

MARCH
23
1989

King Edward Times



YOU'RE INVITED - TRIP TO VICTORIA

Saturday, April 8th, 7 a.m. to approx. 7 p.m.

Bus leaves from KEC

Cost: \$29.00

Includes: round trip bus fare
ferry fares
Butchart Gardens

As spaces are limited for this trip, you must sign up
and pay early.

Deadline for payment:

WEDNESDAY, MARCH 29TH

You can pay the money to the KEC cashier on the 4th floor.

Vancouver Community College
King Edward Campus - Library
P.O. Box 24620 - Stn. C
1155 East Broadway
Vancouver, B.C. V5T 4N2

Barbara Forester Rickard

TESOL Forum

Anyone interested in hearing about the highlights of the TESOL
Conference in San Antonio is invited to an informal sharing session on
Thursday, March 30 at 12:30 p.m. in Room 3122.

Pat Kennedy

King Edward Campus

New Appointments

I am pleased to announce the appointments of Sonja Alton as the Department Head of Humanities and Helen Chan as Coordinator II of the Hearing Impaired Department. Their appointments take effect on May 01 and April 01, respectively. Congratulations!

Lawrence Fast

Karen Kelly Appointed Administrative Manager, King Edward Campus

Dr. Lawrence Fast is pleased to announce the appointment of Karen Kelly as Administrative Manager at Vancouver Community College's King Edward Campus, effective April 10, 1989.

Ms. Kelly has been the manager of the King Edward Campus bookstore for the past three years. Prior to joining VCC, she was the owner/manager of a bookstore for five years. In addition, she worked as a teacher in Montreal and Surrey before becoming a Teacher-Librarian with the Surrey School District.

Ms. Kelly is a graduate of U.B.C. in Education and is currently completing her Master's thesis in Canadian Literature at that university.

In announcing the appointment, Dr. Fast noted, "In addition to her obvious administrative capabilities, Ms. Kelly will bring solid interpersonal skills to this important position".

United Way Coordinator Appointed

I am pleased to announce that Jean Benetti has agreed to coordinate the United Way Campaign for King Edward Campus in 1989. She will also work with representatives of Continuing Education and Central Administration for a joint campaign in the building.

Jean did a great job of working with the King Edward Committee and I know she will do the same for United Way.

Lawrence Fast

Gail Rochester Appointed Acting Director of Continuing Education

Dr. Paul Gallagher, is pleased to announce the appointment of Gail Rochester as Acting Director of Vancouver Community College's Continuing Education Division for the period March 20, 1989 - September 30, 1990.

Ms. Rochester's appointment follows the secondment of Richard M. Pearce to the Association of Canadian Community Colleges where he will serve as Regional Educational Advisor in the Philippines for an 18 month period beginning April 1, 1989.

Dr. Gallagher noted "the considerable experience in the management and development of continuing, community and adult education that Dr. Pearce possesses will be a distinct asset to this CIDA-supported project."

Mrs. Rochester brings an extensive background in education and adult education to her new position. A graduate of Carleton University, she has served as Department Head, Business Division at Algonquin College, Ottawa, and Director of Program Services for Pacific Vocational Institute.

Mrs. Rochester joined VCC's Continuing Education Division in 1982 as Program Development Coordinator. She has subsequently held the positions of Acting Assistant and Associate Director and, since 1985, the post of Associate Director, Program Services.

Holidays

I will be on holiday March 23 and from March 28-31. Laurie Gould will be handling any Basic Education business during that time.

Cindy Onstad

Peter Littleboy will be on holiday March 20 to April 14, returning April 17. Please contact me regarding any BTSD matters.

Barbara Little

Please be advised that I will be on vacation for the period March 28th to April 3rd. During this time Tom Scott has "volunteered" to cover my desk.

Sam Lewindon

From the Bookstore

Closed for Inventory

We will be closed for inventory on Thursday March 30th and Friday March 31st. Please remind your students as many of them may be intending to buy bus passes on those days and will have to make their purchase by Wednesday March 29th.

If you wish to purchase things on the '88-89 budget, you must do so by Wednesday March 29th. Our books are closed as of 8:00 p.m. that day.

SALE SALE SALE

Pre-inventory sale items - on sale only until March 29th:

- ... Captioned post-it notes - Regular price 3.25 each:
SALE PRICE: 2 notepads for 3.25....assorted designs.
This is truly a bargain! Stock up now. At this price you don't need to use blah post its!
- ... All ribbon and bows:
2 for the price of 1.
- ... Easter cards - effective today - until all are sold:
35% off the marked price.
- ... All paperback novels (not text-books)
25% off price marked.
- ... VCC crested mugs:
2 for the price of 1
- ... Stuffed toys - including Easter chick, bunny, etc.
25% off the price marked.
This includes our new stock of "Happy Birthday" toys, stick-up plushes and even the two "Over-the-Hill" dolls we have left. Remember ... only until March 29th!!!

1988-89 and 1989 Year Calendar Diaries

- ... Letts of London Imprinted diaries .. all 50% off marked price.

Policy No.:
Issue Date: 1989 March 15
Amendment: Original
Source: KEC Management Committee
Title: KEC - BOMB THREATS
Concerning: All KEC Students, Customers,
Visitors and Employees
Principal Approval: Laurence Fast

POLICY:

- A.1 Bomb threats must be taken seriously and efforts to safeguard persons will have the highest priority.

PROCEDURES:

- B.1 Anyone aware of a bomb threat shall immediately notify the KEC Switchboard Operator, who shall immediately contact the Building Services Manager (or his delegate), Security and the Principal (or delegate).

In case the threat is received by telephone, every effort should be made to obtain as much information as possible from the caller. Useful information will include the location of the alleged bomb, time of alleged explosion, reason for alleged action, etc. Tone of voice and other personal identifiers should also be noted.

- B.2 The Building Services Manager (or delegate) will immediately contact the Police Department.
- B.3 The decision to evacuate either the entire building or a portion thereof shall rest with the principal or delegate.
- B.4 If it is decided to evacuate the building, the first alarm shall be sounded and the building evacuated following normal procedures.
- B.5 If any suspicious packages are found, the following guidelines shall be implemented by the instructor or administrator present in the area:

- a) DO NOT TOUCH either by hand or by an indirect method;
- b) ISOLATE THE AREA by asking all students, customers, visitors and staff to leave the immediate vicinity;
- c) CALL THE SWITCHBOARD WHO SHALL CALL THE POLICE IMMEDIATELY at the emergency number 911 and inform Security and the Building Services Manager. The police will then provide trained personnel to assess the situation and to determine the appropriate action.

Positions Opening:

V.C.C./K.E.C. requires a Department Head (Music). Closing date for applications is 1989 April 03.

V.C.C./International Education requires Program Coordinators and ESL Instructors, Short Term. Closing date for applications for Coordinators is 1989 March 30. Closing date for Instructors is 1989 April 15.

V.C.C./V.V.I. requires a Student Services Assistant. Closing date for applications is 1989 March 28.

V.C.C./Langara requires a Program Analyst I (Information and Computer Services). Closing date for applications is 1989 March 23.

V.C.C./K.E.C. requires a Operator Programmer I. Closing date for applications is 1989 March 30.

V.C.C./C.E. requires an Acting Associate Director, Program Services. Closing date for applications is 1989 March 31.

V.C.C./V.V.I. requires a Department Head (Business Education Preparation Department. Closing date for applications is 1989 March 31.

V.C.C./Langara requires a Clerk Typist II (International Education, C.E.). Closing date for applications 1989 April 5.

V.C.C./V.V.I. requires a Financial Aid Clerk. Closing date for applications is 1989 April 5.

V.C.C./K.E.C. requires a Bilingual Clerk Typist II (Continuing Education, International Education). Closing date for applications is 1989 April 5.

Red Deer College requires a Dean of Health and Science. Applications to be sent to the Human Resources Office at Red Deer College. Closing date for applicatio.s is 1989 March 31.

V.C.C./K.E.C. requires a Bookstore Manager 1. Closing date for applications is 1989 April 5.

Lawrence Fast