I.D. 101 EQUIVALENT)

For those instructors who wish to hone their instructional skills, including those who wish to obtain accreditation for I.D. 101, we would like to run an instructional skills workshop on either November 17-20

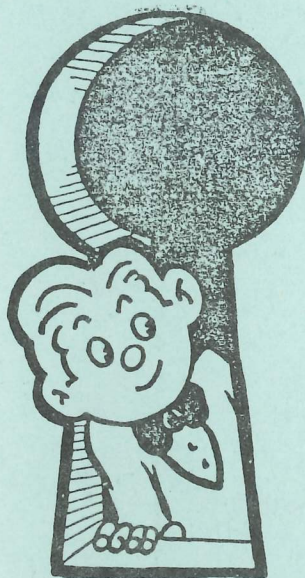
and/or November 24-27

should numbers warrant it. 09:00 to 15:30 daily.

Full-time and part-time instructors are welcome. This is an appropriate use of professional development leave.

If you are interested, and if, where necessary, arrangements can be made for a substitute for you, please inform my secretary, Fay Wong (who starts with us on Monday, 1981 September 21), of your preferred dates.

R.F.C.



EXPOSED!!

That notorious Canadian scandal sheet Harrowsmith has seen fit to publish a full-colour centre spread of none other than our own office manager, Dorothy Moutter, who was caught unawares (underwares?) in a compromising situation sometime last winter.

Fortunately few copies exist and Dorothy has been offering substantial sums for any copies floating around. Anyone who wants to look-see can check out the copy at the Learning Centre.

A penny a peep!

J.G.K.

**Let's take care of one another the United Way**

### ON THE NEW CAMPUS:

As you are all aware, the new campus construction is going "full-steam ahead" with anticipated occupancy in late 1982. Also many of you will be aware that we are in the process of assembling our furniture/equipment needs for presentation to College Board and the Ministry of Education. To complete this task, an estimate of costs for furniture/furnishings for the Staff/Faculty lounge/dining areas is required. But such an assignment is difficult to complete without knowing what the ultimate users of the space would like in terms of decor etc. So - if there are faculty/staff members who would be willing to share their decorating/furnishing ideas and expertise and serve on a sub-committee to make recommendations, would you please leave a note in my box or 'phone me at local 23. Your assistance would be greatly appreciated.

J.D.B.

### **Instructor's Diploma Program**

The Instructor's Diploma Program is an in service program, designed to provide training and certification for instructors in Colleges, Provincial Institutes, and certain approved specialties within Secondary Schools. The program is also open to instructors in private trade schools and trainers in industry. The Instructor's Diploma is sponsored by the B.C. Ministry of Education.

For further information about the Instructor's Diploma Program, please contact:

Instructor's Diploma Program  
Centre for Continuing Education  
The University of British Columbia  
Vancouver, B.C. V6T 1W5  
Telephone: 228-2181, local 220

### **Fee Schedule**

The present fee schedule for the courses is as follows:

			Fee
I.D. 101	Preparing for Instruction	=	\$65
I.D. 102	Elements of Instruction	=	\$95
I.D. 104	Evaluation of Instruction	=	\$73

Please note: Fees for courses may change. For current rates please contact the I.D. coordinator at the address above.

### **Courses**

Three of the four courses in the series are offered by correspondence:

#### **I.D. 101 - PREPARING FOR INSTRUCTION**

I.D. 101 is the first course in the series. It has been designed to meet the needs of both new and experienced instructors. For new instructors it functions as a basic introduction to their new profession. For experienced instructors the course serves to introduce the unique system of instructional design which has been developed by the Instructor's Diploma program.

(cont'd.)

The course covers nine major units:

- (1) A checklist for the new instructor
- (2) Curriculum design
- (3) Instructional design
- (4) Instructional techniques
- (5) Instructional resources
- (6) Instructional management
- (7) Evaluation
- (8) Structure of the education system
- (9) Sources of materials

This course is only offered as an individual study program, so candidates can begin it anytime and study at their own pace. It usually takes between 20 and 30 hours to complete the package which consists of a workbook and cassette tape.

Participants are assigned to an *adviser* who provides practical support and guidance throughout the course. The advisers are experienced instructors and administrators who work in the colleges and provincial institutes in B.C.

#### I.D. 102 - THE ELEMENTS OF INSTRUCTION

I.D. 102 prepares instructors to design and manage instruction in a systematic manner which integrates the content to be learned with the learning process, the characteristics of learners, and the interpersonal relationship which exists between the instructor and the learners. It is a two-part course consisting of 60 hours of instruction plus a major assignment specific to each candidate's subject area.

#### The Course

During the course itself participants examine the I.D. system of instructional design. It is a competency based system which uses a task analysis approach to organize content into specific learning outcomes. There are seven major units in the course.

- (1) *Content to be Learned* - which includes the development of goals, objectives and learning tasks.
- (2) *Settings for Learning* - which includes climate setting and analysis of the interpersonal competencies of instructors.
- (3) *The Learning Process* - which examines the way in which adults learn.
- (4) *The Events of Instruction* - which covers the process by which instructors can encourage learning.
- (5) *Characteristics of the Adult Learner* - which examines the unique qualities of adults which affect the way they learn.
- (6) *Selection of Instructional Techniques and Resources* - which examines the way an instructor organizes and presents the material to be learned plus an introduction to the role of media resources in the instructional setting.
- (7) *Implementation of Instructional Techniques* - which includes practice in the skills of instruction.

#### Major Assignment

During the course participants develop a 30 hour unit of instruction in their own subject area. This unit is then presented to their own learners, evaluated, and the results

(con'td.)

presented to the I.D. program. The assignment provides the opportunity for participants to demonstrate the skills and knowledge acquired in the first half of the course.

Prerequisite: I.D. 101.

#### I.D. 104 - EVALUATION OF INSTRUCTION

I.D. 104 is the final course in the series and is concerned with examining the ways in which an instructor can develop a systematic, comprehensive and consistent approach to evaluation. It is a complete 30 hour package.

Evaluation is a broad subject which involves the process of judging the value or worth of something. In I.D. 104 that "something" is the quality and quantity of learning which takes place as the result of instruction. The course covers six major units:

- (1) Evaluating instructional objectives, design and process.
- (2) Comparing types of learning outcomes as a basis for evaluation.
- (3) Comparing the roles of criterion-referenced and norm-referenced evaluation.
- (4) Evaluating cognitive learning (construction and analysing tests of knowledge)
- (5) Evaluating psychomotor learning (assessing performance in skill types of learning)
- (6) Evaluating affective learning (measuring attitudes).

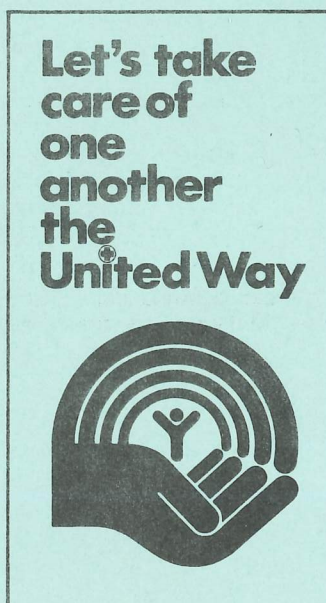
I.D. 104 covers evaluation at two levels: *formative* which occurs before or during the instructional process, and *summative* which occurs at the end of a course to measure the success of the process and the learners. The course includes a variety of practical exercises which instructors can use to evaluate their own courses.

Prerequisite: I.D. 102.

#### ALL VIA MEMBERS PLEASE NOTE:

Jim Carter, Deputy Minister of Education will be addressing the VIA meeting between 1:30 and 2:30 p.m. on September 24, 1981.

B.P.



### CORRECTION

In last week's King Edward Times, I reported that the College Board supported a motion to request the Minister of Education to provide adult basic education on a tuition-free basis. I was in error. The motion was duly put but subsequently withdrawn.

H.E.P.

### V.I.A. GENERAL MEETING

DATE: Thursday, September 24, 1981

TIME: 1:15 p.m.

PLACE: Oakridge Auditorium  
Oakridge Shopping Centre  
41st and Cambie

Faculty members who wish to attend, and who have scheduled classes at that time, are asked to make appropriate arrangements for their students.

Please alert your department head of your intention to attend the meeting.

H.E.P.

### DEAF TV

Premier Cable Systems, operators of Cable 10 in Vancouver, have hired Paz Pascucci for September, October and November to coordinate and conduct training workshops for the deaf. He will be training in the areas of remotes, studio work (cameras, editing, control board) and producing shows. When this crew is trained, they will take over responsibility for 'Show of Hands'.

Any person interested in such training (as a volunteer), please contact WID and ask for Gary Magarrell or Gerry Good. This is a unique opportunity - don't miss it!

P.P.

**Let's take care  
of one another  
the United Way**



CHANGE OF ADDRESS

Effective September 1, Sun Life Assurance offices, including their claims division, will move to the following address:

Ste. 700 - 1100 Melville Street  
Vancouver, B.C.  
V6E 4A6

Particularly with regard to dental claims, which are submitted directly to Sun Life, without being channelled through the Personnel Department, it is important that all employees be aware of this address change.

(copy of memo from D.D. Jones,  
Director of Human Resources)



JOY TO THE JIBODHS!!

Andrea Christine Jibodh arrived last Thursday, September 10, weighing in at 7 lbs. 12 oz.

Mother and baby are doing just fine and we hope father is surviving too!

M.G.

CONGRATS!

Congratulations to June Lucas who has been appointed Secretary I to two Division Chairmen. June has been acting in that capacity since the position was vacated by Carol Ritchie who is now in the Counselling Resource Centre.

M.G.

WELCOME!

A warm welcome to Jane McCourt, our new Clerk II in the Counselling Resource Centre. Jane started yesterday and we hope she enjoys her new job.

M.G.

Is There a Vocational/Technical Related Adult  
Education Instructor Training Program After The I.D.?

YES

THE DIPLOMA PROGRAM IN ADULT EDUCATION

The U.B.C. Faculty of Education and the Centre for Continuing Education jointly offer a Diploma Program in Adult Education. This program is designed for practitioners in the broad field of adult education, who wish to acquire or improve the skills and knowledge required to organize, conduct, evaluate and generally administer programs in adult education but who, for a variety of reasons, do not wish to pursue a graduate degree.

1. The Course of Study

The program requires 15 units of course work, of which 12 units are in adult education and 3 units are electives chosen in consultation with an academic advisor assigned to each student. A brief field experience forms an integral part of the program.

The program should be completed within five years from admission, either by full-time or part-time study.

The program may be completed by extra-session evening classes, or by correspondence.

Each student is assigned a faculty advisor. In consultation with this advisor, the student plans a course of studies, and the field experience.

A Diploma is issued to successful candidates by the University of British Columbia. Several institutions and employers recognize the Diploma in Adult Education as an indication of level of attainment.

The course work in the Diploma Program is as follows:

Education 301 (1½ units)  
Introduction to Educational Psychology

Examinations of human learning processes, with emphasis on the adult years, with focus on major theories of learning, characteristics of adult learners, basic forms and processes of learning, and the changes in intellectual functioning with aging.

Education 301 Section 089 Adult Learning  
1.5 units, Mondays 4:30-7:00 P.M.  
Room 1227 Scarfe Bldg.  
Term I. September, 1981

Education 327 (1½ units)  
Instructional Techniques for Teaching Adults

Description, conditions for effective use, and applications to specific circumstances of various instructional techniques. Practical use of the techniques in settings of instruction for adults is emphasized.

Education 327 Section 089 Management of Instruction  
1.5 units, Wednesdays 4:30-7:00 P.M.  
Adult Education Research Centre  
Term 2. January, 1982

Education 328 (1½ units)  
Institutions of Adult Education

The history, roles and activities of institutions in the field of adult education. Institutions in Canada, Great Britain, and the United States are empha-

sized, and some experiences in other countries are examined.

Education 328 Section 089 Institutions of Adult Education  
1.5 units, Tuesdays 4:30-7:00 P.M.  
Room 204A Scarfe Bldg.  
Term I. September, 1981

Education 329 (1½ units)  
Developing Short Courses, Workshops and Seminars

Organization and administration of adult education events such as short courses, seminars, workshops, conferences and institutes.

Education 329 Section 089 Developing Short Courses, Workshops  
1.5 units, Wednesdays 4:30-7:00 P.M.  
Adult Education Research Centre  
Term I. September, 1981

Education 330 (1½ units)  
The Community Practice of Adult Education

Community based adult education with particular emphasis on the application of knowledge of the social, economic, cultural and political environment in developing and conducting adult education programs with and for individuals and groups.

Education 330 Section 089 Community Practice of Adult Education  
1.5 units, Thursdays 7:30-10:00 P.M.  
Adult Education Research Centre  
Term 2. January, 1982

Education 375 (3 units)  
Diploma Seminar and Internship

The seminar and internship designed to integrate major concepts of the discipline of adult education with practical experience.

Education 375 Section 089 Seminar and Internship  
3.0 units, Mondays 7:30 - 10:00 P.M.  
Adult Education Research Centre  
Term I. September, 1981

Education 401 (1½ units)  
Instructional Design

Principles of instructional design and their application to the development, analysis, and evaluation of instructional plans for selected settings, instructional formats, and age groupings of learners.

Education 401 Section 574 Design of Instruction  
1.5 units, Monday 4:30-7:00 P.M.  
Room 204A Scarfe Bldg.  
Term 2

Electives (3 units)

To be chosen from relevant courses offered by the University. The following is an indication of suitable electives: Education 396, 414, 433, 460, 478, 493; Agricultural Economics 401, 403; Psychology 308, 310, 311, 322; Sociology 210, 411.

2. For Admission Information either drop down and see the VCC/Vancouver Vocational Institute Dean of Instruction or write to:

Administrator  
Diploma Program in Adult Education  
Centre for Continuing Education  
5997 Iona Drive  
University of British Columbia  
Vancouver, B.C. V6T 2A4  
or call Mr. Gordon Selman at 228-2380.

K.E.C. FACULTY/STAFF ACTIVITIES

B. Richards	Problem Solving Workshop	Sept. 25
C.L. Hsu	"AMR" Assertive Management Seminar	Oct. 1-2
E. Lee	Nat'l. Conference on Multicultural Education, Winnipeg	Nov. 12-13
G. Kelly	Tsur Reading and Study Skills Centre (RASSL); University of Texas	Oct. 14-15
M. Brown	Seminar - "The Pursuit of Excellence"	Sept. 30-Oct. 6
M. Waddington	Adult Basic Literacy Assessment	Oct. 13
V. Monroy	Women's Resources Centre Open House	Oct. 23
N. Fahrni	Seminar - ESL Curriculum Guides Ministry of Education	Oct. 05
M. Rothman	} Same as above	
R.M. Watson		
J. House		
S. Rooney		
M. Sawkins		
H. Cunningham		

G.A.

POSITION OPENINGS

V.C.C. Regional Offices requires a Director of Purchasing. This is an administrative position and the incumbent will head a department responsible for the purchasing of supplies, equipment and services for the college including disposal of equipment and other related activities. Closing date for applications is October 2.

V.C.C. King Edward Campus requires a Part-Time Clerk Typist I-II in the Student Records Department. Hours are 3:30 p.m. to 7:30 p.m. Closing date for applications is September 23.

V.C.C. King Edward Campus requires a Clerk-Cashier. This is a temporary position from October 5, 1981 until approximately April 5, 1982. Closing date for applications is September 18.

V.C.C. Langara Campus requires a Duplicating Equipment Operator for evenings. Closing date for applications is September 21.

V.C.C./V.V.I. requires a Drafting Instructor. Submit applications as soon as possible.

V.C.C. King Edward Campus requires a Secretary I for Department Heads of the College Foundations Division. Closing date for applications is September 23.

For details on the above positions, please see bulletin boards.

H.E.P.

AN AUTHOR AMONG US

The following article is from a recent issue of the Vancouver Sun and pertains to our Allen Andrews' new publication The Scottish Canadians.

Congratulations on the publication, Allen. Well done! Latha math dhuit - and a good day to you too!

G.P.

## Latha math dhuit?

A rich cultural heritage that comprises politician Flora MacDonald, author Margaret Laurence and explorer Simon Fraser is chronicled in Allen Andrews' **The Scottish Canadians** (Van Nostrand, \$5.50). The fifth book published in the multicultural Canada series should interest both adults and young readers.

Previous volumes dealt with the Japanese,

Ukrainians, Italians and Mennonites.

This lively social-studies primer outlines the history of the Scots in Canada though three generations, explains the clan system, tells how to make a pair of Scottish mogans (old stockings), offers a quick synopsis of Gaelic. Latha math dhuit? It's in the book.

"LET'S TAKE CARE OF ONE ANOTHER ... THE UNITED WAY"

Let's make 1981 the BEST YEAR EVER! Last year, King Edward employees contributed over \$4,000. That figure is double the 1979 contributions. CAN WE POSSIBLY DOUBLE AGAIN???

WE think so! If all 400 of us contribute, it would take just \$20.00 per person to make a total of \$8,000! The ideal, of course, would be for each of us to contribute ONE DAY'S PAY through payroll deduction. I'm sure many of you will want to do just that. Surely each one of us care for each other and, I know if we search our hearts, we will want to reach out and help our community.

This year, K.E.C.'s theme will be "A TRIP TO THE MOON IN A BALLOON". Let's see how many miles we can go straight to the top! I know we can do it - so let's give it a go - and soar as high as the stars!

Send or bring your contribution to Mary Griffith at King Edward Campus and help us to fly high!



UP, UP, AND AWAY!

THE UNITED WAY