



VOL. 2 NO. 2. FEB. 1977

OPEN MEETING

This month's Open Meeting in the Staff Lounge with Gordon Thom covered a variety of views and topics. These ranged from the employment of a Development Officer responsible for raising capital and scholarship funds for the Institute; the future drop in post-secondary enrollment to the Institute's plans for developing self-directed courses.

The question of raising funds from industry sparked views from many staff. Don Bannerman said he felt BCIT should approach industry to see how receptive they were to this type of funding and if they were not, "Then we should try to make them receptive to our needs." Ernie Iannacone stressed that perhaps Alumni should be doing this and that instructors too can raise scholarship monies through industry contacts. Gordon Thom said he would certainly give this question more consideration and also the concept of using industry for more resources than just monetary.

On post-secondary enrollment, Thom said it had been reported that a decline was due in the 1980's but BC would probably experience the opposite trend. "There is a great need for post-secondary education here and BCIT has always been directed towards meeting discerned needs in the community." To keep abreast of trends though he has asked the Tech. Ed Committee to give thought to a five-year directional plan for the Institute.

Self-learning programmes were then discussed and Stan Richards shared his experiences from trips to the US and the Canadian East where he visited campuses which were developing computerized learning programs, particularly in the health field.

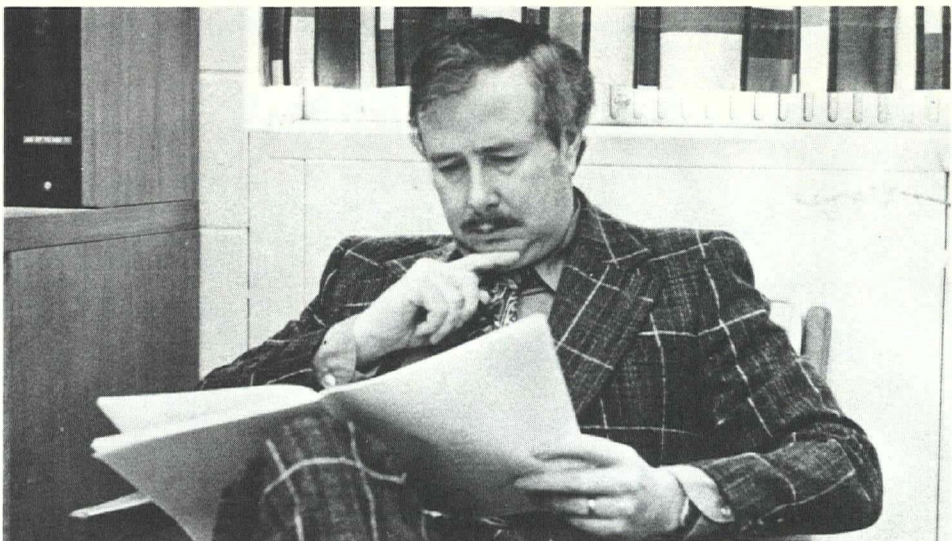
The general consensus from staff was that BCIT should investigate and develop other forms of learning facilities. This would be initially time-consuming and perhaps certain people should be freed from their normal duties to work in this area as had been done elsewhere in Canada.

In answer to a question regarding BCIT using Zero Based Budgeting in the future, Duncan Macpherson was asked to explain his views. Duncan said he had read and studied this system and that with more time and work BCIT might go onto it in two years. What Zero-based budgeting means is that each campus activity and program would be defined and justified budget-wise starting at the base zero. "In the past you assumed everything was justified then you push for more money" said Macpherson "with this new system better priorities would be set and what isn't justifiable is eliminated."

Pat Thomas then outlined what the Institute Standards Committee had been doing in response to a question on its reason for existence.

With regard to the budget from Victoria, there was no news yet reported Thom and Macpherson said he probably would hear within a month or so.

GOARD COMMISSION REPORTS



In September 1976, the Goard Commission was set up to make recommendations on the improvement of the scope and effectiveness of technical and vocational training. The Commission, chaired by former BCIT Principal Dean Goard, heard 200 presentations and briefs from trade unions, businesses, educators and community members. Three separate briefs were given by BCIT, Gordon Thom for Administration, Pat Thomas for the Staff Society and Sharon McElroy for the Student Association all on various topics of concern to the institute.

The report is out now and its major recommendations lie in the area of vocational training which appears to have the most problems and areas for improvement. The Commission, because of time constraints, did not make any specific recommendations on technical programs. DEVELOPMENTS interviewed Principal Gordon Thom to obtain his reactions to the report.

Thom interprets the fact that the report did not cover the technological area as "Although unstated, perhaps the Commission feels we are doing a good job in serving the needs of technological education." He feels that, "In presenting our views to the Commission we indicated that we had gone through a dramatic period of changes at BCIT since the enactment of the BCIT Act but that we were now resolving our problems in that regard."

Thom supports many of the Commission's general concerns especially the inadequacy of student counselling and housing. The report indicates that "There is an urgent need for student housing at a number of schools" which supports the position made by our students in their brief.

In highlighting certain aspects of the report, supported by BCIT, Thom made reference to the report's statement that

"The difficulties faced by colleges in planning for facilities when such facilities are under the direction of the Department of Public Works and that such an outside agency, can, and does, take over possible space without regard for training and educational requirements." The Principal said he also supported "the need expressed by the Commission for Instructor Professional Development recommending that instructors make periodic returns to industry."

A specific recommendation is that "Capital funds be made available on a regular basis for the replacement of equipment. The allocation of an annual sum based on a percentage of value of equipment inventory might be one way to approach this problem." On this subject Thom states that "The lack of such a provincial policy has been a great concern to this Institute which is equipment-intensive and which is maturing to the point that a sound replacement policy is needed in order that training may remain current."

Another recommendation which is consistent with that of the Institute is that "Institutions be given nominal title to, and be managers of, their facilities."

With regard to financing, the Commission indicates that there have been financial imbalances in the provision of education and training and that "The Occupational Training council examine these apparent imbalances and report on them, as a priority item, to the Ministries of Education and Labour." Thom believes that "There are many at BCIT who would philosophically support this concept and that they feel that more emphasis should be placed on technological education." An interesting statistic contained within the text of the report is the fact that BCIT in 1974/5 received 5.7 percent of the provincial expenditure on education and in 1975/76 increased its share of this to 7.2 percent, which, for one year is a significant increase.

ARTISTS NEEDED FOR OPEN HOUSE

Can an artist find true happiness in a technological institute?

The Campus Beautification committee believes the answer is most definitely yes and wants to demonstrate it to the public.

All artists, painters, sculptors in all materials, carvers, potters, photographers and craftsmen are asked to contact Vicky Parr at local 738 with information as to their works and willingness to display at the giant art showing during Open House, March 18 to 20.

Some points to remember:

- Art must be the work of a full-time student, or day school faculty member, or administration staff of the day-school program.

- Art for display must be valued by the artist and BCIT insurance will cover the piece while in the designated buildings.

- Art is on a "not for sale" basis, although contacts may be made for after-showing negotiations.

Please contact Miss Parr early in order for the committee, chaired by Bob Mason, to put together an inventory to determine show space requirements.

P.S. Surrey Mayor Ed McKitka regrets he cannot serve on the screening committee.

CANDLELIGHT AND WINE MUSIC AND YOU

BCIT Band in Concert

SUNDAY, FEBRUARY 27th
7:30-10:30 pm
FOOD TRAINING CENTRE

Admission \$2.50 [Proceeds to the Band]

Tickets: Hotel/Motel Dept.
Student Services staff

JOANNE ON BENEFITS

As announced in last month's DEVELOPMENTS Joanne Pickering of the Personnel Dept will be answering questions on Staff Society Benefits. Here is the first of her monthly columns.

How do I go about processing my dental claim?

Dental claim forms are supplied exclusively by the dentist. I only have claim forms in my office for employees travelling outside the province of BC. Should you be planning an extensive trip outside BC, educational leave, leave of absence etc. please see me in Personnel before you go. Room 221 or Local 203

What information does the dentist require to process a claim?

When your dentist fills out the Dental Claim form ensure the following is included:

1. the dentist's signature in the left hand box at the top of the claim form (I will not process the claim without his signature).
2. the dentist's office address and telephone number.
3. the name of the person having the treatment, his/her address and telephone number (I cannot process the claim without this information).
4. Relationship to insured.
5. Insured's name - this section is very important, it indicates to the insurance company who the insured party is and the name and initials of the person to whom the cheque is to be made out. Your cheques can be made out to you, the insured, or your dentist (this should be indicated in bold letters on the claim form).



What copies of the form do you need?

Please submit both the green original copy and yellow copy to me in Personnel. If your dentist wishes to keep the yellow copy please photocopy an extra copy for me, this will enable faster processing. If you wish copies of your receipts please photocopy these also. Your assistance here will facilitate the processing for payment of your claim.

How long will it take to process?

Allow three weeks for processing of these dental forms. After they are approved in Personnel they are forwarded to Great West Life who forward the cheques back to Personnel and I mail them to your home, keeping a copy for my records.

What is a "Treatment Plan"?

It is now mandatory for you to submit a treatment plan from your dentist before treatment commences for any treatment expected to cost more than \$250 and for all orthodontic treatment. The treatment plan (which is supplied by your dentist on the same form as you would normally make a regular routine dental claim) will be submitted to Great West Life who calculate the amount of dental benefits they will pay for and inform your dentist and myself. The treatment plans are approved in Winnipeg which is what causes delay in some instances.

What number is the BCIT plan?

Some staff members have expressed concern that they are not aware of their group policy number. For all Staff Society members subscribing to the plan the number is 24678.

T-4 TIME AGAIN!



Dianne Miller, a payroll clerk in the Bursar's office has been 'T4'ing for a week now. Around this time of year her desk starts to buckle under the wads of T4 forms, 2,000 in all from five different payrolls. Hers is the job of separating, sorting and seeing they get to you before the end of February.

This is actually the middle of the job, during T4-time all the monies paid as salaries to part-time, auxiliary and full-time staff must be totalled, balanced and fed into the computer to be calculated and printed onto the forms. This year Dianne says "we balanced early so full-time staff are already picking theirs up".

The tax form job is done on top of the payroll clerks' regular work so a thankful sigh of relief is heard when the last

envelope leaves the department. This year's taxation work comes at a very busy time when the new payroll system goes into effect. It's not over yet though; many T4's arrive back on Dianne's desk after being returned because of an incorrect address. This problem occurs more often with part-time instructors who don't notify payroll of address changes. This means time-consuming work to track them down.

Dianne asks all staff who don't receive their T4 slips by the beginning of March to please contact Payroll.

This is the fifth year Dianne has handled this mound of paperwork; twice for BCIT and three times for the Bank of BC where she worked previously. Around now she hopes it will be the last!

TIPS ON TEACHING Stating Objectives

Objectives are statements describing the possible outcome of instruction in terms of new learning: they tell the learner what s/he can expect to be able to do, know and or feel at the conclusion of the learning event. They tell the instructor what to teach, guide in the selection of teaching techniques and aids, and assist both in the preparation of examinations and tests. In spite of these obvious advantages I am struck time and time again how Unclear, ambiguous and downright useless objectives are that one finds in calendars and course outlines.

Instructors too, suffer from their own lack of specific objectives: teaching can become a hit or miss affair and much creative energy and enthusiasm is wasted in an effort to "cover the material" and prepare the students for new learning in terms of skills, knowledge and attitudes. This is not meant to be a critical evaluation of the instructor's desire to do a good job: the majority of people in the teaching profession want to do a good job and are interested in the development of their competence. Starting with this brief outline I have planned a series of articles which might be of practical use to such persons.

Have a look at your course outlines. Do you have such "objectives" as ...to introduce the students to the industry ... to familiarize them with the practices in ... to make them aware of the complexity ...

Such statements are insufficient for anything but general objectives, good enough only to set the stage at the outset of the course outline or calendar description. By themselves they are open to a number of interpretations, provide no sufficient direction for the instructor in terms of lesson planning, teaching techniques and aids selection and leave the notion of evaluation (desired outcome) clouded in secrecy. Effective objectives must describe clearly what a learner will be ABLE TO DO, the CONDITIONS under which s/he must be able to perform, and the STANDARDS of acceptable performance.

Three simple rules will help you define and write down the clear objectives through which to plan (or revise) a course:

1. Identify the performance required at the end of a session/course. Such performance must be observable and measurable. Take industrial safety training session: the old "aim" of the students "becoming familiar with good safety procedures" now reads: "able to identify major causes of accidents in a steel plant" or "be capable of giving artificial respiration."
2. State the condition under which the desired performance must be demonstrated. These might include geographic conditions, tools, references, equipment etc. and the critical element of supervision allowable.
3. State the standards of acceptable performance. This tells the instructor and learner what minimum level of performance is considered acceptable for a "pass" or "mastery" of a skill or set of information. Thus: within 30 minutes ... at least 9 out of 10... in accordance with procedures set out in the manual.

A useful way to start writing your objectives is to avoid vague words like 'understanding', 'knowledge' 'appreciation' and instead use actions words as:

design	prepare	combine	extract
modify	specify	add	plan
rearrange	weigh	list	decide
reconstruct	convert	measure	formulate

Summary: Some of the reasons and advantages of clearly stated instructional objectives are:

1. they facilitate the selection of appropriate course content.
2. they permit the selection of the most suitable techniques and aids
3. they provide for a firm basis for the development of performance checks,
4. they allow for realistic evaluation of the outcome of instruction in terms of learner capability and the appropriateness of the course (or segment thereof) in terms of preparation for other courses and/or graduation.

By: P.F. Renner

ACCOLADES FOR B.C. FERRIES AND INDUSTRY SERVICES

A two-year course for B.C. Ferries' workers in catering management conducted by Industry Services has received high praise from both students and B.C. Ferries officials. The program began in 1975 and was given in four 4-week periods over two years.

Industry Services Head Dave Hume, who is presently working on a special project for the B.C. Department of Travel Industry, explained that the program was set up at the request of B.C. Ferries to upgrade the skills of their catering personnel. Course content was designed to enhance communication skills and to try to improve management effectiveness through awareness of human relations. Other study topics included problem-solving techniques, food processing methods, menu preparation, cost accounting and staff training.

Fifteen of the 20 men and women who began the course in 1975 received certificates at a February 4 graduation ceremony held at the Ho-Ho restaurant in Vancouver. Certificates were presented by George Baldwin, Operations Manager and E.P. de Cunha, Catering Superintendent, both of B.C. Ferries, and Dave Hume.

Both Baldwin and de Cunha praised the students and BCIT. DeCunha said "The course was set up to provide supervisors with a concept of the requirements of management. I'm very pleased with the results. I can't speak too highly of the course."

Class members were just as enthusiastic. Janice Lloyd, one of two women who completed the course, cited the joint participation of union and management as a particularly gratifying aspect of the course. Joe Kampman pronounced the two year program "invaluable", adding that class projects had given the students "new insight on our own operations".

"THERE GOES THE NEIGHBOURHOOD!"

That's what Vicky Parr, Information Officer, was heard to jokingly mutter when she and Dick Melville, Director of Information Services, moved offices for the third time in a year. Information Services' new home is in Cliff McAdam's vacated offices in Rooms 233, 234. These two BCIT nomads were once again uprooted due to the takeover by the Registrar's office of the space they were occupying at the entrance to the Registrar's Dept.

POET LAUREATE?

Bob Wiebe, Student representative to the Board of Governors is not only a 'student politician' but a poet as well. Bob, who has written many personal books of poems decided to submit two poems to a publisher and, to his delight, one was accepted.

The poem will be published in a forthcoming poetry anthology titled *Flights of Fancy*, a Treasury of Modern Poetry.

INSIDE

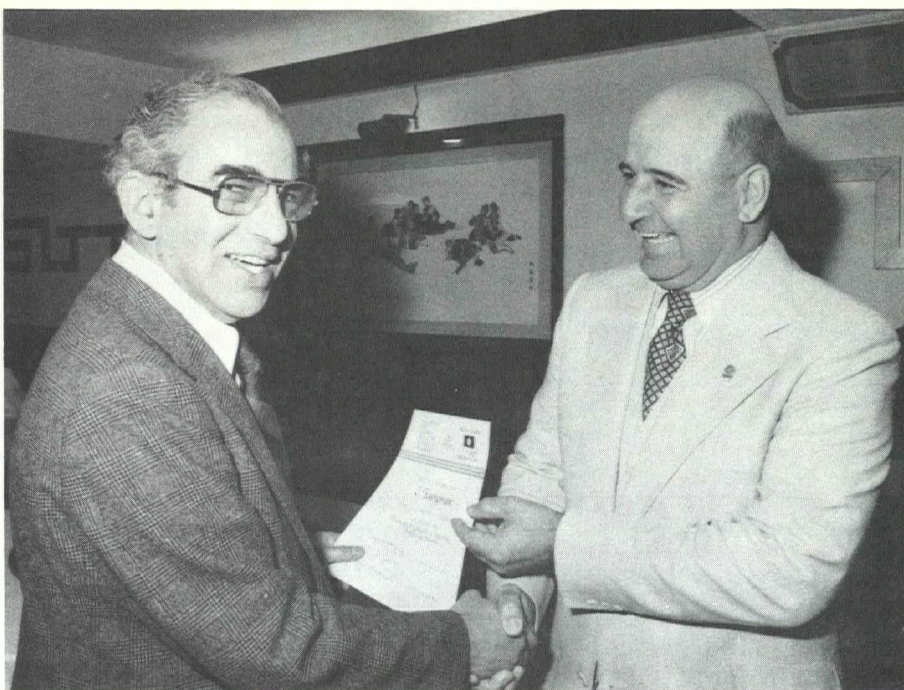
I look into the future but
The sadness that wells up from
Loneliness
Covers my eyes with tears.

I feel the cold night air
Sharp and fresh,
Calling up memories
Of cold nights long ago.

I feel the heaviness of
Love that sits, waiting
To be released,
Perhaps waiting in vain.

I feel a tiredness that stems
From the fruitless search
For someone to share,
With love...

I feel and I hurt
But the only choice
I have is
To wait...



Catering Superintendent E.P. de Cunha presents Joe Kampman with his certificate.

Suggestions for class projects came from de Cunha and were tied in to B.C. Ferries catering operations. Beyond providing the students with the experience of research, analysis, and decision-making, the projects produced ideas on streamlining operations and improving cost-effectiveness. "The projects were meant to show the excellence of BCIT and BC Ferries staff," said de Cunha, "and both proved themselves."

The final class project, a study on the feasibility of relocating the B.C. Ferries catering stores facility to a mainland location, included a number of cost saving recommendations. "I like that," said de Cunha.

All the projects have been formally presented to B.C. Ferries and rather than gathering dust on the shelves, the reports are forming the basis of improvements in the catering system.

Course co-ordinator Gary Walton of Industry Services summed it up: "I am impressed by the changes the students have gone through - changes in attitudes and capabilities. The changes have been phenomenal, absolutely amazing. Now it's up to B.C. Ferries to make use of this training."

Student Transfer

Last summer Dr. Kreck, Department Head of Washington State University's Department of Hotel and Restaurant Administration, paid a visit to BCIT's Hotel, Motel and Food Services Dept. He was very impressed by what he saw of the facilities and the program and began working on a student transfer program from BCIT to W.S.U.

His counterpart at BCIT, Mike Coltman, was invited down to the university in January and paid a one-day visit to the campus in Pullman Washington. During the visit negotiations were concluded and BCIT students holding a Diploma from Hotel, Motel and Food Services Administration can now transfer to the university to obtain a B.A. in Hotel and Restaurant Administration. Transfer students would be required to make up some science courses and complete two more years of study to obtain their degree.

Correspondence Courses

The Directed Study Centre of Industry Services is now offering correspondence courses for the Hospitality Industry.

Currently available are Hotel-Motel Front Office Procedures and Food and Beverage Cost Control. Others are being planned in Wine Sales and Service, Advertising and Sales Promotion, Accounting for the Hospitality Industry and more. Wherever possible Canadian textbooks are being used to ensure material is relevant to the industry here. The text for the two now available have both been written by BCIT staff; Mike Coltman Dept. Head of Hotel, Motel and Food Services Administration published Food and Beverage Cost Control and Peter Renner, hospitality course instructor with Career Programmes wrote Front Office Procedures.

For those unable to attend BCIT or similar institute these courses fill a need for skills and knowledge development in the industry. Courses can be completed in less than 20 weeks and a credit is obtained upon satisfactory completion. Each student is assigned a tutor who will mark and comment upon assignments and tests.

Vicky, who was becoming a skilled direction-giver, being the first person in view for those entering by the side door, says she will miss the throngs of lost passers-by. So, if you see her on the corridor looking miserable ask her the way to the Registrar's Office, just to make her feel at home!

New locals for Dick and Vicky are 202, and 738.

Staff Publishings....

This month's 'The Canadian Nurse' magazine contains an article by Gertude Lake, program co-ordinator for our first year Registered Nursing and Registered Psychiatric Nursing programs. She was responsible for the integration of mental health nursing concepts and skills into the BCIT program before becoming co-ordinator.

The article stresses the importance of good nurse-patient relationships and illustrates these thoughts with two fictitious patients John and Howard. Discussed in the article is the dependency the patient has upon the nurse and also how nurses should become more involved with their patients as soon after admission as possible.

Ms. Lake is a graduate of UBC and received her M.S.N. from the University of California, San Francisco Medical Center. She describes this article as "The beginning of my organization of my beliefs concerning nursing assessment" and says "I fully believe that assessment for emotional components in patient behaviour and in illness need not be complicated, nor time-consuming. Nursing needs to identify a select assessment tool which includes critical components that will lead to identification of problems that are emotional or have emotional overtones."

AS THE INSTITUTE TURNS.....

LEGISLATION

The Ministry of Education has agreed to establish closer direct communications with the Staff Society on a regular basis. Thus BCIT representations to the Provincial Government may be based on a clearer understanding by Faculty and Technical staff as to the Provincial government's intentions and policies.

The Staff Society has written the Minister, urging:

1. that collective bargaining and other aspects of governance at BCIT remain unchanged,
2. that, if legislation affecting BCIT is introduced in the Spring session, then it is important (a) that sufficient time be allowed between the first reading and second to allow for consultation and (b) that a meeting of Staff Society representatives with the Minister of Education be arranged very early after the first reading of such legislation.

3. that, if legislation affecting BCIT (creation of councils, for example) is planned for a later session, then it is important that the Dept. of Education publish a White Paper and provide for consultation with parties involved in the educational sectors affected.

The most significant topic at the moment is the general issue (or question) of the nature of the legislation the Government intends to introduce concerning the post-secondary system.

GOARD COMMISSION REPORT

The Goard Commission Report on Vocational, Technical and Trades Training, apparently one of the elements involved in the coming legislation, was released the second week of February. The report does not deal with career and technical programs due to time constraints however, some items might be of interest -

By Pat Thomas Sec/Treas. Staff Society

For example, the Commission notes the current phase of expansion to regions outside the lower mainland in an attempt to equalize educational opportunities. The Commission applauds what has been done and calls for more of such development. If this were applied to BCIT it would correspond to the Winegard Commission report recommendations regarding BCIT.

The Commission recommends that institutions be given 'Nominal' title to their own facilities and be responsible for managing them. BCIT has made many representations on this topic. The Staff Society has also sought "autonomy" for the Institute, since continued successful collective bargaining depends upon the existence of responsible partners with enough authority to make suitable agreements and/or to "Fight their own fights".

The Commission endorses the practice of providing educational leave for faculty and technical staff. A practice which periodically comes under attack by some who don't understand the requirements of an up-to-date education system, particularly in the technological area. Provision for educational leave is also endorsed by the "Pankratz" Commission on Faculty certification and Professional Development.

Finally what the Commission itself calls its "most critical recommendation" concerns College Organizational Structure. Here we note that the Commission envisages BCIT as lying outside the proposed BC Organizational Training Council and outside the Universities Council, as a distinct organizational unit. This again accords with many representations made by BCIT Administration and Faculty.

Forest Products Does PR Work

January 1976 saw student enrollment dropping off in the Forest Products option of the Forest Resources Technology. This prompted the members of the department to do something about it and part of the outcome of a brainstorming session was 'The Conveyor'.

'The Conveyor' is a monthly newsletter published by Forest Products staff and edited by Gary Smook. This one page sheet contains items of interest about the department, a personal profile on a past graduate and news of openings in the two options, Wood Products and Pulp & Paper.

The newsletter is mailed out to all high school counsellors and has a circulation of about 750.

Enrollment last year increased 200 percent but it is not known for sure just how big a part 'The Conveyor' played in attracting prospective students to the option.

The objective, says Gary "Is to get our message into the high schools and make them more aware, and up-to-date about us. We ask the counsellors to put it on the noticeboards so that students will read it too."

HEALTH NEWS...

BCIT Health Services Expand



Dr. Barbara Copping

Dr. Barbara Copping, the BCIT campus doctor recently became appointed Acting Director of Health Services - a position which now makes her a BCIT staff member.

Health Services at BCIT has grown in size and manpower and the volume of patients seen each day has increased enormously. This prompted BCIT to ask for funding from the Medical Services Commission to increase the number of doctors on staff to two. The health services staff now numbers three full-time and one part-time doctor. In response to this request Dr. Mullard became the second campus doctor recently.

Future plans for Health Services include expansion of services and to be operational twelve months of the year.

Barbara Copping came to BCIT almost three years ago. She has a B.Sc in Zoology an M.Sc. in parasitology and an M.D. from UBC. During her internship at the Vancouver General hospital she decided

she would like to work with students and staff in an educational setting and at that time BCIT was advertising for a campus doctor. Barbara got the job.

She feels it was a wise decision to come here, "The people we see here are really appreciative of our services so it's pretty rewarding. Also, the convenience of no appointments and being able to choose which doctor you relate to best, all make it a much more friendlier experience for those seeking us out."

Dr. Mullard is in the office all day Monday and Wednesday with a midday session on Friday. His other two days are spent at Surrey Mental Health Unit. Dr. Mullard specialized in psychiatry for two years at UBC.

The Health Services team certainly do their best to get rid of the 'doctor's office' feeling at BCIT. Health Services is a friendly cheerful place where ills and chills are taken care of, with care.

M.S.C. PRAISED

BCIT Executive Director Dale Michaels praised the cooperation and speed with which the Medical Services Commission of BC responded to the medical staff needs of BCIT.

"Once we produced the figures, Roy Ralfs, Director of Salaried and Sessional programs, moved with tremendous speed to provide funds for extra staff in Health Services", Mrs. Michaels said. "we are deeply indebted to Mr. Ralfs and the Commission for their help."

truth to the rumour??

Principal Gordon Thom says there is no truth to the widely-held belief that one has to view the picture of Shirley Borelli's grandson to get an appointment with him!

Student Nurse Praised

The following letter was addressed to Mrs. M. Neylan, Acting Dept. Head, Patient Care Services.

Dear Mrs. Neylan,

I am writing this letter in regard to your students doing training in the Burnaby General Hospital Maternity Ward.

On January 4, I entered the hospital and some of your girls were assigned to observe me. I would like to say that I found your girls to be most kind and helpful, but what I am really writing about is one student in particular. Her name is Ramona Turner.

When I entered the Labour room Ramona was introduced to me and they told me she would stay with me all through it. I have never met anyone so kind and helpful, nothing was too much trouble for her. I was quite upset that my husband was stranded on Vancouver Island and as this was my first baby and being four weeks premature, I really wanted him with me. Also, I hadn't finished all my pre-natal classes, so didn't really know what to expect in the delivery room. With her calm, reassuring attitude, she managed to put me completely at ease and made things far easier than they probably would have been.

After the baby was born she settled in my room and for the next two days came to visit me and tell me all about my baby.

With her kindness and thoughtfulness, she made my stay in the hospital quite enjoyable. In my opinion, when she completes her training she will be a real asset to the nursing profession. If more nurses had her attitude about her work, people wouldn't be so reluctant to enter hospitals.

Thank you again for such a wonderful student.

Yours truly,
Mrs. Lessley Desmarais