A WORD FROM THE EDITOR

Operation "Outreach"

For the past 4 weeks our recently developed publicity trailer was located at the Grant Park Shopping Centre. Two full time information officers have manned the trailer Monday through Saturday from 10:00 a.m. to 10:00 p.m. and have played host to between 900 and 1,000 visitors.

In a telephone interview with Mary Samborski and John Doerksen, the information officers, I learned that, a number of people visited the trailer for a variety of reasons.

Representatives from business and industry were either looking for help or just interested in what types of training were carried on at R.R.C.C.;

Unemployed persons looking for a career or a job found their way to the trailer to learn of career or job opportunities;

Welfare recipients who expressed a desire to get off the welfare roll were interested in ways and means to achieve this end;

Widows working 2 or 3 days per week to support their families seemed unaware of the training available at R.R.C.C. and the support available from Canada Manpower to assist them;

Unemployed university graduates or drop-outs seemed interested in career training that would help them land a job;

In general, most people who visited the trailer were aware of the College but not too sure about what courses were offered. Many requests came in regarding interior decorating courses, and courses in home economics. Some thought the Teacher Education program at R.R.C.C. was for regular school teachers rather than Business and Industrial Arts teachers.

Others were unaware of the opportunity afforded to upgrade themselves in the Adult Basic Education program.

The majority of visitors were young people presently working but hoping to better themselves, and high school students just finishing high school.

There were parents looking for information for their children;

There were wives looking for information for their husbands;

And husbands looking for information for their wives;

Cont'd

The best time to tackle a small problem is before he grows up.
Interesting were the couple who visited the trailer, and the man, obviously a university student was attempting to interest his wife in a career, possibly to make up for the amount of time he spent studying. He apparently tried to sell her on first the "Child-Care" course and then the "Hairdressing" course, to which the young lady seemed totally unresponsive. You can lead a horse to water, but you can't make it drink.

Effective as a medium of communication are the tapes designed by Dave Curtis of our Counselling Services. These were tapes of interviews held between members of the Counselling, Admissions and ABE staff and Instructors and Department Heads of the courses concerned.

The tapes provide answers to the basic questions (over and above that contained in the course brochures) that are usually asked concerning courses at R.R.C.C. Thanks are extended to all those who participated in the making of these tapes.

It is hoped that the same tapes may be available to the school divisions at some future date.

Visitors to the trailer are welcomed to an informal setting where the coffee pot is always on. The trailer is open 6 days per week from 10:00 a.m. to 10:00 p.m. and Canada Manpower have a representative on site from 1:00 p.m. to 5:00 p.m. weekdays and Saturdays, 10:00 a.m. to 5:00 p.m.

The trailer is a modified portable classroom that originally saw service at Fisher Branch, Fairford Reserve and other rural points. The Department of Public Works reddid the heating, installed the signs and modified the wiring as required. Bert Surtees did a great job of the interior and the exterior siding was farmed out to two R.R.C.C. graduates. The Department of Highways transports the unit for us and it is currently on a three week location at the Northdale Shopping Centre. The next location will be the Crossroads Shopping Centre and following that, other major shopping centres and possibly rural centres in the area served by R.R.C.C.

The Outreach Project is under the responsibility of Mr. A.B. Ramrattan, of the College's Extension and Community Services Division, with assistance from Ms. Diane Tyler, Admissions Officer. The trailer is providing this service for all sections of the College.

Worthy of mention is assistance received from Lynn Sigurdson, Public Relations Director of the R.R.C.C. Student Association and from the merchants of the Grant Park Shopping Centre.

R.N.

R.R.C.C. Employees club

The R.R.C.C. Employees club is a social organization supplying the staff at R.R.C.C. with approximately four various functions per year. These functions are subsidized to the degree that surplus funds are available.

- Spring Social
- Hallowe'en Party
- Beer Fest
- Christmas Party

We have a fund from which we draw whenever anyone leaves. This is based on $4.00 per year of service to a maximum of $40.00.

Our club also sends out flowers whenever there is a bereavement in the immediate family of a staff member.

Retirement parties are also a function of our club. This is held at various times.

Our main source of funds is the sale of coffee and buns which everyone faithfully pays for. Membership cards are available for $1.00 and this entitles you to take out the salary continuance insurance, go on the special flights which are arranged from time to time, etc. We are also debating about having two prices for the various social functions - one price for members and another price for non-members. If any further information is required about the Club do not hesitate to contact one of the representatives. They are:

<table>
<thead>
<tr>
<th>Name</th>
<th>Local</th>
<th>Room</th>
</tr>
</thead>
<tbody>
<tr>
<td>Ray Burns</td>
<td>372</td>
<td>AB 31</td>
</tr>
<tr>
<td>Sid Clayton</td>
<td>206</td>
<td>B 124</td>
</tr>
<tr>
<td>Eleanor Hemming</td>
<td>125</td>
<td>E 305</td>
</tr>
<tr>
<td>Steve Skrynnyk</td>
<td>141</td>
<td>A 420</td>
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<tr>
<td>John Funk (Treas.)</td>
<td>386</td>
<td>C510</td>
</tr>
<tr>
<td>Rena Carroll</td>
<td>local</td>
<td>268</td>
</tr>
<tr>
<td>Dave Walker</td>
<td></td>
<td>227</td>
</tr>
<tr>
<td>Rose Marie Hess</td>
<td></td>
<td>308</td>
</tr>
<tr>
<td>John Herman (Pres.)</td>
<td>378</td>
<td>C509</td>
</tr>
</tbody>
</table>

R.N.
ANNOUNCEMENTS

OPEN HOUSE APRIL 19 AND 21, 1974

Please be advised that television programs or editing of television programs will not be accepted by the television studios after April 15, 1974 for use at Open House. All material concerning the use of T.V. equipment both hardware and software must be completed by the above mentioned date. This year there will be no exceptions.

STOCKTAKING - SUPPLY SECTION APRIL 1, 2, and 3rd.

Due to annual stocktaking the hours of issue from the Stockroom on 1, 2 and 3 April will be as follows:

- From 10:00 a.m. to 10:30 a.m.
- From 2:30 p.m. to 3:00 p.m.

It is requested that all personnel be advised to co-operate by obtaining their supplies during these periods on the dates shown.

HOURS FOR I.D. PICTURES

Please be advised that the hours for I.D. pictures have been revised to read:

I D PICTURES

Mon. - Fri. 12:30 - 2:00
Except Wed. 9:00 - 11:00

LABOR NOTWITHSTANDING

From the hour she arrives
Till the hour when she quits,
The stenographer strives
To impress while she sits;
Through the tedious grind,
As the keys rise and fall
This may broaden her mind
But, alas, that’s not all.

NEW STAFF MEMBERS

Donald Carlson
Instructor
Med. Lab.

Roger Schellenberg
Clerk
LRC

Marilyn Carter
A.V. Tech. I
A.V.

Pat Lejko
Duplicating Clerk
Duplicating Centre

Rosemary Kostolansky
Clerk Typist II
Staff Services

Beware of your tongue; it’s a wet place and might slip.
DUPLICATING CENTRE NEWS

As of Feb 1st 1974 the Duplicating Centre initiated a system of transferring the costs of duplicating to user departments. This "Chargeback" system processed by the Computer Centre, should give us a comprehensive picture of duplicating needs of various departments. It is designed to simplify records kept by the duplicating operators and to provide the most efficient, true cost pricing plan possible.

I would like to ask all instructional staff initiating requests for duplicating to enter the correct Unique Code in the space provided. Also all requests of over 100 copies of each original should be signed by the department head or supervisor responsible.

As of April 1st 1974 all requests for ditto masters, transparencies, ditto fluid, duplicating paper, paper and toner etc., should be directed to the Supply Section. The Duplicating Centre will no longer be responsible for the distribution of such material.

All calls for small copier repairs should be directed to Robert Dupas, local 247.

T. Sosnowski Duplicating Centre

GRAPHIC DESIGN WORKSHOP

Dennis Pankiw, Advertising Art instructor, has just returned from a graphic design workshop at Toronto, full of enthusiasm for the ideas generated.

The workshop was held March 8, 9 and 10 at Humber College of Applied Arts and Technology, Toronto, and was attended by about 20 instructors and leading designers from all across Canada. It was organized by Design Canada, a branch of the federal department of Industry, Trade and Commerce.

One encouraging discovery at the workshop, Dennis says, is that problems encountered in teaching design at Red River Community College are also encountered at all other Canadian community colleges.

An outcome of the three-day sessions, it is hoped, will be the development of Canada-wide standards for design and a correlation of instruction in design at all community colleges. The objective is to ensure that a graduate of Red River Community College, for example, will be able to work with graduates of community colleges in Toronto or Vancouver.

To this end, steps are to be taken to set up a national association of graphic designers, which among other services would build up a bank of information on professional people available for lecturing posts and advisory boards, as well as teaching aids, and reference material. It is also hoped to have slides showing student work exchanged by all community colleges, for purposes of comparison.

The conference was a follow-up to a similar conference held last August, which Dennis also attended. Progress towards national standards in design will be evaluated at a third workshop planned for the Fall. Expenses are covered by the Design Council of Canada.

ANSWERS TO TEST YOUR GENERAL KNOWLEDGE QUIZ IN FEBRUARY ISSUE

1. on hour 2. yes 3. one 4. he isn't dead 5. match 6. all 7. one hour 8. white 9. 1/2 way the other half he's running out 10. six 11. 50¢ piece and the other one a nickel 12. nine 13. eighty eight 14. they weren't playing each other 15. two apples 16. beggar is a woman 17. none 18. no 19. misspelled

Almost anything can be preserved in alcohol -- except a secret.
CONTACT

As the Spring morning
Is to the meadow lark,
As the lurking shadows of night
Are to the vampire bat,
As seal is to the Eskimo or
A carcass to the vulture,
Even such is the student to the educator.

If only we could value them as they are,
We would be closer to truth;
But love them not for themselves,
Only for the good they may be to others.
No gold can buy their respect for you,
No matter how deep you dig into
Your self-importance;
You become as a rose without fragrance.

Nobody knows the true value of
Student-contact time:
It lightens but does not dazzle;
Though gloomy at times,
It does not displease;
Not so rare are the lovable times--
They cannot be substituted.

Would you swallow the bait you
Hand your students sometimes,
If you knew what was on the end of the line?
Likewise, would you instill a
Contact-time philosophy if you
Know what was behind it?
Truly, this is a time of unearthing
And planting. But, beware
Of the weeds the wind of change can bring.
A captured bird may not
See the cage until it tries to flee
From its present state.

There lurks the greatest danger
Where the appearance of evil
Is least suspected;
Try for contact as long
As you ought, not as long as you can;
Your presence is worth more to others
Than your absence: It is your duty
To preserve this.

Remove the useless parts of your life,
And what is left?
Remove your infancy,
Remove your childhood,
Remove your sleep,
Remove your thoughtless hours,
Remove your days of sickness.
Now, even in your prime, how many
Seasons have you truly counted?
Not many, when contact time decreases
Inversely with age,
There would be less wrinkles in
Education's Soul if you were
To revere her children.

Robert S. Hayes
Drafting Department

Giving presents to a woman to secure her love is as vain as endeavouring to fill
a sieve with water.
INTERNAL R.R.C.C. MAIL SCHEDULE

8:30 A.M. - Offices in Bldg. "C" (up and down)
Al-34
Al-01
D1-01
Duplicating Centre

10:30 - "
El-16
E3-03
F3-15
Al-34
Al-01 (Health Sci.)
Hairdressing & Barbering
Bookstore
D1-01
Computer Centre
Duplicating Centre
Student Association
L.R.C.
Co-Op Credit Union
Phys Ed. & T.V. Prod.
Health Centre
Food Service

11:00 - "
SECOND MAIL RUN TO BLDG. "C" (up and down)

1:00 P.M. - El-16
E3-03
F3-15

1:30 - "
THIRD MAIL RUN TO BLDG. "C"

3:15 - "
P.M. RUN FOR Al-34, at 10:30 A.M. ETC. -

Approx. 9:45 - 10:15 - First Mail Delivery from Canada Post Office except Monday (approx 10:15-10:30 A.M.)
1:00 - 1:30 - Second Mail Delivery from Canada Post Office
2:30 - P.M. - Mail for the Canada Post Office and Inter-Departmental Mail System leaves the Mail Room
4:00 - " - Mail from Inter-Departmental Mail System arrives.

Anyone wishing to take out audio-visual material from the Audio-visual Distribution Section must show their I.D. cards?

With a man, a lie is a last resort; with women it's first-aid.
Peter Piper picked 8.81 litres of pickled peppers.
It hit me like 907 kilograms of bricks.
A miss is as good as 1.609 kilometers.
Beat him within 2.54 centimetres of his life.
All wool and 91.3 centimetres wide.
Give him 2.54 centimetres and he takes 1.609 kilometres.
Hell's 2.023.5 square metres.
A decigram of salt.
Missed by 1.609 country kilometres.
Kilogram for kilogram he's the best.
Third down and millimetres to go.

Things to do today

1. GET ORGANIZED
2. TALK TO WIFE
3. GET REORGANIZED
4. TALK TO WIFE
5. ABANDON ENTIRE IDEA
6. TALK TO SELF

Jim Graham's Retirement January 30
Jim gets fond farewell from fellow ?? employees! Happy retirement Jim! We'll miss you.

Men fall into three categories; the rich, the handsome and the majority.
Mr. Talbot welcomed new members: A. Miah, A. B. Ramrattan, I. Gold and noted that it was F. Thiessen and not A. Friesen taking D. Dales place on the DAC as it was written in the last minutes.

**SABBATICAL LEAVE**

The question was raised as to whether there is a policy for Sabbatical Leave, Mr. Talbot answered that there is no set policy at present, but went on to say that we do have Educational Leave with or without pay. He stated that staff members should submit their requests for Educational Leave, as applications are still being received. This information will come out with the Task Force report on Staff Development which contains information about leave. The Task Force recommends that a Staff Development Committee be set up in each College - it may consist of faculty, principals and administrators.

**LIGHTING IN LECTURE THEATRES**

Many complaints have been received regarding the lighting in the Lecture Theatres. Students are finding it difficult to see the writing on the boards, which could perhaps be caused either by the glare from the lights or simply just dim lights. Mr. Talbot suggested that perhaps the potlights could be rearranged. At any rate, it will be looked into.

**PURCHASING**

To be discussed at the next meeting.

**SPEAKERS' BUREAU**

Ray Newman reported that only 17 surveys have been returned to him re the above. 17 people is not enough to start a Speakers' Bureau. Members decided that the Speakers' Bureau survey will be contained in the next issue of the Staff Bulletin.

**INSTRUCTOR EVALUATION TASK FORCE**

Final results of the Instructor Evaluation Task Force were produced as follows:

1. That there should be compulsory student evaluation of instructors. This should be carried out by at least three classes each term. Results should go to the instructor and the department head only. (The vote in favour of this recommendation was 4 - 1 with the dissenting vote cast by Bruce Harvey. However, subsequent recommendations (2. - 6.) were unanimously approved.)

*Just about the time a woman thinks her work is done she becomes a grandmother.*
2. That the department head should sit in at least twice during an instructor's first year but after that sit in only when the situation warrants it.

3. That an educational support person should sit in at least once during an instructor's first year. Results should go only to the instructor.

4. That instructors should be encouraged to sit in on each other's classes for information purposes and to act as resource people for more effective input. This should not be for evaluation's sake.

5. That, before any evaluation system is instituted, a training session on evaluation be held with E.D.O., chairman and department heads on a sectional basis.

6. That if the first recommendation is accepted by the College, then another task force be appointed to: (a) survey various "Student evaluation of Instructor" forms and select the best; (b) investigate the setting up of an appeals board to hear an instructor's case against an unfavourable evaluation.

The question was asked as to whether this evaluation would be put into operation now? Mr. Talbot stated that he would need time to study it and then discuss it with the Principals of each Division before a definite plan can be proposed.

Copies of the Task Force on Instructor Evaluation report will be made available in the LRC and also published in the Projector. If further information is required, please see your DAC representative.

CLOCKS

Members noted that the clocks in Rooms D-212 and D-214 are not working. To be looked into.

CLOSED DOORS

Some instructors feel that the closed doors between buildings sometimes causes an inconvenience when bogged with a lot of equipment. The reason for the closed doors is for fire regulations and air ventilation.

SPEECH COMPETITIONS

Preliminary competitions will be held on March 20th between 8:00 - 12:00 and 1:00 - 4:00 in the Black and White Lecture Theatres. Finals will be held on March 21st between 8:00 - 12:00 in the Black Lecture Theatre. Participants will be judged by members of the Toastmasters and Toastmistress Association and T.V. personalities. Prizes and money will be awarded and plaques and a trophy will be presented at the end of the competition. Any students who feel they have a flair for speaking are urged to enter.

FOOD IN CAFETERIAS

The question was raised as to why individual foods cannot be bought in the cafeterias, e.g. a single plate of chips. It was also noted that sometimes a person cannot mix the foods of their choice, even if they are available, e.g. carrots and roast beef instead of potatoes and roast beef. This, and the nutritional value of the food, will be looked into.

OPEN HOUSE

The times established for Open House are definite. Friday, April 19th, between 9:00 - 4:00 for the school children and Sunday, April 21st between 12:00 - 5:00 for the general public.

WORKLOAD STUDY

Copies of the results of the Workload Study can be made available for staff who wish to review them.

The difference between lucky and unlucky pedestrians is that the lucky ones get the brakes.
The final report on the student dropouts was discussed by J. Nykoluk and N. Russell, Review & Development. This report, done at the divisional level on behalf of the three Colleges, provides information useful for planning and management purposes.

Slides were shown from a study conducted by M. Dale Beckman for the Post Secondary Research Reference Committee on dropouts from all Manitoba Post Secondary institutions. This study provides comparisons between university and community college dropouts.

It was noted that in terms of individual students, most students have a good reason for dropping. Most students agreed that they did benefit from the institution, even though they dropped out of it. Some even expressed a wish to return. Questions followed. Members asked if a yearly survey would be helpful to students? There are no plans of continuing surveys on a scheduled basis, but perhaps sending out surveys to students asking them why they left would be helpful. It was pointed out that a large percentage of students who dropout do not indicate what their goals are. The Department of Education has developed programs for high school students. One member suggested that more information on careers, etc., should be placed in the hands of counsellors. Also, more information should be passed on to the students on what is required in the working world. Perhaps a system where a student works for two months, returns to school for two months and repeats this cycle again, is an idea as the student can then experience the working world and then relate to his studies when he returns to school. Discussion ended. Mr. Talbot thanked Mr. Nykoluk and Mr. Russell for their help in this survey on student dropouts.

Photograph shows members of the RRCC Staff Hockey Club - missing from the picture is John Herman who took the photograph. It was hoped that a game could be arranged between the students on the new hockey rink but Manitoba's short winter did not allow enough time to schedule the event. Maybe next year!

Diets are welcomed only by women who are thick and tired of it.
The Director's Advisory Council has authorized me to proceed with a survey of faculty and administration staff in order to determine whether there would be enough volunteers who are willing to offer their services. The Speakers' Bureau would be a free service operated by the College. It makes available to faculty and administrative staff a medium through which they can offer their speaking time and expertise to church, school and service groups in the Winnipeg area.

A file of volunteers' names would be maintained and biographical information released with the permission of the speaker to the planning representative of the hosting group. All liaison work between the speaker and the hosting group would be handled by Administrative Services unless the speaker prefers to make final arrangements personally.

The Speakers' Bureau would be advertised through a brochure, posters, possibly newspaper ads and periodical articles where available.

In other Universities and Colleges Speakers' Bureaux are held in high esteem by the general public. We think a Speakers' Bureau would do much to advertise and enhance the image of Red River Community College.

If you are interested in offering your services to community groups through the Bureau please fill in the attached form and return to Administrative Services Room C308. Feel free to add any comment or suggestions or call me at local 307.

Ray H. Newman, Supervisor