

Monday, February 1 - Wednesday, February 3, 1988
Volume 8, Number 8

GENERAL:

Let's Clear the Air!

The York University Smoking Policy goes into effect February 22, 1988.

Given the size of the University and the nature of its activities, day-to-day implementation and enforcement of the smoking policy will be the responsibility of the individual directly in charge of a given area or an activity within an area. To assist supervisory personnel a half-day seminar is planned for February 8, 1988. This seminar will help you become familiar with issues and resources associated with introducing a policy to create a smoke-free workplace. To register, please call Joan Chaplain, Department of Occupational Health and Safety (-5491). Copies of the program are available at Suite A of the West Office Building.

Watch the Bulletin, the Gazette, Excalibur and ProTem for information regarding smoking areas and smoking-cessation programs.

Help create a smoke-free York

The Department of Security and Parking Services requests that all Faculties, Colleges and Departments provide an updated information list of names, telephone numbers, area of responsibility (including room numbers) of one principal and two back-up persons to be contacted after normal working hours in case of an emergency. Please submit the list to the Department of Security and Parking Services, Room D27, EOB. All lists will be kept in a confidential file.

Automobile Compensation For Use of Personal Vehicle: As of January 18, the rate to be paid for the use of a personal vehicle on approved University business is 22 per kilometre. (Office of the Vice-President, Finance & Administration).

Colleges are now seeking applicants for Donships for the 1988/89 academic year. Further information and application forms are available from the following:

- Bethune - Janet Waisglass, Room 205C (-3958)
- Founders - Agnes Lau, Room 221 (-6919)
- McLaughlin - Pam Montoute, Room 222 (-7084)
- Stong - Sheila Herbert, Room 313 (-3315/7310)
- Vanier - Sue Philip, Room 247 (-2244)
- Winters - Valerie Bruce, Room 275 (-7446)

Applications are to be submitted by 12:00 noon, Friday, February 26. Applicants will be advised of decisions on Wednesday, March 30. Note: Deadlines may vary slightly with each college.

The Department of Personnel Services announces the following appointments: Diane Townsend, Community Relations Officer, Community Relations, effective January 11, 1988; Nevia Jelenic, Assistant Director, Financial Aid, effective February 1, 1988. The following promotions have also recently taken place: Brenda Hanning, Assistant to the Provost, Executive Group; Keith Gouglas, Project Coordinator (Renovations), Physical Resources; Ilanna Yuditsky, Coordinator, Centre for Handicapped Students, Student Affairs.

A University Department has for sale in an "as is" uncertified condition: 1980 Model J10 Jeep pick-up truck, 4-wheel drive, 6 cylinder, power steering and brakes, automatic transmission complete with 7 1/2' electric snow plow. To inspect the vehicle, call Grant Berry at -6734. Offers to purchase, in writing only, should be forwarded to Mr. Dale Watts, Purchasing, Room 39, EOB, referring to File #PSD-376.

The Staff Development Office, Personnel Services invites all faculty and staff to view an 11-minute Video which was made to introduce new employees to York. Interested persons are asked to note when the video will be shown in their area. It will be shown at 12:00 noon and 1:00 p.m. on the following days:

- | | | |
|------------------------------------|---------------|--------------------------------------|
| Glendon | - February 4 | - Senior Common Room |
| Winters/Vanier/McLaughlin/Founders | - February 5 | - Master's Dining Room, Founders |
| Ross | - February 11 | - Room N836, Ross |
| Stong/Norman Bethune/Tait McKenzie | - February 12 | - Gallery (Room 320), Norman Bethune |
| Stacie/Petrie/Farquharson/Lumbers | - February 18 | - Room T110P, Stacie |
| Administrative Studies/Osgoode | - February 19 | - Room 032, Administrative Studies |
| Atkinson/Calumet/Fine Arts | - February 25 | - Purple Lounge, Fine Arts |
| Scott | - February 26 | - Room 112, Scott |

The Centre for International and Strategic Studies invites applications for the position of Director. The appointment will be filled at the Associate Professor or Professor level by a candidate with expertise in one or more areas of international and strategic studies. The appointment may include a tenured professorship in a Faculty/Department consistent with the disciplinary background of the successful applicant. Candidates from relevant academic disciplines are invited to apply. The appointment is to commence July 1, 1988. Applications may be submitted to Prof. R. Cuff, Chair, Search Committee, c/o Associate Vice-President (Research), Office of Research Administration, Room S414A, Ross. The deadline for applications is April 1. For further information call Marilyn D'Alessandro at -5055.

GENERAL (cont'd.)

Revenue Canada has advised York that there are further restrictions on the research grant in lieu of salary program. These restrictions conflict with the earlier ruling on which the program is based. The program is temporarily suspended to non-leave applicants until such time as the discrepancy is resolved. Applications will still be accepted from sabbaticants and faculty members who have received leave fellowships. For further information contact Marilyn D'Alessandro in the Office of Research Administration (-5055).

Information regarding Atkinson Summer '88 enrolment will be available to students registered in the Faculty of Arts, February 8 to 10 in Central Square (West Bear Pit).

York Computing Services offers non-credit computing courses. There is a \$25 registration fee for most courses. The following courses are being offered in February: A Review of Yterm; Introduction to VM/CMS; and Advanced Features of WordPerfect. For further information or to register, call Rose Orlando at -5257.

Mr. J.A.S. McNeil, Director of Admissions, informs the York community that nominations for the annual "Class Builders' Award" are being accepted until February 10 at the Admissions Office, Room B101, WOB. The award is presented to those members of faculty who have gone far beyond the call of duty in their efforts to recruit students to York. The winners will be announced February 15.

Members of the York community are asked to note the following changes to the York Telephone Directory:

| | |
|--|-------|
| Robert Stevens, Investigations Officer, Department of Security and Parking Services, D29 E0B | -5503 |
| Linda M. Warren, Assistant Director, Department of Security and Parking Services, D25 E0B | -5645 |
| Janet Waisglass, Residence Secretary, 205D Norman Bethune | -3958 |
| J. Ceri Stephens, Classics and Humanities, 257 Winters | -3457 |

EVENTS:

MONDAY, FEBRUARY 1

12:00 noon - 4:00 p.m. - Death Awareness Week - [Jewish Student Federation] with events as follows: 12:00 noon - Opening Ceremony - East Bear Pit; 1:00 p.m. - Panel on Suicide: "How to Break the Trend" with Karen Letofsky, Suicide Survivors Support Program; and Prof. Selma Sage - Senate Chamber (9th floor), Ross; and 4:00 p.m. - Interfaith Panel on "Rituals of Death, Burial and Mourning" with Rev. Harry Huff (Lutheran); Father Michael Brosnan (Catholic); Rumi Keshavjee (Ismaili Student Organization); and Rabbi Yaakov Palatnik (Jewish Student Federation) - Scott Religious Centre

2:30 p.m. - PhD Defence - [Graduate Program in Biology] Darlene Ager will defend her thesis entitled "Analysis and Quantification of Interactive Effects Between Various DNA Damaging Agents" - Room 312, Farquharson

4:00 p.m. - Biology Research Seminar - "Neurochemical Mapping in Lower Invertebrates - Functional and Evolutionary Implications" with Dr. M. Anctil, University of Montreal - Room 320, Farquharson

4:00 p.m. - Philosophy Seminar - "Liberalism and Conceptions of the Good Life" with Prof. Arthur Ripstein, Erindale College - Senior Common Room, McLaughlin

TUESDAY, FEBRUARY 2

12:00 noon - Ecology Seminar - "Learning and Memory in Food-Storing Birds" with Dr. Dave Sherry, University of Toronto - Room 203, Lumbers

12:00 noon - 1:00 p.m. - University Skills Series - [Counselling and Development Centre] "Preparing for Exams" - Stedman Lecture Hall "E"

12:00 noon - 2:00 p.m. - Live Jazz Concert - [CHRY-FM] featuring the Andrew Boniwell Quartet - Junior Common Room, Vanier

12:00 noon - 2:00 p.m. - Death Awareness Week - [Jewish Student Federation] continues as follows: 12:00 noon - "Die Laughing," a performance art piece by Valderie Kates - Bear Pit, Central Square; 2:00 p.m. - "Coping With Death," a presentation and discussion with Rheba Adolph, North York General Hospital; Michelle Goodman, Assistant Director of Benjamin Institute for Community Education and Referral - Room S103, Ross

2:30 p.m. - Guest Speaker - [Vanier, Religious Studies] "The Praxis of Suffering - Contemporary Liberation Theologies" by Prof. Rebecca S. Chopp, Candler School of Theology, Emory University, Atlanta - Senior Common Room, Vanier

6:00 p.m. - 8:00 p.m. - Workshop in Political Economy - "Can Existing Socialism in Eastern Europe Be Reformed" with T. Kowalik, York Visiting Prof.; for information call Henryk Flakierski at -3430 - Room S777, Ross

7:30 p.m. - Lecture Series - [Mariano A. Elia Chair in Italian-Canadian Studies] "Friulan Immigration to Canada Before World War II" by John Zucchi, McGill University - Friuli Centre, 7065 Islington Avenue

8:15 p.m. - Yeowomen Volleyball - York vs. Toronto - Tait McKenzie Gym

8:30 p.m. - Yeowomen Hockey - York vs. Guelph - York Ice Arena

WEDNESDAY, FEBRUARY 3

12:00 noon - Visitor - [York New Democrats] Bob Rae, leader of the Ontario New Democratic Party will meet briefly with members of the York community - NDP table, Central Square

12:00 noon - 8:00 p.m. - Death Awareness Week - [Jewish Student Federation] continues as follows: 12:00 noon - "Tu' B'shvat: Festival of Trees and Life" - Bear Pit, Central Square; 2:00 p.m. - "Supporting the AIDS Patient" with Yvette Perraeault, Support Coordinator for the AIDS Committee of Toronto - Room S172, Ross; 3:00 p.m. - "AIDS in the Jewish Community" with Elizabeth Boulton, Cantor, Temple Emmanuel - JSF Office (Portable 1); 4:00 p.m. - "Is My Body My Own? Organ Donation From a Jewish Perspective" with Rabbi Howard Sacknovitz, Community Hebrew Academy of Toronto - JSF Office (Portable 1); 8:00 p.m. - Panel Discussion on "What is the Meaning of Life?" with Prof. Tibor Horvath, University of Toronto; and Prof. Allan Tough, OISE - Moderator: Michael Benjamin, Benjamin's Park Memorial Chapel - Room 204, York Hall, Glendon

EVENTS (Wednesday, February 3, cont'd.)

- 2:00 p.m. - Computer Science Seminar - "Techniques for Simplifying the Design of Distributed Systems" with Gil Neiger, Cornell University - Room B01, Administrative Studies
- 2:00 p.m. - 4:00 p.m. - Workshop for Teaching Assistants and College Tutorial Leaders - [Educational Development Office] "Getting Ideas Across: Effective Explanations in Good Lectures" - for further information and to register, call -3220 - Room 282, Atkinson
- 4:00 p.m. - Chemistry Seminar Series - "Optically Active Arsenic Macrocycles" with Dr. S.B. Wild, Australian National University - Room 317, Petrie
- 7:00 p.m. - Atkinson Faculty Lecture Series - "The Politics of the South African Emergency: The Resistance Movement Regroups" by York Prof. John S. Saul - Fellows' Lounge, Atkinson
- 8:00 p.m. - Theatre Performance - [Vanier College Productions] "The Black Tulip" - tickets are \$7.00, \$5.00 for students and seniors; advance tickets are available by calling -5192 - Vanier Dining Hall

STAFF POSITIONS:

York University has begun recruiting for two senior administrative positions:

1. Assistant Vice-President (Human Resources)

The Assistant V-P (Human Resources) will be the senior position in a renamed Department of Personnel Services, reporting to the Vice-President (Finance & Administration), and responsible for developing and implementing policy across the range of human resource functions relating to the University's non-academic personnel.

2. Assistant Vice-President (Finance)

This is a new position, reporting to the V-P (Finance & Administration), to be the senior professional finance function at York, responsible for the development of financial services and policies, both operating and capital. The Comptroller and present Finance departments will report to the new Assistant V-P.

Advertisements for both these positions will appear in the Globe and Mail beginning this week. Persons interested in obtaining further information about, or applying for, either position are invited to respond to the Globe ad, or directly to W.D. Farr, Vice-President (Finance & Administration), S907 Ross Building.

Applications for internal transfers/promotions, should reach Personnel Services no later than Monday, February 8, 1988. Application forms are available from Personnel Services. *Indicates position is exempt from bargaining unit.

Counsellor: Betty Gunning

Student Programmes Assistant "B" - Office of Student Programmes, Science. (High school graduation or equivalent with 1 year university education required; 1-2 years' related experience, (e.g. in a student service area); typing 45-50 wpm, accuracy essential; word processing skills preferred or willingness to learn; data entry experience preferred; proven ability to work accurately and quickly under pressure; excellent oral communication skills; ability to communicate effectively; demonstrated ability to work well with minimum supervision; good organizational skills; demonstrated ability to exercise judgement.) GRADE: 5 (\$21,877) JOB NO: G032

Technical Secretary I - Chemistry, Science. (High school graduation with secretarial training or equivalent; 2 years' secretarial experience, including technical word processing experience; typing 55 wpm, accuracy essential; technical word processing skills; word processing skills required; good oral and written communication skills; accuracy with figures; excellent organizational skills; ability to set priorities; tact and diplomacy; demonstrated ability to work accurately under pressure.) GRADE: 4 (\$20,337) JOB NO: G033

Programme Assistant I - Centre for Continuing Education. (High school graduation with secretarial training or equivalent; 1-2 years' related experience (e.g. secretarial experience, computerized records experience etc.); typing 50-55 wpm; word processing and microcomputing skills; good oral and written communication skills; tact and diplomacy essential; demonstrated ability to deal courteously and effectively with students and staff; pleasant telephone manner; good organizational skills; demonstrated ability to attend accurately to detail.) GRADE: 4 (\$20,337) JOB NO: G034

CORRECTION TO POSTING OF YORK BULLETIN JANUARY 6, 1988 JOB NO: G011

Research Assistant - Canadian Studies, Atkinson. TEMPORARY: to June 30, 1988. (High school graduation with secretarial training or equivalent; 2 years' secretarial experience, preferably in a student related area; typing 55-60 wpm; word processing skills required; good oral and written communications skills; tact and diplomacy; ability to deal courteously and effectively with students, staff and faculty; good organizational skills; proven ability to work independently; ability to work accurately and effectively under pressure of high volume; ability to use dictation equipment would be an asset; written comprehension of French would be an asset.) GRADE: 4 Provisional (\$20,337) JOB NO: G011

Thursday, February 4 - Sunday, February 7, 1988
Volume 8, Number 9

GENERAL:

Computer Methods Building Construction Begins

Computer Methods Inc., a company engaged in the development of new software for the consulting industry, leased a parcel of land last spring from York University through the agency of the York University Development Corporation. The land is located north of the KNIMR Building (on Keele Street, south of Steeles).

The company broke ground in December for a two-phase 60,000-square foot building and is looking forward to an early completion. The building will be the site of a world class R & D software facility specializing mainly in IBM equipment applications. Computer Methods currently employs several York graduates; the company's proximity to York will lead to an exchange of ideas and sharing of other unique resources which will be beneficial to both parties. Alan Berg, the owner of the firm, already has been instrumental in assisting York to achieve a \$600,000 grant for the Enterprise York and the Centre for Entrepreneurship projects of the Faculty of Administrative Studies. For further information call Greg Spearn, York University Development Corporation (-5341).

In 1979, President H. Ian Macdonald established the Ronald Kent Medal, in memory of the late Ron Kent and his many years of devoted service to York. The medal is awarded periodically to honor unusual service to the University by a member of non-academic staff. Its recipients thus far have been Ron Kent (posthumously), Olga Cirak, Ron Witty and Joan Young. A selection committee chaired by Vice-President Farr receives nominations and makes recommendations to the President as to suitable recipients of the Medal. The Committee intends to award the medal this year and the selection of its recipient will take place this spring. Members of the York community are invited to submit nominations for the award in writing to Vice-President W.D. Farr, Room S958A, Ross by Friday, February 19.

Applications are invited from full-time graduate students of York for the position of Residence Tutor of Norman Bethune College. For information and guidelines, call -3958. Applications must be submitted no later than February 5 to Janet Waisglass, Room 205D, Norman Bethune. The appointment must commence no later than May 1.

The Search Committee for a Master of Winters College invites nominations and applications for the position of Master. Candidates should be full-time tenured faculty members of York. Candidates are asked to provide a letter of application, a curriculum vitae and the names of three references to the Search Committee. The term of appointment begins July 1, 1988 for a period of five years. For further information contact Brian Laing at -3321. All correspondence should be addressed to the Chair of the Search Committee, Prof. R.K. Allan, Room 210C, Farquharson. Applications should be received by March 7.

Recreation York's "Take a Break and Recreate" will take place Monday, February 15 from 12:00 noon to 2:00 p.m. at the Track and Field Centre. Teams must register with Recreation York. The entry fee is \$15.00 per team and/or \$1.50 per individual. The dress code is casual, but running shoes are required. For further information call -5184.

The Grounds and Vehicle Section of the Department of Physical Plant informs members of the York community that arrangements have been made with Metro Waste Paper Recovery Inc. to initiate a trial pick-up of corrugated cardboard. Containers have been placed at the Ross, Winters, and Scott loading docks. Appropriate signs will be installed to indicate exact location on each loading dock. Carton boxes should be placed unfolded into these containers. If this trial proves to be successful, the number of pick-up locations will be expanded.

EVENTS:

THURSDAY, FEBRUARY 4

12:00 noon - McLaughlin Lunch-Time Series - featuring a poetry reading by Miriam Waddington - Senior Common Room, McLaughlin

12:00 noon & 1:00 p.m. - Video - [Staff Development Office] staff and faculty from Glendon are invited to view this 11-minute video which was made to introduce new employees to York - Senior Common Room, Glendon

12:00 noon - 3:00 p.m. - Death Awareness Week - [Jewish Student Federation] continues as follows: 12:00 noon - Performance by Keith Grant (musician) - Bear Pit; "Is There Life After Death in Judaism" with Dr. Simcha Steven Paull, Director of Benjamin Institute for Community Education and Referral - Room B01, Administrative Studies; 3:00 p.m. - "Near Death Experiences: A Personal Account" with Marilyn Jennings - Bear Pit, Central Square

3:00 p.m. - Graduate Program in Music Colloquium - "The Study of Performance: Lessons from Sufi Music" with Dr. Regula Qureshi, University of Alberta - Room 207, McLaughlin

4:00 p.m. - Mathematics Colloquium - "Minimax Estimators in Normal Manova Models" with Dr. Martin Bilodeau, Stanford University - Room S205, Ross

7:15 p.m. - Student Recital Series - [Music Department] featuring Stefanie Bronzi (piano) - McLaughlin Hall

8:00 p.m. - Theatre Performance - [Vanier College Productions] "The Black Tulip" - tickets are \$7.00, \$5.00 for students and seniors; advance tickets are available by calling -5192 - Vanier Dining Hall

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EVENTS (Thursday, February 4, cont'd.)

10:30 p.m. - Options - [DIAR] "Putting the Charter to Work" with host John Saywell and Law Profs. Peter Hogg and David Beatty - TV Ontario (Channel 19, Cable 2)

FRIDAY, FEBRUARY 5

10:00 a.m. - Sociology Symposium - "Gender and Skill: Working in an Industry in Transition" with Dr. Charlene Gannage - Room 320, Norman Bethune

10:00 a.m. - PhD Defence - [Graduate Program in Sociology] Alexander Roman will defend his dissertation entitled "Ethnic Identity Among the Ukrainian Canadians: An Assessment of Generational Changes" - Room N927, Ross

12:00 noon - Student Chamber Series - [Music Department] featuring student soloists and chamber ensembles - McLaughlin Hall

12:00 noon & 1:00 p.m. - Video - [Staff Development Office] staff and faculty from Winters, Vanier, McLaughlin, and Founders are invited to view this 11-minute video which was made to introduce new employees to York - Master's Dining Room, Founders

2:00 p.m. - Psychology Colloquium - "The Psychology of Humour" with Stephen Murgatroyd, Athabasca University - Room 291, Behavioural Sciences

2:00 p.m. - 4:00 p.m. - Dancer's Forum - [Dance Department] featuring a lecture/demonstration by Billyann Balay, Director of the Toronto Dance Theatre School - Studio I, Fine Arts

7:30 p.m. - Yeomen Hockey - York vs. Queen's - York Ice Arena

8:00 p.m. - Theatre Performance - [Vanier College Productions] see Thursday's listing for further information

SATURDAY, FEBRUARY 6

2:00 p.m. - Yeomen Hockey - York vs. RMC - York Ice Arena

8:00 p.m. - Theatre Performance - [Vanier College Productions] see Thursday's listing for further information

STAFF POSITIONS:

Applications for internal transfers/promotions, should reach Human Resources no later than Thursday, February 11, 1988. Application forms are available from Human Resources. *Indicates position is exempt from bargaining unit.

Counsellor: Irmgardt Duley

*Assistant Manager - Housing and Food Services, Business Operations. (University degree or equivalent, preferably in business or a related field; courses in accounting an asset; community college technology courses an asset; minimum 5 years' experience in property management, including experience in building and equipment maintenance, and in building construction; demonstrated ability to prepare concise reports; detailed knowledge of skilled building trades and building maintenance; a sound knowledge of engineering principles, construction codes and regulations, and specification writing; excellent oral and written communication skills; excellent interpersonal and public relations skills; demonstrated supervisory skills, including the ability to train subordinates in a manner that will ensure excellent public relations. Please submit a resume when making an application.) GRADE: P&M 6 (under review) (\$30,535-\$35,923) JOB NO: D007

*Manager, Housing Administration - Housing and Food Services, Business Operations. (University degree or equivalent with courses in public relations and accounting; 5 years' property management experience, preferably in a University environment, including at least 3 years' supervisory experience; demonstrated excellent interpersonal skills; excellent oral and written communication skills; tact and discretion; demonstrated ability to provide a high level of service to the community; supervisory skills, including the ability to train subordinates in a manner that will ensure excellent public relations; demonstrated ability to deal effectively with students, staff, faculty, and business personnel in order to ensure effective, efficient, harmonious relationships at all times; budget analysis and preparation skills.) GRADE: P&M 7 (\$32,824-\$38,617) JOB NO: D008

Counsellor: Betty Gunning

Secretary - Office of the Comptroller. (High school graduation with secretarial training or equivalent; a post-secondary course in accounting required; 1-2 years' secretarial experience, preferably in an accounting department; typing 50-60 wpm, accuracy essential; demonstrated word processing skills required; excellent oral communication skills; pleasant telephone manner; recent bookkeeping skills; demonstrated accuracy with figure work.) GRADE: 4 Provisional (\$20,337) JOB NO: G035

Student Affairs Assistant - Dance, Fine Arts. (High school graduation or equivalent; 2 years' related experience (e.g. in a student related area such as Admissions, Student Programmes, etc.) in a university environment; typing 50 wpm; demonstrated word processing skills required; demonstrated excellent oral and written communication skills; pleasant telephone manner; tact and diplomacy essential; initiative; demonstrated ability to prioritize workload; demonstrated ability to interpret computer printouts; demonstrated accuracy with figure work.) GRADE: 5 Provisional (\$21,877) JOB NO: G036

Enquiries Assistant - Atkinson College. TEMPORARY: to September 30, 1988. (High school graduation or equivalent; 1-2 years' related experience (e.g. in a student service area), preferably in a university environment; basic typing skills; excellent public relations and oral communication skills; pleasant telephone manner; tact and diplomacy essential; demonstrated ability to deal courteously and effectively with students, faculty and the public.) GRADE: 5 (based on an annual salary of \$21,877) JOB NO: G037

Secretary - D.L.L.L, Arts. (High school graduation with secretarial training or equivalent; 1-2 years' secretarial experience, preferably in a related area; typing 45-55 wpm, accuracy essential; word processing skills required; good oral and written communication skills; ability to type in several foreign languages, or willingness to learn; knowledge of a foreign language (Italian, French, Spanish or German) would be an asset; tact and diplomacy; good organization skills.) GRADE: 4 (\$20,337) JOB NO: G038

Postal Assistant, Counter - Post Office, Physical Plant. TEMPORARY: to May 31, 1988. (High school graduation or equivalent; 1 year related experience required (e.g., post office counter experience); basic bookkeeping skills required; excellent oral communication skills; demonstrated ability to deal courteously and effectively with the public; good organizational skills; sense of responsibility; demonstrated ability to work well under pressure.) GRADE: 5 (based on an annual salary of \$21,877) JOB NO: G039

GENERAL:

New Student Housing Proposals

The President has recently announced the creation of a Project Committee chaired by Mr. Greg Spearn, Vice-President of YUDC, to guide planning for new student housing units on the York campus. This Project Committee will base much of its work on the reports of two earlier investigations into an expansion of the student housing capacity at the York University Keele Street campus. A 1985 Users Committee and a 1986-87 Sub-Committee of the President's Land Use Coordinating Group both identified an urgent need for additional accommodation. The current committee will concentrate on issues of design and financial viability and will identify government subsidy programs which might assist York in making an early start on these projects. To assist the Project Committee in the detailed design of these structures, two Users' Sub-Committees have been created.

****Project One Users' Sub-Committee - Self-Contained Apartments**

The Draft Campus Concept Plan has identified a site on the north side of the Assiniboine Road Student Apartment Buildings which will accommodate up to 370 new low-rise apartment units.

****Project Two Users' Sub-Committee - A Single Student Residence for undergraduates in a low-rise configuration**

The Draft Campus Concept Plan has indicated that if another College-type residence is to be constructed, it should be located adjacent to the main food service facilities in College Complex II (Stong and Norman Bethune Colleges).

These two Users' Sub-Committees will advise the main Project Committee and through it the architects on important items of detail and design. They will include representatives from the various constituencies of the University, faculty, staff and student residents, and will be seeking input and advice from the whole community. The secretariat for these Users Committees will be the Housing Department, Room 104, EOB (-5652).

Beinhaker, Irwin and Associates have been appointed as architects for Project One (Self-Contained Apartments). The Project Committee will undertake an immediate search for architects for Project Two (Student Residence).

All members of the community are invited to participate in this process. If you have comments or suggestions, please contact the Housing Department.

Openings are available to professional and managerial staff in the Time Mastery Seminar taking place February 11 and 12. This comprehensive two-day seminar provides the tools to manage time obligations, reduces time-wasters and controls priorities on and off the job. For further information and to register, call the Staff Development Office at -2597.

OBITUARY: John Page, a Professor in the Faculty of Environmental Studies since 1971, died on January 29. Memorial contributions may be sent to the Alzheimer Society, 640 Lawrence Avenue West,, Toronto.

Bookstore Hours (February 1 to March 26)

York Campus

Monday-Thursday 9:30 a.m.-7:30 p.m.
Friday 9:30 a.m.-5:00 p.m.
Saturday Closed

Glendon Campus

Monday, Thursday, Friday 9:30 a.m.-5:00 p.m.
Tuesday & Wednesday 9:30 a.m.-7:00 p.m.
Saturday Closed

The Search Committee for a Master of Winters College invites nominations and applications for the position of Master. Candidates should be full-time tenured faculty members of York. The preferred candidate will be an accomplished scholar with demonstrated leadership and administrative skills, resourcefulness, have an interest in cultural activities, and a concern for students. Candidates are asked to provide a letter of application, a curriculum vitae and the names of three references to the Search Committee. The term of appointment begins July 1, 1988 for a period of five years. For further information contact Brian Laing at -3321. All correspondence should be addressed to the Chair of the Search Committee, Prof. R.K. Allan, Room 210C, Farquharson. Applications should be received by March 7.

The LaMarsh Research Program will sponsor a graduate symposium in April at which graduate students from a variety of departments will present their research, empirical or theoretical, on violence and conflict. For further information call Penny Butcher at -6254 or Prof. Michael Smith at -2039.

EVENTS:

MONDAY, FEBRUARY 8

- 10:00 a.m. - Sociology Symposium - "Semio-Ethnography: Defining a Practice" with Dr. Gaile McGregor - Room 201, Stong
- 4:00 p.m. - Biology Research Seminar - "The Instinct to Learn: The Development of Birdsong" with Dr. P. Marler, Rockefeller University - Room 320, Farquharson
- 7:00 p.m. - Theatre Performance - "Lower Depths," featuring fourth-year theatre students - tickets are \$5.50, \$4.50 for students and seniors; advance tickets are available by calling -5157 - Burton Auditorium

TUESDAY, FEBRUARY 9

- 12:00 noon - Ecology Seminar - "Behavioural Interactions Between Zooplankton" with Charles Ramcharan, University of Toronto - Room 203, Lumbers

EVENTS (Tuesday, February 9, cont'd.)

- 12:00 noon - 2:00 p.m. - Luncheon Seminar Series on Violence & Conflict Resolution - [LaMarsh Research Program, Dean of Graduate Studies] "Residential Vandalism" with York Prof. David Wiesenthal - Room 320, Norman Bethune
- 12:00 noon - 2:00 p.m. - Live Jazz Concert - [CHRY-FM] featuring Chilean folk music with Raul Acevedo - Junior Common Room, Vanier
- 3:00 p.m. - Student Recital Series - [Music Department] featuring Robert Muir (piano) - McLaughlin Hall
- 3:00 p.m. - Physics Seminar Series - "Space Plasma Physics Experiments Using the Wisp Facility" with Dr. H. Gordon James, Communications Research Centre, Ottawa - Room 317, Petrie
- 3:00 p.m. - 5:00 p.m. - Lecture Series - [Centre for International and Strategic Studies] "Perestroika - Is it Really New Policy?" by Ruvim Gekker, Senior Research Fellow - Senior Common Room, McLaughlin
- 4:00 p.m. - Mathematics Colloquium - "Mixed Poisson Models" with Charmaine Dean, University of Waterloo - Room S201, Ross
- 5:00 p.m. - Electronic Music Concert - [Music Department] featuring students of the Electronic Media Workshop - McLaughlin Hall
- 6:00 p.m. - 8:00 p.m. - Workshop in Political Economy - "The Failure of the Yugoslov Model" by Henryk Flakierski, Economics/Social Science - for information call Prof. Flakierski at -3430 - Room S777, Ross
- 7:00 p.m. - Theatre Performance - see Monday's listing for further information
- 7:30 p.m. - Lecture Series - [Mariano A. Elia Chair in Italian-Canadian Studies] "The Friulan Contribution to Italian-Canadian Writing" by Joseph Pivato, Elia Chair in Italian-Canadian Studies - Friuli Centre, 7065 Islington Avenue, Woodbridge
- 8:15 p.m. - Yeomen Volleyball - York vs. Toronto - Tait McKenzie Gym
- 8:30 p.m. - Yeowomen Hockey - York vs. Toronto - York Ice Arena

WEDNESDAY, FEBRUARY 10

- 10:00 a.m. - Sociology Symposium - "Marx's Theory, Modernity Reconsidered" with Dr. Moishe Postone, University of Chicago - Room 201, Stong
- 12:00 noon - Faculty Lecture Series - [Latin American and Caribbean Program] "The Theme of Dictatorship in Latin American Literature" with Juan Carlos Garcia, Hispanic Studies, Glendon - Senior Common Room, Founders
- 12:30 p.m. - CJRT Soloists Series - [Music Department] featuring the Purcell String Quartet from Vancouver - McLaughlin Hall
- 4:00 p.m. - Chemistry Seminar Series - "Having Fun Watching Car Paint Get Old" with Dr. J.L. Gerlock, Ford Motor Company - Room 317, Petrie
- 5:00 p.m. - Concert - [Music Department] featuring the York Wind Symphony - McLaughlin Hall
- 5:00 p.m. - 6:00 p.m. - Information Session - [AIESEC] "RRSPs: The Facts and Related Issues" with Paul Kolomayz from Canada Life - Room 038/039, Administrative Studies
- 6:00 p.m. - Foreign Film - [Calumet Fine Arts Association] "The Blue Angel" (1930, Germany) - Room 109, Atkinson
- 7:00 p.m. - The Global Village: Third World Film Series - [Master's Office, Student Association and Sociology Department, Atkinson and Community Relations Department] "You Have Struck a Rock" and "Roots of Hunger, Roots of Change, Business of Hunger" - Oakdale Junior High School Cafetorium (315 Grandravine Drive)
- 7:00 p.m. - Theatre Performance - see Monday's listing for further information

STAFF POSITIONS:

Applications for internal transfers/promotions, should reach Human Resources no later than Monday, February 15, 1988. Application forms are available from Human Resources. *Indicates position is exempt from bargaining unit.

Counsellor: Irmgardt Duley

*Squash Club Manager/Racquets Professional - Physical Education, Glendon College. TEMPORARY: to February 14, 1989 (Community College diploma in sports management; level 3 coaching certificate required in both Squash and Tennis; minimum 1-2 years' related experience; detailed knowledge of squash and tennis essential; demonstrated strong organizational skills; excellent oral communication skills; demonstrated effective interpersonal skills; ability to deal effectively with students, staff, faculty, and the public at all levels; supervisory skills; French language skills an asset, or willingness to learn. Please submit a resume when making an application.) GRADE: P&M ungraded JOB NO: D009

Counsellor: Betty Gunning

Receptionist II - Writing Workshop, Arts. TEMPORARY: to September 30, 1988. (High school graduation with secretarial training or equivalent; 1 year receptionist/secretarial experience in a student service area; typing 30 wpm; good oral and written communication skills; tact and diplomacy; demonstrated ability to deal courteously and effectively with faculty, staff, students and the public; accuracy with figure work; good organizational skills.) GRADE: 3 (based on an annual salary of \$19,287) JOB NO: G040

Secretary - Office of the Dean, Arts. (High school graduation with secretarial training or equivalent; minimum 2 years' secretarial experience, preferably in a University environment; typing 55-65 wpm; demonstrated word processing and micro computing skills; computer spreadsheet skills required; excellent telephone manner; excellent oral communication skills; tact and diplomacy essential; ability to set priorities; excellent organizational skills; ability to maintain confidentiality; ability to adapt to changes in the work environment.) GRADE: 4 Provisional (\$20,337) JOB NO: G041

*Receptionist/Word Processor - Human Resources Department. (High school graduation with secretarial training including additional courses in word processing or equivalent; minimum 2 years' related public service experience including experience using micro-computer equipment, spreadsheet and data base applications; typing 50 wpm, accuracy essential; proficiency in word processing and microcomputing required; demonstrated ability to deal courteously and effectively with staff, students and the public; ability to work in a high volume environment with a strong service orientation; excellent oral communication skills; tact and diplomacy; excellent organizational skills; ability to set priorities; accuracy in detail work required; ability to maintain confidentiality.) GRADE: 4 (\$20,337) JOB NO: G042

CORRECTION TO POSTING YORK BULLETIN FEBRUARY 4, 1988 - JOB NO: G036

Counsellor: Betty Gunning

Student Affairs Assistant - Visual Arts, Fine Arts. (High school graduation or equivalent; 2 years' related experience (e.g. in a student related area such as Admissions, Student Programmes, etc.) in a university environment; typing 50 wpm; demonstrated word processing skills required; demonstrated excellent oral and written communication skills; pleasant telephone manner; tact and diplomacy essential; initiative; demonstrated ability to prioritize workload; demonstrated ability to interpret computer printouts; demonstrated accuracy with figure work.) GRADE: 5 Provisional (\$21,877) JOB NO: G036

Thursday, February 11 - Sunday, February 14, 1988
Volume 8, Number 11

GENERAL:

Members of the York community are asked to note that two power interruptions of approximately one minute will take place. The first interruption will take place between 6:30 a.m. and 7:30 a.m. on February 12 and the second on February 15 between 6:30 a.m. and 7:30 a.m. The following buildings will be affected: Vanier College and Residence; Winters College and Residence; Stong Residence and Kitchen; Lumbers; Ross; Central Square; Curtis; Fine Arts; Osgoode Hall Law School; Hoover Homestead; Hart House; #2 Assiniboine Road; and Atkinson Residence.

Food Service Schedule - Reading Week (February 15-19):

| | |
|----------------------------|---|
| Complex 1 (Winters only) | 7:45 a.m.-7:00 p.m. |
| Marky's 2 | 10:00 a.m.-9:00 p.m. (Friday until 3:00 p.m.) |
| Complex 2 (Stong/Bethune) | 7:45 a.m.-7:00 p.m. |
| Atkinson Restaurant | 7:00 a.m.-7:00 p.m. (Friday until 3:30 p.m.) |
| Central Square Coffee Shop | 7:30 a.m.-9:00 p.m. (Friday until 5:30 p.m.) |
| Osgoode Cafeteria | 8:00 a.m.-9:00 p.m. (Friday until 3:00 p.m.) |

Saturday, February 20

| | |
|----------------------------|----------------------|
| Complexes 1 & 2 | 8:30 a.m.-6:45 p.m. |
| Central Square Coffee Shop | 10:00 a.m.-5:00 p.m. |
| Osgoode Cafeteria | 11:00 a.m.-4:00 p.m. |

Sunday, February 21

| | |
|----------------------------|----------------------|
| Complex 1 & 2 | 8:30 a.m.-6:45 p.m. |
| Central Square Coffee Shop | 10:00 a.m.-5:00 p.m. |
| Osgoode Cafeteria | 2:00 p.m.-7:00 p.m. |

The food services contract at Osgoode Hall Law School has been assumed by Cosmos Catering. The proprietor is Mr. F. Heutschi.

Members of the York community are reminded that information on government funding for summer employment is now available at the Career and Placement Centre (Room N108, Ross). This year's programs are expected to include SEED (Challenge '88), Student Venture Capital, Ontario Summer Employment Program, and Futures. Further information will be provided at an information meeting on February 17 at 11:00 a.m. in Room 103, Vanier.

The Bookstores would appreciate receiving new information on York-based authors whose books have been published during 1987 and January 1988. A note confirming the name of the author, complete title of the book, publisher, and month of publication would be most welcome. The information should be sent to Mr. Kelly Abraham, Room 118, Central Square, as soon as possible.

Part-Time Faculty Conference Travel Funds and Research Grants Funds: The deadline for applications for Conference Travel Funds has been extended to March 1. The deadline for the Research Grants Funds is also March 1. Applications should be submitted to Marilyn D'Alessandro, Office of Research Administration, Room S414A, Ross.

In 1979, President H. Ian Macdonald established the Ronald Kent Medal, in memory of the late Ron Kent and his many years of devoted service to York. The medal is awarded periodically to honor unusual service to the University by a member of non-academic staff. Its recipients thus far have been Ron Kent (posthumously), Olga Cirak, Ron Witty and Joan Young. A selection committee chaired by Vice-President Farr receives nominations and makes recommendations to the President as to suitable recipients of the Medal. The Committee intends to award the medal this year and the selection of its recipient will take place this spring. Members of the York community are invited to submit nominations for the award in writing to Vice-President W.D. Farr, Room S958A, Ross by Friday, February 19.

Early Bird Fitness, Evening Fitness, and Jazz Classes are cancelled from February 15 to 19. Please note that Noon Hour Fitness, Aquasize, Fitness Over 40, and Fitness Comes to You will continue as scheduled.

Members of the York community are asked to note that renovations are taking place at the Career and Placement Centre. Office hours are Monday-Friday, 10:00 a.m.-4:00 p.m. (or as posted). Regular office hours are services will resume as soon as possible.

Education Deduction Certificates (T2202A) for the 1987 calendar year will be mailed to eligible students the week of February 15. For information contact a local Revenue Canada office. Personal pickup of these certificates is not permitted. Enquiries will be accepted only after March 7, and should be directed to the Registration Office, Room C130, WOB (-5155).

Recreation York's "Take a Break and Recreate" will take place Monday, February 15 from 12:00 noon to 2:00 p.m. at the Track and Field Centre. Teams must register with Recreation York. The entry fee is \$15.00 per team and/or \$1.50 per individual. The dress code is casual, but running shoes are required. For further information call -5184.

EVENTS:

THURSDAY, FEBRUARY 11

- 10:00 a.m. - PhD Defence - [Graduate Program in History] Michele Green will defend her dissertation entitled "Sympathy, Self-Interest, and the Revision of Benthamism: The Development of John Stuart Mill's Moral and Social Philosophy, 1826-1840" - Room 256, Vanier
- 11:30 a.m. - 1:30 p.m. - "The Dream Auction" - [AIESEC] featuring items with retail values of up to \$600; starting bids are 10% of value; payment by cash or cheque (with identification) - West Bear Pit, Central Square
- 12:00 noon - Gordon Lowther Memorial Lecture - [Division of Social Science] "Biology and Philosophy" by Prof. Michael Ruse, FRSC, University of Guelph - Senate Chamber (Room S915), Ross

EVENTS (Thursday, February 11, cont'd.)

- 12:00 noon - Women's Studies Research Seminar - [Institute for Social Research] "Women and Free Trade" by Isa Bakker - Room 201, Stong
- 12:00 noon & 1:00 p.m. - Video - [Staff Development Office] staff and faculty from Ross are invited to view this 11-minute video which was made to introduce new employees to York - Room N836, Ross
- 12:15 p.m. - McLaughlin Student Concert - [Music Department] featuring Nancy Berman (piano) and Sandra Riseley (piano) - Senior Common Room, McLaughlin
- 2:00 p.m. - Adult Education Lecture Series - [Master's Office, Atkinson] "Adult Education, Universities and Social Change: A Global Perspective" with Budd Hall, Secretary General of International Council for Adult Education - Fellows' Lounge, Atkinson
- 2:00 p.m. - 4:00 p.m. - Refugees in Policy and Practice Seminar Series - [Refugee Documentation Project, Faculty of Graduate Studies] "Refugees - Do They Cost Too Much? Are They the 'Right Kind'?" with panelists: Prof. David Foot, University of Toronto; and York Prof. John Buttrick - Moderator: York Prof. Alan Simmons - Junior Common Room, McLaughlin
- 4:30 p.m. - Mixed Media Concert - [Music Department] performed by students of electronic music, dance and theatre - McLaughlin Hall
- 7:00 p.m. - Theatre Performance - "Lower Depths," featuring fourth-year theatre students - tickets are \$5.50, \$4.50 for students and seniors; advance tickets are available by calling -5157 - Burton Auditorium
- 7:15 p.m. - Student Recital Series - [Music Department] featuring Julie Shier (bassoon) - Senior Common Room, Winters
- 10:30 p.m. - Options - [DIAR] "Canada Re-Armed" with host John Saywell; York Prof. Rod Byers; and Nick Stethem, head of Strategic Analysis Group - TV Ontario (Channel 19, Cable 2)

FRIDAY, FEBRUARY 12

- 10:30 a.m. - 12:00 noon - Prime Time Series - [Theatre Department] Tim Leary, Director of Equity Showcase will speak about Canadian Actors' Equity Association and his work with the Theatre - Atkinson Theatre
- 12:00 noon & 1:00 p.m. - [Staff Development Office] staff and faculty from Stong, Bethune, and Tait McKenzie are invited to view this 11-minute video which was made to introduce new employees to York - Room 320, Bethune
- 1:00 p.m. - Cognitive Science Colloquium Series - "Music Perception in Infants and Young Children" with Sandra Trehub, University of Toronto - Room 207, Behavioural Sciences
- 2:00 p.m. & 7:00 p.m. - Theatre Performance - see Thursday's listing for further information
- 3:00 p.m. - 4:00 p.m. - Graduate Seminar Series - [Graduate Program in Physical Education] "Hormonal Regulation of Glucose Fluxes During Exercises" with Dr. M. Vranic, Department of Physiology, University of Toronto - Room 107, Stedman
- 6:00 p.m. - Yeowomen Basketball - York vs. Carleton - Tait McKenzie Gym
- 7:30 p.m. - Humanities Film Series - [Master's Office, Atkinson] "Network" (120 mins. col.); tickets are available from the Department of Humanities or Master's Office - Nat Taylor Cinema
- 8:00 p.m. - Open Dress Rehearsal - featuring the Toronto Concert Orchestra under the direction of James McKay - McLaughlin Hall
- 8:00 p.m. - Yeomen Basketball - York vs. Carleton - Tait McKenzie Gym

SATURDAY, FEBRUARY 13

- 6:00 p.m. - Yeowomen Basketball - York vs. Ottawa - Tait McKenzie Gym
- 8:00 p.m. - Concert - featuring the Toronto Concert Orchestra under the direction of James McKay - tickets are \$10 for adults, \$6 for students/seniors - Church of the Redeemer (Bloor and Avenue Road)
- 8:00 p.m. - Yeomen Basketball - York vs. Ottawa - Tait McKenzie Gym

STAFF POSITIONS:

Applications for internal transfers/promotions, should reach Human Resources no later than Thursday, February 18, 1988. Application forms are available from Human Resources. *Indicates position is exempt from bargaining unit.

Counsellor: Irmgardt Duley

*Planner - Facilities Planning & Management, Physical Resources. (Bachelor's degree or College diploma in Architecture, Architectural Technology, or Planning; consideration may be given to candidates possessing another degree plus directly related experience or a combination of another degree plus 2 years' directly related experience; at least one year's experience in architectural or facility planning, preferably in an institutional environment; registration in a suitable professional organization, or eligibility for registration, would be an asset; demonstrated ability to communicate effectively (orally, graphically, and in writing); good knowledge of planning principles, architectural/construction techniques and terminology; good knowledge of computer systems, programs, and their applications. Please submit a resume when making an application.) GRADE: P&M 6 (under review) (\$30,535- \$35,923) JOB NO: D011

Counsellor: Ken Wood

Junior Technician - Geography, Arts. (High school graduation or equivalent; some post-secondary courses in physical geography or environmental science required; minimum 6 months' field experience in the operation of equipment used in the collection of data in physical geography; a good knowledge of physical geography; skill in the use, repair and installation of a variety of geomorphic, hydrological and climatological instruments; demonstrated skill in the instrumentation of a drainage basin and equipment for boundary layer studies; demonstrated ability to operate and maintain environmental and laboratory sensors (basic); demonstrated ability to operate and maintain automated data-recording equipment (basic); demonstrated ability to operate and maintain data transfer and storage equipment (basic); OTHER SKILLS: ability to deal courteously and effectively with staff, students, faculty and the public, good organizational skills. Please submit a resume when making an application.) GRADE: LAB TECH 2 (\$23,822) JOB NO: W015

Counsellor: Betty Gunning

Student Programs Clerk - Office of Student Programmes, Atkinson. SESSIONAL: March 1 to October 31. (High school graduation with secretarial training or equivalent; some university courses preferred; 1-2 years' related experience e.g. in a student service area; typing 50-55 wpm, accuracy essential; good oral and written communication skills; tact and diplomacy; ability to work accurately and effectively under pressure; ability to deal effectively with students, staff, faculty and the public.) GRADE: 4 (based on an annual salary of \$20,337) JOB NO: G043

Accounts Payable Clerk II - Finance, Office of the Comptroller. (High school graduation or equivalent; 1-2 years' directly related recent experience (e.g. accounts payable experience in a computerized area); basic typing skills; on-line data entry skills required; good oral communication skills; tact and diplomacy; initiative; demonstrated ability to work accurately and quickly in a high volume area; demonstrated ability to attend accurately to detail.) GRADE: 4 (\$20,337) JOB NO: G044

Monday, February 15 - Wednesday, February 17, 1988
Volume 8, Number 12

GENERAL:

DRAFT MASTER PLAN FOR YORK UNIVERSITY - YORK CAMPUS

Under the auspices of the York University Development Corporation (YUDC), acting on behalf of the University, and after wide consultation with the various bodies dealing with campus development, a Draft Master Plan for the development of the York campus has now been prepared by York's campus planners, the IBI Group. Included in the Master Plan are sections on: building development, landscaping, transportation and infrastructure. These plans are on display for review by interested members of the York community in the Periodicals Reading Room, Scott Library (top of the escalators to the right), the lobby area of the Office of Student Affairs, Central Square and in the Office of the Vice-President (Finance and Administration), Room S958A, Ross. Comments, questions and suggestions on any aspect of the Plan should be forwarded to Greg Spearn, Vice-President, YUDC, Room D104, WOB or any member of the Plan Implementation Sub-Committee of the YUDC Advisory Council. Members of this Sub-Committee are: Prof. Glen Frankfurter, Department of Social Science (Chair); Dean Tom Traves, Faculty of Arts; Dean Kim Innanen, Faculty of Science; Sheila Cann, Osgoode Hall Law School; Paul Hayden, Alumni Affairs; Margaret Evans, Student Representative on the Board of Governors - CYSF; Prof. Sally Zerker, Division of Social Science; Prof. Allan Stauffer, Department of Physics; and W.D. Farr, Vice-President, Finance & Administration.

The Department of Security and Parking Services requests that all Faculties, Colleges and Departments provide an updated information list of names, telephone numbers, area of responsibility (including room numbers) of one principal and two back-up persons to be contacted after normal working hours in case of an emergency. Please submit the list to the Department of Security and Parking Services, Room D27, EOB. All lists will be kept in a confidential file.

Automobile Compensation For Use of Personal Vehicle: As of January 18, the rate to be paid for the use of a personal vehicle on approved University business is 22¢ per kilometre. (Office of the Vice-President, Finance & Administration).

Educators from across Canada will attend the Centre for Continuing Education's Reading '88 Conference which takes place at the York campus February 17-19. Further information is available by contacting the Centre at -2503.

Colleges are now seeking applicants for Donships for the 1988/89 academic year. Further information and application forms are available from the following:

- Bethune - Janet Waisglass, Room 205C (-3958)
- Founders - Agnes Lau, Room 221 (-6919)
- McLaughlin - Pam Montoute, Room 222 (-7084)
- Stong - Sheila Herbert, Room 313 (-3315/7310)
- Vanier - Sue Philip, Room 247 (-2244)
- Winters - Valerie Bruce, Room 275 (-7446)

Applications are to be submitted by 12:00 noon, Friday, February 26. Applicants will be advised of decisions on Wednesday, March 30. Note: Deadlines may vary slightly with each college.

The York University Staff Association requires clerical assistance, effective immediately if possible, for at least one month. Availability to work full-time (35 hours/week) during this period would be preferred. Applicants should have good secretarial skills; word processing experience is an asset. The hourly rate is \$10.60. Applications should be submitted in writing to YUSA, Room 008A, Administrative Studies (-5109).

The LaMarsh Research Program will sponsor a graduate symposium in April at which graduate students from a variety of departments will present their research, empirical or theoretical, on violence and conflict. For further information call Penny Butcher at -6254 or Prof. Michael Smith at -2039.

The Centre for International and Strategic Studies invites applications for the position of Director. The appointment will be filled at the Associate Professor or Professor level by a candidate with expertise in one or more areas of international and strategic studies. The appointment may include a tenured professorship in a Faculty/Department consistent with the disciplinary background of the successful applicant. Candidates from relevant academic disciplines are invited to apply. The appointment is to commence July 1, 1988. Applications may be submitted to Prof. R. Cuff, Chair, Search Committee, c/o Associate Vice-President (Research), Office of Research Administration, Room S414A, Ross. The deadline for applications is April 1. For further information call Marilyn D'Alessandro at -5055.

A University Department has for sale in an "as is" uncertified condition: 1980 Model J10 Jeep pick-up truck, 4-wheel drive, 6 cylinder, power steering and brakes, automatic transmission complete with 7 1/2' electric snow plow. To inspect the vehicle, call Grant Berry at -6734. Offers to purchase, in writing only, should be forwarded to Mr. Dale Watts, Purchasing, Room 39, EOB, referring to File #PSD-376.

York International requires furnished accommodation for visiting scholars for a period of three months to one year. Interested persons are asked to call Rosemarie Nielsen at -5177 or -3032.

GENERAL (cont'd.)

The Academic Affairs Office of the Atkinson Student Association is sponsoring two poetry contests, February 25 and March 24 at 7:30 p.m. in the Crowe's Nest, Atkinson. The deadline for submissions is February 22 for the February 25 contest and March 22 for the contest on March 24. Contestants must include three to six poems along with name and telephone number. Submissions should be sent to Room 256, Atkinson. For further information call Mark at -9748 or Jamie at 663-7741.

EVENTS:

MONDAY, FEBRUARY 15

4:00 p.m. - Biology Research Seminar - "Possible Multiple Growth-Arrest Blocks in Ageing in Fibroblasts" with Dr. E. Want, Director, Bloomfield Centre for Research in Ageing, Lady Davis Institute - Room 320, Farquharson

TUESDAY, FEBRUARY 16

6:00 p.m. - Yeowomen Basketball - York vs. Ryerson - Tait McKenzie Gym

7:30 p.m. - Yeowomen Hockey - York vs. McMaster - York Ice Arena

8:00 p.m. - Yeomen Basketball - York vs. Ryerson - Tait McKenzie Gym

WEDNESDAY, FEBRUARY 17

7:30 p.m. - Yeomen Hockey - York vs. Toronto - York Ice Arena

STAFF POSITIONS:

Applications for internal transfers/promotions, should reach Human Resources no later than Monday, February 22, 1988. Application forms are available from Human Resources. *Indicates position is exempt from bargaining unit.

Counsellor: Ken Wood

Administrative Assistant - Atkinson College. (High school graduation, with secretarial training or equivalent; some university courses required; minimum 3 years' senior secretarial/administrative experience; typing 50 wpm; accuracy essential; demonstrated proficiency in word processing skills; micro-computing skills; familiarity with a wide variety of computers; computerized spreadsheet skills preferred or willingness to learn; knowledge of statistical software an asset; skill in transcribing from dictation equipment; demonstrated excellent compositional, grammatical, and editorial skills; demonstrated superior written and oral communication skills; pleasant telephone manner; demonstrated excellent interpersonal skills; good organizational skills; ability to work independently; ability to work under pressure of high volume and to adhere to tight deadlines; ability to work in a fluctuating and frequently unstructured environment. Please submit a resume when making an application.) GRADE: 6 Provisional (\$24,165) JOB NO: W016

Counsellor: Betty Gunning

Secretary/Clerk - Housing and Food Services, Business Operations. TEMPORARY: to July 31, 1988. (High school graduation with secretarial training or equivalent; 1-2 years' secretarial experience; typing 50-55 wpm, accuracy essential; word processing and microcomputing skills; basic bookkeeping skills; good oral and written communication skills; pleasant telephone manner; good organizational skills; demonstrated ability to work accurately and effectively under pressure during peak periods.) GRADE: 4 (based on an annual salary of \$20,337) JOB NO: G045

Postal Assistant, Delivery - Post Office, Physical Plant. TEMPORARY: to February 14, 1989. (High school graduation or equivalent; 1 year related experience, preferably in a post office; valid "F" or "G" driver's licence; ability to lift heavy mail bags; sense of responsibility; good organizational skills.) GRADE: 4 (based on annual salary of \$20,337) JOB NO: G046

Secretary - Housing and Food Services, Business Operations. TEMPORARY: to September 30, 1988. (High school graduation with secretarial training or equivalent; a post-secondary accounting or bookkeeping course required; minimum 2 years' secretarial/administrative experience, including some budgetary experience; typing 50-55 wpm, accuracy essential; willingness to learn word processing and microcomputing skills; excellent oral and written communication skills; excellent interpersonal skills; bookkeeping and or accounting skills; ability to analyze budgetary information; tact, diplomacy and discretion; good organizational skills; ability to take minutes; ability to work effectively under pressure of high volume during peak periods; demonstrated ability to work on several projects at once in an effective and efficient manner; ability to deal courteously and effectively with the public.) GRADE: 4 (under review) (based on an annual salary of \$20,337) JOB NO: G047

Thursday, February 18 - Sunday, February 21, 1988
Volume 8, Number 13

GENERAL:

Recreation York announces the results of their recent "Take a Break and Recreate":

| | |
|-----------------------|------------|
| Dusk's Doorknobs | Champions |
| DIAR Straits | 2nd Place |
| Admission Burnouts | 3rd Place |
| Stupid Problems | 4th Place |
| Exterminators | 5th Place |
| Business Ops. Bombers | 6th Place |
| Beam-Me-Up Scotty | 7th Place |
| Deb's Dynamos | 7th Place |
| Fine Arts Smarts | 8th Place |
| H.R. Raiders | 9th Place |
| H.R. Hustlers | 10th Place |
| Lumbers Loafers | 11th Place |
| East Enders | 11th Place |
| Grad Gophers | 12th Place |
| Poliphils | 13th Place |
| Psychos | 14th Place |

Applications are now available from the Office of Research Administration for the new Sabbatical Leave Fellowship Fund (as per Article 19.27 of the 1987-89 Collective Agreement). The Leave Fellowship Fund consists of \$125,000 to provide peer adjudicated additional grants of up to 10% of academic base salary to sabbaticants. The grants will be subject to the conditions set out in Article 20.08 (b) of the YUFA Collective Agreement (1987-89). For further information, please call Marilyn D'Alessandro at -8859.

The Institute for Social Research invites applications for the position of Director. The appointment may include a tenure stream position at the level of Associate or Full Professor in a Faculty/Department consistent with the disciplinary background of the successful candidate. The Director of the Institute should have extensive experience in the collection and analysis of quantitative data in one of the social sciences and a strong record of research publication. The position will involve administration of the Institute, research and publication, and possibly teaching at the undergraduate/graduate level. Applications may be submitted to Prof. Michael Ornstein, Search Committee, Institute for Social Research, c/o Associate Vice-President (Research), Office of Research Administration, Room S414A, Ross. Deadline for applications is March 12th, 1988. For further information, call Marilyn D'Alessandro at -8859.

The York Bookstores request that faculty members wishing to place textbook orders for summer courses do so as soon as possible and in any case, no later than March 4.

The Counselling and Development Centre will offer a series of Relaxation Training Groups, beginning February 25. The series will consist of four weekly one-hour sessions, 12:00 noon to 1:00 p.m. To register, drop by Room 145, Behavioural Sciences or call -5297.

Discount hotel/motel rates available to the provincial government are also extended (in most instances), to staff at Ontario universities while travelling on official university business. A directory of participating hotels/motels has been sent to the executive officers of each Faculty and some operating divisions. For further information contact the Finance Department at -3067.

Members of the York community are asked to note that Sylvia Zingrone is now assisting the Director of Housing and Food Services on developmental matters related to the attainment of a full-service conference operation at York. Initially, Ms. Zingrone will meet with individuals responsible for mounting conferences and special events, and assessing service requirements on a campus-wide basis. Interested persons are asked to contact her at -5652 or send correspondence to Suite 104, EOB.

The Search Committee for a Master of Winters College invites nominations and applications for the position of Master. Candidates should be full-time tenured faculty members of York. The preferred candidate will be an accomplished scholar with demonstrated leadership and administrative skills, resourcefulness, have an interest in cultural activities, and a concern for students. Candidates are asked to provide a letter of application, a curriculum vitae and the names of three references to the Search Committee. The term of appointment begins July 1, 1988 for a period of five years. For further information contact Brian Laing at -3321. All correspondence should be addressed to the Chair of the Search Committee, Prof. R.K. Allan, Room 210C, Farquharson. Applications should be received by March 7.

The LaMarsh Research Program will sponsor a graduate symposium in April at which graduate students from a variety of departments will present their research, empirical or theoretical, on violence and conflict. For further information call Penny Butcher at -6254 or Prof. Michael Smith at -2039.

The York University Staff Association requires clerical assistance, effective immediately if possible, for at least one month. Availability to work full-time (35 hours/week) during this period would be preferred. Applicants should have good secretarial skills; word processing experience is an asset. The hourly rate is \$10.60. Applications should be submitted in writing to YUSA, Room 008A, Administrative Studies (-5109).

EVENTS:**THURSDAY, FEBRUARY 18**

- 10:00 a.m. - Sociology Symposium - "When a Hostel Becomes a Home: State Dependency and the Reproduction of Domesticity" with Dr. Leslie Harman, Trent University - Room S873A, Ross
- 12:00 noon & 1:00 p.m. - Video - [Staff Development Office] staff and faculty from Steacie, Petrie, Farquharson, and Lumbers are invited to view this 11-minute video which was made to introduce new employees to York - Room T110P, Steacie
- 10:30 p.m. - Options - [DIAR] "The Fickle Voter" with host John Saywell, political analyst Fred Fletcher and Robert MacDermid - TV Ontario (Channel 19, Cable 2)

FRIDAY, FEBRUARY 19

- 10:00 a.m. - 12:00 noon - York Technology Working Group Meeting - Room 402, Administrative Studies
- 12:00 noon & 1:00 p.m. - Video - [Staff Development Office] staff and faculty from Administrative Studies and Osgoode Hall Law School are invited to view this 11-minute video which was made to introduce new employees to York - Room 032, Administrative Studies
- 2:00 p.m. - PhD Defence - [Organizational Behaviour/Industrial Relations, Administrative Studies] Catherine Kirchmeyer will defend her dissertation entitled "Organizational Politics From the Manager's Point of View" - Room N927, Ross
- 7:30 p.m. - CUSO Information Meeting - 815 Danforth Avenue

SATURDAY, FEBRUARY 20

- 2:00 p.m. - Yeowomen Hockey - York vs. Queen's - York Ice Arena

SUNDAY, FEBRUARY 21

- 11:00 a.m. - Lentan Sunday Mass - [York Catholic Community] Fr. Joe McDonald, OFM will speak on "Social Justice and the Toronto Scene" - Scott Religious Centre

STAFF POSITIONS:

Applications for internal transfers/promotions, should reach Human Resources no later than Thursday, February 25, 1988. Application forms are available from Human Resources. *Indicates position is exempt from bargaining unit.
Counsellor: Betty Gunning

Program Secretary - Film/Video, Fine Arts. (High school graduation with secretarial training or equivalent; minimum 2 years' secretarial experience, preferably in a student service area in a university environment; typing 50 wpm; word processing skills required; skill in transcribing from dictation equipment; shorthand preferred; excellent communication skills (oral and written); excellent organizational skills; tact and diplomacy required for dealings with students, faculty and staff; knowledge of film & video business an asset.) GRADE: 4 (\$20,337) JOB NO: G048

Secretary - Office of the Dean, Fine Arts. (High school graduation with secretarial training or equivalent; some accounting/bookkeeping courses; 2 years' secretarial experience, including bookkeeping experience; typing 50 wpm; word processing skills required; computerized spreadsheet skills; skill in transcribing from dictation equipment; excellent oral and written communication skills; demonstrated ability to deal courteously and effectively with staff, students, faculty and the public; demonstrated bookkeeping skills essential.) GRADE: 4 (\$20,337) JOB NO: G049

Graduate Program Secretary - Osgoode (High school graduation with secretarial training or equivalent; 1-2 years' related experience, e.g. in an area with significant student contact, preferably in a university environment; typing 50-60 wpm; demonstrated word processing skills; skill in transcribing from dictation equipment; good oral and written communication skills; pleasant telephone manner; tact and diplomacy essential; demonstrated ability to deal courteously and effectively with staff, students, faculty and the public; demonstrated good organizational skills.) GRADE: 4 (\$20,337) JOB NO: G050

York

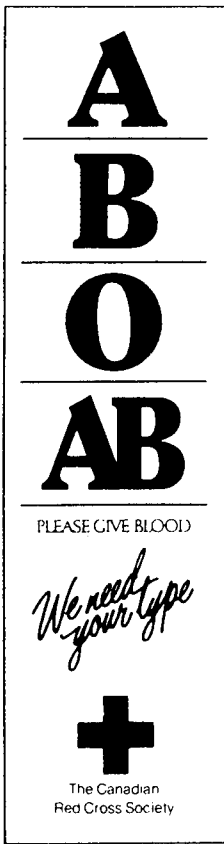
UNIVERSITY

BULLETIN

Published by
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Suite A
West Office Building,
(416) 736-5010.

Monday, February 22 - Wednesday, February 24, 1988
Volume 8, Number 14


GENERAL:



A
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AB

PLEASE GIVE BLOOD

We need your type


The Canadian
Red Cross Society

Red Cross Blood Donor Clinics will be held February 29 to March 4, 9:30 a.m. to 4:00 p.m. in the East Bear Pit, Central Square. Thanks to the generosity of the following sponsors from the York community and Pizza Nova, free pizza will be given to the first 200 donors each day. The clinics will be held as follows:

Monday, February 29 - Community Relations Day
Tuesday, March 1 - Atkinson Day
Wednesday, March 2 - Calumet Day
Thursday, March 3 - Norman Bethune Day
Friday, March 4 - Student Affairs Day

The Department of Human Resources asks that management and supervisory staff make necessary arrangements in order to let all members of the York community attend the clinic during work hours if they so wish.

The Payroll Department advises the York community that TD1 forms for Tax Exemptions are available at the York Post Office. They should be completed and forwarded to the Payroll Department, EOB only if there are changes to exemption filing.

Telecommunications advises the York community that the Attendant Answering Service on the main switchboard (736-2100) and the Internal PhoneMail system will not be in operation from 8:00 p.m., February 26 to 2:00 a.m., February 27, in order to implement an upgrade to both systems. During this time, anyone calling 736-2100 will not be able to transfer themselves to internal university extension numbers. However, switchboard personnel will provide this service. For further information call Telecommunications at -2667.

Osgoode Hall Law School requires accommodation for a visiting professor beginning August 1, 1988. Interested persons are asked to call Penny Spence at -5031.

The LaMarsh Research Program will sponsor a graduate symposium in April at which graduate students from a variety of departments will present their research, empirical or theoretical, on violence and conflict. For further information call Penny Butcher at -6254 or Prof. Michael Smith at -2039.

EVENTS:

MONDAY, FEBRUARY 22

- 10:00 a.m. - Sociology Symposium - "The Colonization of Becoming and the Libidinal Economy of Desire" with Dr. Arnold Itwaru - Room 201, Stong
- 3:00 p.m. - Seminar - [Office of Research Administration] "SSHRC Strategic Grants Thematic Programs" - Prof. N.S. Endler of the Dept. of Psychology will be present to discuss aspects of the program, as well as ORA representatives who will answer questions related to budgets and application process - Room N401, Ross
- 4:00 p.m. - 6:00 p.m. - Dance Workshop - on Limon Technique with Donna Krasnow - Studio I, Fine Arts
- 7:00 p.m. - Lecture - [Recreation York] "Literature as a Therapeutic Modality" by Dr. Joe Gold, University of Waterloo - Stedman Lecture Hall 'D'
- 7:30 p.m. - Canadian Women Writers Series - [Women's Studies Program & Department of English, Atkinson] featuring a reading by Kathleen McCracken - Fellows' Lounge, Atkinson

TUESDAY, FEBRUARY 23

- 10:00 a.m. - Sociology Symposium - "Subjugating Women: A Case Study" with Dr. Karen Anderson, University of Western Ontario - Senate Chamber (Room S915), Ross
- 12:00 noon - 1:00 p.m. - University Skills Series - [Counselling and Development Centre] "Time Management" - Stedman Lecture Hall "E"
- 12:00 noon - 1:30 p.m. - Women in Art Series - [Faculty of Fine Arts] "Women in Dance" featuring Ebony Voices - Purple Lounge, Fine Arts
- 12:15 p.m. - Work and the Workplace Seminar Series - [Centre for Research on Public Law and Public Policy, Osgoode Hall Law School] "Full Employment: Why Not?" with Diane Bellemare, UQAM - Room 220A, Osgoode Hall Law School
- 3:00 p.m. - McLaughlin Public Policy Series - "After Reagan and Gorbachev: Defining Peace in the 1990's" with Henry Wiseman, University of Guelph - Senior Common Room, McLaughlin
- 6:00 p.m. - 8:00 p.m. - Workshop in Political Economy - "Socialism in the Under-Developed Countries" by J. Saul, Atkinson; for information call Henryk Flakierski at -3430 - Room S777, Ross
- 7:00 p.m. - Lecture Series - [Department of Fine Arts & Office of the Master, Atkinson] "Under Capricorn: Hitchcock's Most Neglected Film" by Robin Wood - Fellows' Lounge, Atkinson
- 7:00 p.m. - Student Recital - [Music Department] featuring Yashushi Endo (piano) - McLaughlin Hall
- 8:30 p.m. - Performance - [Theatre Glendon] "Going Down For the Count" - tickets are \$4.00; reservations may be made by calling 487-6722 - Theatre Glendon



Phase I of the Smoking Policy is now in effect. Please observe the "no smoking" signs. Please show patience for those trying to stop smoking.

- continued

EVENTS (cont'd.)**WEDNESDAY, FEBRUARY 24**

- 12:00 noon - Faculty Lecture Series - [Latin American and Caribbean Program] "The 'Boom' Generation and Its Aftermath" with Manuel Jofre, Santiago de Chile - Senior Common Room, Founders
- 12:15 p.m. - Second Annual Gibson-Armstrong Lecture in Law and History - [Osgoode Hall Law School] "Law, Use Right, and Property: Commoners and Indians" by E.P. Thompson - for information call -5199 - Moot Court, Osgoode
- 12:30 p.m. - CJRT Soloist Series - [Music Department] featuring Monica Gaylord (piano), Lawrence Cherney (oboe), and James McKay (bassoon) - McLaughlin Hall
- 1:00 p.m. - Adult Education Lecture Series - [Office of the Master, Atkinson] "Conjunctural Analysis: Naming and Grabbing the Moment" with Deborah Burndt, photographer and adult educator - Room 044A, Atkinson
- 1:00 p.m. - 3:00 p.m. - Lecture/Demonstration - [Fine Arts Studies Program] by Joanna and Ritesh Das, a Kattak dancer and Tabla player - Burton Auditorium
- 2:00 p.m. - Computer Science Seminar - "Oblivious Routing With Limited Buffer Capacity" with Mr. Danny Krizanc, Harvard University - Room B10, Administrative Studies
- 2:00 p.m. - 4:00 p.m. - Health and Society: Critical Perspectives Speaker Series - [Division of Social Science, Norman Bethune, Women's Studies Program] "Colonial Witches and Andean Meanings of Healing" with Irene Silverblatt of The Smithsonian Institute - Room 320, Norman Bethune
- 2:00 p.m. - 5:00 p.m. - Graduate Program Seminar - [Visual Arts Department] Sam Mallin will speak on Philosophy - Purple Lounge, Fine Arts
- 4:00 p.m. - Biology Research Seminar - "Nuclear Structure and Function" with Dr. Nathalie Chaly, Carleton University - Room 320, Farquharson
- 4:00 p.m. - Canada Fellows Lecture Series - [Office of Research Administration] "Disgusting Ugly Violence in the Medieval Adventure Romance: Jaufre" by Ross G. Arthur, Canada Fellow in Humanities - Senate Chamber, Ross
- 6:00 p.m. - Foreign Film - [Calumet Fine Arts Association] "Earth" (1930, Ukranian) - Room 109, Atkinson
- 7:30 p.m. - Annual Maurice Manel Lecture - [Department of Sociology & Office of the Master, Atkinson] "Haven's Gate: Immigrants, Refugees, Terrorists? What is Canadian Government Policy?" by Victor Malarek of The Globe and Mail - Moot Court, Osgoode
- 7:30 p.m. - Atkinson Faculty Lecture Series - [Office of the Master, Atkinson] featuring a reading by Barry Callaghan - Fellows' Lounge, Atkinson
- 8:30 p.m. - Performance - [Theatre Glendon] see Tuesday's listing for further information

STAFF POSITIONS:

Applications for internal transfers/promotions, should reach Human Resources no later than Monday, February 29, 1988. Application forms are available from Personnel Services. *Indicates position is exempt from bargaining unit.

Counsellor: Irmgardt Duley

*Assistant Director - Student Affairs. (University degree; Master's degree an asset; some courses in business or mathematics, social sciences, organizational behaviour, counselling or social work; several years' experience, including familiarity with a University environment, including policy setting bodies and procedures, and academic and non-academic policies and regulations; experience in a public relations position; demonstrated public speaking experience; strong supervisory experience; demonstrated excellent oral and written communication skills; excellent interpersonal skills; excellent mediation/negotiation skills; demonstrated ability to make good decisions quickly; good organizational and management skills; budget skills; spreadsheet and wordprocessing skills an asset. Please submit a resume when making an application.) GRADE: P&M 7 under review (\$32,824-\$38,617) JOB NO: D009

*Convocation Officer - Student Affairs. (University degree; 2 or 3 years' experience in a large related institutional office setting; experience in organizing large conferences or similar events; budgetary experience; minimum of 2 years' related project management experience supervisory experience; solid organizational and administrative ability; good interpersonal skills; demonstrated ability to work independently; demonstrated outstanding written communication skills; publication and proofreading skills; demonstrated ability to attend accurately to detail; demonstrated ability to manage concurrent projects; demonstrated ability to work under pressure and meet deadlines; word processing skills an asset. Please submit a resume when making an application.) GRADE: P&M 5 under review (\$28,538-\$33,574) JOB NO: D012

Counsellor: Betty Gunning

YELT Coordinator - Liaison, Admissions. (High school graduation or equivalent; 1-2 years' related experience in a university environment (e.g. in a student service area); typing 40 wpm, accuracy essential; data entry skills required; word processing skills preferred or willingness to learn; excellent organizational skills; demonstrated excellent oral communication skills; tact and diplomacy; ability to set priorities; ability to work accurately and effectively under pressure of high volume; demonstrated ability to deal courteously and effectively with students, staff, faculty and the public at all levels.) GRADE: 4 (\$20,337) JOB NO: G051

Accounting Clerk I - Finance, Office of the Comptroller. (High school graduation or equivalent; 1 year general office experience, in a high volume area; accuracy with figure work essential; demonstrated cash handling skills and related procedures; demonstrated tact and diplomacy; demonstrated ability to deal courteously and effectively with students and staff; good organizational skills; ability to attend to detail.) GRADE: 3 (\$19,287) JOB NO: G052

Faculty Secretary - Economics, Arts. (High school graduation with secretarial training or equivalent; 1-2 years' secretarial experience; typing 45-50 wpm, accuracy essential; technical typing skills an asset, or willingness to learn; word processing skills required; pleasant telephone manner; tact and diplomacy; good oral communication skills.) GRADE: 3 (\$19,287) JOB NO: G053

CORRECTION TO POSTING, YORK BULLETIN FEBRUARY 15, 1988, JOB NO: W016

Counsellor: Ken Wood

Administrative Assistant - Office of the Dean, Atkinson College. (High school graduation or equivalent; some university courses required; minimum 3 years' related administrative experience (e.g. in the preparation of reports and policy papers in a university environment); typing 50 wpm; accuracy essential; demonstrated proficiency in word processing skills; micro-computing skills; familiarity with a wide variety of computers; computerized spreadsheet skills; knowledge of statistical software an asset; skill in transcribing from dictation equipment; demonstrated excellent compositional, grammatical, and editorial skills; demonstrated superior written and oral communication skills; pleasant telephone manner; demonstrated excellent interpersonal skills; good organizational skills; ability to work independently; ability to work under pressure of high volume and to adhere to tight deadlines; ability to work in a fluctuating and frequently unstructured environment; demonstrated excellent skill in analysing and forecasting budgets. Please submit a resume when making an application.) GRADE: 6 Provisional (\$24,165) JOB NO: W016



On **February 22, 1988** York University enters Phase I of a two-phase policy to create a smoke-free environment. Phase II comes into effect September 6, 1988 and includes all office space, whether open, shared or private.

Phase I No Smoking Areas

- classrooms
- laboratories
- storage areas
- gymnasiums
- elevators
- washrooms
- escalators
- reception areas
- counter areas
- lecture and seminar rooms
- theatres and areas used as theatres
- library reading and stack rooms
- shop and service areas
- stairways
- corridors
- service lines (incl. Green Machine)
- all rooms used for meetings
- any other areas with "No Smoking" signs

SMOKING AREAS

The following smoking areas have been chosen after careful review by Physical Plant, Facilities, Planning and Management, Department of Occupational Health and Safety, Physical Resources and through discussions with building occupants. The smoking areas will be reviewed prior to implementation of Phase II on September 6, 1988.

ADMINISTRATIVE STUDIES BUILDING

Smoking Area North-west entrance vestibule, first floor, including area adjacent to stairway
Other Areas Financial Poste student pub, ground floor, 100% of seats

ARENA

Smoking Area East entrance vestibule

ATKINSON COLLEGE

Smoking Area North-west entrance vestibule
Other Areas Ainger Coffee Shop, 100% of seats
 Crowe's Nest, 100% of seats
 Atkinson College Cafeteria, 50% of seats

BEHAVIOURAL SCIENCES BUILDING

Smoking Areas East and west entrance vestibules
 Room 421 foyer

BURTON AUDITORIUM

Smoking Area Main entrance lobby

CENTRAL SQUARE / CURTIS LECTURE HALL

Smoking Areas Lobby area near lockers at the east end of the main floor of Curtis Lecture Halls
 Two corner seating pits on second floor of Curtis Lecture Halls
Other Areas Central Square Cafeteria, 50% of seats

CENTRAL UTILITIES BUILDING

Smoking Area Second floor stairwell landing

CENTRE FOR FINE ARTS II

Smoking Areas Lobby portion of link between CFA II and Burton Auditorium
 Alcove at east end of CFA II, second floor

EAST OFFICE BUILDING

Smoking Area Room 54

FARQUHARSON LIFE SCIENCES BUILDING / LEONARD G. LUMBERS BUILDING

Smoking Area Room 243 in Farquharson

FOUNDERS COLLEGE

Smoking Area Bridge on second floor
Other Areas Cock & Bull, 100% of seats
 Founders Dining Hall, 70% of seats

McLAUGHLIN COLLEGE

Smoking Area Alcove area at the centre of the building, main floor
Other Area Argh Pub, 100% of seats

NORMAN BETHUNE COLLEGE

Smoking Area Entrance vestibule
Other Areas JACS, 100% of seats
 Norman's, 100% of seats
 Norman Bethune Dining Hall, 70% of seats

OSGOODE HALL LAW SCHOOL
Smoking Area Games room in basement
Other Areas Osgoode Hall Law School Cafeteria, 50% of seats
Junior Common Room (pub), 100% of seats

PETRIE SCIENCE BUILDING
Smoking Area Room 232A

PHYSICAL PLANT WORKSHOPS
Smoking Area Room 116

ROSS BUILDING
Smoking Areas Third, fourth, fifth and sixth floor bridges between north and south towers
Area near the lockers at the east end of the Curtis Lecture Halls
Other Areas Faculty Club, 70% of seats
Graduate Students Lounge, seventh floor, 100% of seats

SCOTT LIBRARY
Smoking Area Alcove at the south-east corner of the second floor

STEACIE SCIENCE BUILDING
Smoking Area North entrance vestibule

STEDMAN LECTURE HALLS
Smoking Area East entrance vestibule

STONG COLLEGE
Smoking Areas Link between buildings
Third floor kitchenette, Room 317
Other Areas Orange Snail, 100% of seats
Stong Dining Hall, 70% of seats

TAIT MCKENZIE BUILDING
Smoking Area West entrance vestibule

VANIER COLLEGE
Smoking Area West entrance vestibule
Other Areas Open End Pub, 100% of seats
Vanier Dining Hall, 70% of seats

WEST OFFICE BUILDING
Smoking Area Room behind cafeteria

WINTERS COLLEGE
Smoking Areas East entrance foyer
Link between residence and college buildings
Other Areas Absinthe, 100% of seats
Marky's II Restaurant, 50% of seats
Winters Dining Hall, 70% of seats

******* GLENDON COLLEGE SMOKING AREAS *******

CENTRAL SERVICES BUILDING
Smoking Area Loading dock seating area

GLENDON HALL
Other Area Cafe de la Terrasse, 100% of seats

LESLIE FROST LIBRARY
Smoking Area Room to left of main entrance foyer

PROCTOR FIELD HOUSE
Smoking Area Main entrance foyer

YORK HALL
Smoking Areas Foyer between Wings A & B, second floor
Mature Students Lounge, Wing A, basement
Staff Lounge, Wing A, second floor
Other Areas Glendon Dining Hall, Wing A, main floor, 70% of seats
Le Cafe, Wing A, basement, 50% of seats

HELP CREATE A SMOKE-FREE YORK

Thursday, February 25 - Sunday, February 28, 1988
Volume 8, Number 15

GENERAL:

A
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PLEASE GIVE BLOOD

We need your type

The Canadian Red Cross Society

Red Cross Blood Donor Clinics will be held February 29 to March 4 in the East Bear Pit, Central Square. Thanks to the generosity of the following sponsors from the York community and Pizza Nova, free pizza will be given to the first 200 donors each day. The clinics will be held as follows:

| | | |
|---------------------|---------------------------|---|
| Monday, February 29 | - Community Relations Day | 9:30 a.m.-4:00 p.m. |
| Tuesday, March 1 | - Atkinson Day | 11:00 a.m.-5:30 p.m. (note time change) |
| Wednesday, March 2 | - Calumet Day | 9:30 a.m.-4:00 p.m. |
| Thursday, March 3 | - Norman Bethune Day | 9:30 a.m.-4:00 p.m. |
| Friday, March 4 | - Student Affairs Day | 9:30 a.m.-4:00 p.m. |

The Department of Human Resources asks that management and supervisory staff make necessary arrangements in order to let all members of the York community attend the clinic during work hours if they so wish.

Telecommunications advises the York community that effective May 1, the monthly tariffs for telecommunications equipment will be increased by 6 1/2%. Rates were originally to be increased by only 5%. However, due to the recent implementation of a 10% Federal Sales Tax on all communications services, the tariffs will increase by an additional 1 1/2% for two consecutive budget years. Please note that one-time service charges will increase by only 5%. For further information contact a Telephone Designate or Telecommunications at -2787.

An entrance examination for the Glendon School of Translation (1988-89 academic year) will be held March 12 at 1:00 p.m. in Room 129, York Hall. For further information or to register, call the School of Translation at -6742 before March 4.

Osgoode Cafeteria Hours (February 29 to March 6): Monday-Thursday, 9:00 a.m.-8:00 p.m.; Friday, 9:00 a.m.-2:00 p.m.; Saturday, 11:00 a.m.-4:00 p.m.; and Sunday, 2:00 p.m.-7:00 p.m.

Members of the York community are asked to note the following change to the York Telephone Directory:

Nancy Accinelli, Coordinator of Advising Centre, 315A Ross -7638

The York Bookstores request that faculty members wishing to place textbook orders for summer courses do so as soon as possible and in any case, no later than March 4.

Discount hotel/motel rates available to the provincial government are also extended (in most instances), to staff at Ontario universities while travelling on official university business. A directory of participating hotels/motels has been sent to the executive officers of each Faculty and some operating divisions. For further information contact the Finance Department at -3067.

EVENTS:

THURSDAY, FEBRUARY 25

- 12:00 noon & 1:00 p.m. - Video - [Staff Development Office] staff and faculty from Atkinson, Calumet and Fine Arts are invited to view this 11-minute video which was made to introduce new employees to York - Purple Lounge, Fine Arts
- 2:15 p.m. - Graduate Program in Philosophy Seminar - "Should Kepler Be Credited With the Discovery of the Elliptical Orbit?" with Prof. Brian Baigrie, University of Calgary - Senior Common Room, McLaughlin
- 2:30 p.m. - 4:00 p.m. - Lecture/Colloquium - [Department of Social Work] with Prof. Peter Leonard, Director of the School of Social Work, McGill University - Room 004A, Atkinson
- 4:30 p.m. - Senate Meeting - Senate Chamber (Room S915), Ross
- 7:00 p.m. - Lecture Series - [Department of Fine Arts & Office of the Master, Atkinson] "Beckett and the Theatre of the Absurd" by Ross Stuart - Fellows' Lounge, Atkinson
- 7:15 p.m. - Student Recital Series - [Music Department] featuring Deborah Bilokrely (soprano) - McLaughlin Hall
- 7:30 p.m. - Yeomen Play-Off Hockey - York Yeomen vs. Laurier - York Ice Arena
- 8:30 p.m. - Performance - [Theatre Glendon] "Going Down For the Count" - tickets are \$4.00; reservations may be made by calling 487-6722 - Theatre Glendon
- 10:30 p.m. - Options - [DIAR] "Illiteracy: Fact or Fiction" with host John Saywell, and literacy specialists Patrick Shannon and Cecil Klassen - TV Ontario (Channel 19, Cable 2)

FRIDAY, FEBRUARY 26

- 10:30 a.m. - 12:00 noon - Prime Time Series - [Theatre Department] featuring Donald Martin, founder of "Promotionally Yours," a publicity company - Atkinson Theatre
- 12:00 noon & 1:00 p.m. - Video - [Staff Development Office] staff and faculty from the Library are invited to view this 11-minute video which was made to introduce new employees to York - Room 112, Scott

EVENTS (Friday, February 26, cont'd.)

- 1:00 p.m. - Cognitive Science Colloquium Series - "Musical Statistics: A Study of Elementary Tonal Complexity"
Jay Rahn, Department of Music - Room 207, Behavioural Sciences
- 2:00 p.m. - Psychology Colloquium - "Existence-Effectance-Esteem: From Gambling to a New Theory of Human Motivation"
with Igor Kusyszyn - Room 291, Behavioural Sciences
- 2:00 p.m. - 4:00 p.m. - Dancer's Forum - [Dance Department] featuring a lecture/demonstration by Paul Andre Fortier, Artistic Director of Montreal Danse - Studio I, Fine Arts
- 7:30 p.m. - Humanities Film Series - [Master's Office, Atkinson] "The Man in the White Suit" (85 mins., b&w);
tickets are available from the Department of Humanities or Master's Office - Nat Taylor Cinema
- 8:30 p.m. - Performance - [Theatre Glendon] see Thursday's listing for further information

SATURDAY, FEBRUARY 27

- 7:30 p.m. - Yeomen Play-Off Volleyball - York Yeomen vs. Laurentian - Tait McKenzie
- 8:30 p.m. - Performance - [Theatre Glendon] see Thursday's listing for further information

SUNDAY, FEBRUARY 28

- 11:00 a.m. - Lentan Sunday Mass - [York Catholic Community] Fr. Eley S.J. will speak on "Mass Media and its Impact"
- Scott Religious Centre
- 8:00 p.m. - South Indian Classical Music Concert - [Faculty of Fine Arts] featuring T. Viswanathan (flute) and Trichy Sankaran (mrdangam) - admission is \$10.00, PAS members free - McLaughlin Hall

STAFF POSITIONS:

Applications for internal transfers/promotions, should reach Human Resources no later than Thursday, March 3, 1988. Application forms are available from Human Resources. *Indicates position is exempt from bargaining unit.

Counsellor: Ken Wood

Administrative Assistant III - Psychology, Arts. (High school graduation or equivalent; some university courses required; minimum 3 years' administrative experience, including supervisory experience, preferably in a university faculty area; computerized budget experience required; word processing experience; demonstrated excellent oral and written communication skills; tact and diplomacy essential; excellent interpersonal skills; demonstrated excellent supervisory skills; excellent organizational skills; bookkeeping skills; demonstrated skills in analyzing and forecasting budgets; ability to work independently; demonstrated ability to exercise judgement and initiative; demonstrated ability to work effectively under pressure; minute taking skills. Please submit a resume when making an application.) GRADE: 8 (\$30,601) JOB NO: W017

Assistant Student Programs Officer (In-Service) - Education. (High school graduation with post-secondary education or equivalent; minimum 2 years' related experience in a student service area including assessment and student records experience, plus an additional 1 year supervisory and public or customer relations experience; demonstrated ability to direct and co-ordinate staff effectively; demonstrated excellent oral and written communication skills; excellent organizational skills; demonstrated ability to work well under pressure and handle a high volume of work on a continuing basis; demonstrated ability to deal courteously with students, staff, faculty and the public; tact and diplomacy; skill in using on-line student record system. Please submit a resume when making an application.) GRADE: 7 (\$26,895) JOB NO: W018

Administrative Assistant - Administration, Osgoode Hall Law School. (High school graduation or equivalent with formal secretarial training; 3 years' administrative/secretarial experience, preferably in a university environment, including 1 year word processing experience; computerized budgeting and bookkeeping experience; demonstrated computerized spreadsheet expertise; demonstrated bookkeeping and budgeting skills; typing 50 wpm; demonstrated proficiency in word processing and microcomputing skills required; excellent oral and written communication skills; demonstrated excellent organizational skills; supervisory skills required; tact and diplomacy essential; demonstrated ability to deal courteously with students, staff, faculty and the public; demonstrated ability to set priorities and work independently. Please submit a resume when making an application.) GRADE: 6 (\$24,165) JOB NO: W019

Counsellor: Betty Gunning

Faculty Secretary - Policy, Administrative Studies. (High school graduation with secretarial training or equivalent; minimum 1 year secretarial experience, preferably in an educational environment; typing 50-55 wpm; skill in using dictation equipment; word processing skills required; statistical typing skills an asset; good oral and written communication skills; ability to deal effectively with the public; good organizational skills.) GRADE: 3 (\$19,287) JOB NO: G054

Clerk Typist/Floater - Psychology, Arts. (High school graduation with secretarial training or equivalent; 1-2 years' secretarial/receptionist experience; typing 50-55 wpm, accuracy essential; word processing skills required; pleasant telephone manner; good oral communication skills; demonstrated ability to deal courteously and effectively with students, staff and the public; demonstrated ability to adapt to frequent change in work environment; good organizational skills.) GRADE: 3 (\$19,287) JOB NO: G055

REPOSTING OF YORK BULLETIN JANUARY 28, 1988, JOB NO: G029

Secretary (CMA Program) - Accounting, Administrative Studies. (High school graduation with secretarial training or equivalent; 2 years' related experience, preferably in a university environment, including the responsibility for organizing and completing assignments in a multi-task setting; excellent organizational skills; excellent oral and written communication skills; typing 50-60 wpm; word processing skills required; ability to type tables and financial statements an asset; demonstrated ability to set priorities; ability to work independently.) GRADE: 5 Provisional (\$21,877) JOB NO: G029

Monday, February 29 - Wednesday, March 2, 1988
Volume 8, Number 16

GENERAL:

DRAFT MASTER PLAN FOR YORK UNIVERSITY - YORK CAMPUS

Under the auspices of the York University Development Corporation (YUDC), acting on behalf of the University, and after wide consultation with the various bodies dealing with campus development, a Draft Master Plan for the development of the York campus has now been prepared by York's campus planners, the IBI Group. Included in the Master Plan are sections on: building development, landscaping, transportation and infrastructure. These plans are on display for review by interested members of the York community in the Periodicals Reading Room, Scott Library (top of the escalators to the right), the lobby area of the Office of Student Affairs, Central Square and in the Office of the Vice-President (Finance and Administration), Room S958A, Ross. Comments, questions and suggestions on any aspect of the Plan should be forwarded to Greg Spearn, Vice-President, YUDC, Room D104, WOB or any member of the Plan Implementation Sub-Committee of the YUDC Advisory Council. Members of this Sub-Committee are: Prof. Glen Frankfurter, Department of Social Science (Chair); Dean Tom Traves, Faculty of Arts; Dean Kim Innanen, Faculty of Science; Sheila Cann, Osgoode Hall Law School; Paul Hayden, Alumni Association; Margaret Evans, Student Representative on the Board of Governors - CYSF; Prof. Sally Zerker, Division of Social Science; Prof. Allan Stauffer, Department of Physics; and W.D. Farr, Vice-President, Finance & Administration.

The Grounds and Vehicle Section of the Department of Physical Plant informs members of the York community that arrangements have been made with Metro Waste Paper Recovery Inc. to initiate a trial pick-up of corrugated cardboard. Containers have been placed at the Ross, Winters, and Scott loading docks. Appropriate signs will be installed to indicate exact location on each loading dock. Carton boxes should be placed into these containers flat. If this trial proves to be successful, the number of pick-up locations will be expanded.

The Department of Human Resources announces the following appointments: Brian Samarasekera, Staff Auditor, Internal Audit, effective February 8, 1988; Aaron Rodriguez, Squash Club Manager, Racquets Professional, Physical Education, Glendon, effective February 15, 1988. The following promotions have recently or will shortly take place: Ellen Bowie, Manager, Housing Administration, Housing and Business Operations; Ron Mitchell, Data and Statistics Officer, Office of the Vice-President, Finance and Administration.

The Payroll Department advises the York community that TD1 forms for Tax Exemptions are available at the York Post Office. They should be completed and forwarded to the Payroll Department, EOB only if there are changes to exemption filing.

EVENTS:

MONDAY, FEBRUARY 29

- 9:30 a.m. - 4:00 p.m. - Red Cross Blood Donor Clinic - [Community Relations Department] - free pizza will be given to the first 200 donors - East Bear Pit, Central Square
- 3:00 p.m. - Law and Society Colloquium - "Towards Employment Equity" with Prof. Pat Armstrong - Room 305, Founders
- 4:00 p.m. - 6:00 p.m. - Dance Workshop - [Dance Department] featuring the Limon Technique by Donna Krasnow - Studio I, Fine Arts
- 4:00 p.m. - Lecture - [Canadian Studies, Glendon] "Quebec and Meech Lake Today" by Pierre Marc Johnson - Room 227, York Hall, Glendon
- 7:00 p.m. - Atkinson Faculty Lecture Series - "Politics and Propaganda in Chile: 1970-1987" by York Prof. Claudio Duran - Fellows' Lounge, Atkinson
- 7:00 p.m. - Performance Preview - [Theatre Department] "Camille" - tickets are \$1.00 - Atkinson Theatre
- 8:00 p.m. - Conference - [The Council of Canadians] "The Trade Deal: Canadians Exploring the Issues" with Roger Abbott, Royal Canadian Air Farce; Robert Adolph, York; Maude Barlow, Pro Canada Network; Roel Buck, Auto Parts Manufacturing Association; and Canadian actor R.H. Thomson - Moot Court, Osgoode Hall Law School

TUESDAY, MARCH 1

- 11:00 a.m. & 2:00 p.m. - Guest Speaker - [Glendon New Democrats] "The Politics of Sexuality" by John Campey, candidate in the 1987 provincial election - Room A210, York Hall (at 11:00 a.m.) and Room 245 (at 1:00 p.m.)
- 11:00 a.m. - 5:30 p.m. - Red Cross Blood Donor Clinic - [Atkinson] free pizza will be given to the first 200 donors - East Bear Pit, Central Square
- 12:00 noon - Faculty Lecture Series - [Latin American and Caribbean Program] "Those Young Machines of Desire" (Planned Change in Chile) with Arnold Rockman, Sociology/Atkinson - Master's Dining Hall, Founders
- 12:00 noon - Visiting Speaker - [Graduate Program in Geography] "Urban Structure and Restructuring: Testing Old and New Hypotheses" by Dr. Larry Bourne, University of Toronto - Room S421, Ross
- 12:00 noon - Ecology Seminar - "Plankton Ecology" with Dr. Ora Johannsson, Canadian Centre for Inland Waters, Burlington - Room 203, Lumbers

EVENTS (Tuesday, March 1, cont'd.)

- 12:00 noon - 1:00 p.m. - University Skills Series - [Counselling and Development Centre] "Reading a Textbook" - Stedman Lecture Hall E
- 12:00 noon - 2:00 p.m. - Luncheon Seminar Series on Violence & Conflict Resolution - [LaMarsh Research Program, Dean of Graduate Studies] "Race and Violence in Britain" with York Prof. A. Richmond - Room 320, Norman Bethune
- 2:00 p.m. - Lecture - "Bombay's Poor and Homelessness" by Prof. P.K. Muttagi, Tata Institute of Social Sciences, Bombay - for further information call Dr. Chris Furedy at -7810 - Room S129, Ross
- 3:00 p.m. - 5:00 p.m. - McLaughlin Symposium Series - "Health and Sexuality," featuring the following speakers: "Sexuality: The Personal Side" by Ruth Miller, Department of Public Health, City of Toronto; "Sexuality: A Community Perspective" by Bill Mindell, MPH, Coordinator, Community Health, City of Toronto; and "Personal Health: Stress and Risks" by James Wheler, MD, Director of Health Services at York - Moderator: Andy Barrie, broadcaster, CFRB - Junior Common Room, McLaughlin
- 3:00 p.m. - 5:00 p.m. - Encounter 1988 Lecture Series - [Vanier] "Attitudes Towards Aging in Advertising and Literature" with York Prof. Shelagh Wilkinson; and "A Cross-Cultural Perspective" with York Profs. Harriet Rosenberg and Joe Levy - Senior Common Room, Vanier
- 6:00 p.m. - 8:00 p.m. - Workshop in Political Economy - "The Socialist Experience in Greece" by L. Lefebvre, Economics; for information call Henryk Flakierski at -3430 - Room S777, Ross
- 7:00 p.m. - 9:00 p.m. - Encounter 1988 Lecture Series - [Vanier] "Elderly Abuse, Poverty and Oppression" with Prof. Ben Schlesinger, University of Toronto; York Prof. Rachel Schlesinger, and social worker Eleanor Cooper - Senior Common Room, Vanier
- 7:30 p.m. - Lecture Series - [Mariano A. Elia Chair in Italian-Canadian Studies] "Canadian Women of Friulan Origin: A Coming of Age" by Gabriella Colussi, York - Friuli Centre, 7065 Islington Avenue, Woodbridge

WEDNESDAY, MARCH 2

- 9:30 a.m. - 4:00 p.m. - Red Cross Blood Donor Clinic - [Calumet] free pizza will be given to the first 200 donors - East Bear Pit, Central Square
- 3:00 p.m. - 5:00 p.m. - Encounter 1988 Lecture Series - [Vanier] "Care-Giving in Institutions and the Community" with Frances Pitcherak, North York Public Health; Donna Wells, Sunnybrook Medical Centre; Shirley Hoy, Metro Toronto Health; and Carolyn Singer, University of Toronto - Senior Common Room, Vanier
- 6:00 p.m. - Foreign Films - [Calumet Fine Arts Assoc.] featuring films about art and artists - Room 109, Atkinson
- 7:00 p.m. - The Global Village: Third World Film Series - [Master's Office, Student Association and Sociology Department, Atkinson and Community Relations Department] "Small Happiness: Women of a Chinese Village" and "Global Assembly Line" - Oakdale Junior High School Cafetorium (315 Grandravine Drive)
- 7:00 p.m. - Theatre Performance - [French 4090.06] "Exercices de Style de Raymond Queneau" - tickets are \$3.00 and are available from French Studies at -3089 - Burton Auditorium
- 7:00 p.m. - 9:00 p.m. - Encounter 1988 Lecture Series - [Vanier] "Pathways to Wisdom and Fulfillment in an Aging Society" - an open dialogue with films and discussion - Senior Common Room, Vanier

STAFF POSITIONS:

Applications for internal transfers/promotions, should reach Human Resources no later than Monday, March 7, 1988. Application forms are available from Human Resources. *Indicates position is exempt from bargaining unit.

Counsellor: Irmgardt Duley

*Manager, Financial and Budget Reporting - Office of the Comptroller. (University graduation; recognized accounting designation (CA, CGA or CMA); 7 years' accounting experience including financial statement preparation; minimum 3 years' supervisory experience; excellent understanding of computer applications including working knowledge of microcomputer spreadsheet software, and downloading of mainframe/minicomputer information to microcomputers; demonstrated ability to interpret and analyze financial data; demonstrated ability to supervise, direct, and schedule numerous functions while working under pressure and adhering to deadlines; strong organizational skills; demonstrated ability to communicate effectively both verbally and in writing with all levels of the community and external sources; excellent interpersonal skills; demonstrated ability to provide a high level of service to the community. Please submit a resume when making an application). GRADE: P&M 9 under review (\$37,934-\$44,628) JOB NO: D013

*Security Supervisor - Security & Parking Services. TWO POSITIONS. HOURS OF WORK: 12 hour shifts: alternating every 2 weeks from days to nights. (total of 84 hours every 2 weeks) (High school graduation or equivalent, and willingness to undertake specialized training as required; 5 or more years' related experience in a police, security or military environment; or graduation from a community college security and law enforcement programme with a minimum of 3 years' practical experience; excellent interpersonal skills; tact and discretion; demonstrated ability to manage and lead personnel in their areas of responsibility; demonstrated ability to exercise sound judgement; good knowledge of crime prevention and physical security; sound knowledge of investigative techniques; excellent oral and written communication skills; good organizational skills. Please submit a resume when making an application.) GRADE: P&M ungraded JOB NOS: D014 and D015

Counsellor: Betty Gunning

Course Secretary - Political Science, Arts. (High school graduation with secretarial training or equivalent; 2 years' secretarial experience, preferably in a university environment; typing 55 wpm, accuracy essential; word processing skills required; excellent oral communication skills; pleasant telephone manner; ability to deal with students, staff, faculty and the general public at all levels; tact and diplomacy; good organizational skills.) GRADE: 4 Provisional (\$20,337) JOB NO: G056

Secretary, Legal Research and Writing - Osgoode Hall Law School. (High school graduation with secretarial training or equivalent; 1-2 years' related secretarial experience; typing 50-55 wpm, accuracy essential; demonstrated word processing skills required; skill in transcribing from dictation equipment; good organizational skills; excellent oral and written communication skills; tact and diplomacy; demonstrated ability to set priorities and work independently; demonstrated ability to deal effectively with students, staff, faculty and the general public.) GRADE: 4 (\$20,337) JOB NO: G057