

# KING EDWARD TIMES

VOLUME X, No. 26

Oct. 4, 1984

## TERRY FOX HUMANITARIAN AWARD

In keeping with the spirit of his achievements, the Terry Fox Humanitarian Award Program has been established to encourage Canadian youth to seek the high ideals Terry Fox represented, by the granting of commemorative scholarships for the pursuit of higher education. The Terry Fox Scholarship is a renewable award, valued at \$3000 annually for a maximum of four years, and is tenable at any Canadian University or College.

Applications for the 85/86 Terry Fox Humanitarian Award are available in the Financial Aid Office. Any faculty members who may know of potential candidates in the KEC student body are advised to contact the Financial Aid Advisor. Candidates should meet the following qualifications:

- 1) be graduating secondary level students or currently studying towards a first degree or diploma;
- 2) demonstrate the highest ideals and qualities of citizenship and humanitarian services; and
- 3) be engaged in the "persistent pursuit of excellence in academic and athletic activities .... particularly in the face of obstacles."

Applications should be submitted by November 30, 1984 to the Financial Aid Office for review by the Scholarship and Bursary Committee.

E.B.



**KCC**

**King Edward Campus**

RECEIVED

Policy No.: 3.2.0.5  
Issue Date: 1984 September 21 SEP 26 1984  
Amendment:  
Source: KEC Management Committee  
Title: COST-RECOVERABLE FEES FOR'S Office  
ENTRANCE ASSESSMENTS  
Concerning: Administrators, Faculty  
Staff and Students  
Principal Approval: *H. Parkes*  
President Approval: *[Signature]*

POLICY:

- A.1 In order to assist in defraying the direct costs, effective 1984 November 01, persons writing King Edward Campus entrance assessments will be charged a cost-recoverable entrance assessment fee.
- A.2 An applicant who has taken an entrance assessment and who, within the following twelve months, enrolls in a King Edward Campus course/program for which the assessment was taken, shall have the assessment fee deducted from the tuition fees applicable to that course/program.
- A.3 Any student who is enrolled at King Edward Campus and who is required, by a department head, to take an assessment, will not be charged an assessment fee.

PROCEDURES:

- B.1 An applicant for assessment will complete the appropriate application form for the desired assessment battery and present it, together with the required assessment fee, to the King Edward Campus cashier; the cashier will give the applicant a receipt for the amount paid.
- B.2 The applicant will take the receipt to the assessment centre for the assessment battery at the posted date and time; the assessment supervisor will initial and date-stamp the receipt and return it to the applicant.
- B.3 An applicant who, within the next twelve months of the date of the assessment, enrolls at King Edward Campus in a program for which the entrance assessment was taken, will present the date-stamped and initialled assessment fee receipt to the cashier in order to receive tuition fee credit for the amount already paid and pay the balance owing. (The tuition fee receipt then issued will show only the total amount of the tuition fee for that course or program.)

Policy No. 3.2.0.5  
Title: COST-RECOVERABLE FEES FOR  
ENTRANCE ASSESSMENTS

PROCEDURES: (cont'd)

- B.4 King Edward Campus will charge a fee for off-site assessment services at other College locations. Such fees will be negotiated from time to time with the centres involved.
- B.5 Other off-site assessments may be offered at a negotiated fee.
- B.6 Assessment fees will be operational from 1984 November 01. The assessment fees will be determined annually and published in the King Edward Times.

Vancouver Community College  
KING EDWARD CAMPUS  
1155 East Broadway, Vancouver, B.C. V5T 4N3 Tel. (604) 875-6111

ASSESSMENT  
FEE FORM

NAME: \_\_\_\_\_ S.I.N.: \_\_\_\_\_ DATE OF BIRTH: \_\_\_\_\_  
Year Month Day

ADDRESS: \_\_\_\_\_

TYPE OF ASSESSMENT: ENG. LANG.  \$ \_\_\_\_\_  
 MATH  \$ \_\_\_\_\_  
 READING  \$ \_\_\_\_\_  
 WRITING  \$ \_\_\_\_\_

PHONE NO. \_\_\_\_\_

DATE ASSESSMENT(S) TAKEN: \_\_\_\_\_

VALID FOR ONE YEAR FROM DATE ASSESSMENT TAKEN

AUTHORIZED BY: \_\_\_\_\_

APPLICANT'S  
SIGNATURE: \_\_\_\_\_

This Assessment Fee Form is of value to you. DO NOT DESTROY. If you become a student at K.E.C., your assessment fee will be deducted from your tuition fees at registration, providing you present this receipt. If you lose your receipt, a duplicate copy will cost \$1.00.

FOR ACCOUNTING USE ONLY

ASSESSMENT FEE WAIVER FOR K.E.C. USE ONLY. THE ASSESSMENT IS REQUIRED BY THE  
\_\_\_\_\_ DEPARTMENT.

DEPARTMENT HEAD'S SIGNATURE

KING EDWARD CAMPUS SCHEDULE  
OF ASSESSMENT FEES

(Effective 1984 November 01)

College Foundations Assessments:

Mathematics	\$10.00
Reading	\$10.00
Writing	\$10.00

English Language Training Assessments:

English Language Assessment Battery	\$25.00
English Language Desk Assessment	\$ 5.00 (non-refundable and non-transferable)
Off-Site English Language Desk Assessment	\$28.72 per hour

1984 September 21

Policy No. 2.2.4.5  
Issue Date:  
Amendment: Original  
Source: KEC Management Committee  
Title: AWARDING OF THE LIEUTENANT-GOVERNOR'S  
SILVER MEDAL AND THE PRINCIPAL'S MEDAL  
Concerning: Students, Faculty and Administration  
Cross-reference: 2.2.4.1  
Principal  
Approval: *He Pankratz*  
President  
Approval: *[Signature]*

POLICY:

- A.1 In alternate years commencing in 1985, the Lieutenant-Governor's Silver Medal will be awarded to a student graduating from a King Edward Campus program. (The Medal will be awarded to a V.V.I. student during the alternate year.)
- A.2 In alternate calendar years commencing in 1986, the Principal's Medal will be awarded to a student graduating from a King Edward Campus certificate program.
- A.3 In order to qualify, candidates must have graduated from a program of three months' duration or longer, have been in full-time attendance, and normally have achieved an average standing of "B plus" or better or its equivalent. Major emphasis shall be on achievement in the program; however, involvement in community and/or in College activities will also be considered by the Scholarship and Bursary Committee.
- A.4 There will be one nominating committee for each qualifying program. Each committee shall be made up of three members: the department head plus two faculty representatives. In programs with fewer than two faculty, a third faculty member from within the division shall be jointly named by the department head and the faculty member.
- A.5 A medalist will be selected by the Scholarship and Bursary Committee from a list of candidates nominated by faculty representatives.
- A.6 The Medal will normally be presented at the King Edward Campus "Spring Awards Ceremony".
- A.7 The names of all graduates nominated will comprise the Principal's List which will be published annually.

Policy No. 2.2.4.5  
Title: AWARDING OF THE LIEUTENANT-GOVERNOR'S  
SILVER MEDAL AND THE PRINCIPAL'S MEDAL

PROCEDURE:

- B.1 By January 15th of each year, Student Records shall supply the appropriate department head a list of the names of all graduates of programs during the previous calendar year who have obtained an average grade of "B plus" or better, or the equivalent thereof.
- B.2 From the list, each department committee will select a short-list of candidates and submit their names to the Dean of Administrative and Student Services who shall write a letter to the nominated candidates advising them of their nomination and requesting them to complete the "Personal Information Form". (See attached.)
- B.3 The department committee shall complete a "Recommendation Form" for each candidate. (See attached.)
- B.4 The department committee shall forward all completed Recommendation Forms and Personal Information Forms to the chairman of the Scholarship and Bursary Committee (the Dean of Administrative and Student Services) by February 15th.
- B.5 The Scholarship and Bursary Committee shall select the Medal winner by March 1st.
- B.6 The Medal will normally be presented at the King Edward "Spring Awards Ceremony".
- B.7 The Principal's List will be displayed in the foyer of King Edward Campus at the time of the Spring Awards Ceremony and printed in the program for the ceremony.
- B.8 K.E.C. programs qualifying for the Lieutenant-Governor's Silver Medal and the Principal's Medal are the following:
- Auto Body Repair
  - Auto Mechanics
  - Basic Training for Skills Development
  - College Foundations
  - Diesel Mechanics
  - Homemaker
  - Music
  - Para-professional Worker with the Visually Impaired and the Hearing Impaired
  - Pharmacy Assistant

Vancouver Community College

King Edward Campus

LIEUTENANT-GOVERNOR'S SILVER MEDAL OR THE/PRINCIPAL'S MEDAL  
RECOMMENDATION FORM

NAME OF GRADUATE: \_\_\_\_\_

PROGRAM: \_\_\_\_\_

COMPLETION DATE: \_\_\_\_\_

AVERAGE STANDING: \_\_\_\_\_

Instructors' Comments:

1. COOPERATION: \_\_\_\_\_  
\_\_\_\_\_

2. ENTHUSIASM, INITIATIVE, MOTIVATION: \_\_\_\_\_  
\_\_\_\_\_

3. WORK HABITS: \_\_\_\_\_  
\_\_\_\_\_

4. ATTITUDE: \_\_\_\_\_  
\_\_\_\_\_

RECOMMENDATION

The above graduate is our selection for the \_\_\_\_\_  
Program, for the Lieutenant-Governor's Silver Medal or the/Principal's Medal.

DEPARTMENT HEAD'S SIGNATURE: \_\_\_\_\_

DATE OF SIGNATURE: \_\_\_\_\_

Forward completed form, together with the PERSONAL INFORMATION FORM, no later  
than February 15th to:

KEC SCHOLARSHIP AND BURSARY COMMITTEE  
c/o Dean of Administrative and Student Services

FOR FURTHER INFORMATION, PLEASE REFER TO POLICY AND PROCEDURE #2.2.4.5

Vancouver Community College

King Edward Campus

LIEUTENANT-GOVERNOR'S SILVER MEDAL OR THE/PRINCIPAL'S MEDAL

PERSONAL INFORMATION FORM

NAME OF GRADUATE: \_\_\_\_\_

PROGRAM: \_\_\_\_\_

COMPLETION DATE: \_\_\_\_\_

A. Please state all activities that you were involved in while a student at the College, such as: student affairs participation, committee representation, other student or College-related activities.

- 1. \_\_\_\_\_
- 2. \_\_\_\_\_
- 3. \_\_\_\_\_
- 4. \_\_\_\_\_
- 5. \_\_\_\_\_
- 6. \_\_\_\_\_

B. Please state all community activities that you were involved in while a student at the College. This would include fraternal organizations, charities and other community-based programs, activities and organizations.

- 1. \_\_\_\_\_
- 2. \_\_\_\_\_
- 3. \_\_\_\_\_
- 4. \_\_\_\_\_
- 5. \_\_\_\_\_
- 6. \_\_\_\_\_

Please attach to this form any further information you may wish to add.

Please forward this form and all attached information to:  
Dean of Administrative and Student Services  
Vancouver Community College, King Edward Campus  
1155 East Broadway  
Vancouver, B.C. V5T 4N4

not later than February 1st.



Policy No. 3.2.0.6  
Issue Date: 1984 September 17  
Amendment: Original  
Source: KEC Management Committee  
Title: REQUEST FOR WORK BY FACILITIES SERVICES DEPARTMENT


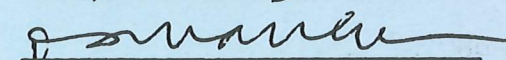
Concerning: ATT KEC Faculty and Staff

Principal

Approval:

President

Approval:

POLICY:

- A.1 All requests for building renovations, building maintenance and/or the transfer of materials from one location to another shall be directed to the Building Services Manager, in writing, on the "Request for Work by Facilities Services Department" form.

PROCEDURES:

- B.1 The request form is made available through the appropriate division chairman and/or the Building Services Manager. The form will be completed by the person requesting the work and/or the transfer of materials.
- B.2 The completed form will be directed to the appropriate departmental budget officer for recommendation or approval.
- B.3 Requests for work, other than that of building maintenance or transfer of materials, must bear a King Edward Campus account number.
- B.4 Requests for work which are in the category of building maintenance or transfer of materials do not require a King Edward Campus account number.
- B.5 Once authorized by the appropriate budget officer, the white copy of the form will be directed to the Building Services Manager for action.
- B.6 The Building Services Manager will keep the division chairmen informed as to the status of their requests for work.

**REQUEST FOR WORK BY**  
**FACILITIES SERVICES DEPARTMENT**

Centre \_\_\_\_\_ Date \_\_\_\_\_

Department \_\_\_\_\_ Requested by \_\_\_\_\_

Description of work \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Approved by \_\_\_\_\_  
BUDGET OFFICER

Charge to Account 

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Cost Estimate (if required) \$ \_\_\_\_\_

**FOR FACILITIES DEPARTMENT USE ONLY**

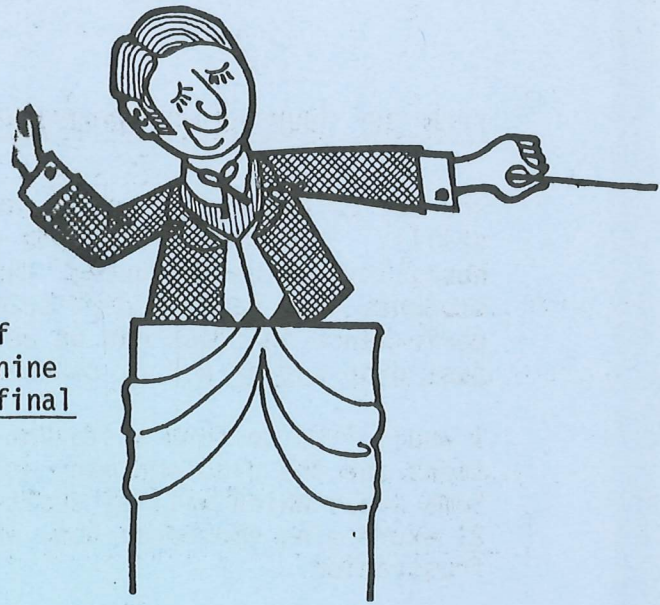
Approved by \_\_\_\_\_  
BUDGET OFFICER

Transfer to Account 

								-				
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Actual Cost \$ \_\_\_\_\_

Reference No. \_\_\_\_\_



FROM THE MUSIC DEPARTMENT

PRESENTING: V.E.J.I. - Vancouver Ensemble of  
Jazz Improvisation

An exciting concert/clinic presented by some of  
Vancouver's finest jazz musicians featuring a nine  
piece horn section. This will be the group's final  
Vancouver performance.

Date: Wednesday, October 10, 1984

Time: 12:30 p.m.

Location: Auditorium, King Edward Campus  
1155 East Broadway

Admission: \$2.00

ALSO: Don't forget the evening of Music on October 12th at 8:00 p.m.  
in the King Edward Campus Auditorium. General admission \$4.00  
Students/Seniors \$2.00

E.D.

NEWSFLASH - VCC music students are representing the College worldwide. A  
former student, TED HAMILTON, has been contracted for an  
unlimited engagement in Bancok, Thailand.

Music Dept.

UNEMPLOYMENT INSURANCE WORKSHOP FOR ELT STUDENTS

The Immigration Workshop for ELT students held on Sept. 26th was a success.  
73 students and 4 staff members attended. The Counselling Department and  
The Public Legal Education Society have organized another workshop:

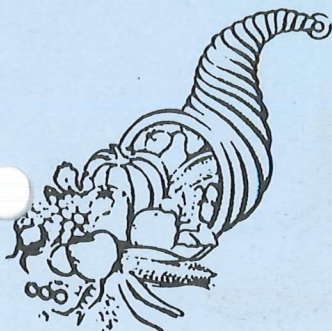
Topic: Unemployment Insurance

Place: Room 2026 King Edward Campus

Time: October 17th, 1:00-2:30

For further information, please contact Heather Luk Chan, Local 482.

H.L.C.



THANKSGIVING DAY

The campus will be closed on Monday, October 8th, for  
Thanksgiving Day - a statutory holiday.

Instructors: Please so inform your students.

H.E.P.

FROM THE COUNSELLING DEPARTMENT

You may be aware of some of your students who display very poor relationship skills. They may relate with you and others either aggressively and with hostility, or be so "quiet" that they tend to isolate themselves. Other students have various difficulties in relating with others. Studies and performance in class can be adversely affected, and students then often just drop out of K.E.C. courses.

I would like to form a student group with focuses upon interpersonal relations and the problems many students face when they try to deal with others. Some areas which will be dealt with will include: 1) conflict resolution; 2) expressing emotions: how, when, and why; 3) constructively dealing with frustration.

Due to the nature of group process, the number of students in the first group will be limited to ten. If there is enough interest and need, then perhaps other groups could be formed at a later date.

The first group will meet for four - five consecutive weeks, beginning on October 17th, at 10:00 a.m., in the Counselling Centre. Each session will last approximately 1½ hours.

Since attendance is essential, students should set an appointment for an intake interview only if they are able and willing to participate in all of the sessions.

If this endeavour sounds like something a few of your students might benefit from, please inform them of the opportunity. For more information, please contact Loren Houldson in the Counselling Department.

L.H.

COMPUTERS IN THE JOB MARKET

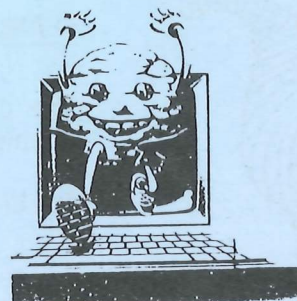
A workshop on COMPUTERS IN THE JOB MARKET for students or individuals interested in exploring job opportunities in the Computer field.

Date : Tuesday, October 16, 1984  
Time : 12 noon to 1:30 p.m.  
Place : Room 3016, Counselling Group Room

For more information, contact Counselling Career Centre at 875-6111 locals 497 or 493. Let us know if you plan to attend.

TRY THIS TREAT FOR OCTOBER!

V.M.



UNITED WAY  
24 HOUR RELAY START/FINISH



HERE WE GO AGAIN!!  
VCC United Way  
24 Hour Relay  
Oct. 25/26

Watch the Times for more information.

**Thank  
Goodness  
It's  
Friday!**

**OCT. 12  
Happy Hours:**

**3.30-6.00pm**

**ROOM 2026**

ALL STAFF AND FACULTY WELCOME

BEER: \$1.25  
(BOTTLE)

WINE: \$1.25  
(GLASS)

REMINDER

A.S. Manera's meeting with faculty, staff and administrators in the auditorium at 1:30 tomorrow - Friday, October 5th.

H.E.P.

FROM CONTINUING EDUCATION

The Communication Arts Division through C.E. presents the following courses:

## TEACHING PRONUNCIATION

A practical course in teaching pronunciation to E.S.L. students.

### TOPICS INCLUDE . . .

- vowel dimensions
- consonants
- contractions and reductions
- linking
- stress and intonations

**STARTING DATE:** Thursday, Oct. 11/84

**TIME:** 6:00 - 8:00 p.m. - 6 sessions

**FEE:** 70.00

**INSTRUCTOR:** E. WILLIAMS

ROOM 3201. There's still time to register.

## ENGLISH REVISITED

A language discovery course

### TOPICS INCLUDE . . .

- understanding parts of speech
- recognizing basic sentence patterns
- working with clauses and phrases
- realizing intuitive knowledge and finding new insights

**STARTING DATE:** Saturday, Sept. 8/84

**TIME:** 9:30 a.m.-12:30 p.m. - 6 sessions

**FEE:** 70.00

**INSTRUCTOR:** L. HAWES

## TEACHING READING SKILLS to ESL STUDENTS

A techniques/material oriented course

### TOPICS INCLUDE . . .

- assessing student's needs and problems
- selecting and evaluating vocabulary and reading passages
- defining/demonstrating reading skills and teaching techniques
- eleven essential context clues
- developing materials

**\*PLEASE NOTE:** This course is especially for teachers teaching Intermediate, Advanced and/or Post Advanced Level Students.

**STARTING DATE:** Wed., Oct. 31/84

**TIME:** 7:00 to 9:30 p.m. — 5 sessions

**FEE:** 65.00

**INSTRUCTOR:** H. SALZMANN

FROM THE BOOKSTORE

The Bookstore announces the commencement of two major sales:

Clothing -

We are clearing out our Toujours line of fashionable clothing for ladies. We have an overabundance of attractive (tops) and we need room for goods on order. Therefore, the complete line is available at 50% off our regular price. The resulting prices are below our cost. Nevertheless, we will still extend the 10% staff discount. Drop in and peruse the styles, priced from \$7.99 to \$9.99. They are non-crested, finely tailored garments, suitable for casual evening wear.

Photofinishing - October Special -

During the month of October, there is a special on enlargements.

Prices are as follows:

5 x 7	\$1.99
8 x 10	4.99
11 x 14	9.99
16 x 20	14.99

Keep in mind photo enlargements make ideal Christmas gifts. Take advantage now while prices are low. Further details available at the Bookstore.

FINAL NOTE: DOM DELUISE IS COMING TO THE BOOKSTORE!

G.K.

NOTICE TO STUDENTS

English Placement Test - November 1984

A public sitting is scheduled on Tuesday, 1984 November 06. The pre-registration closing date is 1984 October 19 (5:00 p.m.) Interested students may obtain registration forms from the Counselling Career Centre.

R.N.G.

POSITION OPENINGS

V.C.C./K.E.C. requires a Department Head for the Mathematics Department, College Foundations Division. Closing date for applications is Oct. 30th.

For further details on the above position, please see bulletin boards.

H.E.P.

NEW SOCIAL SKILLS GROUP

The Student Health Service is planning to offer a social skills group for K.E.C. students. This group will meet weekly at a time convenient to the majority of the participants. If you have students who might be interested in this group, they can drop in to the Student Health Service or call local 209 to let us know. The group will only become a reality if we can find enough interested people. Perhaps you could clip the note below and pin it to your office or classroom bulletin board, so that students will become aware of the group.

Pauline Reaburn

NEW SOCIAL SKILLS GROUP

DO YOU HAVE DIFFICULTY MAKING FRIENDS? TROUBLE RELATING TO PEOPLE?  
ARE YOU SHY IN SOCIAL SITUATIONS AND DON'T KNOW HOW TO ACT?  
IF SO, THEN OUR NEW SOCIAL SKILLS GROUP MIGHT BE OF BENEFIT TO YOU.  
WE HOPE TO START THIS GROUP SOMETIME IN OCTOBER ... BUT FIRST  
WE NEED TO KNOW HOW MANY STUDENTS ARE INTERESTED.  
THE GROUP WILL BE CONDUCTED ON A WEEKLY BASIS BY THE PSYCHOLOGIST  
IN THE STUDENT HEALTH SERVICE, DR. MARGARET KENDRICK.  
IF YOU FEEL YOU MIGHT BE INTERESTED IN JOINING THIS GROUP (THERE  
IS NO FEE), OR YOU HAVE SOME QUESTIONS ABOUT IT, TALK TO THE  
NURSE IN THE STUDENT HEALTH SERVICE. SHE CAN GIVE YOU MORE  
INFORMATION AND PUT YOUR NAME ON THE LIST.  
MEETING TIMES HAVE NOT YET BEEN ESTABLISHED. WE WANT TO CHOOSE A  
TIME THAT IS THE MOST CONVENIENT TO THE MAJORITY OF PARTICIPANTS.

K.E.C. PUBLICATION WORLD RENOWNED!

Extract from a letter from Shirley Redekop at the Canadian Orientation Centre in Chonburi, Thailand, who heard of the book while trekking in Nepal, from a teacher in Korea.

"Thank you (especially also Al Stusiak) for the ESL-Job Training book. We are impressed with it and look forward to implementing it into our programme. We teach orientation classes to Canadian bound refugees and have a small library at Phanat Nikhom Refugee camp, so the book will be utilized in both areas. The level of the book is just right for those students in camp who have a basic knowledge of English.

We also shared our copy with another volunteer agency in camp who are interested in obtaining a copy."

B.A.B.



K.E.C. FACULTY/STAFF ACTIVITIES

Linda Rogers	Read, and write a critique on "The Grammar Book" by Marian Celece-Murcia.	Oct. 01-05
Lee Aceman	Expand curriculum materials at Lower and Upper Intermediate levels.	Oct. 01-05 Oct. 09-12
Dennie Rothschild	Create materials for Part 2 of the CIDA-sponsored tests for the China Language Training Centre in Beijing.	Half-Time: Oct. 01-05 Oct. 09-12 Oct. 15-19
Allan Pletcher	Work on two papers for Education 425.	Oct. 09-29
Bruce M. Watson	To work on A/V Techniques Book.	Oct. 09-12

M.R.

THIS WEEK'S BOUQUET!

An interesting, hand-written note was left on my desk this week; it read:

"Harry, Times are hard - there's no denying it. Let's use King Edward Times to raise morale a little, for example, a Bouquet Column. To kick it off, how about a bouquet for the cleaning staff who do a whale of a job. The cleanliness of the washrooms beats the wonders out of a lot of home washrooms!"

The writer carried on: "Let's use the King Edward Times to suggest ways that either have been implemented (elsewhere), and/or should be implemented here, to save money on campus, for example, a Penny-Pinchers Column. (Here are two suggestions.) One: Turning off lights in offices and storage rooms when you leave them. Two: Using the blank reverse side of a non-confidential out-dated sheet of paper for rough-copy writing."

The note was signed "Anonymous". (I'm quite certain it comes from one "M.C.")

Both ideas are great. A bouquet, therefore, for Mr. Bill Deegan and his cleaning staff, both the regular day staff and the crew that work through to the wee hours of the morning.

Our first suggestions for the Penny-Pinchers Column appear above. I know there must be many more suggestions.

H.E.P.

