

JUNE  
19  
1986

# KING EDWARD JAMES

Vancouver Community College  
King Edward Campus - Library  
P.O. Box 24620 - Stn. C  
1155 East Broadway  
Vancouver, B.C. V5T 2A1

VOLUME XII, No. 12

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1986 June 19

## OCCUPATIONAL HEALTH AND SAFETY

The week of JUNE 15 to JUNE 21, 1986 has been declared CANADIAN OCCUPATIONAL HEALTH AND SAFETY WEEK with the aim of directing the attention of employers, employees and general public to the prevention of workplace accidents, injuries, industrial disease and loss of life. Thus it seems an appropriate time to remind those of us working on the King Edward Campus of the existence of the joint KEC/CE/CA Health and Safety Committee.

The committee is made up of representatives of all on-site College management and employee groups and has as its function "to assist in creating a safe place of work". In doing this the Committee's members are involved in such things as "walk-about" tours of all areas of the campus on a regular basis, in accident investigations and remedial action, and the promotion of health and safety programs/education. The Committee meets monthly to discuss ongoing matters of concern, to make recommendation on corrective or preventative action and similar matters pertinent to health and safety on this site. The members of the Committee are:

Sharon McClure, Chairman  
Jay Strachan, Secretary  
Pauline Reaburn  
Shirley Girvan  
Fred Wyllie  
Don Keyes  
Peter Ballin

Vicki Monroy  
Lorraine Herlick

Alternatives: Steve Baker  
Joyce Jarrett



Communication between you and your Committee is very important. When you see any or all of us "poking around" in your particular work area or stopping to ask you questions, we are trying to anticipate and prevent any accident, "to actively promote and maintain well-being in your place of employment".

S.M.

be safety-wise



### APPOINTMENT

Tom Scott has been appointed Department Head, Diesel Mechanics Technician Program, effective 1986 June 16th.

H.E.P.

### FROM THE LIBRARY

The library will discontinue routing of magazines during the months of July and August.

Please expect to see a letter in your mailbox this summer requesting information about titles you wish us to continue routing again in the fall. We are trying to update our records.

B.A.

### FROM THE VANCOUVER VOCATIONAL INSTITUTE

The Vancouver Vocational Institute is offering three certificate programs which provide the skills, knowledge and experiences to improve instructional competence.

#### TRAIN THE TRAINER PROGRAM

This program is designed to prepare the technician, technologist, tradesperson or professional with the necessary knowledge and skills to train others. The program forms the first level of the more advanced Instructor Training Program, described below. The Train the Trainer Program emphasizes a highly practical 'hands on' approach to the design and delivery of instruction and the evaluation of learning. Course titles are: Program Design, Giving of Instruction, Evaluation of Learning and a Practicum.

This program is open to individuals who are presently, or will be expected to conduct training in business and industry or in private and public vocational/technical institutions.

Total length of this program is 120 hours (4 courses of 30 hours each).  
A College Certificate is awarded on successful completion of the program.

#### THE INSTRUCTOR TRAINING PROGRAM

This program is an advanced training program. The first level includes three courses from the Train the Trainer Program; namely Program Design, Giving of Instruction and Evaluation of Learning plus the second advanced level which includes four additional courses: Adult Development and Education, Instructional Media Use, Evaluation of Instruction, and Introduction to Computer Support Applications. The courses may be taken in any sequence. A College Certificate for this advanced program is awarded to participants who successfully complete all seven courses.

This program is open to individuals who are presently, or will be expected to conduct training in business and industry or in private and public vocational/technical institutions.

Total length of this program is 210 hours (7 courses of 30 hours each.)



# INSTRUCTIONAL COMPUTER AWARENESS & APPLICATIONS PROGRAM

This program is primarily intended for people in all areas of education. The program has three mandatory and two optional courses. The courses cover aspects of computer literacy for educators, their support staff and administrators. In order to earn a College Certificate, individuals must complete four of the courses as listed: Introduction to Computer Support Applications, Word Processing, Fundamentals of Information Processing and either Instructional Support Applications or Introduction to Programming in Basic.

A College Certificate is awarded on successful completion of the program.

The fee structure for all candidates and the scheduled classes are listed.

To register for the courses shown below call 681 8111 local 211.

For further details please contact Mr. Brian Dwyer, Department Head, Program Development Department (681 8111 local 243).

## COURSE SCHEDULES

### INSTRUCTOR TRAINING PROGRAMS

<u>Course Title</u>	<u>Dates &amp; Times</u>			<u>Fees</u>
2500 Computer Support Applications	July 21 - July 25	0900 - 1200	Mon - Fri	\$142
1517 Program Design	July 28 - Aug. 01	0900 - 1500	Mon - Fri	\$142
2544 Instructional Media Use	Aug 11 - Aug 15	0900 - 1500	Mon - Fri	\$102
1518 Giving of Instruction	Aug 11 - Aug 15	0900 - 1500	Mon - Fri	\$162
1519 Evaluation of Learning	Aug 18 - Aug 22	0900 - 1500	Mon - Fri	\$142
1517 Program Design	Aug 18 - Aug 22	0900 - 1500	Mon - Fri	\$142
1518 Giving of Instruction	Aug 25 - Aug 29	0900 - 1500	Mon - Fri	\$162
- Instructional Computer Awareness & Application Program	Sept 08 - Oct 03	0900 - 1500	Mon to Fri	\$580



PP/AWARDS/GRADUATION CEREMONIES

The following policy was approved for submission to the Policy and Procedure Manual at the KEC Management Committee meeting on 1986 June 09.

If you feel this policy does not fulfill its needs, please let me know.

H.E.P.

Policy No.:  
Issue Date: 1986 June 09  
Amendment: Original  
Source: KEC Management Committee  
Title: Awards/Graduation Ceremonies  
Concerning: All faculty  
Principal  
Approval: \_\_\_\_\_

POLICY:

- A.1 The Executive Assistant-Instruction will coordinate all formal presentation ceremonies scheduled for the campus auditorium.
- A.2 Dates for presentation ceremonies will be approved by the Division Chairmen/or Dean of Administrative and Student Services in consultation with the Executive Assistant-Instruction.
- A.3 All costs incurred in the acquisition, setting up, dismantling and storage of stage properties will be borne by the office of the Dean of Instruction.

PROCEDURES:

- B.1 Three weeks prior to a scheduled presentation ceremony, the event organizing committee will advise the Executive Assistant-Instruction of all staging requirements.
- B.2 The Executive Assistant-Instruction will reserve the auditorium to ensure adequate time for the set-up and dismantling of stage properties.
- B.3 The Executive Assistant-Instruction will act in a liaison capacity with the event organizing committee and appropriate support personnel to arrange for set-up, dismantling and storage of stage properties.





HELP US CELEBRATE  
WEAR A CULTURAL COSTUME  
JUNE 25, 1986

H.T.

### PICNIC IN THE PARK

The International Education Student group has planned a picnic. The students will look after the food which includes: chicken wings, pork chops, hot dogs, hamburgers, watermelon and drinks from McDonalds.

Place: Deer Lake

Time: 10:00 am, assemble at Room 3002

Date: June 28th, Saturday

Cost: \$5/person pd to Brenda (loc 233)  
by June 25th.

You are cordially invited. Please invite a friend or bring your family and have a good time with the students.

Note: Please bring swim wear and money for canoeing. Heritage Village has an admission fee of \$1.60 per person.

H.L.C.



PP/USE OF THE KEC LIBRARY MICROCOMPUTER LAB

The following policy was approved for submission to the Policy and Procedure Manual at the KEC Management Committee meeting on 1986 June 09.

If you feel this policy does not fulfill its needs, please let me know.

H.E.P.

Policy No.: 5.2.1.4  
Issue Date: 1986 June 09  
Amendment: Original  
Source: KEC Management Committee  
Title: USE OF THE KEC LIBRARY  
MICROCOMPUTER LAB  
Concerning: Faculty, Staff and Students  
Principal  
Approval: \_\_\_\_\_

POLICY:

- A.1 The office of the Dean of Administrative and Student Services shall be financially responsible for equipping and maintaining the KEC library microcomputer lab.
- A.2 The KEC librarian shall schedule and supervise daily use of the KEC library microcomputer lab.
- A.3 The KEC librarian shall catalogue, file/house associated materials such as software/diskettes and the appropriate licence agreements, duly signed by the Dean of Instruction.
- A.4 The KEC library microcomputer lab shall be intended for independent self-study. Access shall be limited to persons holding a valid VCC identification/library card. A VCC community borrower's card does not admit access.
- A.5 Priority will be given to KEC students and personnel.
- A.6 Users shall sign the operations sheet to indicate acceptance of responsibilities set out in the "Use of Microcomputers Undertaking" statement.
- A.7 In times of heavy demand, users may be restricted to specific hours at the computer. Two hours shall be the maximum time allowed in such circumstances.

PROCEDURES:

- B.1 To access the KEC library microcomputer lab, the user will present a valid VCC identification/library card to appropriate library personnel.
- B.2 The user will read the "Use of Microcomputers Undertaking" statement and sign the "operator's sheet" to indicate understanding and acceptance of responsibility.
- B.3 Library personnel will retain the user's VCC identification/library card during use of the KEC library microcomputer lab.



REDUCED OFFICE HOURS - JULY AND AUGUST

As in past years, the Continuing Education office at the King Edward Campus will be open only from 8:30 a.m. to 5:00 p.m. - Monday to Friday during July and August.

These reduced hours will commence Monday, June 30, 1986 and will terminate Friday, August 29, 1986.

F.W.

REDUCED OFFICE HOURS - JULY AND AUGUST

As in the past, Admissions/Records/Information Centre and Cashiers will be closing on FRIDAYS at 4:30 p.m.

D.M.

M-Y-S-T-E-R-Y

Delivered by Courier Service

-----  
2 Diskettes for the  
Apple II+ #1133 - MAGIC SLATE  
Sunburst Communications  
-----

As there is no indication as to who these belong to, any information would be much appreciated.

D. Moutter-loc. 736

**MAKE A NOTE OF THIS**

Due to the holiday on Tuesday, July 1st, we request that all timesheets for that week be submitted one day early on WEDNESDAY, June 25th.

Thanks!

F.Y.



May 29, 1986 The East Ender 27

# VANCOUVER COMMUNITY COLLEGE

Langara Campus graduation May 22nd



Roberta Noble, right, Adult Basic Education student receives her cheque for \$100 from the Diane Thompson Memorial Scholarship from instructor Ron Fusco.

There were 20 recipients of awards and scholarships presented to deserving students from the many programs offered at K.E.C. The Principal's Medal was awarded to Gerald St. Clair Borden also from the Adult Basic Education Division.



Janet R. Morley, Left, receives the Governor General's Medal from UBC President D. Strangway. It was a dramatic and inspiring evening as 498 Langara Campus students, along with their guests, were involved in the 20th Annual Ceremonies for graduates. 51 students were honoured with awards.

Among them was Chan Man ho, a student in computer information systems, who was awarded a scholarship from Xerox. Chan came to Canada from Macau in 1981. He knew no English and he has severely impaired vision. For two years he studied math and English in King Edward Campus's adult special education program for the visually impaired. He then went on to study more math and computer science in the high school completion program. At the same time, he held down a full-time job to help support his family. He is now in the last term of this program at Langara Campus. His remarkable success is a tribute to his determination and motivation.

## KEEP THIS DATE OPEN

King Edward Campus will host a Mobile Blood Donor Clinic on Wednesday, June 25th, 1986 from 9:00 a.m. to 3:30 p.m. The Clinic will be held in the non-smoking room of the Cafeteria on the 2nd level with entrance through a separate door. Please plan to attend and become a regular donor as the need is especially great during the summer. There is lots of parking adjacent to the KEC Campus.

## A RED LETTER DAY FOR SHARON



Sharon Musto, with the staff of the King Edward Campus cafeteria, receives a cheque for \$2,400 realized from a fund raising drive held on campus. The cheque is being presented by Nora Hall who started the drive.

Sharon is a cerebral palsy victim aged 23, whose life long dream may soon be a reality. The young Richmond born quadriplegic and KEC student was accepted last month for a unique operation at St. Barnabas Hospital in New York City, which promises to improve her mobility. Accommodation, transportation, surgery and hospitalization are estimated at \$25,000 in Canadian dollars and with the help of the community at large the fund is less than \$2,000 short of its goal.

## COMING EVENT

Vancouver Community College's King Edward Campus is participating in a CENTENNIAL SALUTE TO VANCOUVER by presenting a CULTURAL FESTIVAL honouring the historic cultural richness and variety of the Ethnic Groups that have settled in and around the Mount Pleasant Community.

Date: Wednesday, June 25th, 1986

Time: 12 noon to 1 p.m.

Place: VCC, King Edward Campus  
1155 East Broadway  
Vancouver, B.C.

There will be entertainment, displays, demonstrations and food from a variety of cultures represented by our students and the Ethnic groups within Mount Pleasant.

WATCH FOR MORE INFORMATION!

H.E.P.



❖  
Tecile  
Milligan  
❖ ❖  
RETIREMENT

❖  
Friday, June 27<sup>th</sup> 1986  
Refreshments  
3:30p.m.

K.E.C. Faculty / Staff Lounge





### WHITE WATER RAFTING

Is anyone interested in rafting the Thompson River??? If so, get in touch with Darlene in the Bookstore who is arranging a trip for the end of July.

THE MORE THE MERRIER!!

D.V.

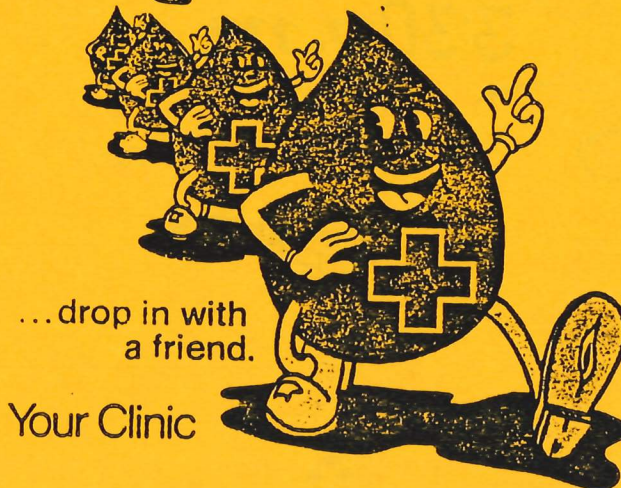
### G.E.D. TESTING

The G.E.D. Test will be held this weekend in the King Edward Campus Auditorium as follows:

FRIDAY 5:00 P.M.  
SATURDAY 9:00 A.M.

R.N.G.

# Keep on Givin'...



KING EDWARD CAMPUS  
VANCOUVER COMMUNITY COLLEGE  
CAFETERIA - 2ND LEVEL CONCOURSE  
1155 EAST BROADWAY

JUNE 25, 1986  
9:00 - 3:30

Co-sponsor: Community Liaison Team



**Working Together**



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