

Thursday, April 28 - Monday, May 2, 1988
Volume 8, Number 33

GENERAL:

The York Telecommunications System (CBX II 9000) will not be available to the York community Friday, April 29 from 8:00 p.m. to 12:00 midnight. All voice/data equipment will be out of service intermittently during this time period. Telephone features will not be affected when service is resumed after 12:00 midnight. This interruption is necessary in order to prepare for a major communications system upgrade which will take place June 30 to July 3. For further information call Telecommunications at -2787.

A task force has been appointed by Ken Davey, Vice-President (Academic Affairs), to make recommendations on what kinds of support for teaching and learning at York ought to be provided at the level of the central administration. The task force is chaired by Prof. Ron Sheese (Arts, Psychology). Among the topics being considered are: support for course, curriculum, and program development; support for improving the technology of teaching; increased training opportunities in teaching, especially for TAs; additional diagnostic services for individual instructors; internal awards for significant contributions to teaching and learning; and consideration of the current and potential benefits of such academic support units as the Educational Development Office, the Department of Instructional Aid Resources, and the Computer-Assisted Writing Centre. The task force is soliciting suggestions on these and any other topics that members of the university community consider relevant to the central support of teaching. Written comments may be sent to Penelope Reed Doob, Associate Vice-President (Faculties), Room S935, Ross. Other members of the task force include: Brock Fenton (Science); Simon Fodden (Osgoode); Harold Kaplan (Arts); Louise Lewin (Glendon/Education); Leslie Sanders (Atkinson); and Bob Witmer (Fine Arts). Any member of the task force may be contacted for further information.

The Alumni Affairs Office is conducting a telephone appeal to Fine Arts graduates as part of the Fine Arts Centre Fund Raising Campaign. Faculty, staff and students are invited to volunteer and help make these telephone calls. The telephone appeal will take place at the York campus on May 2, 3, 9 and 11 from 6:30 p.m. to 9:30 p.m. each evening. A light supper and full briefing session will be provided. For further information or to volunteer, please call the Alumni Affairs Office at -5010.

Faculty members and professional librarians going on sabbatical leave are reminded that the next deadline for submitting applications for Sabbatical Leave Grants in Lieu of Salary is May 6 (extended from May 1). Guidelines and application forms are available from the Office of Research Administration, Room S414A, Ross (-5055).

P&M Staff Development Courses: There are still a few openings in the following courses. For further information or to register, refer to the February edition of Initiatives, or call -2597. May 6 & 13 - Lotus 1-2-3 (Advanced); May 17 & 18 - Psychological Edge; May 20 & 27 - WordPerfect (Adv. 1); May 30-June 2 - Frontline Leadership; June 8 - Myers-Briggs Type Indicator; and June 17 - Hard Disk File Management.

Members of the York community are asked to note the following organizational changes within the Division of External Relations. Effective May 1, the Department of Development and Alumni Affairs will be separated into two departments - The Department of Private Funding and the Department of Alumni Affairs. Addresses and telephone numbers will remain unchanged.

York's new Office of Race and Ethnic Relations is located in Room S101, Ross. The telephone number is -5682 (Phonemail messages may also be left). The coordinator is Prof. David Trotman.

York University Sports Seminars will present the National Coaching Certification Program Level III theory course, May 3, 5, 10, 14, 17, 24, 28 & 31. All sessions will take place in Room 316, Tait McKenzie. The registration fee for the course is \$65. For further information call -5649 or -3529.

A conference entitled "Federalism and the Quest for Political Community" will be held May 6-8 in honor of Donald V. Smiley. The conference is sponsored by SSHRC, York President Harry Arthurs, Faculties of Arts and Graduate Studies, York Ad Hoc Fund, Robarts' Centre, and the Department of Political Science. All sessions will take place in the Senate Chamber (Room S915), Ross. The registration fee is \$10 (free of charge to York students). For further information or to register, call -5265.

Members of the York community interested in running on a University team in the annual YMCA Corporate Relay to take place June 9 are invited to meet at 12:15 p.m. each Tuesday and Thursday outside Tait McKenzie for a run. For further information call Roy Merrens at -7449 or Claudia Hungerson at -2187.

EVENTS:

THURSDAY, APRIL 28

10:00 a.m. - Med Defence - [Graduate Program in Education] Robert Clarke will defend his dissertation entitled "A Qualitative Study of Evaluation Practices in Reading and Writing: A Comparison of Ontario Ministry of Education Documents with Practices and Perspectives Held by Teachers of Special Education Learning Disabilities Classrooms" - Room N927, Ross

2:00 p.m. - 4:00 p.m. - Music Seminar - "The Application of the Tomatis Method of Auditory Stimulation in a University Music Department" with Prof. Gerhard Coornhof, University of Potchefstroom, Transvaal - Room 023, Winters

3:00 p.m. - 5:00 p.m. - Reception - [Psychology Department] to honor the early retirement of Mrs. Gloria Atkins, Administrative Assistant, after 16 years at York - gift contributions may be sent to Karen Cochrane, Room 296, Behavioural Sciences - Senior Common Room, Founders

EVENTS (Thursday, April 28, cont'd.)

4:00 p.m. - Physics Seminar Series - "The Inverse Hook Method for Measuring Oscillator Strengths" with Dr. William Van Wijngaarden, Yale University - Room 317, Petrie

4:30 p.m. - Senate Meeting - Senate Chamber (Room S915), Ross

FRIDAY, APRIL 29

2:00 p.m. - Psychology Colloquium - "How Do We Make Connections Between Different Situation? Local and Global Constructions" with Tamar Globerson, Tel-Aviv University and MIT - Room 291, Behavioural Sciences

2:00 p.m. - PhD Colloquium - [Graduate Program in Psychology] PhD candidate Terry Fiss will present his colloquium entitled "The Functional Significance of the P300 Component of the Event Related Potential" - Room 203, Behavioural Sciences

7:30 p.m. - CUSO Information Meeting - 815 Danforth Avenue

STAFF POSITIONS:

Applications for internal transfers/promotions, should reach Human Resources no later than Thursday May 5, 1988. Application forms are available from Human Resources. *Indicates position is exempt from bargaining unit.

Counsellor: Ken Wood

Administrative Assistant II - Sociology, Arts. (High school graduation or equivalent, some university courses required; 3-4 years' administrative experience, including supervisory experience and experience preparing and analyzing budgets; typing 55-60 wpm, accuracy essential; wordprocessing skills required; familiarity with computerized records system; demonstrated supervisory skills; demonstrated minute taking skills; demonstrated excellent oral and written communication skills; demonstrated excellent organizational skills; excellent budgetary skills; tact and diplomacy. Please submit a resume when making an application.) GRADE 7 (\$26,895) JOB NO:W041

Placement Officer - Administrative Studies. TEMPORARY: May 9, 1988 to September 16, 1988. (University degree required, preferably in business or in behavioral sciences; 2 years' counselling experience in a related environment (e.g. a career centre or placement office); demonstrated excellent interpersonal skills; demonstrated excellent oral and written communication skills; excellent organizational skills; data entry and retrieval skills; basic bookkeeping skills; demonstrated ability to exercise good judgement; demonstrated ability to deal courteously and effectively with staff, students, faculty and the public; demonstrated public speaking skills; tact and diplomacy essential. Please submit a resume when making an application.) GRADE 7 (based on an annual salary of \$26,895) JOB NO: W042

Counsellor: Betty Gunning

Secretary to Athletics Coordinator - Physical Education, Recreation and Athletics. (High school graduation with secretarial training or equivalent; 2 years' related secretarial experience (e.g. experience in a sports/athletic environment); typing 50-60 wpm, accuracy essential; demonstrated excellent wordprocessing and microcomputing skills; computerized spreadsheet skills; data base management skills; good oral and written communication skills; demonstrated ability to work accurately and effectively under pressure of high volume and hectic working conditions; demonstrated ability to deal courteously and effectively with students, staff, faculty and the public; pleasant telephone manner; tact and diplomacy essential; good organizational skills; demonstrated minute taking skills; demonstrated ability to work independently; demonstrated ability to set priorities; initiative.) GRADE 5 (\$21,877) JOB NO: G105

Secretary - Osgoode Hall Law School. (High school graduation with secretarial training or equivalent; 1-2 years related secretarial experience; typing 50-55 wpm; excellent oral and written communication skills; demonstrated wordprocessing skills; bookkeeping skills; demonstrated organizational skills; tact and diplomacy.) GRADE 4 PROVISIONAL (\$20,337) JOB NO: G106

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; wordprocessing 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: G107

REPOSTED FROM BULLETIN OF FEBRUARY 18, 1988

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; wordprocessing 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

Monday, May 2 - Wednesday, May 4, 1988
Volume 8, Number 34

GENERAL:

OBITUARY: Carl Perrin, a Professor in the Division of Natural Science and long-time Fellow of McLaughlin, died on April 22 after a brief illness. A memorial service will be held on May 5 at 2:00 p.m. in the Scott Chapel. A reception will follow in the foyer of the Chapel.

A planned shut down of steam is scheduled to take place Friday, May 6 at 7:00 p.m., in order to permit maintenance work to be carried out. Steam for heating and hot water will be shut off and work will continue throughout the night. Steam will be turned back on by Saturday, May 7 at 5:00 a.m. All buildings on the campus will be affected.

Members of the York community are reminded that as a result of the April 20 Ontario Budget, the general Ontario Retail Sales Tax rate will increase from 7% to 8%, effective May 2. The date services are rendered or goods are delivered to, or received by the purchaser in Ontario, will determine the tax rate. All departments are asked to ensure that the appropriate rate is charged on all cash and invoiced sales of taxable goods and services. For further information or assistance, call Mr. J.B. Dugelby, Manager, Research & General Accounting (-5539).

The Centre for Space Information (CSI) at York is presently conducting a physical survey of all rooms and other areas contained within the Ross Building. The survey is being carried out by Risto Puhakka and Rodney Powlett of CSI. They can be recognized by identification badges. Assistance and cooperation in permitting access to all areas would be appreciated. For further information call A.M. (Tony) Cichan, Manager, CSI, Department of Facilities Planning and Management at -2160.

York will offer its "shoot the moon and the stars" program beginning May 4 and continuing until September 29 from dusk until 11:00 p.m. at the Twin Astronomical Observatories. A slide show will run concurrently with observations of the moon and stars. On cloudy evenings the star projector is used to project images of the sky. The projector simulates the night sky from any point on earth, including the north and south poles, as well as the equator. Admission is free. For further information call -7753.

Faculty, staff and students who will be in the Vancouver area are invited to attend the annual summer reception of the Vancouver branch of the York University Alumni Association, June 6 from 6:00 p.m. to 8:00 p.m. at the Vancouver Lawn Tennis and Badminton Club (1630 W. 15th Avenue, Vancouver). Admission is \$5 per person. If possible, RSVP to David Varty, 302-475 Howe Street, Vancouver (604-684-5356), or to Don Butcher in the Alumni Affairs Office (-5010).

The Department of Human Resources announces the following appointments: David Hare, Assistant Manager, Housing Operations, effective April 18; Henry Graupner, Director, Department of Facilities Planning & Management, Physical Resources, effective April 25; Aileen Sullivan, Occupational Hygienist, Occupational Health & Safety, Physical Resources, effective May 1; The following transfers or promotions: have also recently taken place: Olivia Heichert, Student Development Coordinator, Student Affairs; Clark Hortsing, Foreign Student Advisor, Student Affairs; Polly MacFarlane, Assistant Director, Student Affairs; Steve Quan, Senior Software Programmer VM/CMS, Computing Services; David Smith, Assistant Vice-President (Management Information); Hugh Wareham, Finance Director, Business Operations.

Japanese university students will participate in a month-long summer language program at York's English Language Institute. Homestay families are required for the weekend of August 12-14. Interested persons are asked to call - 5353.

York University Sports Seminars in conjunction with the Metropolitan Toronto Hockey League will present the intermediate level Hockey Coaching Certification course, May 5-8. All sessions will take place in Room 316, Tait. The registration fee is \$80. For further information call -5649 or -3529.

The Centre for Continuing Education needs Host Families in the Thornhill, Richmond Hill and Willowdale areas to house one or more students enrolled in York's English Summer Language Program. This course is funded by the Department of the Secretary of State and will take place at the St. Elizabeth School in Thornhill from July 4 to August 12. Most of the students are French speaking from eastern Canada and between the ages of 17 and 20. Funding will be available to help defray the costs for room and board. For further information call Gayatri at -2116, or Peter Brunner at -3403.

EVENTS:

MONDAY, MAY 2

1:00 p.m. - MSc Defence - [Graduate Program in Biology] Alasdair Gordon will defend his thesis entitled "Mutational Specificity of N-Methyl-N'-Nitro-Nitrosoguanidine in the lacI Gene of Escherichia coli" - Room 320, Farquharson

TUESDAY, MAY 3

10:00 a.m. - PhD Defence - [Graduate Program in Psychology] Terry Fiss will defend his dissertation entitled "The Functional Significance of the P300 Component of the Event Related Potential" - Room B212, York Hall, Glendon

12:00 noon - 1:00 p.m. - YUSA General Membership Meeting - Senate Chamber, Glendon

2:00 p.m. - YUFA Annual General Meeting - Senate Chamber (Room S915), Ross

4:00 p.m. - Physics Seminar Series - "Excitation of Dipole and Quadrupole Transitions by Electron Impact in Alkali-Like Positive Ions" with Prof. M. Chidichimo, University of Waterloo - Room 317, Petrie

- continued

EVENTS (cont'd.)

WEDNESDAY, MAY 4

11:00 a.m. - PhD Colloquium - [Graduate Program in Psychology] PhD candidate I. Ercan Alp will present his colloquium entitled "Mental Capacity and Working Memory in 1 to 3-year olds" - Room 308, Behavioural Sciences

12:00 noon & 1:00 p.m. - YUSA General Membership Meeting - Curtis Lecture Hall "F"

STAFF POSITIONS:

Applications for internal transfers/promotions, should reach Human Resources no later than Monday May 9, 1988. Application forms are available from Human Resources. *Indicates position is exempt from bargaining unit.

Counsellor: Irmgardt Duley

*In-House Counsel - Office of the Vice President (Institutional Affairs.) (Bachelor of Laws Degree; 5-6 years' practice experience in corporate/commercial, property development and tenancy law; knowledge of patents, trademarks and insurance law would also be an asset; membership in the Law Society of Upper Canada is required; strong legal analytical skills; legal drafting skills; excellent negotiation skills; ability to recognize and assess legal implications in policy and administration; strong interpersonal and communication skills; sound judgement; ability to function before courts/tribunals; ability to work independently and to work effectively under pressure. Please submit a resume when making an application.) P&M GRADE LEVEL UNDER REVIEW JOB NO: D022

Counsellor: Ken Wood

Communications Advisor 2 - Academic Computing, Computing Services. (University degree in Computer Science or equivalent combination of university or college courses and experience in data communications industry; 1-2 years' experience in a main frame computer facility including experience in end-user training, public speaking and the development of presentations preferred; excellent oral and written communications skills required; basic skill in system level commands (VM/CMS, VAX/VMS); system utilities (VM/CMS, VAX/VMS); technical writing; intermediate skill in data communications, hardware and software; microcomputer hardware; microcomputer applications software; local area networks; verbal and written communications. Please submit a resume when making an application.) GRADE CS5 (\$27,454) JOB NO: W043

Administrative Assistant I - Advising Centre, Arts. (High school graduation or equivalent; minimum 1 year university education required; minimum 2 years' related experience in a student service area, (e.g. Registrar, Admissions, Office of Student Programs, etc.); some student counselling experience required; typing 30 wpm; wordprocessing skills required; demonstrated knowledge of computerized student record system; micro-computing skills would be an asset; demonstrated excellent oral and written communication skills; excellent organizational skills; bookkeeping skills; demonstrated accuracy with figure work; demonstrated ability to attend accurately to detail; demonstrated interpersonal skills; supervisory skills; ability to deal courteously and effectively with students, staff and the public. Please submit a resume when making an application.) GRADE 6 (\$24,165) JOB NO: W044

Counsellor: Betty Gunning

Administrative Secretary - Hispanic Studies, Glendon. (High school graduation with secretarial training or equivalent; 2 years' secretarial experience, preferably in an academic environment; typing 45-50 wpm, accuracy essential; wordprocessing skills required; demonstrated excellent oral and written communication skills in English, French and Spanish; demonstrated ability to deal courteously and effectively with students, staff and faculty; tact and diplomacy essential; demonstrated ability to work independently; excellent organizational skills; Bilingual Modules I (intermediate), II, III (intermediate).) GRADE 5L PROVISIONAL (\$24,165) JOB NO: G108

Thursday, May 5 - Sunday, May 8, 1988
Volume 8, Number 35

GENERAL:

SUMMER INTERCHANGE: As a community service for the summer only, commencing the week of May 16, the York Bulletin will offer to students, staff and faculty the opportunity to advertise, without charge, items for sale, rent or exchange. This service exists only during the period while the Excalibur does not publish. Advertisers must observe and be aware of the following:

- 1) all items must be submitted in typed form, with name, campus telephone number and address, to Suite A134, West Office Building (no telephoned or hand written items will be accepted);
- 2) the York Bulletin has the right to edit all material received;
- 3) items will be published once only and on a first-come, first-served basis;
- 4) due to space limitations, the York Bulletin cannot guarantee publication of the Summer Interchange section in each edition; and
- 5) no commercial or outside agencies will be permitted to use this space.

A planned shut down of steam is scheduled to take place Friday, May 6 at 7:00 p.m., in order to permit maintenance work to be carried out. Steam for heating and hot water will be shut off and work will continue throughout the night. Steam will be turned back on by Saturday, May 7 at 5:00 a.m. All buildings on the campus will be affected.

The Employment Section of Human Resources will host an Open House to provide information on administrative careers at the University. A number of junior and intermediate level vacancies are available for secretaries, secretary/receptionists and clerk typists. Interested persons with wordprocessing expertise (Word Perfect and/or Lotus 1,2,3 preferred), excellent communication skills (positions at Glendon requiring French and English are also available), and experience in customer service orientation are invited to drop by Suite 27, E.O.B. between 4:30 p.m. and 7:30 p.m. on Thursday, May 5.

A conference entitled "Federalism and the Quest for Political Community" will be held May 6-8 in honor of Donald V. Smiley. The conference is sponsored by SSHRC, York President Harry Arthurs, Faculties of Arts and Graduate Studies, York Ad Hoc Fund, Robarts' Centre, and the Department of Political Science. All sessions will take place in the Senate Chamber (Room S915), Ross. The registration fee is \$10 (free of charge to York students). For further information or to register, call -5265.

Educators from across Canada will attend the Centre for Continuing Education's 15th annual Special Education '87 Conference which takes place May 5 & 6 on the York campus. This national conference is designed to provide updating study and analysis of special education. For information call -2503.

Telecommunications Service Request Forms are now available from Physical Plant Stationery Stores. The forms are available at .23 cents each. When ordering please refer to Stores number F73.

Members of the York community are asked to note the following organizational changes within the Division of External Relations. Effective May 1, the Department of Development and Alumni Affairs was separated into two departments - The Department of Private Funding and the Department of Alumni Affairs. Addresses and telephone numbers remain unchanged.

A task force has been appointed by Ken Davey, Vice-President (Academic Affairs), to make recommendations on what kinds of support for teaching and learning at York ought to be provided at the level of the central administration. The task force is chaired by Prof. Ron Sheese (Arts, Psychology). Among the topics being considered are: support for course, curriculum, and program development; support for improving the technology of teaching; increased training opportunities in teaching, especially for TAs; additional diagnostic services for individual instructors; internal awards for significant contributions to teaching and learning; and consideration of the current and potential benefits of such academic support units as the Educational Development Office, the Department of Instructional Aid Resources, and the Computer-Assisted Writing Centre. The task force is soliciting suggestions on these and any other topics that members of the university community consider relevant to the central support of teaching. Written comments may be sent to Penelope Reed Doob, Associate Vice-President (Faculties), Room S935, Ross. Other members of the task force include: Brock Fenton (Science); Simon Fodden (Osgoode); Harold Kaplan (Arts); Louise Lewin (Glendon/Education); Leslie Sanders (Atkinson); and Bob Witmer (Fine Arts). Any member of the task force may be contacted for further information.

The Alumni Affairs Office is conducting a telephone appeal to Fine Arts graduates as part of the Fine Arts Centre Fund Raising Campaign. Faculty, staff and students are invited to volunteer and help make these telephone calls. The telephone appeal continues at the York campus on May 9 and 11 from 6:30 p.m. to 9:30 p.m. each evening. A light supper and full briefing session will be provided. For further information or to volunteer, please call the Alumni Affairs Office at -5010.

The Complex I and II Food Service Tendering Committee (1988) has unanimously recommended Marriott Corporation to replace Beaver Foods, effective May 8, which recommendation has been accepted by the Administration. The contract, which also covers the WOB, EOB, Vanier Senior Common Room, and Fine Arts Lobby, is for a one-year trial plus five years, assuming mutual agreement. Major factors in this selection were the upgrading of service levels, quality and relative value, extensive renovation of the serveries in Complex I and II, and favourable financial terms. Any changes in immediate service and/or hours will be published in the Bulletin of May 9.

Members of the York community are asked to note the following change to the York Telephone Directory:
H. Slegtenhorst, Director, Administration and Planning, Atkinson -5221

EVENTS:**THURSDAY, MAY 5**

1:00 p.m. - Memorial Service - for Carl Perrin, a Professor in the Division of Natural Science and long-time Fellow of McLaughlin - Scott Chapel (a reception will follow in the foyer of the Chapel) - Please note the error in the time stated in Bulletin of May 2

4:00 p.m. - Physics Seminar Series - "UV Spectroscopy at Megahertz Resolution" with Dr. Wojtek Majewski, University of Pittsburgh - Room 317, Petrie

FRIDAY, MAY 6

9:00 a.m. - MFA Thesis Oral Examination - [Graduate Program in Dance] "Match of the Kings: An Irish Dance Drama" by Bernadette Shanahan - Room 306, Fine Arts

STAFF POSITIONS:

Applications for internal transfers/promotions, should reach Human Resources no later than Thursday May 12, 1988. Application forms are available from Human Resources. *Indicates position is exempt from bargaining unit.

Counsellor: Irmgardt Duley

*Student Recruitment Officer - Atkinson College. TEMPORARY to March 31, 1989 (University degree; several years' recruitment-related experience, including public relations experience, preferably in a university setting; excellent interpersonal and communication skills; excellent public speaking skills; ability to communicate effectively in writing; tact and diplomacy; initiative and creativity; flexibility; strong organizational skills; must be willing to work non-traditional hours; must have valid Ontario driver's license and be willing to travel; must have own car. Please submit a resume when making an application.) GRADE P&M 6 (based on an annual salary of \$32,060-\$38,795) JOB NO: D023

Counsellor: Ken Wood

*Manager, Computing Services - Administrative Studies. (Honors degree in Computer Science or equivalent, and MBA required; 2-3 years in a senior support and development role in a VAX/VMS environment; supervisory experience an asset; excellent oral and written communication skills; strong interpersonal skills; strong analytical skills; demonstrated excellent managerial skills; significant experience with Financial Modelling, Business Data Base management (use of 4GL) Business Graphics, Local Area Networks; excellent knowledge of VAX/VMS & DECNET, working knowledge of VM/CMS, MVS, and MS/DOS; excellent knowledge of one or more of FORTRAN, "C"; working knowledge of 4th Generation languages. Please submit a resume when making an application.) GRADE P&M 8 UNDER REVIEW (\$37,050-\$44,830) JOB NO: W045

Counsellor: Betty Gunning

Administrative Secretary - Osgoode Hall Law School (High school graduation with secretarial training, or equivalent; 2 years' secretarial experience required, preferably in a related area, e.g., legal environment; typing 50-55 wpm; demonstrated wordprocessing skills required; skill in transcribing from dictation equipment; excellent oral and written facility in French and English; excellent organizational skills; pleasant telephone manner; demonstrated ability to deal courteously and effectively with staff, students, faculty and the public.) GRADE 5 PROVISIONAL (\$21,877) JOB NO G109

Secretary - Centre for Research on Public Law & Public Policy, Osgoode Hall Law School. (High school graduation with secretarial training, or equivalent; 1-2 years' secretarial experience; typing 50-55 wpm, accuracy essential; demonstrated proficiency in wordprocessing; skill in transcribing from dictation equipment; good organizational skills; excellent oral and written communication skills.) GRADE 3 PROVISIONAL (\$19,287) JOB NO: G110

Development Clerk/Floater - Department of Private Funding. TEMPORARY to November 15, 1988. (High school graduation with secretarial training or equivalent; 1 year secretarial experience; typing 50 wpm; wordprocessing/microcomputing skills required; good oral and written communication skills; tact and diplomacy; pleasant telephone manner; accuracy with figures; proofreading skills; good organizational skill.) GRADE 3 (based on an annual salary of \$19,287) JOB NO: G111

Duplicating Operator II - Materials Distribution Centre, Osgoode Hall Law School. (Grade 10 education or equivalent; minimum 1 year experience in operating photocopying, binding and related equipment; skilled operational knowledge of photocopy machines, cutters, punches and joggers; basic operational knowledge of various binding techniques; basic knowledge of personal computers, computer printers and video playbacks; demonstrated manual dexterity; mechanical aptitude; good interpersonal skills; good oral communication skills; ability to lift heavy objects.) GRADE OP2/BIND2 (\$19,847) JOB NO: G112

REPOSTING FROM BULLETIN OF MAY 2

Administrative Secretary - Hispanic Studies, Glendon. PART-TIME 25 hours per week. (High school graduation with secretarial training or equivalent; 2 years' secretarial experience, preferably in an academic environment; typing 45-50 wpm, accuracy essential; wordprocessing skills required; demonstrated excellent oral and written communication skills in English, French and Spanish; demonstrated ability to deal courteously and effectively with students, staff and faculty; tact and diplomacy essential; demonstrated ability to work independently; excellent organizational skills; Bilingual Modules I (intermediate), II, III (intermediate)). GRADE 5L PROVISIONAL (based on an annual salary of \$24,165) JOB NO: G108

Monday, May 9 (12:00 noon) - Thursday, May 12 (12:00 noon)
Volume 8, Number 36

GENERAL:

Demolition and reconstruction of the exterior west stairs of Central Square will commence Monday, May 16 and will continue for approximately eleven weeks. The demolition phase of this project is expected to take approximately ten working days. Noise from the demolition equipment will be evident. The exit doors leading to the construction area will be closed for the duration of the project. Alternate exit routes will be posted.

Applications are being received for the position of Financial Liaison Officer (Student Affairs). The Officer provides an advisory and educational service to funded student governments and groups. This contract position is for approximately 2 days/week, 35-40 weeks/year at a salary of \$15,000/year. Applicants should have a sound knowledge of, and experience in, financial management and business operations, including the design, implementation and maintenance of financial systems and record keeping. Familiarity with student government at York would be an asset, as would a working knowledge of French. Please submit applications to Polly MacFarlane, Assistant Director of Student Affairs, 124 Central Square, no later than 4:00 p.m. Monday, May 16.

Recreation York offers Adult Tennis-Beginner, Refresher (Beginner) Intermediate, Advanced, Semi and Private lessons. Classes began May 2 and continue until June 23. For information on Junior Tennis Camp for 8-16 year olds and Recreation York Day Camp for 7-10 year olds, please contact Recreation York at -5184, or pick up application forms and a Spring/Summer handbook.

Enquiries regarding work related injuries (Workers' Compensation) should be directed to Tricia Myrans at -5491.

EVENTS:

MONDAY, MAY 9

7:30 p.m. - Community Information Meeting - regarding the "Popular Summit" - an alternative popular response to the Economic Summit being held in Toronto this summer involving the leaders of the seven "advanced" industrial nations - for further information call C.M. Lanphier at -7082 or Rob Kenedy at 630-3175
- Room 115, Vanier

WEDNESDAY, MAY 11

12:00 noon - 1:00 p.m. - Guest Speaker - [York University Staff Association] "AIDS and the Workplace" featuring a speaker from the AIDS Committee of Toronto - Senior Common Room, York Hall (Glendon)

THURSDAY, MAY 12

10:00 a.m. - 4:30 p.m. - Special Senate Meeting - to discuss the University Academic Plan and the academic role of the Non-Faculty Colleges - Senate Chamber (Room S915), Ross

STAFF POSITIONS:

Applications for internal transfers/promotions, should reach Human Resources no later than Monday May 16, 1988. Application forms are available from Human Resources. *Indicates position is exempt from bargaining unit.

Counsellor: Ken Wood

Software Programmer I (Micro) - Technical Support, Computing Services. (University degree in Computer Science or equivalent combination of university and college level course and experience in microcomputer industry; practical knowledge of VM/CMS, VAX/VMS and UNIX operating system concepts and microcomputer concepts required; excellent written and oral communications skills required; specialized technical skills and knowledge in system level commands (VM/CMS, VAX/VMS, UNIX); system utilities (VM/CMS, VAX/VMS, UNIX); microcomputing operating systems; microcomputer applications software; microcomputer hardware; datacommunications; verbal and written communications. Please submit a resume when making an application.)
GRADE CS5 (\$27,454) JOB NO: W046

Counsellor: Betty Gunning

Payroll Clerk II (Miscellaneous) - Payroll, Employee Records Information Centre. TEMPORARY: to September 2, 1988. (High school graduation or equivalent; 1 year recent related experience with a computerized payroll system; typing 35-40 wpm, accuracy essential; demonstrated ability to attend accurately to detail; demonstrated accuracy with figures; good oral and written communication skills; good organizational skills; data entry skills preferred or willingness to learn.) GRADE 4 (based on an annual salary of \$20,337) JOB NO: G113

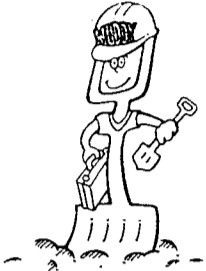
Faculty Secretary - Osgoode Hall Law School. TEMPORARY: to September 30, 1988. (High school graduation with secretarial training or equivalent; 1-2 years' secretarial experience; typing 50-55 wpm, accuracy essential; demonstrated word processing skills required; skill in transcribing from dictation equipment; good oral communication skills; pleasant telephone manner; demonstrated ability to deal courteously and effectively with students, staff, faculty and the public; good organizational skills.) GRADE 3 (based on an annual salary of \$19,287) JOB NO: G114

REPOSTED FROM BULLETIN OF THURSDAY APRIL 21, 1988

Administrative Assistant II - Sociology, Atkinson. (High school graduation or equivalent; University degree in Sociology, or a university degree in a related Social Science such as Psychology, Political Science, Social Science, etc., including at least 3 courses in Sociology; minimum 2 years' related experience, including such activities as advising students, assessing applications, organizing lectures and special events, etc.; demonstrated excellent oral and written communication skills; excellent interpersonal skills; demonstrated ability to deal courteously and effectively with staff, students, faculty and the public; typing 50 wpm; demonstrated proficiency in word processing and advanced features such as columns and merge; basic bookkeeping skills required; computerized spreadsheet skills; willingness to develop skills in data management, hard disk management and computer conferencing; excellent organizational skills including demonstrated ability to work from basic concept and design practical solutions; skill in preparing brochures/advertisements would be an asset; supervisory skills would be an asset. Please submit a resume when making an application.) GRADE 7 (\$26,895) JOB NO: W039

Thursday, May 12 (12:00 noon) - Monday, May 16 (12:00 noon), 1988
Volume 8, Number 37

GENERAL:



Demolition and reconstruction of the exterior west stairs of Central Square will commence Monday, May 16. The entire project will take approximately eleven weeks to complete, but the demolition part will take approximately ten working days. Since there will be considerable noise during the demolition period, every effort is being made to have this part completed between the termination of examinations and the start of convocation. The exit doors leading to the construction area will be closed for the duration of the project. Alternate exit routes will be posted.

Telecommunications, YCS advises the York community that callers to the Switchboard now hear the following new recording:

"Welcome to York University. If you are calling from a Touch-Tone telephone, press 1, otherwise please wait and an operator will serve you in a moment."

If the Touch-Tone caller presses 1, they will then hear the following recording:

"Enter the four-digit extension number of the party you wish to reach. If you do not know the number please wait and an operator will serve you in a moment. Thank you for calling York University."

NOTE: The pound (#) sign is no longer required after entering the extension number. However, if the caller uses the pound (#) sign, the call will be processed in any event. If the caller does not press 1 or enter an extension number, they will be connected to the Switchboard about four seconds after the recordings end.

This new procedure has been implemented to reduce the time that rotary dial callers (and in particular, long distance callers) must wait for operator assistance as well as to speed up the process for Touch-Tone callers. Please advise your callers accordingly. For further information, please call Telecommunications at -2667.

Victoria Day: University offices will be closed Monday, May 23.

The Annual Report of the Retirement Consultation Centre is now available. Please call -6228 for a copy.

The 1988-89 edition of Manus, York's official student handbook is presently accepting revised information for clubs, colleges and facilities. Please send changes to the editor in Room 101B, Vanier (-2218).

The Universities & Colleges Credit Union will hold their annual Hertz Car Sale, May 14 from 9:00 a.m. to 2:00 p.m. The sale will take place in Parking Lot 6A (across from Pioneer Village).

York offers its "shoot the moon and the stars" program until September 29 from dusk until 11:00 p.m. at the Twin Astronomical Observatories. A slide show will run concurrently with observations of the moon and stars. On cloudy evenings the star projector is used to project images of the sky. The projector simulates the night sky from any point on earth, including the north and south poles, as well as the equator. Admission is free. For further information call -7753.

An Open House will be held to honor the retirement of Ann Callighen, Assistant Manager, Residence & Tenants Accounts (Housing Services), after 21 years at York. The Open House will take place May 26 from 2:30 p.m. to 4:30 p.m. in Room 62, EOB. Gift contributions may be sent to Johanne Besner in Room 104, EOB until May 23.

The African Studies Program will present a one-day conference on May 19 entitled "Women and Natural Resources in Africa." The conference is sponsored by York and the International Development Research Centre. For further information call Patricia Stamp at -2050.

SUMMER INTERCHANGE: As a community service for the summer only, commencing the week of May 16, the York Bulletin will offer to students, staff and faculty the opportunity to advertise, without charge, items for sale, rent or exchange. This service exists only during the period while the Excalibur does not publish. Advertisers must observe and be aware of the following:

- 1) all items must be submitted in typed form, with name, campus telephone number and address, to Suite A134, West Office Building (no telephoned or hand written items will be accepted);
- 2) the York Bulletin has the right to edit all material received;
- 3) items will be published once only and on a first-come, first-served basis;
- 4) due to space limitations, the York Bulletin cannot guarantee publication of the Summer Interchange section in each edition; and
- 5) no commercial or outside agencies will be permitted to use this space.

Telecommunications Service Request Forms are now available from Physical Plant Stationery Stores. The forms are available at .23 cents each. When ordering please refer to Stores number F73.

Faculty, staff and students who will be in the Vancouver area are invited to attend the annual summer reception of the Vancouver branch of the York University Alumni Association, June 6 from 6:00 p.m. to 8:00 p.m. at the Vancouver Lawn Tennis and Badminton Club (1630 W. 15th Avenue, Vancouver). Admission is \$5 per person. If possible, RSVP to David Varty, 302-475 Howe Street, Vancouver (604-684-5356), or to Don Butcher in the Alumni Affairs Office (-5010).

EVENTS:**THURSDAY, MAY 12**

4:00 p.m. - Physics Seminar Series - "Neoclassical Polarization Currents" with Mr. Guy Hulbert, Plasma Physics Laboratory, Princeton University - Room 317, Petrie

7:00 p.m. - 8:30 p.m. - Panel Discussion - [Faculty of Environmental Studies] "Free Trade and the Environment" with Larry Solomon, Energy Probe; Michele Swenarchuk, Canadian Environmental Association; and Frank Tester, Faculty of Environmental Studies - for further information call -5252 - Room 3-312/3-313, OISE (252 Bloor Street West)

MONDAY, MAY 16

9:30 a.m. - MSc Defence - [Graduate Program in Biology] Brian Hickey will defend his thesis entitled "The Feeding Behaviour of the Red Bat, Lasiurus borealis, at Pinery Provincial Park, Ontario" - Room 203, Lumbers

STAFF POSITIONS:

Applications for internal transfers/promotions should reach Human Resources no later than Thursday May 19, 1988.

Application forms are available from Human Resources. *Indicates position is exempt from bargaining unit.

Counsellor: Irmgardt Duley

*Administrative Officer - Occupational Health & Safety, Physical Resources. (High school graduation or equivalent; additional post-secondary administrative courses required; 3 years' directly related experience; excellent oral and written communication skills; excellent interpersonal skills; tact and diplomacy; demonstrated ability to deal effectively with all levels of the community; excellent organizational skill; budgetary skills; supervisory skills; word processing skills.) GRADE P&M 4 (\$28,000 - \$33,880) JOB NO: D024

*Information Officer - Department of Human Resources. (University degree or equivalent, preferably in computer science or a related discipline, including courses in social science; some courses in personnel management required; 2 years' experience in dealing with computer packages and their applications, including report preparation and staff training; 1 year experience in recruiting, preferably in a unionized environment; thorough and detailed knowledge of computer packages and capabilities; strong wordprocessing and data entry skills essential; ability to manage a large data set; demonstrated ability to attend accurately to detail; strong interviewing skills; excellent communication and interpersonal skills; demonstrated ability to work cooperatively and independently; demonstrated ability to prioritize diverse functions; demonstrated ability to deal effectively with all levels of the community and to provide excellent service.) GRADE P&M 5 UNDER REVIEW (\$29,960 - \$36,250) JOB NO: D025

Counsellor: Ken Wood

Documents/Map Library Assistant - Government Documents, Administrative Studies and Map Library, Libraries. HOURS OF WORK: Monday-Thursday, 1:00 p.m.-9:00 p.m., Friday, 9:00 a.m.-5:00 p.m. (High school graduation or equivalent; 2 years' related library experience, preferably in circulation/public service area; good oral and written communication skills; demonstrated ability to deal courteously and effectively with staff, students, faculty and the public; demonstrated ability to attend accurately to detail; typing 40-45 wpm; word processing skills preferred or willingness to learn; good organizational skills.) GRADE 5 PROVISIONAL (\$21,877) JOB NO: W047

Counsellor: Betty Gunning

Secretary - Recreation & Athletics, Physical Education. (High school graduation with secretarial training or equivalent; 2 years' related experience, eg. experience with facility scheduling & booking, working in a service environment; typing 45-50 wpm, accuracy essential; demonstrated wordprocessing skill required; good oral and written communication skills; pleasant telephone manner; good organizational skills; demonstrated ability to set priorities.) GRADE 3 (\$19,287) JOB NO: G115

Financial Clerk - Office of the Dean Office, Administrative Studies. TEMPORARY: July 1, 1988 to December 5, 1988. (High school graduation with secretarial training or equivalent; some bookkeeping courses required; 1-2 years' related experience, e.g. monitoring budget lines, preparing invoices, etc.; demonstrated excellent bookkeeping skills; demonstrated aptitude for figure work; demonstrated ability to attend accurately to detail; typing 45-50 wpm; willingness to learn microcomputing skills; good oral and written communication skills.) GRADE 4 (based on an annual salary of \$20,337) JOB NO: G116

Secretary - CERLAC, Arts. TEMPORARY: to April 30, 1989. (High school graduation with secretarial training or equivalent; 2 years' secretarial experience, preferably in a university environment; typing 50-60 wpm; word processing skills required; skill in transcribing from dictation equipment; good oral and written communication skills; fluency in Spanish (oral, written and translation); knowledge of French and Portuguese an asset; good organizational skills; pleasant telephone manner; demonstrated ability to deal courteously and effectively with staff, students, faculty and the public.) GRADE 4 PROVISIONAL (based on an annual salary of \$20,337) JOB NO: G117

Course Secretary - Social Science, Arts. (High school graduation with secretarial training or equivalent; 2 years' secretarial experience, preferably in university environment; typing 50 wpm, accuracy essential; wordprocessing skills required; technical typing skills would be an asset; excellent oral and written communication skills; pleasant telephone manner; demonstrated ability to deal courteously and effectively with staff, students, faculty and the public; tact and diplomacy; good organizational skills.) GRADE 4 (\$20,337) JOB NO: G118

Undergraduate Program Secretary - Social Science, Arts. (High school graduation with secretarial training or equivalent; 1-2 years' secretarial experience preferably in a university environment; typing 55 wpm; word-processing skills required; excellent oral and written communication skills; demonstrated ability to deal with a high volume of enquiries; good organizational skills.) GRADE 4 (\$20,337) JOB NO: G119

Secretary - Psychology, Arts. PART-TIME: 3 1/2 hours per day for most of academic year, 7 hours per day for month of March and part of August and September (subject to change according to changes in Enrolment procedure.) (High school graduation with secretarial training or equivalent; 1-2 years' secretarial experience preferably in a university environment; typing 45-50 wpm; wordprocessing skills preferred or willingness to learn; good organizational skills; ability to deal courteously and effectively with staff, students and faculty; pleasant telephone manner.) GRADE 3 (based on an annual salary of \$19,287) JOB NO: G120

YORK UNIVERSITY

BULLETIN

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

Monday, May 16 (12:00 noon) - Thursday, ~~June~~^{May} 19 (12:00 noon), 1988
Volume 8, Number 38

GENERAL:

Victoria Day: University offices will be closed Monday, May 23.

Members of the York community are asked to note that the current York sponsored American Express Corporate Card expires June 30. A renewal card will automatically be mailed by American Express directly to card holders. All new cards should be received by June 15. For further information call Paula Grossi at -5340.

York's Women's Studies Research Group will present a conference on "Sex Equity: In the Classroom and in the Curriculum" from May 16-18. The three-day conference is designed to assist planners and teachers in implementing sex equity in the secondary school Curriculum. For further information call -3183.

EVENTS:

MONDAY, MAY 16

- 3:00 p.m. - PhD Defence - [Graduate Program in Psychology] I. Ercan Alp will defend his dissertation entitled "Mental Capacity and Working Memory in 1 to 3-year olds" - Room N927, Ross
4:00 p.m. - Board of Governors Meeting - Board/Senate Chamber, Glendon

THURSDAY, MAY 19

- 9:00 a.m. - 5:30 p.m. - Conference - [African Studies Program] "Women and Natural Resources in Africa" with events as follows: 9:00-10:30 a.m. - Keynote Panel featuring Dr. Bonnie Kettel, University of Toronto; 11:00 a.m.-12:30 p.m. - Public Forum featuring York Prof. Patricia Stamp - Room 101, Osgoode; 2:00-3:30 p.m. - Workshops: "Women and Land: Issues of Access and Use" - Room 103, Osgoode; "Self-Employed Women Manufacturers: Access to and Management of Resources" - Room 108, Osgoode; "Women and the Urban Environment" - Room 203, Osgoode; 4:00-5:30 p.m. - Round Table: "Women, the Environment, and the State" featuring Dr. Rhoda Howard, McMaster University - Room 101, Osgoode - for further details call -2050

STAFF POSITIONS:

Applications for internal transfers/promotions, should reach Human Resources no later than Monday, May 23, 1988. Application forms are available from Human Resources. *Indicates position is exempt from bargaining unit.

Counsellor: Ken Wood

Administrative Assistant II - Office of the Student Programmes, Science. (University degree required, with some courses in science preferred; minimum 2 years' related experience preferably in a student service area, e.g. advising and counselling students, administering academic programmes, preparing timetables or exam schedules, etc.; demonstrated excellent oral and written communication skills; tact and diplomacy essential; demonstrated ability to exercise discretion and judgement; excellent interpersonal skills; demonstrated ability to take minutes and prepare agendas; typing 50-55 wpm; wordprocessing and computerized spreadsheet skills required; excellent organizational skills; demonstrated ability to set priorities; supervisory skills. Please submit a resume when making an application.) GRADE 7 (\$26,895) JOB NO: W048

Budget Coordinator - Institute for Social Research. (High school graduation or equivalent with some university courses required including accounting courses; minimum 3 years' related experience, including recent budgetary responsibilities, preferably in a university environment; demonstrated working knowledge of bookkeeping systems; demonstrated ability to analyze budgetary information; accuracy with figures essential; typing 45-50 wpm; demonstrated proficiency in wordprocessing and microcomputing skills required; computerized spreadsheet skills required; good organizational skills; demonstrated editing skills; excellent oral and written communication skills; tact and diplomacy; demonstrated ability to deal courteously and effectively with staff, faculty and external clients; demonstrated ability to attend accurately to detail; demonstrated ability to work under pressure and to handle high volume of work. Please submit a resume when making and application.) GRADE 6 (\$24,165) JOB NO: W049

Counsellor: Betty Gunning

Enquiries Assistant - Enquiries Desk, Atkinson. TEMPORARY: to October 28, 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 staff, students, faculty and the public; demonstrated ability to attend accurately to detail; demonstrated ability to work accurately and effectively under pressure of high volume.) GRADE 5 (based on an annual salary of \$21,877) JOB NO: G121

Secretary/Clerk - Housing Operations, Business Operations. (High school graduation with secretarial training or equivalent; 1-2 years' related experience, e.g. preparing and maintaining records, preparing service requests; typing 50-55 wpm, accuracy essential; basic bookkeeping skills; wordprocessing skills required; data entry and retrieval techniques; good oral and written communication skills; pleasant telephone manner; excellent public relations skills; demonstrated ability to work accurately and effectively under pressure of high volume; good organizational skills.) GRADE 4 (\$20,337) JOB NO: G122

REPOSTED FROM BULLETIN OF THURSDAY MAY 12, 1988

*Secretary - Psychology, Arts. PART-TIME: 3 1/2 hours per day for most of academic year, 7 hours per day for month of March and part of August and September (subject to change according to changes in Enrolment procedure.) (High school graduation with secretarial training or equivalent; 1-2 years' secretarial experience preferably in a university environment; typing 45-50 wpm; wordprocessing skills preferred or willingness to learn; good organizational skills; ability to deal courteously and effectively with staff, students and faculty; pleasant telephone manner.) GRADE 3 (based on an annual salary of \$19,287) JOB NO: G120

YORK UNIVERSITY

BULLETIN

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

Thursday, May 19 (12:00 noon) - Tuesday, May 24 (12:00 noon), 1988
Volume 8, Number 39

GENERAL:

Telecommunications, YCS advises the York community that callers to the Switchboard now hear the following new recording:

"Welcome to York University. If you are calling from a Touch-Tone telephone, press 1, otherwise please wait and an operator will serve you in a moment."

If the Touch-Tone caller presses 1, they will then hear the following recording:

"Enter the four-digit extension number of the party you wish to reach. If you do not know the number please wait and an operator will serve you in a moment. Thank you for calling York University."

NOTE: The pound (#) sign is no longer required after entering the extension number. However, if the caller uses the pound (#) sign, the call will be processed in any event. If the caller does not press 1 or enter an extension number, they will be connected to the Switchboard about four seconds after the recordings end.

This new procedure has been implemented to reduce the time that rotary dial callers (and in particular, long distance callers) must wait for operator assistance as well as to speed up the process for Touch-Tone callers. Please advise your callers accordingly. For further information, please call Telecommunications at -2667.

Victoria Day: University offices will be closed Monday, May 23.

Food Services - Victoria Day Holiday (May 21-23): Complex I (Founders/Vanier) food service outlet will be open from 8:00 a.m. to 6:00 p.m. All other outlets will be closed.

Members of the York community are reminded that June 7 is the next date for disposing of unwanted confidential material from the York campus to an incinerator. The following timetable should be used:

May 31 - Date to order cartons from Grounds & Vehicles (-5502). Cartons will be delivered June 1.

June 6 - Date to request pick-up giving location and number of cartons to be collected (-5502).

June 7 - Collection Day

Claim for Visioncare Benefits forms are available from the Benefits Office, Department of Human Resources. Claims for glasses/contact lenses must be submitted using Visioncare Benefits forms effective June 1, 1988.

Glendon College will host an international conference on "The Future of the International Monetary System," June 1 and 2 at the Glendon campus. The conference will bring together many of the world's leading economic experts just two weeks before the heads of the Group of Seven industrial nations meet in Toronto for the 1988 Summit. The registration fee is \$195. For further information and to register, call 487-6785.

The 1988-89 edition of Manus, York's official student handbook is presently accepting revised information for clubs, colleges and facilities. Please send changes to the editor in Room 101B, Vanier (-2218).

An Open House will be held to honor the retirement of Ann Callighen, Assistant Manager, Residence & Tenants Accounts (Housing Services), after 21 years at York. The Open House will take place May 26 from 2:30 p.m. to 4:30 p.m. in Room 62, EOB. Gift contributions may be sent to Johanne Besner in Room 104, EOB until May 23.

The Counselling and Development Centre will offer a summer program of Yoga for Anxiety Reduction. There will be three 50-minute weekly sessions for 8 to 12 weeks, beginning June 13. For further information call -5297 or drop by Room 145, Behavioural Sciences.

A farewell reception will be held to honor Stan Horsman, Assistant Superintendent, Grounds & Vehicles Section, Dept. of Physical Resources, after 9 years at York. The reception will take place June 24 from 2:30 p.m. to 4:30 p.m. in Winters Senior Common Room. Gift contributions may be sent to Marilyn Williams, Room 114, Physical Plant Workshops by June 17.

A reception will be held to honor the retirement of Mary Davidson, Supervisor of the Duplicating Department (8th Floor, Ross). The reception will take place June 29 from 2:30 p.m. to 4:30 p.m. in the 8th Floor Lounge. Contributions towards a gift may be sent to Pat Humenyk, Secretarial Services, Room S807, Ross by June 17.

A York student doing research on communication requires couples who are married or living together to participate in a research study. The survey will take place in participants' homes and will take approximately 1.5 hours. All information will be held in strict confidence, and feedback about the research will be provided. Couples will be given a \$10.00 honorarium. For further information call 252-9174.

EVENTS:

THURSDAY, MAY 19

9:00 a.m. - 5:30 p.m. - Conference - [African Studies Program] "Women and Natural Resources in Africa" with events as follows: 9:00-10:30 a.m. - Keynote Panel featuring Dr. Bonnie Kettel, University of Toronto; 11:00 a.m.-12:30 p.m. - Public Forum featuring York Prof. Patricia Stamp - Room 101, Osgoode; 2:00-3:30 p.m. - Workshops: "Women and Land: Issues of Access and Use" - Room 103, Osgoode; "Self-Employed Women Manufacturers: Access to and Management of Resources" - Room 108, Osgoode; "Women and the Urban Environment" - Room 203, Osgoode; 4:00-5:30 p.m. - Round Table: "Women, the Environment, and the State" featuring Dr. Rhoda Howard, McMaster University - Room 101, Osgoode - for further details call -2050

- continued

EVENTS (cont'd)

FRIDAY, MAY 20

10:00 a.m. - 12:00 noon - York Technology Working Group Meeting - "Philosophical Issues in Technology Assessment" with David Holsworth - Room 323, Administrative Studies

TUESDAY, MAY 24

10:00 a.m. - PhD Defence - [Graduate Program in Sociology] Walter DeKeseredy will defend his dissertation entitled "Woman Abuse in Dating Relationships: The Role of Male Peer Support" - Room S921, Ross

STAFF POSITIONS:

Applications for internal transfers/promotions, should reach Human Resources no later than Friday May 27, 1988. Application forms are available from Human Resources. *Indicates position is exempt from bargaining unit.

Counsellor: Ken Wood

Administrative Assistant - Multidisciplinary Studies, Glendon. (High school graduation with secretarial training or equivalent; 3 years' administrative/secretarial experience preferably in a student service area; typing 40 wpm; word processing skills required; demonstrated excellent oral and written communication skills; excellent organizational skills; excellent interpersonal skills; tact and diplomacy essential; bookkeeping skills; supervisory skills; demonstrated ability to work effectively under pressure of high volume; Bilingual Modules I (Superior), II, III (Intermediate) and IV (Superior). Please submit a resume when making an application.) GRADE 6L (\$26,895) JOB NO: W050

Counsellor: Betty Gunning

Student Programs Clerk/Wordprocessor - Office of Student Programs, Education. (High school graduation or equivalent; 1 year related experience (e.g., reception, data entry experience, etc.), preferably in a public service area; typing 50 wpm, accuracy essential; wordprocessing skills preferred or willingness to learn; excellent oral communication skills; tact and diplomacy; sense of responsibility; demonstrated ability to work courteously and effectively with students, staff and the public; demonstrated ability to work well under pressure and to handle a high volume of work on a continuing basis; good organizational skills.) GRADE 3 (\$19,287) JOB NO: G123

Secretary - In-Service, Education. (High school graduation with secretarial training or equivalent; 1 year secretarial experience; typing 45-50 wpm, accuracy essential; wordprocessing skills preferred or willingness to learn; good oral and written communication skills; pleasant telephone manner; demonstrated ability to work effectively under pressure and to handle a high volume of work on a continuing basis; demonstrated ability to deal courteously and effectively with staff, students, faculty and the public; good organizational skills.) GRADE 3 (\$19,287) JOB NO: G124

SUMMER INTERCHANGE:

Sale - Washer and dryer, good working condition -\$150 for both. Call Lynn at -5010

- Bicycles: 1 ladies' 27" standard, good shape -\$35; 1 girls' 21" standard, heavy duty, banana seat -\$40; 1 boys' blue tricycle -\$12. Call Debbie Steele at -5113

- Adam computer (use as wordprocessor) -\$280; IBM typewriter, older model, 14" carriage, good condition -\$130; 7 piece dinette, butcher block table -\$120. Call 846-5272 after 6:00 p.m.

- Solar blanket for swimming pool approx. 16x32' oval -\$30. Call Al at -7742 or 223-7368

- Cottage, lakefront location in Kincardine, winterized -\$40,000. Call 736-7113 (evenings), 736-5010 (days)

- '79 Ford Thunderbird, power steering & brakes, air conditioning -\$1300. Call Pat after 5:00 p.m. at 663-2107

- '82 Hughes 31' Sailboat -\$35,900. Call Sandy at -5236

- Holiday Fitness Lifetime Membership, global and nautilus equipment, squash courts, pool, aerobics, sauna, whirlpool and bar -\$99. Call Jeannine at -5065 or 223-2012

Rent - Four bedroom home (one bedroom reserved for owner), non-smokers, available July 1, Bathurst & Steeles, furnished negotiable -\$1200/month. Call Dr. Miller at -7729 or 764-1154

- Three bedroom furnished house, Christie-Davenport, available July 1-August 31, -\$1300/month, including utilities. Call Arun Mukherjee at -5158

YORK UNIVERSITY

BULLETIN

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

Tuesday, May 24 (12:00 noon) - Thursday, May 26 (12:00 noon), 1988
Volume 8, Number 40

GENERAL:

York offers its "shoot the moon and the stars" program on Wednesday evenings until September 29 from dusk until 11:00 p.m. at the Twin Astronomical Observatories. A slide show will run concurrently with observations of the moon and stars. On cloudy evenings the star projector is used to project images of the sky. The projector simulates the night sky from any point on earth, including the north and south poles, as well as the equator. Admission is free. For further information call -7753.

Members of the York community are asked to note that the Special Senate Meeting scheduled for Thursday, May 26 has been changed to 2:30 p.m. in the Senate Chamber (Room S915), Ross.

EVENTS:

TUESDAY, MAY 24

1:00 p.m. - MEd Defence - [Graduate Program in Education] Evelyn Freedman will defend her dissertation entitled "A Program to Facilitate Cognitive Linguistic and Conceptual Development in Language Learning Disabled Adolescents" - Room N927, Ross

STAFF POSITIONS:

Applications for internal transfers/promotions, should reach Human Resources no later than Tuesday May 31, 1988. Application forms are available from Human Resources. *Indicates position is exempt from bargaining unit.

Counsellor: Irmgardt Duley

*Employment Counsellor A - Employment, Human Resources. (University Degree or equivalent; 2 years' related personnel experience with emphasis in the employment area, preferably in a unionized environment; excellent interpersonal skills, including a sensitivity to employment equity issues; demonstrated excellent communication skills and writing ability; excellent organizational skills; ability to cope effectively in a high volume environment with strong service orientation; tact and diplomacy; demonstrated attention to detail; demonstrated interviewing skills; demonstrated ability to exercise judgement and initiative; ability to deal effectively with the public at all levels. Please submit a resume when making an application.) GRADE 7 (\$26,895) JOB NO: D026

Counsellor: Ken Wood

Senior Advisor - Advising Centre, Arts. TEMPORARY: 1 YEAR CONTRACT. (High school graduation or equivalent; University degree required; York degree in Liberal Arts would be an asset; minimum 2 years' related experience, e.g. advising/counselling students, conducting training sessions, etc.; demonstrated excellent oral and written communication skills; demonstrated excellent interpersonal skills; tact and diplomacy essential; demonstrated ability to work effectively under pressure of high volume; demonstrated ability to deal courteously and effectively with staff, students, faculty and the public; demonstrated skill in exercising judgement; excellent organizational skills; wordprocessing skills required; data entry and retrieval techniques; demonstrated ability to maintain confidentiality; knowledge of degree programmes offered at York University would be an asset. Please submit a resume when making an application.) GRADE 7 Provisional (\$26,895) JOB NO: W051

Counsellor: Betty Gunning

Technical Secretary - Mathematics, Arts. (High school graduation or equivalent; 2 years' related experience, e.g. as a technical typist, typing mathematical exams, papers, etc.; basic typing skills required; demonstrated technical typing skills required, accuracy essential; wordprocessing and microcomputing skills required; proficiency with mathematical software required; good oral and written communication skills.) GRADE 4 (\$20,337) JOB NO: G125

College Residence Porter (Vanier Residence) - Housing & Food Services, Business Operations. (High school graduation or equivalent; 2 years' related experience e.g. in a residential building or hospitality environment; good oral and written communication skills; ability to deal courteously and effectively with students, staff and the public; good organizational skills.) GRADE 4 (\$20,337) JOB NO: G126

REPOSTED FROM BULLETIN OF MARCH 28, 1988

Counsellor: Ken Wood

Technical Coordinator - Dramatic Arts, Glendon. TEMPORARY: August 15, 1988 - May 15, 1989 (Community College diploma in theatre technology or equivalent; minimum 2 years' related experience (e.g. stage management experience, theatre production experience, etc.); excellent oral and written communication skills; tact and diplomacy essential; demonstrated ability to deal courteously and effectively with students, staff and faculty; demonstrated ability to oversee the work of others; demonstrated excellent organizational skills; demonstrated carpentry skills; demonstrated set and lighting design skills; demonstrated lighting and sound technology skills; demonstrated ability to attend accurately to detail; demonstrated budgeting skills; skill in exercising good judgement; Bilingual Module I (intermediate). Please submit a resume when making an application.) GRADE MMT3 (based on an annual salary of \$31,586) JOB NO: W033

SUMMER INTERCHANGE:

- Sale - 1980 Phoenix, 6 cylinder, power steering, windows & seats, air conditioning, cruise control, good condition -\$2,500. Call Rick at 746-3599 and leave message
- Ladies' 24" Protour bicycle, excellent condition -\$75. Call 663-2284 Monday-Friday after 5:00 p.m.
- Four-bedroom townhouse, ravine lot, fridge & stove -\$149,900. Call Julie at 742-0715
- Two cockatiels with large cage, 15 months old, grey female and male. Call -5018 before 4:30 p.m.
- Wm. Rogers 8-piece, silver plated tea & coffee service, includes 28"x16" footed tray -\$350. Call 746-1166 after 7:00 p.m.

Thursday, May 26 (12:00 noon) - Monday, May 30 (12:00 noon), 1988
Volume 8, Number 41

GENERAL:

Telecommunications, YCS advises the York community that callers to the Switchboard now hear the following new recording:

"Welcome to York University. If you are calling from a Touch-Tone telephone, press 1, otherwise please wait and an operator will serve you in a moment."

If the Touch-Tone caller presses 1, they will then hear the following recording:

"Enter the four-digit extension number of the party you wish to reach. If you do not know the number please wait and an operator will serve you in a moment. Thank you for calling York University."

NOTE: The pound (#) sign is no longer required after entering the extension number. However, if the caller uses the pound (#) sign, the call will be processed in any event. If the caller does not press 1 or enter an extension number, they will be connected to the Switchboard about four seconds after the recordings end.

This new procedure has been implemented to reduce the time that rotary dial callers (and in particular, long distance callers) must wait for operator assistance as well as to speed up the process for Touch-Tone callers. Please advise your callers accordingly. For further information, please call Telecommunications at -2667.

OBITUARY: Dr. Robert Marshall Hobson of the Physics Department died on May 21. Dr. Hobson came to York in 1969. Donations to the R.M. Hobson Prize Fund can be made to M. Sherman, c/o Physics Department (-5249).

A planned shut down of chilled water is scheduled to take place May 26 at 5:00 p.m., in order to permit maintenance work to be carried out. Chilled water for air conditioning will be shut off and work will continue throughout the evening. Chilled water will be turned back on by 10:00 p.m. The East and West Office Buildings will be affected.

Encore Computer Canada will hold an information session on May 26. Their products will be on display from 9:00 a.m. to 2:00 p.m. in Room 110P, Steacie. A sales representative and a technical consultant will be available to answer questions.

The Centre for Continuing Education presents their 14th annual Mathematics '88 Conference, May 26 & 27 at the York Campus. For further information call -2503.

York Computing Services is offering a one-day non-credit course entitled "An Introduction to VAX/VMS." The course will take place May 28 from 9:00 a.m. to 5:00 p.m. The registration fee is \$25. For further information or to register, call Rose Orlando at -5257.

The Centre for Continuing Education offers the following:

- Marketing Professional Services - a two-day seminar taking place June 7 & 8 at the York campus;
- Intensive English as a Second Language - a four-week program beginning June 6, Monday to Friday, 9:00 a.m. to 3:00 p.m.

For a detailed brochure and further information on these and other programs, call -5025 or drop by the second floor of the Administrative Studies Building.

Members of the York community are reminded that June 7 is the next date for disposing of unwanted confidential material from the York campus to an incinerator. The following timetable should be used:

- May 31 - Date to order cartons from Grounds & Vehicles (-5502). Cartons will be delivered June 1.
- June 6 - Date to request pick-up giving location and number of cartons to be collected (-5502).
- June 7 - Collection Day

Claim for Visioncare Benefits forms are available from the Benefits Office, Department of Human Resources. Claims for glasses/contact lenses must be submitted using Visioncare Benefits forms effective June 1, 1988.

Glendon College will host an international conference on "The Future of the International Monetary System," June 1 and 2 at the Glendon campus. The conference will bring together many of the world's leading economic experts just two weeks before the heads of the Group of Seven industrial nations meet in Toronto for the 1988 Summit. The registration fee is \$195. For further information and to register, call 487-6785.

A York student doing research on communication requires couples who are married or living together to participate in a research study. The survey will take place in participants' homes and will take approximately 1.5 hours. All information will be held in strict confidence, and feedback about the research will be provided. Couples will be given a \$10.00 honorarium. For further information call 252-9174.

EVENTS:

THURSDAY, MAY 26

2:30 p.m. - Special Senate Meeting - Senate Chamber (Room S915), Ross

2:30 p.m. - 4:30 p.m. - Open House - to honor the retirement of Ann Callighen, Assistant Manager, Residence & Tenants Accounts (Housing Services), after 21 years at York - gift contributions may be sent to Johanne Besner in Room 104, EOB - Room 62, EOB

4:00 p.m. - Physics Seminar Series - "Radiative Muon Capture on Hydrogen" with Dr. Salahuddin Ahmad, TRIUMF - Room 317, Petrie

STAFF POSITIONS:

Applications for internal transfers/promotions, should reach Human Resources no later than Thursday June 2, 1988. Application forms are available from Human Resources. *Indicates position is exempt from bargaining unit.

Counsellor: Betty Gunning

Graduate Programs Assistant - Economics, Arts. (High school graduation with secretarial training or equivalent; some university courses preferred; minimum 2 years' related experience, preferably in a graduate student service area (e.g. handling student enquiries, arranging meetings, etc.); typing 50 wpm; wordprocessing skills required; good oral and written communication skills; excellent organizational skills; demonstrated ability to deal courteously and effectively with students and faculty; tact and diplomacy; demonstrated ability to set priorities; aptitude for figure work; demonstrated ability to attend accurately to detail; computerized spreadsheet skills preferred.) GRADE 5 (\$21,877) JOB NO: G127

Clerical Assistant - Computer Operations, Computing Services. (High school graduation or equivalent; 2 years' related experience (e.g. maintaining inventories in a computerized environment, etc.), preferably in a university environment; microcomputing skills required; data entry skills; demonstrated ability to work accurately with figures; demonstrated ability to attend accurately to detail; excellent organizational skills; manual dexterity; ability to lift heavy materials.) GRADE 4 (\$20,337) JOB NO: G128

Recreation Assistant - Athletics, Glendon. TEMPORARY: 1 YEAR CONTRACT (High school graduation or equivalent; some post secondary courses in recreation management preferred; Bronze Cross required; National Life Saving certificate preferred or willingness to become certified; minimum 1-2 years' related experience (e.g. recreation management experience, aquatics experience, etc.); microcomputer skills preferred or willingness to learn; excellent oral and written communication skills; excellent interpersonal skills; tact and diplomacy essential; pleasant telephone manner; demonstrated ability to deal courteously and effectively with students, staff, faculty and the public; demonstrated ability to work well under pressure; demonstrated ability to oversee the work of others; excellent organizational skills.) GRADE 4 PROVISIONAL (\$20,337) JOB NO: G129

SUMMER INTERCHANGE:

- Sale**
- 1982 Dodge Charger 2.2, 54,000 km, automatic, cruise control, tinted sunroof, sports handling package, new tires & brakes -\$3,900. Leave message at 222-3635
 - 1982 Renault LeCar, 5-door, 4-speed, manual, sunroof -\$1000. Call Normand at 487-2527 or 929-8203
 - Chesterfield & matching chair, rust color floral pattern on beige background, includes two matching cushions -\$500. Call Ruth at -5685 or 889-7128
 - Three-bedroom penthouse condominium, 1 1/2 bathrooms, laundry room, Windermere/Queensway, lake view, pool, tennis, includes fridge, stove & window air conditioner, available June 15 -\$219,000. Call Ian Taylor at -6561 or 762-3466
 - NCR electric cash register, excellent condition -\$175. Call Janet at -3958 or 635-8120 after 6:00 p.m.
 - "Andrew Schroetter" violin & case, quarter size, includes bow & extra strings -\$200. Call J. Dermer at -5088 or 759-7351
 - 1971 Holiday Rocket trailer, 17 ft., sleeps 6, sink, oven & stove, furnace, fridge, toilet & shower, hot water tank, 115 volt, air conditioning -\$4,790. Call Gary at 491-2668 during evenings
 - 1982 Nissan 280 ZX, T-roof, air, excellent condition -\$9,650. Call 927-8548
 - Wm. Rogers 8-piece, silver plated tea & coffee service, includes 28"x16" footed tray -\$350. Call 764-1166 after 7:00 p.m.
 - Airstream 17 ft. trailer, sleeps 4, fully equipped. Call -5236
 - Double bed, Sealy mattress & boxspring, maple colonial style head & footboards -\$50. Call 484-8328
- Rent**
- Five-bedroom house in Thornbury, available July 1 for 1 year -\$700/month plus utilities. Call -5236 or 658-0773
- Wanted** - Warm barn for friendly, feral tortoiseshell cat. Call Huw Pritchard at -7768

Monday, May 30 (12:00 noon) - Thursday, June 2 (12:00 noon), 1988
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GENERAL:

The Faculty of Environmental Studies and the City of North York will host a seminar on June 3 entitled "Beyond the Blue Box." The seminar which takes place from 9:00 a.m. to 3:30 p.m. at North York City Hall (5100 Yonge Street) will explore how everyone can participate in reducing waste, both residential and industrial, as well as the economic potentials in waste reclamation and some of the alternative uses for garbage. The seminar is being held during National Environment Weeks; the theme this year being "Our Common Future." The registration fee for the seminar is \$5. For further information call Fred Carden at -5252.

The Admissions/Liaison Office informs members of the York community that Discovery Summer '88, sessions 1 & 2 are now full. Anyone wishing to enrol their children is asked to do so as soon as possible. Only a few spaces are left in Session 3. For further information call -5100.

The Faculty of Environmental Studies in collaboration with Concerned Friends of Ontario and the Citizens in Care Facilities, will offer a workshop on advocacy entitled "In the Public Interest." The workshop will take place June 17 from 9:00 a.m. to 3:30 p.m. The deadline for registration, which is \$95, is June 3. For further information call Fred Carden at -5252.

The Counselling and Development Centre offers groups in Relaxation Training for Stress Management. There are two series consisting of three, one-hour weekly sessions from 12:00 noon to 1:00 p.m. beginning June 16 and again on July 5. For further information or to register, call -5297 or drop by Room 145, Behavioural Sciences Building.

The Centre for Space Information (CSI) at York is presently conducting a physical survey of all rooms and other areas contained within the Ross Building. The survey is being carried out by Risto Puhakka and Rodney Powlett of CSI. They can be recognized by identification badges. Assistance and cooperation in permitting access to all areas would be appreciated. For further information call A.M. (Tony) Cichan, Manager, CSI, Department of Facilities Planning and Management at -2160.

A farewell reception will be held to honor Stan Horsman, Assistant Superintendent, Grounds & Vehicles Section, Dept. of Physical Resources, after 9 years at York. The reception will take place June 24 from 2:30 p.m. to 4:30 p.m. in Winters Senior Common Room. Gift contributions may be sent to Marilyn Williams, Room 114, Physical Plant Workshops by June 17.

A reception will be held to honor the retirement of Mary Davidson, Supervisor of the Duplicating Department (8th Floor, Ross). The reception will take place June 29 from 2:30 p.m. to 4:30 p.m. in the 8th Floor Lounge. Contributions towards a gift may be sent to Pat Humenyk, Secretarial Services, Room S807, Ross by June 17.

STAFF POSITIONS:

Applications for internal transfers/promotions, should reach Human Resources no later than Monday June 6, 1988. Application forms are available from Human Resources. *Indicates position is exempt from bargaining unit.

Counsellor: Betty Gunning

Faculty Secretary - Geography, Arts. (High school graduation with secretarial training or equivalent; 1 year secretarial experience, preferably in a university environment; typing 55-60 wpm, accuracy essential; wordprocessing skills required; pleasant telephone manner; ability to deal courteously and effectively with faculty, staff and students.) GRADE 3 (\$19,287) JOB NO: G130

Thesis Secretary - Office of the Dean, Graduate Studies. (High school graduation with secretarial training or equivalent; minimum 2 years' secretarial experience in a university environment; typing 60 wpm; wordprocessing skills required; willingness to learn data base software skills; good oral and written communication skills; demonstrated ability to deal courteously and effectively with staff, students, faculty and the public; demonstrated tact and diplomacy; demonstrated ability to attend accurately to detail; good organizational skills.) GRADE: 4 (\$20,337) JOB NO: G131

SUMMER INTERCHANGE:

- Sale - Exercise bicycle -\$75; pine headboard -\$99; baseball glove, size small -\$15. Call Don at -4529
- Bunk beds with 4 drawers, 2 mattresses -\$300; boys' bicycle -\$30. Call -3649 or 743-5277
- Three-bedroom sidesplit, Finch & Wilmington, August 31 possession. Call 636-1602 after 7:00 p.m.
- Rollei hot shoe mount flash, fits most 35mm cameras -\$20; Hanimex macro zoom lens, 75-200mm -\$50. Call Dawn at -5148 or 631-0557
- Humidifier; astroturf; and mahogany bar unit. Call Sal at -3832 or 884-6823
- Rent - Two-bedroom cottage on Wasaga Beach, weekly rates. Call Grace at 749-1279 after 6:00 p.m.
- Furnished three-bedroom townhouse, Richmond Hill, available September 1/88-August 31/89 -\$1000/month plus utilities. Call Sal at -3832 or 884-6823
- Wanted - Unfurnished two-bedroom apartment for a two-year period beginning August/88 for a professor and family; Furnished two-bedroom apartment or house for a one-year period beginning July/88 for a professor and family. Call Lynda Hagen at -2362.
- Kitten, approximately 10-weeks old. Call 739-0113 or -5252
- One-bedroom apartment with kitchen for a married couple. Call Billy Dykshoorn at -2876 or -2877