

# KING EDWARD TIMES

VOLUME VIII, No. 20

August 26, 1982

## TRAVEL: OUTSIDE BRITISH COLUMBIA AND OUTSIDE THE LOWER MAINLAND

Several weeks ago, readers of these pages will have read that, because of the current fiscal restraint, a freeze has been imposed on travel outside British Columbia, the costs of which would ordinarily have been assumed by the College. Exemptions from the freeze will require the approval of the College President.

At Monday's meeting of the Campus Administrators and Division Chairmen, the above freeze was extended to include travel outside the Lower Mainland, again, the costs of which would ordinarily be paid by the College. Exemptions from this additional travel freeze - outside the Lower Mainland - will require the approval of the Principal, King Edward Campus.

H.E.P.

## V.C.C. BOARD MEETING

Yesterday's College Board meeting took place at K.E.C. and a number of representatives from this campus were present; students, however, were not represented.

The President's report to the board covered a number of items, several of which touched on activities related to K.E.C. A copy of the report has been placed in the library for your perusal.

Cost-recoverable E.L.T. classes, the pilot project we undertook several months ago on an interim basis, was approved for a further year.

The Board approved the College's Five-Year Capital Facilities Plan (which includes a gymnasium for the new King Edward Campus) for submission to the Ministry of Education.

As the last item of the public session agenda, the Board entered into a discussion respecting the legality of the current fiscal restraint program. Several Board members felt that the legality of the directive to reduce the budget should be researched. The motion to do so did not carry.

In a further motion to write to the Minister expressing the Board's great concern about the budget reduction, again, the motion was defeated.

In private session, the Board, on motion, agreed not to send a member of the Board to the joint meetings of representatives of the several groups currently meeting to discuss ways and means to accommodate the reduction in this year's operating budget.

..... cont'd.



King Edward Campus



Material related to the public session of the Board, including the minutes of the Board meeting of August 11th, have been placed in the library.

H.E.P.

MONEY, MONEY, MONEY!

The Vancouver Foundation recently awarded a \$6,000 block grant to King Edward Campus, an increase of \$4,900 over last year. The contribution of the Vancouver Foundation and the efforts of Dr. J.D. McGann, Vancouver Foundation Executive Director, on behalf of our students are greatly appreciated.

The Credit Union Foundation of B.C. recently awarded \$300 to King Edward Campus for additional assistance to mature students who are studying to obtain high school equivalency in order to continue with occupational or vocational training. Our appreciation goes to Mrs. Sutherland, President, Credit Union Foundation of B.C. and Mrs. Marianne Hayes for their concern with the particular needs of K.E.C. students.

In August, the K.E.C. Student Society established the Student Society Accessibility Bursary in the amount of \$2,250 for the 1982/83 academic year. The award will be divided between the three divisions. Nine awards will be presented at \$250 each. Our congratulations go to the Student Society for their support of other students in need.

Merck Frosst Canada Inc. recently created the 1982 Merck Frosst Canada Inc. Pharmacy Assistant Award of \$250. Our thanks go to the firm and to Mr. James E. Frosst for their generous donation to a needy Pharmacy Assistant student.

Shoppers Drug Mart West has established a \$100 Award for a Pharmacy Assistant student for the 1982 year. Our sincere thanks go to Shoppers Drug Mart West for their contribution.

A principal amount of \$1,000 for 1982/83 was received from the Overseas Chinese Voice Foundation. The annual interest will be awarded to King Edward Students. An additional \$100 was received for a bursary for the current year. Our appreciation goes to Hanson Lau of Overseas Chinese Voice Broadcasting for his assistance to our students.

R.S.

THE ENGLISH LANGUAGE TRAINING STUDENT HANDBOOK

- is an information booklet written in simple English for English Language Training students. It was designed and developed by the E.L.T. Counselling Advisory Committee (made up of three co-ordinators, three instructors and two counsellors) and staff in the Counselling Department. These Handbooks are available in the Counselling Department.

G.C.



To All Faculty & Staff

As most of you are aware, there is a serious shortfall in provincial revenues which has led to a cutback in our 82-83 budget allocation and to a period of restraint. Present indications are that the 83-84 budget allocation will be considerably less (in absolute dollars - i.e. even before inflation is considered) than our 82-83 allocation. Various ways of adjusting to this situation are currently under discussion.

It is obvious that for some time to come, there will be dwindling financial resources with which we must provide maximum educational service to students. For this reason, I would like to suggest some ways through which economies could be effected:

TELEPHONES: The bill for our main switchboard system each month (including long distance calls) is approximately \$3500. In addition, there are a number of other telephones at other than main campus locations, which bring total monthly charges to approximately \$4000 a month. With some care and planning, several hundred dollars a month could be saved:

- Every month there are numerous directory assistance charges at 50¢ each. Why not look it up in the directory?
- There are numerous lengthy long distance calls (often up to 20 minutes). Perhaps in such cases, letters should be written. In any event, when telephone calls are absolutely necessary, they should be kept as brief as possible.

COPYING & DUPLICATING: The abuse of the copying machine (intended to provide a maximum of 5 copies on a limited basis) continues to cost hundreds of dollars per week. Costs for duplicating are a fraction of the costs of copying.

Significant savings could be achieved if:

- (a) everyone planned carefully and used the duplicating facility; and,
- (b) considered real needs, exercised restraint and ensured that all copies were necessary.

We all tend to become complacent, but if everyone endeavored to cut back by 15-20% in paper consumption (and by extension, on toner, repair and maintenance, etc.), thousands of dollars annually could be saved without impairing the quality of education offered on campus.

Incidentally, if use of ditto-machine could be restricted (because they copy on one side of paper only), important savings could be made as well.

While it may be unpleasant (and sometimes a nuisance!) it might be necessary to consider charging students for handouts.

SUPPLIES AND GENERAL EXPENSES: There may be items in supplies and expenses budgets which are desirable but not essential. Consideration should be given to eliminating all but essential items during the period of financial crisis.

POSTAGE: Every effort should be made to reduce postage costs wherever possible. We have, for example, drastically reduced our mailing of calendars. There may be other, less costly, ways of communicating.

As a general guideline in all of the above: if you are not positive it's essential - reconsider. Don't do it.

SICK LEAVE: No one should consider it necessary to work if illness strikes - particularly if communicable diseases are the problem. However, replacements for faculty on sick leave are an expensive cost; therefore, it is requested that:

- (a) If possible, doctor/dental appointments be scheduled during non-working hours.
- (b) Leave be taken in cases of genuine illness only.
- (c) Vacations be scheduled on a regular basis so that stress-related sick leave may be minimized.

Do you have other ideas about how to effect economies/save money? If so, pass them on to me and (if practical and reasonable!) I'll publish them periodically in the King Edward Times.

With genuine effort and the cooperation of all, I estimate that we could save \$20,000 over the remainder of this fiscal year - enough to employ 2 part-time staff for that period.

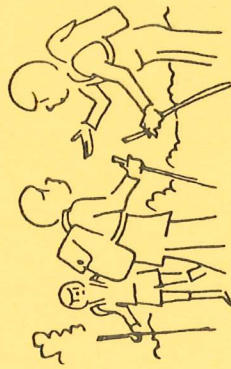


H.E. Pankratz  
Principal



# NEW OFFICE HOURS

SEPTEMBER 7<sup>th.</sup> TO 24<sup>th.</sup>



BECAUSE THE DAY NURSE IS ON  
HOLIDAY OUR DAYTIME OFFICE HOURS  
FOR THIS PERIOD WILL BE:-

MONDAY

TUESDAY

WEDNESDAY

THURSDAY

FRIDAY

} 9 am to 1 pm

(AFTER NOON - DOCTOR IS AT V.V.I.)

1 pm to 8 pm

(MORNING - DOCTOR IS AT V.V.I.)

- NO K.E.C. SERVICE. DOCTOR AVAILABLE AT V.V.I. 9 am to 12<sup>30</sup> pm.<sup>5</sup>

DR. GRAHAM BURNS WILL BE HERE AT THE TIMES  
NOTED ABOVE. AT OTHER TIMES HE IS AVAILABLE AT:-

V.V.I. STUDENT HEALTH SERVICE  
250 WEST PENDER ST.

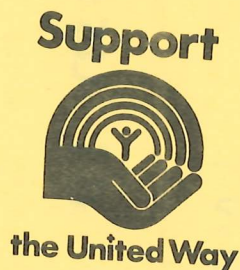
PHONE 681-8111

FOR EMERGENCIES WHEN CLOSED PLEASE  
GO TO V.G.H. EMERGENCY DEPARTMENT  
ON 10<sup>th.</sup> AVE.

NOTE THE EVENING NURSE WILL BE HERE AS USUAL  
MONDAY TO THURSDAY 4 pm TO 8 pm.



VOLUNTEERS NEEDED!



Chili Cooks Unite! We need cooks for our 2nd Annual Chili Tasting Party to be held on October 27. Last year's party was so successful - the chili disappeared in less than one hour! So - this year we would like to have 10 cooks and offer 10 different varieties.

Remember - all proceeds will go to the United Way Campaign.

If you are interested, please see Mary Griffith, Campus Coordinator for United Way in the Main Office.

It will be FUN!

M.G.

POSITION OPENINGS

FOREIGN LANGUAGE TEACHERS - CHINA

Applications are being accepted for positions as teachers of English in the People's Republic of China. Apply to the Chinese Embassy, P.O. Box 5935, New Terminal Alta Vista, Ottawa, Ontario. Telephone - (613) 234-4721. The ability to speak Chinese is not necessary.

Information regarding qualifications, remuneration, accommodation and visas may be obtained from:

Dr. Bruce Andrews, Director  
Teacher Services  
345 - 617 Government Street  
Victoria, B.C. V8V 1X4  
Telephone (604) 387-6934

V.C.C./V.V.I. requires a Program Assistant I in the Business Education Department. This is a temporary position commencing October 1, 1982 and continuing until Approximately March 31, 1983. Closing date for applications is August 26, 1982.

For details on the above position, please see posting on bulletin board.

H.E.P.