

King Edward Times



Vol. XXI, No. 91
January 18, 1990

TD 1 FORMS

All employees who wish to be exempted for more than the basic amount must fill out a new TD 1 form. Those employees who wish just the basic amount DO NOT have to fill in the new form. All new forms must be received in the Payroll Department by February 05, 1990.

NEW DATE FOR ALL CAMPUS COUNCIL MEETING

CHERYL DRAPER would like you to know that the next ACC meeting has been changed to Tuesday, February 06, 1990, in Room 3201 at 2:30 p.m. The second draft of the Constitution will be given to you to peruse before the meeting. She apologizes for any inconvenience that this may cause you.

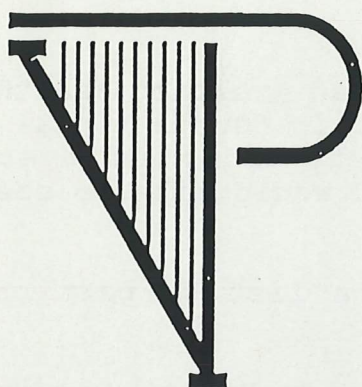
SOUNDWAVE RECEIVES STANDING OVATION!

THE MUSIC DEPARTMENT is proud to welcome back "SOUNDWAVE" from a successful appearance at the National Association of Jazz Educators Conference in New Orleans. Their performance before a packed house was received with a standing ovation. Congratulations to Director, Peter Taylor, and ensemble members, Dayna Anderson, Susan Ansley, David Branter, Richard Ernst, Tim Everett, Maureen Field, Jeff Harris, Laura Harrison, Alan Matheson, Don Reibin, Paul Townsend, and Wayne Usselman.

WEDNESDAY NOON HOUR RECITAL

The Music Department invites you
to sit back, relax and enjoy
our weekly noon-hour recitals.
Brown Bag it!!!

KEC AUDITORIUM



VANCOUVER PHILHARMONIC ORCHESTRA

Jerry Domer, Conductor
Marvin Regier, Baritone



Saturday, 20 January 1990
8:00 p.m.

VCC, King Edward Campus Auditorium
1155 East Broadway

Programme:



Coates: Knightsbridge March
Gershwin: An American in Paris
Sousa: El Capitan March
Strauss: Music from "Der Rosenkavalier"
Weill: Music from "The Threepenny Opera"

Admission by donation

1990 HEALTH FAIR ("TO HEALTH WITH YOU")

THE HEALTH AND SAFETY COMMITTEE is planning an exciting Health Fair for Tuesday, June 12, 1990. As the aim of this fourth annual event is to promote awareness of health and safety among employees and students, they are anxious to know what YOU would like to see this year.

To refresh your memory, the following is a list of participants from June 1989:

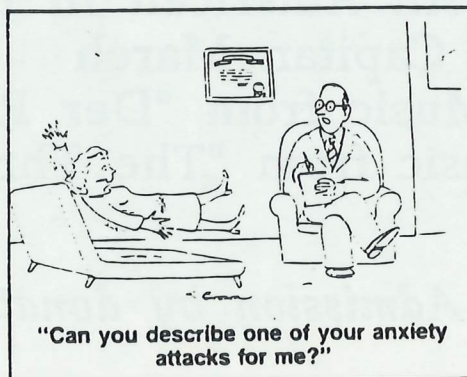
AIDS Vancouver	KEC Student Health Services
Alcohol-Drug Education Service	KEC Institutional Aid Program
Automobile Restraint System	MADD
BC Coalition of the Disabled	Movie - "Shake Hands with BC Danger"
Diary Foundation	Planned Parenthood
BC Lung Association	RCMP Drug Awareness
BC Turkey Association	St. John Ambulance
Canadian Diabetes Association	Stewart Oxygen Service - Initial
Canadian Mental Health Assoc.	Emergency Response
Community Centres	Vancouver City Police
Crisis Centre	Vancouver Fire Prevention
Dial-a-Dietician	Vancouver Women's Health ICBC
Ergonomic Work Station Display	Collective
Traffic Safety	
Workers' Compensation Board	

Are there displays you would like to see that have been missed in the past? Are there health and safety issues that have arisen personally or through your class that you would like them to address? Is there something your program area could contribute?

Please pass your comments and requests along to any of the following members of your Health and Safety Committee over the next few weeks. They are already at work planning:

Eddie Chan-Henry
Kelvin Cheng
Lorraine Herlick
Shirley Girvan
Sharon McClure

Pauline Reaburn
Joan Rippel
Pat Sproston
Fred Wylie



OOPS! AND DOUBLE OOPS!

DOREEN SHARAN who generated the long pink telephone sheet would like to "humbly" apologize to the following people for the mistake in their phone numbers:

	<u>Was List As</u>	<u>Should Be</u>
Pager for Security	253-7596, # <u>2160</u>	253-7596, # <u>2610</u>
Alice Wong	Local <u>435</u>	Local <u>453</u>

Please take a moment to correct your pink sheet.

WHAT'S NEW IN THE LEARNING CENTRE, YOU ASK?

ALISON NORMAN tells us that the KEC Learning Centre, ESL/Humanities side, now has LISTENING materials (books with tapes) and will be installing 7 brand new Califone tape recorders in the near future. Please let your ESL students know that they can come into the Learning Centre between 9:00 a.m. - 6:00 p.m. to use:

- ESL 001, 002, 003, 004 - all six units of each level
- Beginning Listening Cycles
- Before Book One
- Small Talk
- Jazz Chants
- Listen to Me
- Now Hear This
- Intermediate Listening Comprehension
- Advanced Listening Comprehension
- Listening In and Speaking Out - Beginners
- Listening In and Speaking Out - Intermediate
- Listening In and Speaking Out - Advanced
- Listening Tasks
- Listening Contours
- Listening Focus
- Strategies in Listening
- Listen for It
- Sound Advice
- Phrase by Phrase
- Expressway 3A and 3B
- Around Town

If there are other listening materials that you would really like to see available in the Learning Centre, please contact Alison Norman at Local 536 or leave a message in her box.

SETTLING

in

CANADA

An eight part
workshop using
poetry
to help you
understand
the problems
and difficulties
of living
in Canada.

**FOR IMMIGRANTS
AND REFUGEES
WHO HAVE BEEN IN
CANADA 1 - 5 YEARS**

Monday afternoons
2:30 - 4:30
February 5 - March 26
at KEC Counselling.

information and pre-registration
in the counselling department

FINANCIAL AID NEWS

SANDRA NORTH writes to say that application forms will be available starting January 10, 1990, for KEC student bursaries ranging from \$50 to \$250. These forms can be obtained from either the Counselling Department or the Financial Aid Office between January 10-31. Please remind your students of these bursaries.

COMPUTER CONFERENCE TO BE HELD AT SIMON FRASER UNIVERSITY



APHRODITE HARRIS, from the Computer Needs Committee, has learned that Simon Fraser University will be holding an Instructional Computing Symposium on March 14-16, 1990. SFU advertises the symposium as providing a memorable learning event that will feature a unique blend of down-to-earth advice as well as flights of fancy.

Symposium information is available in the Instructional Computing Support Centre. If you wish more information from SFU, please call 291-4234.



Decemeber 1989

K.E.C. BURSARIES

Additional financial assistance is provided to deserving KEC students by the (King Edward Campus Bursary Fund) established through private donations. In recent years bursaries have been provided by the following donors:

BC Tel Co.
Credit Union Foundation of B.C.
Doug Brown Memorial Trust Fund
Italian Cultural Centre
KEC Student Advisory Committee
KEC Student Aid Fund
Simons Foundation
Student Society Emergency Aid Fund
VCC Student Aid Fund

How much are the bursaries? What are they for?

Bursaries are awarded between \$50 to \$250. The amount depends on the availability of funds and number of applicants. These bursaries are awarded to students who show financial need and who have had unexpected expenses during their educational term. Bursaries cover costs such as medical costs or emergencies.

Who can apply?

Part-time and full-time KEC students who:

- (1) can show financial need after they have used up all other means of financial assistance; and
- (2) are attending classes regularly and doing well in their courses of study.

When and how can I apply?

Bursary applications are available at either the Financial Aid Office or the Counselling Career Centre in January, May and September. Completed applications must be returned to the Financial Aid Office. The deadline is THE LAST DAY OF JANUARY, MAY AND SEPTEMBER.

(Bursaries will be awarded end of February, June and November.)

ESL INSTRUCTORS

You are invited to attend
A PANEL AND OPEN FORUM
to discuss issues of concern
with representatives from:

**BATTERED WOMENS SUPPORT SERVICES
CRISIS CENTRE - on suicide
VANCOUVER ASSOCIATION for the
SURVIVORS of TORTURE (V.A.S.T.)**

MODERATOR: JANICE WELBOURN,
KEC COUNSELLOR

**WEDNESDAY, JANUARY 24, 1990
1:30 - 3:00 pm
KEC 5th FLOOR BOARDROOM**

Contact JANICE WELBOURN (*local 478*)
for further information.

ATTENTION: ESL AND LITERACY INSTRUCTORS

JENNIFER HOUSE thought you might be interested in the following event:

THE WESTCOAST READER FESTIVAL
FEBRUARY 03, 1990
KING EDWARD CAMPUS



SCHEDULE

9:00 - 9:30 a.m.	Coffee, juice, muffins and set up of Idea Market
9:30 - 10:30 a.m.	Workshops
10:30 - 11:00 a.m.	Coffee Break and Idea Market
11:00 - 12:00 noon	Workshops

WORKSHOPS

These are some of the workshops they will be offering:

USING THE WESTCOAST READER VISUALS: PHOTOS, GRAPHS, MAPS
Joan Acosta

USING THE WESTCOAST READER WITH BEGINNING LEVEL LITERACY STUDENTS
Joyce Cameron

TEACHING WRITING TO ADVANCED ESL STUDENTS THROUGH REWRITING FOR THE WESTCOAST READER
Dilek Cansin

GIVING SOMETHING BACK: PREPARING TEACHERS' NOTES FOR THE WESTCOAST READER
Tracy Defoe

DEVELOPING AND USING COMMUNICATIVE ACTIVITIES WITH THE WESTCOAST READER
Jennifer House

USING RECIPES AND GARDENING ARTICLES FOR LANGUAGE LEARNING
Alice Kilian

USING THE WESTCOAST READER WITH INTERMEDIATE AND ADVANCED LEVEL LITERACY STUDENTS
Don Richardson

CREATING AND USING GAMES WITH THE WESTCOAST READER
Julie Weatherall

REGISTRATION

Name _____

Address _____

Postal Code _____

Phone (Day) _____ (Evening) _____

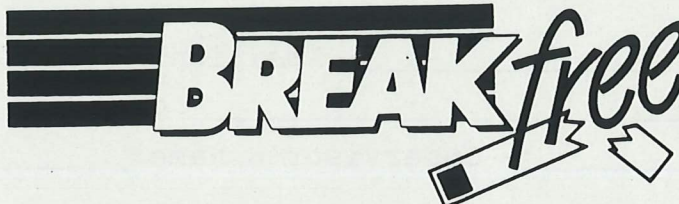
\$10.00 REGISTRATION FEE MUST ACCOMPANY FORM. MAKE CHEQUE PAYABLE TO THE WESTCOAST READER AND MAIL TO THE WESTCOAST READER, CAPILANO COLLEGE, 2055 PURCELL WAY, NORTH VANCOUVER, BC V7J 3H5

PLEASE NOTE: INFORMATION ON IDEA MARKET WILL BE MAILED TO PARTICIPANTS.

COLD TURKEY DAY - WEDNESDAY, JANUARY 24

PAULINE REABURN, our College Health Nurse, sends out a challenge:

Are you considering quitting smoking? For a day? A week? Forever? Pauline can provide you with information, quit kits, and buttons. Feel free to come to the information table in the Student Cafeteria entrance on Monday, January 22, 11:00 a.m. to 12:30 p.m. and Wednesday, January 04, 10:00 a.m. - 11:30 a.m. If you are already a non-smoker, there will be buttons and information for you too.



**National Non-Smoking Week
January 22 to 28, 1990**



January 1990



HUMAN RESOURCE DEVELOPMENT

STRESS AND PERSONAL EXCELLENCE

Pressure is the name of the game today. Learning how to excel under pressure and stress is one of the most important elements in most successful endeavours, whether on the job or at home. This workshop will look at the way you now cope with stress in your life and give you practical coping techniques. In addition, we will introduce you to a new practical technique for meeting the challenges of the 90's without suffering the debilitating effects of stress. It will show you how to be a C personality, (not an A or a B) which allows you to realize more potential and to perform at your best more often. Using the Personal Profile System, you will better understand yourself and others in the work environment. The focus of this workshop will be on stress situations facing support staff within the College.

DATE: March 22, 1990

TIME: 8:30 to 4:30

LOCATION: Room 5025 - Central Administration

FACILITATOR: Sherri Zysk, M.A., Applied Behavioral Sciences, whos speciality is to help individuals develop a more successful, less stressful work and personal style.

Each session is limited to 20 participants

To Register:

- 1 - Complete a "Request for Leave from Duty" form.
- 2 - Complete and send the form below to Employee Relations. Note: Your registration will be confirmed in writing. Call 875-1131, local 337 or 291 if you require more information or assistance.

=====

STRESS AND PERSONAL EXCELLENCE

Name: _____ Position: _____
Department: _____ Campus: _____
Phone Local: _____ Supervisor's Name: _____
Date sent to HRD: _____

RETURN TO VI BIENERT, MANAGER, HUMAN RESOURCE DEVELOPMENT



January 1990



HUMAN RESOURCE DEVELOPMENT

LEARNING ABOUT DISABILITIES

For College employees wishing to learn about hearing or visual impairment, learning or physical disability, mental handicap and mental illness. Learn causes, how to help and relate, adaptations, mobility and services available.

April 12	- 9:00 - 12:00	Visual Impairment - Betty Noble
	1:00 - 4:00	Hearing Impairment - Helen Chan
May 17	- 9:00 - 12:00	Mental Handicap - Wayne Avery
	1:00 - 4:00	Learning Disability - Malcolm Cant
June 7	- 9:00 - 12:00	Mental Illness - Lucie Hanson, Greater Vancouver Mental Health Association
	- 1:00 - 4:00	Physical Disability - Robin Luxton, BC Coalition of the Disabled

LOCATION: Room 5025, Central Administration

Each session is limited to 16 participants

To Register:

- 1 - Complete a "Request for Leave from Duty" form.
- 2 - Complete and send the form below to Employee Relations. Note: Your registration will be confirmed in writing. Call 875-1131, local 337 or 291 if you require more information or assistance.

=====

LEARNING ABOUT DISABILITIES

Visual Impairment _____ Mental Handicap _____ Hearing Impairment _____
Physical Disability _____ Mental Illness _____ Learning Disability _____

Name: _____ Position: _____

Department: _____ Campus: _____

Phone Local: _____ Supervisor's Name: _____

Date sent to HRD: _____

RETURN TO VI BIENERT, MANAGER, HUMAN RESOURCE DEVELOPMENT



January 1990



HUMAN RESOURCE DEVELOPMENT

THE MANAGEMENT OF TIME

Each of us has 168 hours available each week; why do some people seem to have more time than others?

HRD has designed a practical workshop to enable participants to take a look at their personal use of time, to analyze it and increase their skills for greater personal productivity. Individual and small group activities, problem solving discussions and training videos will be used.

Content: Using a Time Log; goal setting; establishing priorities; planning; developing time savers; eliminating time wasters; dealing with interruptions and crisis, delegating; making meetings more effective.

Monday, **March 19th** (session A) has been designed for Administrators, Division Chairpersons, Department Heads, Coordinators and Supervisors of Support Staff. The focus on Monday **March 26th** will be on time management situations facing the College Instructor (session B).

Dates: Session A - March 19 - 8:30 to 4:30 - limited to 20 seats
Session B - March 26 - 8:30 to 4:30 - limited to 20 seats

Location: Room 5025 - Central Administration

Facilitator: Maureen Hannah, C.I.M., Diploma Personnel Management. Maureen has extensive experience in Management and Administrative positions as well as in Training and Consulting. She has been researching, designing, and presenting training courses for employees at all levels for the past 11 years.

To Register:

- 1 - Complete a "Request for Leave from Duty" form.
- 2 - Complete and send the form below to Employee Relations. Note: Your registration will be confirmed in writing. Call 875-1131, local 337 or 291 if you require more information or assistance.

=====

THE MANAGEMENT OF TIME

Session A: _____ Session B: _____

Name: _____ Position: _____

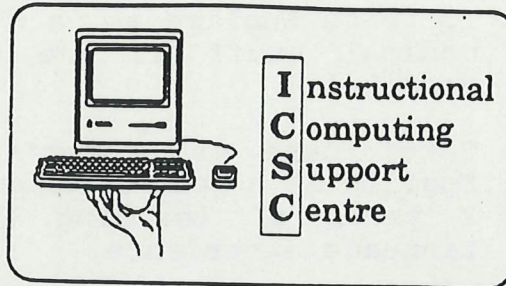
Department: _____ Campus: _____

Phone Local: _____ Supervisor's Name: _____

Date sent to HRD: _____

RETURN TO VI BIENERT, MANAGER, HUMAN RESOURCE DEVELOPMENT

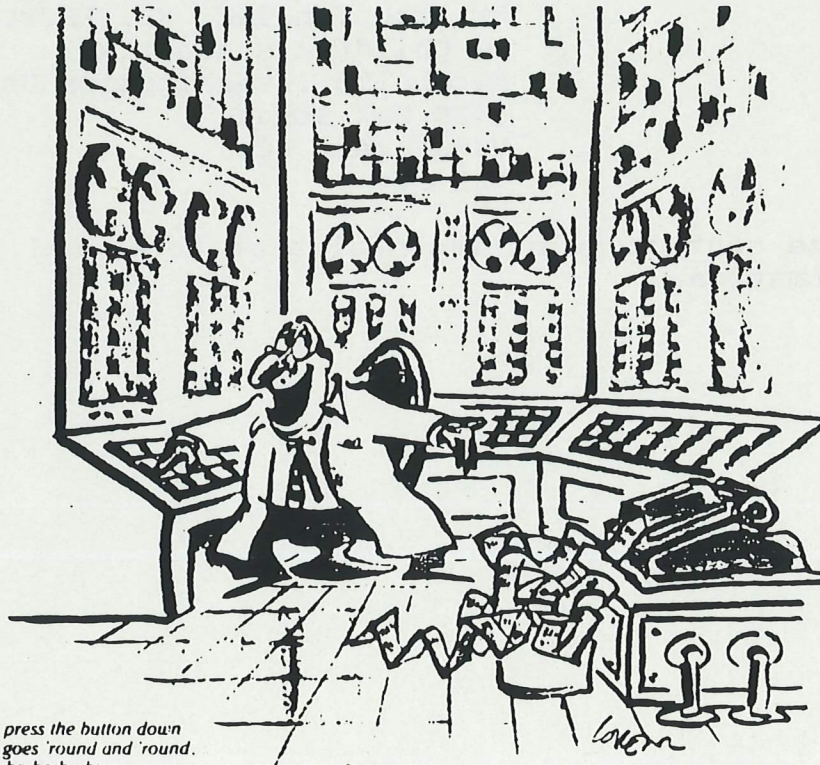




ANNE MCELROY brings us up-to-date on what's happening in the ICS.

O R I E N T A T I O N S will resume beginning Monday, January 22. The SIGN-UP BOOK will be located on the 4th floor, beside the mailboxes. the purpose of the orientation is to introduce you to the Instructional Computing Support Center, answer any of your questions about what software might suit your needs, or about a particular computer or computers in general. Sign up for an orientation and bring all your questions.

F R I D A Y , J A N U A R Y 1 9 T H Michael will be occupied most of Friday installing an anti-virus program on the MACINTOSH. Unfortunately, neither Michael or the Mac will be available while he is working on this program.



Oh, you press the button down
The data goes 'round and 'round.
Whoa-ho-ho-ho-ho-ho.
And it comes out here

English Teachers Needed for CHINA

POSITION: To teach English as a Second Language to the medical staff at the Guangzhou Children's Hospital.

QUALIFICATIONS: Certificate or Master's degree in Teaching English as a Second Language with a minimum of 2 years of teaching English as a Second Language experience.

REQUIREMENT: Commitment to teach English as a Second Language at the Guangzhou children's Hospital for a minimum of 1 year; 6 month commitments will be considered.

BENEFITS: Airfare to and from Guangzhou, China
Lodging within the hospital compound
Daily meals
Stipend equal or slightly higher than the salary of a Chinese medical doctor in local currency
Travel and sightseeing within the province of Guangdong
Special arrangements, if necessary, will be made for spouses

CONTACT: Please send your Curriculum Vitae to:

Dr. Wah Jun TZE, MD, FRCPC
BC Children's Hospital
Metabolic Investigation Unit
4480 Oak Street
Vancouver, BC
V6H 3V4

Please contact Helen Tegenfeldt at Local 553 if you require more information.