

APRIL
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King Edward

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April 23, 1992

SAFETY INSPECTION REPORTS

Following the last article on Health & Safety Committee Inspections, the Committee would like to provide KEC with more details regarding our inspections.

The Health & Safety Committee will be doing monthly walkabouts in various areas, as follows:

March	Shops, Classrooms, Level 2
April	Shops, Science
May	Shops, KEC North
June	Shops, 5th Floor Administration
July	Shops, Library
August	Shops, Level R Sciences
September	Shops, Level 3 Classrooms
October	Shops, KEC West
November	Shops, Music
December	Shops, Cafeteria
January	Shops, 4th Floor Administration
February	Shops, Daycare

We will be inspecting these areas for safety concerns and hazardous conditions. This is being done, not to penalize the departments, but to improve working conditions.

After the inspection you will receive a report on the area listing any concerns. In order for the Health & Safety Committee to ensure these conditions will be improved, it is necessary for the Department Head to respond to the Chairperson of the Health & Safety Committee regarding concerns noted on the report.

Pat Sproston, Chair
KEC/CE/CA Health & Safety Committee

SMALL BUSINESS DEVELOPMENT

The Centre for Small Business Development at KEC is co-hosting, with the College's office of Corporate Marketing Services headed by Glen Witter, the Spring Conference of the Northwest Association of Small Business Management Instructors to be held at the Sandman Inn, 180 West Georgia Street, Vancouver on April 24 and 25, 1992.

It is estimated that between 40 and 50 Small Business Management trainers from various community colleges in Oregon, Idaho, Washington and British Columbia, will gather to share their experience and ideas in this two-day event.

For more information, please contact Chian-Li Hsu at local 7350.



Vancouver Community College
King Edward Campus - Library
P.O. Box 24620 - Stn. C
1155 East Broadway
Vancouver, B.C. V5T 4N3

LIBRARY NEWS

The Elton Report

Multiple copies are now available on reserve for overnight loan. The full title is **Vancouver Community College Financial Needs Analysis (The Elton Report)** by the VCC Tri-partite Committee.

Summer Hours

Effective May 4 to September 3, the Library hours will be as follows:

Mon. -	8:30 a.m. - 4:30 p.m.
Tue. -	8:30 a.m. - 4:30 p.m.
Wed. -	8:30 a.m. - 9:30 p.m.
Thu. -	10:30 a.m. - 9:30 p.m.
Fri. -	10:30 a.m. - 4:30 p.m.

For the week of August 31 - September 4, some or all library services may be curtailed. We will keep you informed.

Journal Routing

All journal routing will be suspended for May to August inclusive. Please return any journals you may still have. If you wish to be dropped from the routing list for any journal, please notify Lynn MacMullen at local 7224.

New Staff

Ida Bradd and Bridget Rivers-Moore will be assuming LA II duties part-time for one year to replace Anne Smith who is on leave. They will be working at the Circulation Desk. Welcome Ida and Bridget!

Mark Goertz

SCHEDULE FOR THE LEARNING CENTRE

Upcoming Schedule Changes April 27 - May 1

- There will be no Math/Sciences tutoring from April 28, 1992 (2:00 p.m.) till May 4, 1992.
- The Math/Sciences tutor will be available to supervise any unwritten make-up exams from 9:00 a.m. - 2:00 p.m. on April 28, 1992.
- English/Humanities tutoring will continue as usual.

Behind The Scenes

To clear up the confusion, the Learning Centre became part of the Adult Basic Education Division on April 1, 1992. The Learning Centre is no longer part of Student Services.

Lateness and Other Bad Habits

We need to send our students the message that it is not OK to hand in assignments late and to write exams whenever the students are ready. We must be aware of the important role instructors play in the future of a student, do our best to encourage good habits, which students will carry on to future studies, and discourage bad habits which may end up hurting the student in the long run.

Gordon Wong

MENTAL FITNESS CORNER

PUZZLE:

In each of the following, four fruits have been squashed together on one line. All letters are in the correct order. Find the four fruits in each line of letters. Use each letter only once.

- 1) APEPPCEPHEAARLRCHYER
- 2) MAPRBVEOUACLANNAODNEONA
- 3) FLPGRIELAMUGOPMNE

TRIVIA:

Most people remember that the Battle of Hastings took place in the year 1066. Do you know the date?

ANSWERS TO LAST WEEK'S SUBMISSIONS:

PUZZLE:

78.35
15.12
9.42
146.7
249.59

TRIVIA:

Billy Bishop.

If you have any comments, suggestions, puzzles or trivia, please pass them along! Thanks.

Wayne Ko
Mathematics Department

ATTENTION ESL INSTRUCTORS

Lee Henderson, The Learning Centre Tutor, has created HyperCard stacks on the MacIntosh Computer for ESL students to improve phonetic listening skills and correct use of tenses. Lee will teach a workshop to show you how to use a basic template of a stack for vocabulary development, as well as how to modify this basic plan to create a mini-unit for reviewing problematic vocabulary. Participants will learn how to scan pictures using the ScanMan, make recordings with Hypercard Audio and edit scripts in Hyper-Talk to adapt the template to the needs of your students

The Workshop will be in the Learning Centre on Friday, April 24, 1992 at 1:00 p.m.. Please register by phone at local 7219.

FINANCIAL AID UPDATE...

ABESAP applications are now available for next term (April - June or May - August 1992). Please advise your students to apply early to receive assistance. Also, our office is available to give mini-talks to classes between 9:00 a.m. and 4:00 p.m.. If you wish to schedule a talk for your class please call the Financial Aid office at local 7046 or 7048.

BCSAP applications are also available for May - August 1992 Term.

FINAL NOTICE - VMREU ANNUAL BARBECUE AND CRUISE

The VMREU Annual Barbecue and Cruise will be held on **Saturday, May 23, 1992**. The prices for this great social event are: \$8.00 for Barbecue and Cruise and \$5.00 for Barbecue only.

The Cruise is open to all VMREU members, partners and family, and tickets are issued on a first come, first served basis. The next opportunity to purchase tickets will be at the April 22nd Annual General Membership Meeting.

In the meantime, Gillian Akin will accept reservations for members wanting to attend but who are unable to purchase tickets directly.

For further information, please contact the Union Office at 879-4671 or Gillian Akin at local 7277 to reserve tickets.

Gillian Akin

ABSENT FROM CAMPUS

Jack Whelan, Acting Department Head is away on P.D. and holidays till May 1, 1992 (inclusive).

WANTED - DEAD OR ALIVE

The Auto Mechanics Department is looking for cars in need of clutch and transmission repair work. Please contact Robert at local 7426.

Auto Mechanics

CLARIFICATION FROM THE PROGRAM FOR DEAF AND HARD OF HEARING

Helen Chan is, as most of you know, on leave. Leonor Vlug was selected as Coordinator, not "Acting Coordinator" - our apologies Leonor and congratulations again.

For your information, we have listed the faculty and staff members of the Program for Deaf and Hard of Hearing Adults.

Faculty:

Ken Heavyside
Alice Nielsen
Leonor Vlug
Linda Williams

Staff:

Janice Betty
Sharon Kalk

The above can be reached at 7341/7342, BUT 7342 is reserved for voice calls and voice mail and 7341 for TTY/TDD (Telecommunication Device for the Deaf).

End-of Term Workshops

WordPerfect for Absolute Beginners Friday, May 1st 9:00am-1:00pm Room 2137

(Business and Computer Studies Dept)

Of the five topics offered in 1st week's KEC Times, WordPerfect for Absolute Beginners was the only one for which there was sufficient demand.

WordPerfect for Absolute Beginners;: If you have not already registered, either complete coupon and place in Anne McElroy's mailbox or call Local 7382.

Name:

Department:

Local:

INVITATION TO RETIREMENT PLANNING SEMINAR

Dear Employee:

As you may know, VCC's Employee Benefits Committee is responsible for overseeing the operation of the College's employee benefits program. The Committee is made up of two members representing the College plus a representative from each of the various employee groups within the College.

During 1991, the Employee Benefits Committee determined that many of the college's employees could benefit from the opportunity to attend a retirement planning seminar. In this regard, a recent survey of the College's employees who are age 40 or over indicated overwhelming interest in attending such a seminar. Initially the seminars will be offered to those employees who are age 50 or over.

The Employee Benefits Committee is pleased to announce that a two-day retirement planning seminar program has been designed. The seminar content will include:

- ☐ Financial planning and money management;
- ☐ Pension information;
- ☐ Information on wills;
- ☐ Life transition and relationship adjustment; and
- ☐ Health, accommodation and leisure time.

Outside seminar facilitators with considerable experience in retirement planning will lead the seminars. The seminars (including all materials) will be provided free of charge to VCC employees and their partners.

You and your partner are invited to attend one of the seminars. The initial dates that the two-day seminars will be offered are:

DATE	TIME	PLACE
<ul style="list-style-type: none">■ June 11 and 12, 1992■ June 15 and 16, 1992■ October 28 and 29, 1992■ November 12 and 13, 1992	<ul style="list-style-type: none">8:30 a.m. to4:00 p.m.each day	<ul style="list-style-type: none">5th Floor Boardroom atKing Edward Campus(Room 5025)

If you are **age 50 or over** and would like to attend a retirement planning seminar, please complete the application on the reverse side of this letter and return it as soon as possible to the Employee Relations Department. Attendance will be limited to a total of 30 individuals per seminar in order to allow participation by attendees. Confirmation of your registration will be provided to you well in advance of the seminar.

APPLICATION TO ATTEND RETIREMENT PLANNING SEMINAR

(Please print all information)

NAME _____

WILL YOU BE BRINGING YOUR PARTNER?

☐

YES

☐

NO

NAME OF YOUR PARTNER (IF ATTENDING) _____

PLEASE SPECIFY THE SEMINAR YOU PREFER TO ATTEND:

☐

JUNE 11/12

☐

OCTOBER 28/29

☐

JUNE 15/16

☐

NOVEMBER 12/13

IN ORDER TO ASSIST THE SEMINAR PLANNERS, WE REQUIRE YOUR PRESENT AGE AND EXPECTED NUMBER OF YEARS UNTIL YOUR RETIREMENT:

YOUR PRESENT AGE _____

NO. OF YEARS UNTIL YOU EXPECT TO RETIRE _____

IF YOU ARE UNABLE TO ATTEND ONE OF THE ABOVE SEMINARS, WOULD YOU BE INTERESTED IN ATTENDING A SUBSEQUENT SEMINAR?

☐

YES

☐

NO

Please Return to:

Employee Relations Department
5th Floor
King Edward Campus
1155 East Broadway
Vancouver, B.C. V5T 4N4

Attention: Ms. B. Baty

POSITIONS OPENING

City Centre

Word Processing Supervisor. This position will not be filled at this time.

Clerk II (Admissions Department), Temporary position until approximately April 16, 1993. Closing date: April 29, 1992.

Clerk II (Program Development), Temporary position until May 31, 1993. Closing date: April 29, 1992.

Admissions Clerk (Program Development), Temporary position until January 1, 1993. Closing date: April 30, 1992.

Term Work Experience Advisor (Food Service Careers). Closing date: May 5, 1992.

King Edward Campus

Permanent P/T Instructional Assistant I (25/35 Basis), ESL Humanities - KEC Learning Centre. Closing date: April 29, 1992.

Langara Campus

Continuing Education

Miscellaneous

The University of North British Columbia invites applications for the position of Director of Student Services. Closing date: April 24, 1992

Northern Lights College invites applications for the position of Assistant Principal - Fort St. John Campus. Closing date: May 1, 1992.

Please see the Faculty Notice Board in the 4th Floor Administration for more information.

CLASSIFIED

BUY AND SELL

WANTED: 1 pair of bicycle training wheels. Contact David Smith, ESL Department at local 7251.

GARAGE SALE: Spring Cleaning? Come and sell your unwanted "junk" at our Boy Scout Garage Sale. Rent a table for \$10. The sale will be on Saturday, May 2, 1992 at St. Paul's United Church (Smith & Lister Street, Burnaby) - near BC Tel building. For additional information please contact Robin at 437-0283 or Annemiek at local 7322 (Thurs/Fri).

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