

King Edward Times



Vol. 24, No. 135
January 17, 1991

EDITOR'S NOTE

We apologize for the non-publication of the "KEC Times" last week. As you may suspect, this was due to our inclement weather. To all those suffering other ill effects - colds, flu, etc., our best wishes for a speedy recovery.

Sarah Lucas

YOUR ATTENTION PLEASE

Our thoughts are with all those, and especially our students, who have friends and relatives in the Middle East. Counselling would like us all, especially instructors to be aware of student anxiety in this regard and to direct troubled students to the Counselling Department.

Loren Houldson

NEW POSTAL RATES

New postal rates are in effect starting January 01, 1991.



The regular standard letter now costs \$0.40 instead of \$0.39. Overseas letters (up to 20 g) are now \$.80. One thing to remember is that if you are sending an oversize letter (in Canada) larger than 150 mm high x 245 mm long x 5 mm thickness, it will cost \$0.80 now instead of \$0.49. If you have any questions about these rates please contact Norma McPhail at local 365. Remember that if you are buying your stamps you have to add 7% for GST.

CONGRATULATIONS!

To celebrate International Literacy Year, Heaton Education Centre, Newcastle upon Tyne, hosted an exhibition to show the achievements of literacy students in many countries. Six students from the Basic Education Department entered "The Right to Read" by sending their stories about the need for reading and writing skills. Our students won second place for their outstanding contributions. They will share the L100 award (\$225.00). Congratulations to: *George Berrios, Earl Easter, Anne Ethier, Marie Montroy, Mary Senff, Lena Spathelfer.*

Lynda Stewart

DOLLARS AND SENSE

Campus use of BC Tel's directory assistance services has increased considerably over the last few months and they charge us \$.80 for each call. Please let your fingers do the walking. If anyone needs a telephone directory they can get one from the Receiving Department, Local 422.

Thank you.

Pam Ottridge

TO WHOM IT MAY CONCERN

Representatives from the Superannuation Commission travel to the Lower Mainland once every month, except August, to meet employees and employers covered under the various pension plans that the Commission administers. These trips usually take place on either the first or second Thursday and Friday of each month. The interviews are scheduled to be held at the Medical Services Plan Office, Metropointe in Burnaby.

These visits are for the purpose of providing personal counselling to employees contemplating retirement within the next year or two.

Those wishing such an interview may obtain an "Application for Personal Interview" form from the Employee Relations Department. In

order to ensure that your request for an interview will be considered, the request form must reach the Superannuation Commission at least three months prior to your requested interview date.

Sharon McClure

CAFETERIA CLOSURE

Due to the lack of customers, the Cafeteria would like to close early on Fridays. If you have any concerns regarding this closure, please bring them to my attention by January 24; otherwise, the Cafeteria will be closed at 3:30 p.m., starting on January 25.

Karen Kelly



CONGRATULATIONS TO GLEN JOHNSTON

Dr. Lawrence Fast, Principal, is pleased to announce the appointment of Glen Johnston as the new Department Head, Automotive Technician at King Edward Campus, effective January 02, 1991. Glen is replacing Dennis O'Neill who has recently resigned from this position. Glen has been with the College since 1976 and a permanent instructor since May 17, 1976. Congratulations and best wishes to him in this appointment.

YOU HAD TO BE THERE!

If you were at the Christmas Party on December 20, you may have noticed a candid camera in action. You are invited to take a look at the results. There are about forty photographs recording the occasion, available for viewing at Saroj's desk, 4th Floor Administration. We will be taking orders for copies if you are interested.

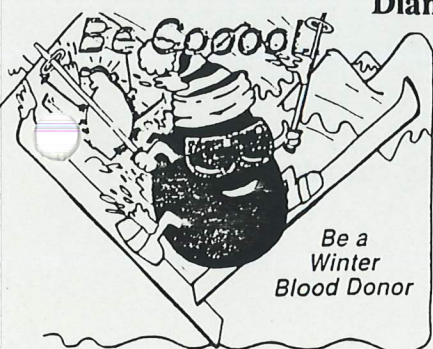
Sarah Lucas

BE A WINTER BLOOD DONOR

The Canadian Red Cross Society, co-sponsored by the Student Action Council, will be holding a Red Cross Blood Donor Clinic on January 28, 1991, from 10:00 a.m. to 4:00 p.m. on the 4th Floor. Please stop by and give blood, a few minutes of your time may save a life. The goal this year is to receive one hundred donations.

And, speaking of donations... I have placed a Food Bank Donation Box in the student cafeteria so that donations can be made all year round. Please remember that Christmas is not the only time for giving. The Food Bank always needs your help!

Diana Cippiciani



A reminder... to people using electric space heaters to keep combustibles and furniture approximately 2 feet away and always shut off the heater when leaving.

Roger Lambert, Engineer

OPPORTUNITY KNOCKS!

The Community College Exchange Program has sent several applications to us from faculty who have expressed an interest in coming to Vancouver Community College, King Edward Campus. If any KEC faculty members are interested in an opportunity for exchange in the disciplines, times and locations listed, please contact Sarah Lucas, 4th Floor Administration (Local 736) for further information.

1. ESL/ENGLISH FOR ACADEMIC PURPOSES
Fall 1991
Seneca College of Arts & Technology,
Toronto
2. ENGLISH & BASIC SKILLS
Academic Year 1991/92
Northland Pioneer College, Holbrook,
Arizona
3. COUNSELLING/RE-ENTRY PROGRAM
Academic Year 1991/92
Yuba College, Marysville, California
4. COUNSELLING
Academic Year 1991/92
Rancho Santiago College, Santa Ana,
California

Sarah Lucas

IS ENGLISH YOUR FIRST LANGUAGE?

If so, you could make some ESL students happy by talking English to them; for example, during lunch in the Cafeteria. Perhaps, they would enjoy teaching you some words in their languages, too. Many of them would like to talk to you, but are shy. Also, if you wish to be a guest in an informal workshop where you could meet with ESL students over coffee and cookies, please contact Michael in the Learning Centre, Room 3053, local 504.

A GOOD IDEA!

The Assessment Centre will continue to collect good, clean used clothing until the 25th of January.

Hours: Monday, 11:30 a.m. to 7:20 p.m.

Tuesday, Friday - 8:30 a.m. to 4:30 p.m.

MISCELLANEOUS

Norma, our mailroom clerk, would appreciate receiving any extra interoffice envelopes not being used in your area. There has been a shortage of them in the past week and they are needed. Please drop them off to her on the 4th Floor. Thank you.

NEWS FROM THE CURRICULUM DEVELOPMENT COMMITTEE

The approaching budget year (1991-1992) runs from April 01, 1991 through March 31, 1992, and the Curriculum Development Committee will be responsible for allocating \$80,000.00 in funds for curriculum development during that period.

For those of you thinking about submitting proposals for curriculum development in the coming year, here are some important dates to bear in mind.

Stage 1 (1991-1992)

- Total funds available, approximately, \$40,000.00
- Proposals for curriculum development to be submitted to the Curriculum Development Committee Chair in October, November, December 1990 and January 1991. The deadline for submissions is Monday, February 04, 1991.
- Adjudication by mid-February 1991.

Stage 2 (1991-1992)

- Curriculum development projects planned and completed between September 1991 and March 31, 1992.
- Total funds available, approximately \$40,000.00
- The deadline for curriculum development proposals is Tuesday, May 21, 1991.
- Adjudication by mid-June 1991.

On behalf of the members of the Curriculum Development Committee, I would like to extend congratulations to the following faculty who were successful in their applications for curriculum

development funding during the 1990-1991 budget year:

Stage 1 (1990-1991)

Computer Based Electronics - Dennis O'Neill
Intermediate Reading Assessment - Stuart Scholefield

Advanced Listening Test - Nina Kozakiewicz
and Maureen Sawkins

Upper Intermediate ESL Pronunciation
Materials - Marilyn Morris

Math 031 Curriculum - Don Richardson

BTSD Advanced Level Mathematics - Chris
Potter and Peter Lear

Redesign and Revision of History 098 (Asian
Studies) - Sonja Alton

Biology Field Trip Enhancement - Peter Ballin

Data Processing 083/093 - Cathy Tolsma

ESL for the Business Office: Curriculum
Guide - Olivia Tomasson

Video: Teaching Reading Skills - Barbara
Wood

Calculus Curriculum - Kie Tio

Applications for the February 1991 adjudication should be sent to Heather Luk Chan, Co-Chair of the Curriculum Development Committee by February 04, 1991. Application forms with attached policy and procedures for applying for curriculum development funding are available in the main office on the fourth floor of King Edward Campus. There are also a number of successful applications on file in the King Edward Campus Library for reference.

Jennifer House, Co-Chair

ASIA PACIFIC STUDENT AND SCHOLARS' AWARDS

Are you interested in the twenty-

first century? The Ministry of Advanced Education, Training and Technology, through the British Columbia Centre for International Education, offers a variety of awards to public post-secondary students and scholars who wish to develop their understanding of the cultures, economics and languages of the Asia Pacific.

For scholars, the British Columbia Asia Pacific Scholars' Awards provide support for faculty and for professional staff interested in overseas opportunities.

For students, the British Columbia Asia Pacific Students' Awards are designed to support students who wish to attend rigorous formal programs of study in Asia Pacific countries.

To be eligible for either of these awards, applicants must be Canadian citizens or landed immigrants, and be permanent residents of British Columbia attending/working in a public post-secondary institutions.

How to Apply

Pick up application materials from the International Education Office, Central Administration, or the Office of the Dean of Instruction and Student Services, King Edward Campus.

2. Discuss your application as needed with the Associate Director of International Education.
3. Submit your application to the International Education Office by the following deadlines:

February 01, 1991

July 01, 1991

October 01, 1991

There are three rounds of submissions and adjudications annually.

Note: The above steps apply to faculty and student applications. All faculty members are requested to encourage their students to seek further information about this new program.

Jindra Repa

VALENTINE'S DAY 1991

Now that 1990 is behind us, let's move into the new calendar year with a more positive bent (on the campus front).

In order that we might have a more enjoyable and participatory time on Valentine's Day, I would like to solicit ideas (and responses!) from faculty and staff on the types of activities (legal, that is) in which we could indulge ourselves.

Some of the proposals forwarded to date (those worth printing in a "family"-oriented tabloid such as this) are:

- dressing up and/or wearing red
- appropriate music in the Cafeteria
- A Valentine cookie table
- signs around the campus

... and probably most significant of all...

- heart shaped sheets of paper available, so that you can write a note to someone who has done

something special, beyond the call of duty, etc. "Recognition" is the word, I do believe. These notes can be anonymous or signed, at the discretion of the writer.

How about it? Get the ideas coming, as well as the names of volunteers to Doreen Sharan, 4th Floor Reception, Administration.

Let's make 1991 a good year.

Malcolm Cant



PHOTO ID'S

Photo identification will be given to students who request one at an additional cost of \$5.00. The times at which this service will be available are Tuesdays from 4:00 p.m. to 6:00 p.m. and Fridays from 10:00 a.m. to 12:00 p.m.

Registrar's Office

HOW TO BE A LOCAL HERO

"Imagine a Canada where people make giving an important part of their lives, where they make time in their busy day to think about how much they can really give, in time and money, where they don't wait to be asked to help. Imagine the rewards of being one of those people. Be a Local

Hero."

These inspiring words are part of the Imagine vision for "a new spirit of giving" in Canada. Imagine is a national public and corporate awareness program to encourage giving and volunteering, initiated by the Canadian Centre for Philanthropy. Imagine is not a fundraising campaign, nor does the program raise funds for any specific charitable foundation.

The goal of Imagine is simply to stimulate giving to all kinds of non-profit activity in Canada. Individuals and corporations can make things better by giving a little more of their money, their time and themselves to worthwhile charities and non-profit activities of their choice. It is important to note that this aim is in no way meant to diminish the role of the Government.

Imagine hopes to stimulate giving by:

- * encouraging all Canadians to plan their giving;
- * presenting volunteering as a practical approach for Canadians to improve the quality of life in their community;
- * encouraging corporations to increase their standard of charitable giving to a minimum of 1% of average domestic pre-tax profit.

The Canadian public, corporations and non-profit organizations will soon be hearing more about Imagine through a national blitz of public service announcements; promotions; community programs and extensive media coverage. To get you in the spirit of imaging try your hand at the National Generosity Test on Page 10.

In some way Imagine will touch each member of the VCC community, either as individuals who give to charitable organizations or as recipients of VCC Educational Foundation sponsored initiatives. The Educational Foundation hopes that through Imagine, an increased awareness of giving to non-profits will result in an increase in time and money given to the Foundation. This in turn benefits VCC students and staff alike in the form of increased funding for student aid, program enrichment and capital projects.



A New Spirit
of Giving

WHAT'S NEW IN THE LEARNING CENTRE?

Our workshop schedule for the Spring term is underway. Check our January/February Calendar in this issue for dates and times, and send your students to the Learning Centre to sign up.

Upcoming workshops: Reading Improvement,

Graphing, Problem Solving for Chemistry and Physics, Word Processing Lab Reports on the MacIntosh, Two-Word Verbs, Pronouncing Vowels, Mindmapping. Ongoing workshops: The News, Speed Reader, Conversation.

Extra copies of the January/February Calendar are available in the Learning Centre.

If some of your students missed Calculator Day, let us know and we will schedule another one.

We are looking for workshop presenters for some of the topics that have been suggested recently:

- How to do Homework
- How to Watch Films Effectively
- Post-test Analysis
- Forming Study Groups and Conducting Group Study

This would be an interesting way to use seminar or small group instructor time. Call 504 to volunteer or get more information.

Coming shortly:

- The rest of our bulletin boards.
- A student survey to improve workshop selection and scheduling.

Margaret Mackenzie

FROM THE LIBRARY

Student I.D./Library Cards

All returning students must keep their old plastic pouch with barcode. Simply insert your new I.D. card into the pouch. All new students should bring their I.D. card and pouch to the Library to receive a barcode. No materials may be borrowed until this is done.

Library Hours

Regular Library hours and services resume January 02, 1991.

Monday, Tuesday, Wednesday

8:30 a.m. to 9:30 p.m.

Thursday

10:30 a.m. to 9:30 p.m.

Friday

10:30 a.m. to 4:30 p.m.

Library Computer Catalogue Tutorials

The Library will now offer these on a continuous basis. Whether you are a new catalogue user or need a refresher, phone 513 to make a reservation or drop by the Library Information Desk. The following times are available:

Monday, Tuesday, 12:30 p.m., 7:00 p.m.

Wednesday, 12:30 p.m.

Instructors who wish to bring their class may do so, up to 8 students at a time. Also note that tutorials are not offered as part of a general library tour and need to be requested separately.

Copyright Clearances

Would all instructors please address their requests for copyright clearance to the librarian responsible

for liaison with your department as listed below:

Brenda Appleton (439/513)

Business and Computer Studies
Computer Software
Cont. Ed. (excluding TESOL)
Small Business

Phyllis Butler (580/513)

Automotive Collision Repair
Auto. Painting and Refinishing
Automotive Technician
Diesel Technician
Hearing Impaired
Institutional Aide
Interpreter Development Program
Music Department
Pharmacy Technical Assistant
Visually Impaired Program

Mark Goertz (580/513)

ESL CPE
Humanities Department
Mathematics Department
Science Department
International Education

Aphrodite Harris (438/513)

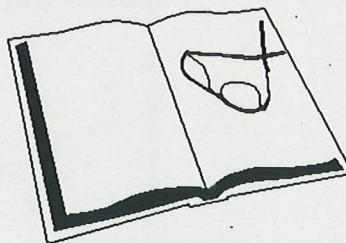
Continuing Education (TESOL Only)
ESL Department
ESL Outreach Department
ESL Vocational
P.D. Library/Teal

Irene King (580/513)

ABE Department
B.E.S.T.
B.T.S.D.
Legal Materials

Amanda Palacios (438/513)

Counselling Department
Health Services
KEC and Central Administration



THE NATIONAL GENEROSITY TEST

1 Philanthropy is a disease that afflicts all Canadians.

- False. Philanthropy means promoting human welfare through donations of time or money. Unfortunately, while more than two-thirds of us think we're pretty generous, only one in three Canadians volunteer their time to causes that concern them, and they only average half a day a month.



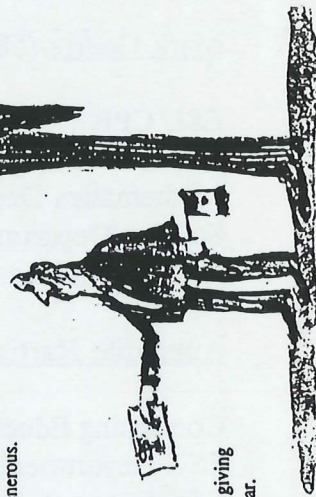
2 Giving can be good for your health.

- True. A recent study found that regular volunteer work dramatically increased life expectancy. So if you want to live longer, get plenty of rest and exercise, eat your grains - and be generous with your time and money!



3 Canadians are more generous than Americans.

- False. Individual Americans are three times more generous than Canadians, and companies in the United States donate four times the percentage of pre-tax profit that Canadian companies give. The good news is that Canadians are prepared to be more generous.



4 You're giving much less than your parents did.

- True. Individual Canadians are giving about 3/4 of 1% of their income to charities - 30% less than they gave twenty years ago. And remember inflation: giving the same each year means giving less each year. So please plan your giving - and plan it each year.

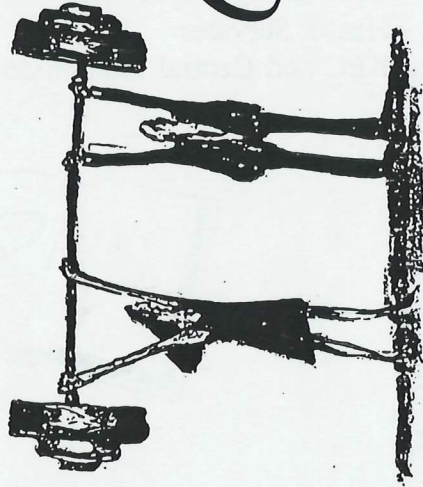
IMAGINE
TODAY YOU CAN DONATE YOUR HARD-EARNED money and valuable time to nearly 60,000 charitable organizations across Canada - from saving people's lives to stirring their hearts.

But imagine this: If each of us gave a minimum of just 1% of our income, or volunteered just one day a month, and companies gave 1% of pre-tax profit, Canada's good causes would be able to help more of us in more ways. The first step is to know the facts - they could surprise you. The next step is to measure your own generosity. Because when it comes to giving, our good intentions don't always match our actions.

An Initiative of The Canadian Centre for Philanthropy

5 Individual Canadians give much more than Canadian companies.

- True. Individual Canadians give about 10 times the amount given by Canadian companies. And corporations today are giving a considerably lower percentage of their income than they did a decade or two ago.



If you won the lottery, you'd give part of your winnings to charity.

- False. Very few Canadians, when asked how they'd spend their lottery millions, mention donating any part of their windfall to charity. On the other hand, 60% of Canadians said they'd like to see giving double. So the next time you win the big one, remember to give as good as you got.

7 The typical volunteer is a middle-aged woman.

- False. Canada's millions of volunteers are split almost equally between men and women. The vast majority of them are employed and most of them are just as busy as you are. So if you can't seem to find the time to volunteer just think of all your friends and associates who can. Then imagine the difference you can make!



8 It would take a mammoth effort to change things.

- Very very false. If every Canadian volunteered just one day a month, that would mean 180 million additional days volunteered - you really can make a difference. And if our giving averaged just 1% of our income, \$1.3 billion in new money would flow into the non-profit community - in the first year alone. Imagine!

Now, Look in the Mirror.

And ask yourself:

1. When was the last time I gave time or money to a charitable cause?
2. How much - or how often - did I give in the past year?
3. What percentage of my income did this amount to?
4. Does my company or employer donate to charitable causes?
5. Am I a busy person? Has being busy kept others from volunteering their time?
6. How is my health? Maybe I could improve it by helping others.
7. Am I looking for opportunities in my community to get behind causes I believe in?

IMAGINE the
difference I can make.



JANUARY-FEBRUARY 1991

WORKSHOPS in the Learning Centre Sign up for all workshops in the Learning Centre.

ADDITIONAL COPIES OF THIS CALENDAR ARE AVAILABLE IN THE LEARNING CENTRE

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
14	15 1-2 • CBC News 2:30-4:00 • Scientific Notation & Significant Figures 5-6 Oral Presentation I	16 2-3 • Conversation 2:30-3:30 • Word Problems for Math 5-6 Oral Presentation I	17 1-2 CBC News 3:30-4:30 MacAttack for Lab Reports 5-6 Oral Presentation III	18 9:30-10:30 • Bio. 083 Lab Report. 10-12 • MacAttack for lab reports. 11-12 • Listening. 12-2 • Graphing. 1-2 • Speed Reader • Pronouncing S & Sh. 2-3 • The News.
21	22	23 2-3 • Conversation	24 1-2 • CBC News	25 11-12 • Listening 11-1 • Word Problems in Chem & Phys 1-2 • Speed Reader • Pronouncing Vowels 2-3 • The News
28	29 1-2 • CBC News 5-6 • Starting a Personal Reading Improvement Program	30 2:30-3:30 • News 5-6 • Starting a Personal Reading Improvement Program	31 3:30-4:30 • MacAttack for Lab Reports	1 FEBRUARY 11-12 • Listening 1-2 • Speed Reader 2-3 • The News
4	5 1-2 • CBC News 5-6 • Two-Word Verbs I	6 2:30-3:30 • CBC News	7	8 9:30-10:30 • Mindmapping 10-12 • MacAttack for Labs 11-12 • Listening 1-2 • Speed Reader 2-3 • The News
11	12 10:30-12:30 • Communication & Relationship Skills 1-2 • CBC News 5-6 • Two-Word Verbs II	13 2:30-3:30 • CBC News	14	15 11-12 • Listening 1-2 • Speed Reader 2-3 • The News

**WATCH FOR THE NEXT WORKSHOP UPDATE
IN FEBRUARY**

ATTENTION STUDENTS

**WE NEED
YOU!**

GET INVOLVED AROUND CAMPUS

VOLUNTEER YOUR TIME IN THE
STUDENT ACTION COUNCIL OFFICE

COME SHARE YOUR IDEAS AND
SUGGESTIONS

BECOME A STUDENT REPRESENTATIVE

We look forward to hearing from
YOU

STUDENT ACTION COUNCIL OFFICE

LOCATION : 2 nd. floor next to security

DATE : Monday to Friday

TIME : 10:30 am. to 1:00 pm.

CITY CENTRE CAMPUS

VCC

**meat shop
freezer beef
SALE**

BEEF SIDES -----\$1.69 LB.

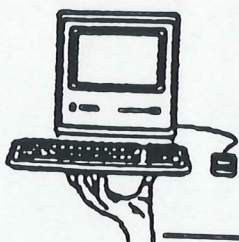
BEEF HINDS -----\$1.99 LB

BEEF CUT WRAPPED & FROZEN

ORDER YOUR BEEF NOW

PH.6895897

THANK YOU FOR HELPING WITH OUR TRAINING



ICSC

Upcoming Workshops

Word Perfect 5.1

New Features

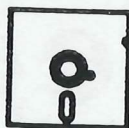
Presented by WordPerfect

Wednesday, January 23, 1991
2:30 p.m.



Room 2137

Using E-Mail



Presented by David Bell SFU

Wednesday, February 6, 1991

Demonstration 2:30 p.m.



MS Word

Presented by Microsoft

Wednesday, February 13, 1991
2:30 p.m.

To register, please complete coupon and deposit in my mail box as soon as possible.

Name: _____ Dept. _____ Local _____

Workshop: _____

Anne McElroy



ICSC Computing Corner

Q When using my word processor, I find that I frequently repeat the same keystrokes over and over. Is there any way that I can avoid this repetition every time I wish to make any changes in my document.?

A One way to solve this problem in WordPerfect is to create a macro. A series of keystrokes can be stored in a macro and you need only press a few keys to repeat the sequence. For example, to create a Macro to change the left and right margins of a document to 2 inches follow these instructions:

- 1 Press CTRL-F10. This is the Define Macro command.
2. The prompt Define Macro will appear on the status line asking you to name the macro. Type MA2 (Margins 2) or any name up to 8 characters. Press Enter.
3. Description will appear on the status line. Type in a brief description of the macro, eg. L&R Margins 2
4. Macro Def will flash on the status line. Now you may enter the keystrokes to change the margins. (Every keystroke that you enter will be stored in the macro so be accurate.)
Shift-F8 1 7 2(Enter) 2(Enter) F7
Macro Def will flash on the screen again.
5. Press Ctrl-F10 to complete the macro
6. The macro will be automatically stored on your disk with the extension .WPM
7. When you wish to use the macro press Alt-F10 and type MA2. The margins will be changed as desired.

You can think of macros which would be useful to you. Changing the fonts, the line spacing or creating a memo are some examples.

To change a macro:

Press Macro Def[Ctrl-F10]

Type the name of the existing macro

Select Edit. (In 5.0 you will then choose Action

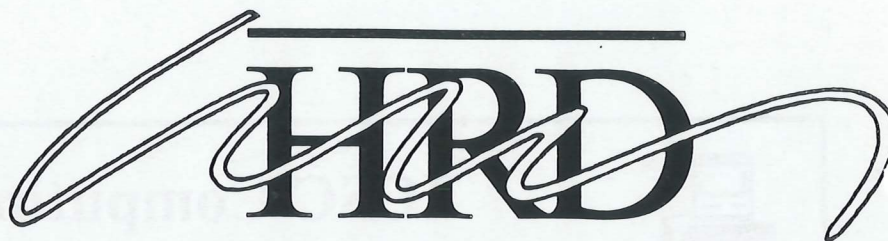
When finished editing, press Exit[F7] to leave the Macro editor and save the edited macro.

Do not be discouraged if your first macros are hit and miss affairs. You will get it right. Plan the keystrokes to be stored in the macro and be scrupulously accurate when entering.

Further reading: WordPerfect Manual-see Macro in index.

CCI manuals WordPerfect 5.1 in ICSC

January 1991



HUMAN RESOURCE DEVELOPMENT

HRD CHANGES FOR THE NEW YEAR: Vi Bienert, Manager, HRD will be taking a one year sabbatical beginning March 1, 1991 (on vacation Jan. 22 to Feb. 28). During her absence, Dale Jones will assume responsibility for this area. Diane Greffe will provide day-to-day administration.

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FOLLOWING IS A LIST OF THE UPCOMING WORKSHOPS: all workshops are held in room 5025 at Central Administration and run from 9:00 a.m. to 4:00 p.m. unless otherwise indicated.

January 23 - 9:00 to noon - Introduction to the Conscious use of Creativity Part 2. This workshop will help you become more aware of your natural creativity. Prerequisite: Part 1 is desirable but not mandatory.

February 7 & 21 - How to be a Great Communicator. The focus of this 2 day workshop is on actively involving you in real issues which you encounter in the workplace each day.

February 13 - 1:30 to 4:30 - Room 240 City Centre. Ethical Encounters for College Personnel. This workshop is designed for faculty, support staff, administrators and board members in community colleges.

February 15 - Stress & Personal Excellence - 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. Administrators are the intended audience.

February 18 - Performance Planning & Review. Here is help for you to plan and conduct "Performance Review" conferences with support staff employees in your work unit.

To Register:

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

- =====
- | | |
|---|---|
| <input type="checkbox"/> Creativity 2 | <input type="checkbox"/> Great Communicator |
| <input type="checkbox"/> Ethical Encounters | <input type="checkbox"/> Stress & Personal Excellence |
| <input type="checkbox"/> Performance Planning | |

Name: _____ Position: _____

Department: _____ Campus: _____ Phone Local: _____

Supervisor's Name: _____ Date sent to HRD: _____

RETURN TO VI BIENERT, MANAGER, HUMAN RESOURCE DEVELOPMENT



CLASSIFIED

BUY AND SELL

1976 Jeep Cherokee, 4WD, mechanically sound, complete with CB, stereo and rust; \$2,000.000 OBO; Peter Ballin, local 566 or 222-2354

WANTED

The Outreach Department is looking for a cabinet to use in one of the learning centres. The "ideal" cabinet would have a lockable storage section on the bottom and shelves with glass doors on the top. If you have such a cabinet and no longer need it, please contact Riina Tamm in the Outreach Office, local 541.

EMPLOYMENT

Wanted - Afterschool care for 2 children in Richmond.

Beginning February 11, I need a person to provide afterschool care for my children. Regular hours from 2:45 p.m. until 6:45 p.m., ideally with flexibility for later into the evening and occasionally early morning or overnight. Willingness to do housekeeping preferred and live-in status with room and board provided is possible. Contact David Cane 324-5266 (work), 274-2779 (home).

Students! Great selling experience! Part-time employment promoting a new environmental line of household products through in store demonstrations. We are looking for self-motivated and out-going people who can deal with the public pleasantly and effectively. Call Caron at 683-8942 or 946-1332 and leave a message.

POSITIONS OPENING

Langara

Temporary Library
Assistant IV.
Closing date:
January 17, 1991.

Temporary Clerk
Typist II (Computer
and Information
Services). Closing
date: January 22,
1991.

KEC

Department Head
(Automotive
Collision) Closing
date: February 28,
1991.

Temporary Part-
Time Clerk
Cashier. Closing
date: January 31,
1991.

Central Admin.

Data Entry Clerk I.
Closing date:
January 30, 1991.

Data Entry Clerk
(WHMIS). Closing
date: January 29,
1991.

City Centre

VANCOUVER
COMMUNITY
COLLEGE



CONTINUING EDUCATION

The Vancouver Community College TESL Program has an opening for a teacher trainer who is an experienced ESL or EFL instructor and has successfully completed the R.S.A. Certificate Program.

Interested applicants may mail or fax their resumes to
Jennifer House: Program Coordinator
Vancouver Community College TESL Program
1155 East Broadway, Station 'C'
Vancouver, B.C. V5T 4N5

TEL (604) 875-8200
FAX (604) 875-8241

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