

VVinsider

VVINSIDER : VOLUME 6 : NUMBER 17 : NOVEMBER 21/88



GRADUATE FASHION SHOW

Continuing Education Division's Fashion Arts Program invites you to the Graduate Fashion Show scheduled for Saturday, December 10 at 7:00 p.m. The show will be held in the Mall at VVI (Dunsmuir and Hamilton entrance).

Featuring the work of eighteen graduating designers, the show will present garments that have been designed, drafted and constructed by these talented students.

Tickets are available at the VVI Continuing Education Office for \$10.00 and will be available at the door. Seating is limited.

For further information contact Donald Oakes at 682-5844.

WHO WON WHAT

Winners of the Halloween Costume Madness Contest were:

- | | |
|------------|--|
| 1st Prize: | Cherilyn Syrett (Playboy Bunny)
- dinner for two at JJ's Restaurant |
| 2nd Prize: | Marjorie Kitchener (Snow White's Evil Stepmother)
- \$25 worth of baked goods from the VVI Bakery |
| 3rd Prize: | David Perssons (Caveman)
- 2 tickets to a production of his choice at Langara's Studio 58 |

NEWS FLASHES:

1. I.M.S. - PRINTER CARTRIDGES

IMS now has stocks of both new and reloaded printer cartridges for the majority of printers used in the College....and they're priced well below those that you can purchase outside.

Try them! If IMS don't have the cartridge you need, they'll get them for you.

Return your used cartridges to IMS, as they can recirculate them after loading.

2. MEMBERSHIP/TRAVEL EXPENSE REIMBURSEMENT

Under the province's new "Financial Administration Act", VCC is now required to disclose the remuneration and expenses paid on behalf of each employee. These expenses include travel expenses, memberships, tuition, and registration fees.

The College will now pay all authorized expenses directly to the employee, it is then the responsibility of employees to pay their expenses directly.

Employees may claim authorized expenses after the fact, or seek an advance.

POPPY SALES

Lorna Guenard tells us that the Remembrance Day Poppy sales this year were excellent, raising a total of \$508.58.

BLOOD DONOR CLINIC

A Blood Donor Clinic will be held at VVI on Thursday, December 1, 1988 in the Main Mall from 10:00 to 4:00.

ALUMNI ASSOCIATION NEWS RELEASE

Would you like to know more about the Vancouver Community College Alumni Association? If so, an Alumni Association information meeting will on:

Tuesday, December 6
at 12:15
in Room 237

Colleen Smith, the Executive Director, will be present to answer questions and provide information on the role of the Alumni Association. All staff and students are invited to attend. The Association was formed in 1987 to establish a network of communication with former students and to provide community support for the activities of the College.

For more information call 875-1131 - local 361.

CARE AND SHARE CHRISTMAS PROJECT

George Clark advises that this year's Christmas Carolling will be held on one day only (instead of spread over a week). He urges everyone on campus to attend.

When: December 16
From: 11:00 to 13:00
Where: VVI Main Mall

A lottery will be held for two pairs of tickets to the Canucks/ Montreal Canadiens game on January 1st. Tickets will be 50¢ and all proceeds will go towards the Care and Share Christmas Fund to help needy VVI students have a happier Christmas. Funds will be administered by the Financial Aid Department.

CLASSIFIED ADS DEPARTMENT

WANTED: One Hide-a-Bed sofa, in reasonable shape, no more than 6 feet (outside arm to outside arm). Any neutral colour will do, so long as the sofa is comfortable and semi-decent to sleep on. Willing to go as high as \$200.
Contact: Steph Jewell, Local 241

PARKING POOL MEMBERS

Please read this proposed policy and procedure regarding VVI Parking. If you have any comments, please forward them to J. Sandy (Counselling) R. Malone (Hairdressing) or C. Bryan (Financial Aid)

V.C.C. - V.I.I. Parking Pool
POLICY & PROCEDURES

Title: V.V.I. - ALLOCATION
OF PARKING
Concerning: Employees employed
at V.V.I.
Approval: V.V.I. Parking Pool
Committee

Preamble

Available Underground Parking	<u>87 spaces</u>
Available to Parking Pool	78 spaces (as at 88 09 01)
Visitors	4 spaces
Principal & 2 Deans	3 spaces
Disabled	<u>2 spaces</u>
	87 spaces

The principal may at his discretion, increase or decrease available underground parking spaces to the "Pool".

Definitions

"Parking Pool" -allocated spaces underground at V.V.I.
-D.P.C.
-Q.E.

"Seniority" -excluding Administrators, Divisional Chairmen, CEIC (1), K & D (2), Focus (1), seniority shall be based on actual length of service at V.V.I.

"Leave of Absence" (a) Leave for excellence \ personnel
(b) Secondment \ will
(c) Maternity leave / maintain
(d) Extended sick leave / seniority

"Opting Out" -short term (3 months max.) Upon payment of outstanding parking fees (3 months max.) employee may return to parking pool and seniority.

-long term (excess of 3 months) employee may return to parking pool commencing Jan. 1st of following year with loss of seniority.

POLICY:

- A.1 The V.V.I. Parking Pool is intended to serve, on a break-even basis all permanent and certain contract people working at 250 West Pender Street.
- A.2 Parking privileges are for (a) standard size automobile and (b) motor bikes only.
- A.3 (i) Only permanently employed and twelve (12) month contract persons at the V.V.I. may be members of the Parking Pool.
- (ii) Part time College employees may, if space is available, for the term of their instructional contract, obtain parking in the evening (16:30 - 22:00) or on Saturdays in the V.V.I. Parkade at a prorated daily rate.
- A.4 In house parking will be allocated according to the V.V.I. "seniority list".
- A.5 The Dean of Administrative and Student Services ("Dean") and/or his delegate shall be the only person(s) to assign parking spaces.
- A.6 (i) Part-time Evening and Saturday employees are not assigned to a specific stall in the V.V.I. Parkade.
- (ii) Auxiliary employees replacing regular members while absent for short periods because of illness or other approved leave may use the regular member's stall if one is assigned within the V.V.I. Parking only.
- A.7 (i) Full-time Parking Pool members shall pay for all twelve (12) months a year regardless of vacations.
- (ii) The payment of parking fees shall be by payroll deduction for parking pool members and cash payment in advance for all others.
- (iii) The authorization given by a member for payroll deduction of the monthly parking fees shall be considered to allow adjustments in the monthly rate to meet costs.
- (iv) The prorated daily parking fee for part time employees shall be 1/20 of the current monthly rate regardless of length of the daily parking period.
- A.8 Parking pool members found in violation of this policy may be denied further parking privileges.
- A.9 No parking on entrance aprons or in the courtyard is permitted by pool members. (reserved for service personnel.)

PROCEDURES:

- B.1 A new parking pool member shall direct his request for parking to the Dean or his delegate, who shall:
- (a) record the vehicle(s) license number(s);
 - (b) receive a written authorization from the College employee for payroll deduction of the monthly parking fee or a written agreement to pay cash each month from non-permanent College employees;
 - (c) determine and advise where the parking space shall be assigned.
- B.2 The parking stalls shall be assigned according to V.V.I. seniority. First in the V.V.I. parkade, then the Queen Elizabeth Parkade and at Downtown Parking Corporation.
- B.3 The parking at the Queen Elizabeth Parkade shall be used only for members requiring parking to 18:00 hours.
- B.4 The Dean or his delegate may reassign members from Downtown Parking Corporation, the Queen Elizabeth Parkade to the V.V.I. Parkade in order to obtain maximum utilization of the stalls in the V.V.I. Parkade and to reduce the overall cost to members.
- B.5 Parking spaces vacant during vacation may be reassigned to others by the Dean or his delegate. It shall be the responsibility of the parking pool member to inform the Dean of a change in vacation schedule to prevent reassignment. This information should be supplied at least one (1) month prior to original vacation start date.
- B.6 Auxiliary instructors, replacing regular members only while absent for short periods (not to exceed 5 days) due to illness or other approved leave, and assigned within the V.V.I. Parkade, shall make arrangements with and receive a temporary parking permit from the Dean.
- B.7 Part-time and full-time College evening (16:30 - 22:00) and Saturday employees shall park in the V.V.I. Parkade, but shall not have a specific space assignment.
- B.8 Part-time parking pool members shall ensure that a valid parking permit is prominently displayed in their vehicle.

employee benefit plan⁸⁹

1155 East Broadway,
Box No 24700 Sta 'C'
Vancouver B.C. V5T 4N4
Telephone 875-1131

NOTICE TO ALL MEMBERS AND PROSPECTIVE MEMBERS V.C.C. EMPLOYEE BENEFIT PLAN

The Vancouver Community College Employee Benefit Plan was established in late 1985 to provide a vehicle whereby plan members/eligible V.C.C. employees could defer a portion of their monthly income for the purpose of financing a future sabbatical leave or supplementing their retirement income. Amounts contributed to the E.B.P. were not subject to income tax until such time as payment is received by the individual from the plan in accordance with an advance tax ruling given to the plan by Revenue Canada in March of 1985.

Subsequently the Government of Canada amended the Income Tax Act to effectively disallow tax deferral except where the purpose of the deferral was to finance a future sabbatical leave. This effectively eliminated the "retirement supplement" purpose of our Employee Benefit Plan.

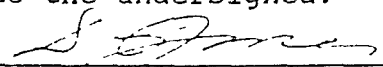
Your Plan Administration Committee is advised that, to ensure compliance, our plan need not be amended provided that future contributions are designated for sabbatical purposes only. Salary deferral for retirement supplement is no longer allowable effective July 1, 1986.

All present and prospective plan members/contributors who wish to defer a portion of their 1989 income for the purpose of financing a future sabbatical leave must file with the undersigned, newly completed and signed Letters of Agreement covering the calendar year 1989. The member's Letter of Agreement must be submitted no later than December 23, 1988 and shall designate for each month of the calendar year 1989 the amounts to be deducted from remuneration for that year. Plan membership and contributions by payroll deductions for the calendar year 1989 may not be authorized and accommodated after the foregoing deadline, December 23, 1988.

Contributing members may, under special circumstances with the approval of the Plan Administration Committee, supplement or amend by written agreement their designated contributions.

Full details governing the plan are found in the "Plan Rules" with a brief description also available from the Personnel Office along with the necessary forms (Letters of Agreement) to facilitate your 1989 enrolment. Enrolment forms have been provided, under separate cover, to current plan members.

If you are interested in participating in the Employee Benefit Plan for 1989, kindly obtain complete and sign the referenced forms or direct any enquiries to the undersigned.



D. D. Jones
Plan Administration Committee

VANCOUVER COMMUNITY COLLEGE/VANCOUVER VOCATIONAL INSTITUTE

requires a

MEDICAL OFFICE ASSISTANT INSTRUCTOR

to instruct, supervise, and evaluate students in the
Medical Office Assistant Program

SPECIFIC QUALIFICATIONS

The applicant should be competent to instruct in the following
course areas:

- Medical Receptionist Techniques
- Medical Terminology and Transcription
- Office Practices and Procedures
- Pharmacology
- Bookkeeping
- Medical Billing - manual and electronic
- Word Processing
- Medical Typing Applications

APPOINTMENT

- Term of appointment - One year contract
- January 01/89 to December 31/89

GENERAL QUALIFICATIONS

- Have the ability to use a variety of instructional methods
and be able to change methods according to the needs
and diversity of the students
- Have excellent communications, organizational,
interpersonal and team skills
- Have a minimum typing or keyboarding skill of 60 w.p.m.
- A minimum of five years of Medical Office Assistant
experience is desirable
- Teaching and/or supervisory experience is an asset

CLOSING DATE - November 25, 1988

VANCOUVER COMMUNITY COLLEGE

TEMPORARY APPOINTMENT

IN

CLASSICAL HISTORY

Vancouver Community College, Langara Campus requires an instructor in Classical History for the Spring Semester (January-April), 1989. This is a part time appointment.

The successful candidate should be prepared to instruct in Roman History and hold a Master's Degree in Classical Studies.

Remuneration: Placement on salary scale in accordance with qualifications and experience.

Please apply in writing by November 25, 1988 to:

Vancouver Community College
Personnel Department, 5th Floor
1155 E. Broadway, Box 24700, Sta. 'C'
Vancouver, B. C. V5T 4N4

THE UNIVERSITY OF BRITISH COLUMBIA



Department of Administrative,
Adult and Higher Education
2125 Main Mall
Vancouver, B.C. Canada V6T 1Z5

Telephone (604) 228-6349

Mr. H. Rerup
Vancouver Community College (V.V.I.)
250 West Pender Street
Vancouver, B.C.
V2B 1S9

November 6 , 1988.

Dear Mr. Rerup,

I thought you might like to know that the course entitled Higher Education 513 - Issues In Higher Education - will be not be offered during the 1989 winter session at the University of British Columbia. This course will be offered in the 1990 winter session.

I would be very grateful if you could share this information with interested faculty and staff at your college. Your help would be very much appreciated.

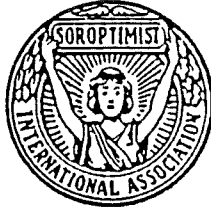
Sincerely,

A handwritten signature in cursive script, appearing to read 'John Dennison', written over the printed name.

John Dennison,
Professor.

Soroptimist International of Vancouver, B.C.

VANCOUVER; BRITISH COLUMBIA, CANADA



TRAINING AWARDS PROGRAMME

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PURPOSE:

To assist women to complete undergraduate university or college programmes, or to enter vocational or technical training.

VALUE:

An amount totalling \$1,500.00 will be divided among the successful candidates.

ELIGIBILITY:

Candidates are preferably single women who are heads of households and in need of financial help.

DEADLINE:

Completed applications should be returned to the address quoted below by December 15th, 1988.

FURTHER INFORMATION:

Further information may be obtained by contacting:

Miss Ursula Bell
3162 West 20th Avenue
Vancouver, B.C.
V6L 1H8

Phone: 738 1918

Application Forms are available from Financial Aid, V.V.I.

