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(VVI Insider)

# NO-NAME INTERIM CITY CENTRE NEWSLETTER

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January 29, 1990



The conception was easy - a bottle of wine and two like minds at work. However, the gestation period has been a long and very hard process...and it's still not finished! The New City Centre Newsletter is still to come!

In the meantime, however, your poor, long-suffering Editor (*Whine, Snivel*) has been taking a lot of (undeserved) flack about the no-show of the new baby. So, as an interim measure only we present this "No-Name Interim City Centre Newsletter".

The Gods willing, the real *New! Improved!* newsletter will be out before the start of February!

Meanwhile the following, I'm told, is of the utmost importance and must be delivered ASAP to you:

## IT ISN'T OVER UNTIL THE FAT LADY SINGS (or something like that)...

You have by now all seen the blurb from the City Centre Fitness group (picture of a fat lady attempting to sit in a chair). But just in case you happened to have missed this priceless work of art, WYNN KEENAN, SANDRA JONES and STEPHANIE JEWELL would like to remind you that if "you've been ambushed by mince tarts, eggnogs and Christmas Pudding" you can join the VCC City Centre Fitness Classes. They meet every Monday, Wednesday and Friday from 12:10 to 12:50 in Room 240. It will cost you \$34 (from January through to March 30, 1990). Give them a call and enrol.

## **MORE KEEP FIT NEWS**

WYNN KEENAN is the City Centre representative to contact if you want to go on a Cross-Country Ski Trip to Manning Park. They will be going on Sunday, February 11, leaving at 7:00 in the morning and returning about 7:00 in the evening. Contact Wynn at Local 200 if you're interested in going.

## **WHY DO THE WORK YOURSELF...HIRE A WORK STUDY STUDENT!**

DANA FISTER tells us that there will be positions available under the Work Study Program for the Spring Term. If you would like to employ a student, please contact her as soon as possible, however, all requests must be in writing. For your additional information, the hourly pay is \$7.82 and students have to work a minimum of two hours a day. Allocation of students will be on a first come first served basis.

## **SUCH A DEAL!**

From SHEILA SLAGHT we learn that the Bookstore is offering half-price on all "VVI" merchandise. So run down now and get those sweatshirts, binders, etc., etc.

## **COMPUTER LAB ASSISTANTS REQUIRED!**

BRIAN PINK of Continuing Education at City Centre, writes to say that they require some lab assistants at the VCC/CE Oakridge microcomputer Lab. Assistants are needed on a part-time/occasional basis. Courses are scheduled in the day, evenings and on weekends. Software taught includes DOS, WordPerfect, MS-Word, Lotus, dBase, PageMaker, AccPac and Bedford. If you're interested contact Jacqueline Bradshaw at 261-2806.

## **CAMPUS CLOSURES...(Sounds like a new zipper on the market!)**

JOHN VANDENAKKER advises us that VCC City Centre will be open Monday to Saturday until July 21, 1990 with the following exceptions:

Friday, April 13, 1990 to Monday, April 16, 1990	Easter Break
Monday, May 21, 1990	Victoria Day
Monday, July 02, 1990	Canada Day

Starting on July 21, 1990 until September 01, 1990, the College will be closed on Saturdays for the summer.

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, whose 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.

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### 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



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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.

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**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: \_\_\_\_\_

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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 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.

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#### THE MANAGEMENT OF TIME

Session A: \_\_\_\_\_ Session B: \_\_\_\_\_  
Name: \_\_\_\_\_ Position: \_\_\_\_\_  
Department: \_\_\_\_\_ Campus: \_\_\_\_\_  
Phone Local: \_\_\_\_\_ Supervisor's Name: \_\_\_\_\_  
Date sent to HRD: \_\_\_\_\_

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January 8, 1990



## HUMAN RESOURCE DEVELOPMENT

### WOMEN AND FATIGUE

This three part workshop will help each participant identify her unique sources of fatigue then develop a plan to beat them. We will learn how to boost our energy level (with changes in diet, exercise and sleep), lighten our workload and resolve our energy-draining conflicts.

Using a combination of Time and Stress Management techniques, Assertiveness Training and feminine psychology, each woman will gain specific tools to conquer her fatigue.

DATES: Wednesdays, February 14, 21 and 28, 1990

TIME: 4:45 p.m. to 6:30 p.m. LOCATION: Room 5025

FACILITATOR: Angela Fredericks, B.A., M.A. in Counselling Psychology, Counsellor, KEC.

**The workshop is limited to 15 participants**

#### To Register:

- 1 - Obtain permission from your supervisor to attend by completing a "Request for Leave from Duty" form if applicable.
- 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.

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#### WOMEN AND FATIGUE

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

RETURN TO VI BIENERT, MANAGER, HUMAN RESOURCE DEVELOPMENT

