

R6  
1/4



UNIVERSITY

BULLETIN

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

Monday, January 28 - Monday, February 4, 1991  
Volume 11, Number 4

GENERAL:

York, like many other Metro Toronto institutions, has been the recipient of a number of bomb threats. All of these threats have been hoaxes.

Every threat is treated seriously and dealt with on an individual basis, in consultation with Metro Police. This message will be updated as required.

Please be constantly aware of the areas you normally frequent at York, and if you notice any suspicious objects or persons, please advise York Security immediately at 736-5333 or -33333 if you are calling from a University Rolm phone.

Information about evacuations and the re-opening of buildings may be obtained by calling the York University Emergency Line, 736-5600 or -55600, if using a University Rolm telephone.

GST - Good Sound Tips #1: Purchasing Requisitions for Canadian vendors should contain all taxes where known. Purchasing Requisitions for foreign vendors need not contain the GST of the PST. York will self-assess at time of payment. Vendor invoices are to be directed to Accounts Payable for remittance. Please refer GST questions to your Administrative Officer. Further clarification is available by calling the GST hotline at -44100.

Members of the York community are asked to note that power interruptions of two minutes duration will take place on the following dates: Tuesday, January 29 between 6:00 and 8:00 a.m., affecting Behavioural Sciences, Stedman, Ross, #4 & #6 Assiniboine Road, Scott, Atkinson, Admin. Studies, and Passy Garden Apartments; Thursday, January 31 between 6:00 and 8:00 a.m., affecting Behavioural Sciences, Stedman, Ross, #2, #4, #6 & #8 Assiniboine Road, Fine Arts, Scott, Atkinson College & Residence, Administrative Studies, Passy Garden Apartments, Central Square, Osgoode, Hoover Homestead, Hart House, and Curtis; and Tuesday, February 5 between 6:00 and 8:00 a.m., affecting Ross, Central Square, Osgoode, Hart House, Hoover Homestead, Scott, Curtis, #2 & #8 Assiniboine Road, Fine Arts, and Atkinson Residence.

All undergraduate colleges - Calumet, Founders, McLaughlin, Norman Bethune, Stong, Vanier and Winters, are currently accepting applications for Residence Donships. These positions are open to qualified senior undergraduate and graduate students. Interested applicants should contact the Residence Secretary in the individual colleges for application forms and further information.

Applications for the position of Residence Tutor at Calumet College are now being received. Applicants are normally associated with York as a graduate student. The appointment runs for 12 months beginning July 1 to June 30. This is normally a three-year appointment. A letter of application with curriculum vitae should be sent to Peggy Keall, Master, Room 118 Atkinson I. Three letters of reference are required. The deadline for receipt of applications is February 6. The job description for the position is available from Gabriele Hardt (-33487) or Peggy Keall (-33489).

Applications are now available for a six-week immersion program at St. Georges de Beauce, Quebec. They may be obtained from the Department of French Studies (S557, Ross) between the hours of 10:00 a.m.-12:00 noon and 2:00 p.m.-4:00 p.m.

A York department has for sale: 1986 - 3/4 Ton Chev Van equipped with 350 V8 gas engine, power steering and brakes, automatic transmission, heavy duty springs, 90,000 km. Asking price of \$4,900. File Ref. #PSD 440. A York department also has for sale two large safes, approx. 60"Hx39"Wx26"D. Both safes are combination type in good working order. File Ref. #PSD 441. Interested persons can call Dale Watts, Purchasing Department (-22403).

Art Galleries/Displays: The AGYU presents "Get Real," an exhibition of photographs by Philip-Lorca diCorcia, Nan Goldin and Jack Pierson. The exhibition continues until February 17. For gallery hours call -55169.

- The Glendon Gallery presents "Zones," an exhibition of works by Shirley Yanover, Sylvie Belanger and Ginette Legare until February 15. For gallery hours call -487-6721.

- The Visual Arts Department presents the "Graphics Area Show" in the IDA Gallery, CFA II until February 1. For information call -55533.

- La Maison de la Culture at Glendon College presents Photo Montages by Pierre Guimond until February 14. For gallery hours call 487-6730.

The following Physical Resources staff have relocated from Suite C, EOB. All telephone numbers remain unchanged.

- Peter Struk, Asst. Vice-President, Room 107 C.H.B.
- Kieron Brunelle, Exec. Officer, Room 110 C.H.B.
- Pat Zuest, Administration-PRG, Room 106 Rideau Road
- Heather McIndless, Accounting Services, Room 105 Rideau Road
- Allen P. Smith, Computer Systems-PRG, Room 103 Rideau Road

The Faculty of Fine Arts is organizing a trip to New York City during Reading Week (February 20-25). Prices for return bus transportation and hotel accommodation begin at \$225 (based on four people per room). Members of the York community are welcome. For information contact Dawn Abercrombie, Fine Arts Liaison Office (-55135).

## EVENTS (cont'd.)

Applications are now available for a six-week Immersion program at St. Georges de Beauce, Quebec. They may be obtained from the Dept. of French Studies, Room S557, Ross between 10:00 a.m.-12:00 noon and 2:00 p.m.-4:00 p.m.

The AUCC deadline for applications to the AUCC Micro-Fund No. 2 has been extended by one month and a new competition has been added for Micro-Fund No. 1. Therefore, applications are invited to the AUCC Micro-Fund No. 1 for Planning Missions for the development of international projects - funds are limited to \$5,000 for travel and living expenses - and Micro-Fund No. 2 for Follow-Up Projects - funds are limited to \$15,000. Applications and guidelines are available from York International, Room 110, Admin. Studies. The deadline for submitting applications to York International for these competitions is February 8. Please note that any approved Micro-Fund No. 1 Planning Missions may only be conducted after April 1.

The Search Committee for a Director of the Robarts Centre for Canadian Studies invites applications and nominations of internal candidates. The successful candidate should have a strong, ongoing commitment to interdisciplinary and/or disciplinary research pertinent to the study of Canada. The Robarts Centre sponsors lectures and research colloquia, supports a modest publications program and maintains national and international links with faculty and other Canadian Studies Centres. The appointment will become effective July 1, 1991, for a term of three years. Applications and nominations (including curriculum vitae and suggested references) should be sent to the Chair, Search Committee, c/o Robarts Centre, Room 503, Scott Library, by January 31.

## EVENTS:

### MONDAY, JANUARY 28

- 4:00 p.m. - Board of Governors Meeting - Board/Senate Chamber, Glendon
- 4:00 p.m. - Biology Research Seminar - "The Galapagos Islands: Evolution, Ecology and Research Potential" with L. Packer - Room 320, Farquharson

### TUESDAY, JANUARY 29

- 12:00 noon & 1:00 p.m. - Information Seminar - [Retirement Centre] on RRSP's - for information call -66228 - Senate Chamber (Room S915), Ross
- 12:00 noon - Women's Studies Research Group Seminar Series - [Institute for Social Research] "Defiant Sisters: Social History of Finnish Immigrant Women in Canada" by Varpu Lindstrom, Atkinson - Senior Common Room, Founders
- 1:00 p.m. - Proc Memorial Lecture Series Film Festival - [Stong] "Youth Culture, Rock Music and Perestroika in Ukraine" - Room S129, Ross
- 2:00 p.m. - Computer Science Seminar - "Multiple Least Squares Updating on a Hypercube Multiprocessor" with Dr. Eleanor Chu, University of Waterloo - Room S537, Ross
- 3:00 p.m. - Topics in Social Research - [Institute for Social Research] "The Politics of Abortion" by Janine Brodie - Harry Leith Room (004), Atkinson
- 4:00 p.m. - Graduate Seminar - [Departments of Philosophy] "Communicational Skepticism and the Discourse of Order" with Talbot J. Taylor, William and Mary College, Virginia - Room S737, Ross

### WEDNESDAY, JANUARY 30

- 12:00 noon - Seminar - [Centre for Refugee Studies] "Taking Refuge: Lao Refugees in Toronto" with Prof. Penny Van Esterik, Anthropology - Room 234, Admin. Studies
- 3:00 p.m. - Graduate Program in Geography Visiting Speaker Series - "Geography of Multiculturalism: Representing a Canadian Institution" with Dr. Audrey Kobayashi, McGill University - Room S421, Ross
- 4:00 p.m. - Public Talk - [Departments of Philosophy] "Communicational Skepticism and the Discourse of Order" with Talbot J. Taylor, William and Mary College, Virginia - Senior Common Room, Vanier
- 7:00 p.m. - Proc Memorial Lecture Series Film Festival - [Stong] see Tuesday's listing for information - Nat Taylor Cinema, Ross

### THURSDAY, JANUARY 31

- 11:00 a.m. - Economics Seminar - "Realism, Progress and Method: Friedman and Econometrics" with Omar Hamouda, Glendon - Room S839, Ross
- 3:00 p.m. - 5:00 p.m. - Farewell Reception - for Stephen Strople - contributions towards a gift can be forwarded to Gladys Strangways, Room S958A, Ross (-66220) - Master's Dining Room, Stong
- 9:00 p.m. - Casino Night - [Undergraduate Business Council] all proceeds to "Child Find" - Bethune Dining Hall

### FRIDAY, FEBRUARY 1

- 2:00 p.m. - Psychology Colloquium - "The World of the Newborn" with Daphne Maurer, McMaster University - Room 291, Behavioural Sciences
- 2:00 p.m. - MSc Defence - [Graduate Program in Exercise and Sports Science] Barry Carolan will defend his thesis "Adaptations in Co-activation in Response to Isometric Training" - Room N927, Ross

### MONDAY, FEBRUARY 4

- 10:30 a.m. - MSc Defence - [Graduate Program in Exercise and Sports Science] Martin Pecaric will defend his thesis "+Gz Tolerance and Different Levels of Pressure Breathing" - Room N927, Ross
- 4:00 p.m. - Biology Research Seminar - "Molecular Genetics of Root Hair Development in Arabidopsis" with B. Lemieux - Room 320, Farquharson

## STAFF POSITIONS:

Applications for internal transfers/promotions should reach Human Resources no later than February 4, 1991. Application forms are available from Human Resources. \*Indicates position is exempt from bargaining unit.

### Counsellor: Irmgardt Duley

\*Executive Officer - Computing and Communication Services (University degree or equivalent; several years' senior administrative/managerial experience, including managing complex budgets or equivalent functions, in a university or comparable institution; experience in a computing centre preferred; excellent oral and written communication skills; working knowledge of computer and communications technology and industry; excellent organizational and management skills; proven ability to exercise good judgement and initiative; superior skill in budgetary planning and control; analytical and problem solving skills; ability to attend accurately to detail essential; demonstrated ability to deal courteously and effectively with a wide range of contacts; high level of tact and diplomacy; computerized spreadsheet skills preferred; knowledge of facilities management would be an asset; broad understanding of the goals and objectives of a university would be an asset. Please submit a resume when making an application.) GRADE: P&M 9 (Pay equity range 50,169-\$61,248) Reposting of JOB NO: 537B

## STAFF POSITIONS (cont'd.)

### Counsellor: Karen Wright

Residence Assistant - Founders College [Temporary: March 4, 1991 to Feb. 28, 1992; Hours: 8:30 a.m.-4:30 p.m.] (High school graduation with secretarial training or equivalent; 2 years' related experience (e.g. secretarial/administrative, bookkeeping, dealing with the public, etc.); typing 30-35 wpm; wordprocessing skills; ability to attend accurately to detail; computerized spreadsheet skills preferred; good written communication skills; demonstrated skill/ability in the following areas: good organizational skills; providing information and answering enquiries in a clear and concise manner; working accurately with figures; dealing courteously and effectively with people; exercising tact and diplomacy; working independently and setting priorities.) GRADE: 5 (Based on an annual salary of \$27,046) JOB NO: 023C

Administrative Assistant III - Office of the Master, Founders College [Temporary: March 4, 1991 to Sept. 27, 1991; Hours: 8:30 a.m.-4:30 p.m.] (High school graduation with formal secretarial/administrative training or equivalent; minimum 3 years' administrative experience, preferably in a post-secondary environment, including supervisory and budget experience; basic typing skills; computerized spreadsheet skills an asset; working accurately with figures; demonstrated skill/ability in the following areas: exercising tact and diplomacy; exercising good judgement; working independently and setting priorities; working effectively under pressure of high volume; supervisory skills; excellent organizational skills; good written communication skills. Please submit a resume when making an application.) GRADE: 8 (Based on an annual salary of \$37,245) JOB NO: 024C

### Counsellor: Jennifer Hebert

Admissions Assessor - Admissions [Temporary to August 30, 1991; Hours: 8:30 a.m.-4:30 p.m.] (Minimum 2 years' university education or equivalent; university degree preferred; minimum 2 years' related experience (e.g., academic advising, assessing applications/transcripts, etc.) in a student service or comparable area; knowledge of large computerized record systems; basic familiarity with keyboard to operate a computer terminal; excellent interpersonal skills; tact and diplomacy essential; demonstrated skill/ability in the following areas: analyzing and presenting information; exercising good judgement; attending accurately to detail under pressure of high volume; obtaining accurate information and answering detailed enquiries; dealing courteously and effectively with people; excellent written communication skills; excellent organizational skills including ability to set priorities and work independently. Please submit a resume when making an application.) GRADE: 6 (Based on an annual salary of \$29,520) JOB NO: 025E

Admissions/Liaison Officer - Admissions [Hours: 8:30 a.m.-4:30 p.m.; Position is located 4 days/week at Glendon Campus and 1 day/week at York Campus. (Note: Incumbent will spend 4 days/wk at York and 1 day/wk at Glendon during initial training period, approx. 5 months)] (Minimum 2 years' university education required; university degree preferred; minimum 2 years' related experience (e.g., academic advising, assessing applications/transcripts, liaison, making presentations, etc.) in a student service or comparable area; knowledge of large computerized record systems; basic familiarity with keyboard to operate a computer terminal; excellent interpersonal skills; tact and diplomacy essential; valid "G" driver's licence; access to a vehicle for own transportation required; demonstrated skill/ability in the following areas: analyzing and presenting information; exercising good judgement; attending accurately to detail under pressure of high volume; obtaining accurate information and answering detailed enquiries; public speaking; dealing courteously and effectively with people; excellent written communication skills; excellent organizational skills including ability to set priorities and work independently; Bilingual Modules I (Advanced), III (Intermediate), IV (Advanced). Please submit a resume when making an application.) GRADE: 6L Provisional (\$32,796) JOB NO: 026E

Receptionist/Typist/Mail Clerk - Parking Office, Security and Parking Services [Hours: 8:30 a.m.-4:30 p.m.; Some overtime will be required during peak periods] (High school graduation with secretarial training or equivalent; 1 year's reception and secretarial experience; basic typing skills, accuracy essential; wordprocessing skills preferred or willingness to learn; clear oral communication skills to answer enquiries and relay information; pleasant and effective telephone manner; demonstrated ability to deal calmly, courteously and effectively with people; demonstrated ability to provide a high level of service to the community.) GRADE: 3 (\$24,290) JOB NO: 027E

### Counsellor: Michael Theall

\*Project Coordinator - Renovations, Construction, Physical Resources [Limited term: 1 year] (Post-secondary education in Engineering Technology, or equivalent combination of education and work experience; formal training and/or experience with interior design finishes required; several years' construction and/or maintenance experience in institutional buildings or similar complex; some estimating or tendering experience required; thorough knowledge of specification preparation; demonstrated ability to read architectural drawings and prepare sketches; current knowledge of engineering principles, construction practices and regulatory codes; ability to perform inspections and adhere to current occupational health and safety codes and regulations; general knowledge of skilled trades; effective oral and written communication skills; good organizational skills; demonstrated ability to deal effectively with all levels of the community to provide excellent service. Please submit a resume when making an application.) GRADE: P&M 5 (\$34,456-\$41,694) JOB NO: 028F

Placement Services Coordinator - Career and Placement Centre, Student Affairs [Hours: 8:30 a.m.-4:30 p.m.] (University degree or equivalent with some courses in personnel, business or social sciences preferred; minimum 2 years' related career development/placement experience (e.g., recruiting, advising, conducting seminars, developing programmes, etc.), preferably in a post-secondary institution; initiative; microcomputing skills preferred or willingness to learn; knowledge of career development and recruitment methods and practices; demonstrated skill/ability in the following areas: group leadership, including seminar presentation and advising; marketing and public relations; exercising tact and diplomacy; working independently and co-operatively; excellent organizational skills, including planning, developing programmes and supervising projects; excellent oral and written communication including public speaking; excellent interpersonal skills. Please submit a resume when making an application.) GRADE: 7 (\$32,796) JOB NO: 029F

## STAFF POSITIONS (cont'd.)

### Counsellor: Dawn Richards

Program Secretary - Psychology, Atkinson [Sessional: March 1-October 31; Hours: 8:30 a.m.-4:30 p.m. (summer), 9:00 a.m.-5:00 p.m. (winter)] (High school graduation or equivalent; 1-2 years' related experience, (e.g., secretarial, dealing with people, handling enquiries, etc.); typing 45 wpm, accuracy essential; good oral communication skills; pleasant telephone manner; good organizational skills; demonstrated skill/ability in the following areas: working accurately and quickly under pressure of high volume; dealing courteously and effectively with people; wordprocessing skills.) GRADE: 3 Provisional (Based on an annual salary of \$24,290) JOB NO: 030H

Council Office Assistant - Council Office, Atkinson [Hours: 8:30 a.m.-4:30 p.m. (summer), 9:00 a.m.-5:00 p.m. (winter)] (High school graduation with secretarial training or equivalent; 2 years' related experience (e.g., reviewing student records, providing information and direction, dealing with the public, etc.) preferably in a student service area; data entry skills; knowledge of computerized records system required; wordprocessing skills, accuracy essential; good interpersonal skills; ability to exercise good judgement; analytical skills; demonstrated skill/ability in the following areas: providing and explaining detailed information in a clear and concise manner; working independently; setting priorities and working effectively to meet deadlines under pressure of high volume; attending accurately to detail; good written communication skills.) GRADE: 5 Provisional (\$27,046) JOB NO: 031H

Departmental Secretary - Sociology, Atkinson [Hours: 8:30 a.m.-4:30 p.m. (summer), 9:00 a.m.-5:00 p.m. (winter)] (High school graduation with secretarial training or equivalent; 2 years' related experience (e.g., secretarial, dealing with people, answering enquiries, etc.); typing 45-50 wpm, accuracy essential; basic computerized spreadsheet skills; data entry skills required; skill in transcribing from dictation equipment preferred; good organizational skills; demonstrated skill/ability in the following areas: dealing courteously and effectively with people; exercising tact and diplomacy; providing information in a clear and concise manner; attending accurately to detail; working independently, including ability to set priorities; wordprocessing and microcomputing skills.) GRADE: 4 (\$25,406) JOB NO: 032H

Administrative Secretary - Administrative Studies, Atkinson [Hours: 9:00 a.m.-5:00 p.m., and 11:00 a.m.-7:00 p.m. during peak periods] (High school graduation with secretarial training or equivalent; 2 years' related experience (e.g., secretarial, administrative, coordinating a major exercise, etc.) preferably in a student-related area; typing 45-50 wpm, accuracy essential; good written communication skills; demonstrated skill/ability in the following areas: dealing courteously and effectively with people; providing information and answering enquiries in a clear and concise manner; working independently and setting priorities; working accurately under pressure of high volume; wordprocessing and computerized spreadsheet skills; excellent organizational skills.) GRADE: 5 (\$27,046) JOB NO: 033H

Administrative Assistant - Policy, Administrative Studies [Hours: 9:00 a.m.-5:00 p.m.] (High school graduation or equivalent; 3 years' related experience (e.g., administrative, supervisory, budgeting, planning and coordinating activities, etc.), preferably in an educational environment; typing 45-50 wpm; good interpersonal skills; good written communication skills; skill in transcribing from dictation equipment an asset; demonstrated skill/ability in the following areas: wordprocessing; supervising; budget monitoring; obtaining and explaining accurate information in a clear and concise manner; dealing courteously and effectively with people; exercising tact and diplomacy; setting priorities and meeting deadlines; working effectively under pressure of high volume. Please submit a resume when making an application.) GRADE: 6 (\$29,520) JOB NO: 034H

### Counsellor: Betty Gunning

\*Security Supervisor - Security and Parking Services [Hours: 12 hour shifts, alternating every 2 weeks from days to nights] (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; good knowledge of crime prevention and physical security; sound knowledge of investigative techniques; excellent oral and written communication skills; good organizational skills; demonstrated skill/ability in the following areas: managing and leading personnel in their areas of responsibility; exercising sound judgement; training and supervising staff in a manner that will ensure excellent public relations. Please submit a resume when making an application.) GRADE: P&M U JOB NO: 035J

\*Security Supervisor - Security and Parking Services [Hours: 12 hour shifts, alternating every 2 weeks from days to nights] (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; good knowledge of crime prevention and physical security; sound knowledge of investigative techniques; excellent oral and written communication skills; good organizational skills; demonstrated skill/ability in the following areas: managing and leading personnel in their areas of responsibility; exercising sound judgement; training and supervising staff in a manner that will ensure excellent public relations. Please submit a resume when making an application.) GRADE: P&M U JOB NO: 036J

Monday, February 4 - Monday, February 11, 1991  
Volume 11, Number 5

### GENERAL:

Volunteers are needed for the annual Alumni Fund Raising Campaign. Faculty, staff and students are invited to attend. Calls to York alumni will be made during the evenings, Monday through Wednesday at both the York and Glendon campuses, March 4 to April 10. Full training and a light meal will be provided. For further information or to volunteer, please call Alumni Affairs at -55010.

Members of the York community are asked to note that effective February 18, all users of the Film Library will be asked for their library card number when reserving materials. This new procedure is necessary as the Film Library converts from a manual to an automated reservation system.

The Faculty of Graduate Studies is calling for nominations of York faculty members for a Distinguished Research Professorship, to be conferred at the Fall 1991 FGS Convocation. The major criterion for this honour is scholarly achievement as demonstrated by sustained publication or other recognized and accepted demonstrations of sustained authoritative contribution to scholarship. Any full-time faculty member of York may submit a nomination. The deadline is February 28. Each nomination must include the nominee's up-to-date curriculum vitae, the names and addresses of three possible external and international referees, and a letter explaining how the nominee meets the criteria. Before preparing a submission, please contact the FGS Council Office (N917, Ross) at -55329 to obtain detailed information regarding criteria and nominating procedures.

The Department of Human Resources announces the following appointments: Paul Gallagher, Project Coordinator, Renovations, Physical Plant, effective January 21; Bob Richardson, Director, Public Affairs, External Relations, effective February 1; Norman MacMillan, Senior Auditor, Internal Audit, effective January 1. The following promotions/transfers have also taken place: Catherine Shook, Assistant Director (Administration), In-Service, Education; Helen Thibodeau, Personnel Officer, Office of the Dean, Atkinson; Danny Spitale, Coordinator, Student Affairs; Sharon Nieforth, Crime Prevention Officer, Security & Parking Services; Donna Robbins, Office Assistance Supervisor, Employment, Human Resources.

Telecommunications wishes to advise the York community that the York Information Centre provides a "one stop" referral service for telephone callers to the York community. If anyone is unable to determine where a caller should be transferred, please transfer that call to the Centre at -55900. For further information about the York Information Centre, please call Ulla Campbell at -22786.

The Retirement Consultation Centre is now accepting registration for a workshop titled Planning Ahead: Long-Term Financial Planning, to be held February 28. This morning workshop is for persons more than 10 years from normal retirement. To register or to obtain further information, call -66228.

GST - Good Sound Tips #2: T4A recipients need not charge GST unless registered for GST collection. An invoice must be provided with the vendor's GST registration number clearly visible. Registration is not required for individuals with annual taxable sales of less than \$30,000. Please refer GST questions to your Administrative Officer. Further clarification is available by calling the GST hotline at -44100.

The York community is reminded that it is not University policy to permit vendors, canvassers, or representatives of charity organizations, to call on members of the University community or to engage in any commercial enterprise, including advertising campaigns, without invitation and without prior permission. Further information may be obtained from Barbara Rowe, Office of the Asst. Vice-President (Business Operations), -55526.

All undergraduate colleges - Calumet, Founders, McLaughlin, Norman Bethune, Stong, Vanier and Winters, are currently accepting applications for Residence Donships. These positions are open to qualified senior undergraduate and graduate students. Interested applicants should contact the Residence Secretary in the individual colleges for application forms and further information.

Applications for the position of Residence Tutor at Calumet College are now being received. Applicants are normally associated with York as a graduate student. The appointment runs for 12 months beginning July 1 to June 30. This is normally a three-year appointment. A letter of application with curriculum vitae should be sent to Peggy Keall, Master, Room 118 Atkinson 1. Three letters of reference are required. The deadline for receipt of applications is February 6. The job description for the position is available from Gabriele Hardt (-33487) or Peggy Keall (-33489).

### EVENTS:

#### MONDAY, FEBRUARY 4

- 10:30 a.m. - MSc Defence - [Graduate Program in Exercise and Sports Science] Martin Pecaric will defend his thesis "Gz Tolerance and Different Levels of Pressure Breathing" - Room N927, Ross
- 4:00 p.m. - Biology Research Seminar - "Molecular Genetics of Root Hair Development in Arabidopsis" with B. Lemieux - Room 320, Farquharson

#### TUESDAY, FEBRUARY 5

- 12:00 noon - Women's Studies Research Group Seminar Series - [Institute for Social Research] "Systemic Discrimination: An Investigation of Institutional Policies and Practices" by Maria Wallis, Sociology - Senior Common Room, Founders
- 1:00 p.m. - Proc Memorial Lecture Series Film Festival - [Stong] "Youth Culture, Rock Music and Perestroika in Ukraine" - Room S129, Ross
- 7:00 p.m. - Theatre Performance - [Theatre at York] "full of flame and crying," featuring the 4th year acting ensemble - admission \$8; \$6 for students and seniors - Fine Arts Studio Theatre (CFA 111)

**EVENTS** (Tuesday, February 5, cont'd.)

7:30 p.m. - Student Composers Concert - [Music] DACARY (Room 050), McLaughlin

**WEDNESDAY, FEBRUARY 6**

- 10:00 a.m. - 4:00 p.m. - Music Career Day - a day-long discussion of the many career opportunities available to music graduates - a detailed schedule available from Room 043, McLaughlin - DACARY (Room 050), McLaughlin
- 12:00 noon - Seminar - [Centre for Refugee Studies] "Exclusion and the Citizen-Norm" by Joe Mackenzie, a graduate of Social and Political Thought - Room 234, Admin. Studies
- 12:30 p.m. - Prime Time - [Theatre Department] Brian Richmond, artistic director of Theatre Passe Muraille, will speak on the function of the artistic director in Canadian theatre - Burton
- 1:00 p.m. & 7:00 p.m. - Theatre Performance - [Theatre at York] see Tuesday's listing for information
- 3:00 p.m. - Computer Science Seminar - "Towards an Electronic Oxford English Dictionary" with Prof. Frank Tompa, University of Waterloo - Room 302, Admin. Studies
- 4:00 p.m. - Philosophy Seminar - "Moore Type Propositions in the Tractatus?" with Patrick Phillips - Room S662, Ross
- 7:00 p.m. - Proc Memorial Lecture Series Film Festival - [Stong] see Tuesday's listing for information - Nat Taylor Cinema, Ross
- 8:00 p.m. - Vanier College Production - "God is Alive and Well and Living at the Mall" - Cabaret-style seating is unreserved; tickets (\$10; \$8 for students/seniors) may be reserved by calling -55192 - Vanier Hall

**THURSDAY, FEBRUARY 7**

- 4:30 p.m. - Faculty of Graduate Studies Council Meeting - Senate Chamber (S915), Ross
- 7:00 p.m. - Theatre Performance - [Theatre at York] see Tuesday's listing for information
- 8:00 p.m. - Student Recital Series - [Music] featuring Barry Craig (clarinet) - DACARY (Room 050), McLaughlin
- 8:00 p.m. - Vanier College Production - see Wednesday's listing for information

**FRIDAY, FEBRUARY 8**

- 1:00 p.m. & 7:00 p.m. - Theatre Performance - [Theatre at York] see Tuesday's listing for information
- 2:00 p.m. - Psychology Colloquium - "The 'Categorical' Perception of Musical Intervals: A Re-Assessment" with Jay Rahn, Atkinson - Room 291, Behavioural Sciences
- 8:00 p.m. - Vanier College Production - see Wednesday's listing for information

**SATURDAY, FEBRUARY 9**

- 7:00 p.m. - Theatre Performance - [Theatre at York] see Tuesday's listing for information
- 8:00 p.m. - Vanier College Production - see Wednesday's listing for information

**MONDAY, FEBRUARY 11**

- 3:00 p.m. - Graduate Program in Geograpy Visiting Speaker Series - "Post Fordism, Flexibility and the Tertiary Sector" with Dr. Simon Milne, McGill University - Room S421, Ross
- 4:00 p.m. - Biology Research Seminar - "Studies on the Organization of Eukaryotic Chromosomes" with P. Moens - Room 320, Farquharson
- 8:00 p.m. - Orchestra York and Camerata York Concert - [Music] tickets available at the door are \$6; \$4 for students and seniors - DACARY (Room 050), McLaughlin

**STAFF POSITIONS:**

Applications for internal transfers/promotions should reach Human Resources no later than February 11, 1991. Application forms are available from Human Resources. \*Indicates position is exempt from bargaining unit.

Counsellor: Gina Dunnett

**Software Programmer III** (Mathematics) - Information Technology Services, Computing and Communications Services [Hours: 8:30 a.m.-4:30 p.m.] (University degree or college diploma in Computer Science, Mathematics or equivalent combination of post-secondary courses and experience in microcomputing industry; minimum 3 years' experience with workstation hardware, operating systems, and applications software required; good oral communication skills including ability to advise in a clear and concise manner; good written communication skills; good organizational and problem solving skills; demonstrated ability to deal courteously and effectively with people; demonstrated ability to exercise tact and diplomacy. Intermediate knowledge of: System Level Commands (e.g. VM/CMS, UNIX); System Utilities (e.g. VM/CMS, UNIX); Micro and Workstation Hardware; Local Area Networks (e.g. IBM, Novell, AppleShare). Advanced knowledge of: Workstation Operating Systems (MS-DOS, Macintosh OS, UNIX); application software (e.g. Dbase, Lotus 123, WordPerfect); Programming languages (e.g. C, PL/1, REXX); document composition software (e.g. TeX, LaTeX for mathematical documents); statistical software (e.g. SAS, S, SPSS). Please submit a resume when making an application.) **GRADE: CS7 (\$41,971) JOB NO: 037D**

**Operator II** - Operations, Computing and Communications Services [Hours: Shift and weekend work - 12:00 a.m.-8:00 a.m.; 8:00 a.m.-4:00 p.m.; 4:00 p.m.-12:00 a.m.] (High school graduation or equivalent combination of education and experience; some courses in MVS, VM, VAX/VMS and/or UNIX operating systems preferred; minimum 1 year's experience using peripheral equipment in a MVS/JES2 and/or VM and/or VAX/VMS environment OR minimum 1 year's experience as an Operator I. Basic knowledge of: JCL and Utilities; Intermediate knowledge of: MVS/JES2 Commands & Procedures; VM/CMS Commands and Procedures; VAX/VMS Commands and Procedures; VTAM Commands and Procedures; UNIX Commands and Procedures; VM/CMS, XEDIT, EXEC and REXX; CMF/RESOLVE Commands; Advanced knowledge of: Peripheral Equipment. Please submit a resume when making an application.) **GRADE: CS4 (\$30,318) JOB NO: 038D**

**Programmer II** (MICRO-VRS) - Information Systems, Computing and Communications Services [Hours: 8:30 a.m.-4:30 p.m.] (University or community college diploma in Computer Science or equivalent, including courses in micro computing/processors; two years' related experience, including the development and modification of application programs; good problem solving and analytical skills; good oral communication skills, including presentation skills; good written communication skills, including documentation techniques; dealing courteously and effectively with people; good interpersonal skills, including working in a team environment; ability to translate user needs into technical requirements; knowledge of voice response concept and design technology preferred. Basic knowledge of: Local Area Networks and associated software (i.e. Token Ring, Novell, etc.); On-Line protocols; Telecommunications; Variety of software including PC utilities; Intermediate knowledge of: Variety of programming languages including C and BASIC; PC DOS; Microcomputer Hardware and Peripherals. Please submit a resume when making an application.) **GRADE: CS6 (\$37,718) JOB NO: 039D**

Counsellor: Jennifer Hebert

**Transcript Clerk II** - Transcripts, Admissions [Hours: 8:30 a.m.-4:30 p.m.] (High school graduation or equivalent; 1-2 years' related office experience (e.g., maintaining records, inputting and retrieving computer data, filing, etc.); typing 40 wpm, accuracy essential; data entry skills required; good oral communication skills; tact and diplomacy essential; good organizational skills; demonstrated skill/ability in the following areas: attending accurately to detail; maintaining accurate records; working effectively under pressure of high volume.) **GRADE: 4 (\$25,406) JOB NO: 040E**

**Secretary** - Scott Library, Libraries [Hours: 8:30 a.m.-4:30 p.m. or 9:00 a.m.-5:00 p.m.] (High school graduation with secretarial training or equivalent; minimum 2 years' related secretarial experience (e.g., scheduling meetings and appointments, making arrangements, committee support, etc.), preferably in an educational environment; typing 45-50 wpm, accuracy essential; good oral and written communication skills; good organizational skills; basic understanding of computer terminology an asset; demonstrated skill/ability in the following areas: wordprocessing and computerized spreadsheet skills; working accurately and effectively under pressure of high volume; dealing courteously and effectively with people; exercising tact and diplomacy.) **GRADE: 4 (\$25,406) JOB NO: 041E**

**Secretary/Floater** - Employment Services, Human Resources [Temporary to Sept. 30, 1991; Hours: 8:30 a.m.-4:30 p.m. or 9:00 a.m.-5:00 p.m. according to assignment] (High school graduation with secretarial training or equivalent; 2 years' secretarial and clerical experience, preferably in an educational environment; typing 40-45 wpm, accuracy essential; computerized spreadsheet or database skills an asset; bookkeeping skills an asset; technical wordprocessing/typing skills preferred or willingness to learn; demonstrated skill/ability in the following areas: wordprocessing; adapting readily to frequent change in work environments and assignments; working accurately and effectively under pressure of changing priorities and high volume; obtaining and providing information in a clear and concise manner; dealing courteously and effectively with people; good written communication skills; good organizational skills including setting priorities and meeting deadlines.) **GRADE: 4 (Based on an annual salary of \$25,406) JOB NO: 042E**

Counsellor: Michael Theall

**\*Assistant Superintendent of Utilities** - Utilities, Physical Plant (Must possess a Stationary Engineer 1st Class Certificate plus Technical College diploma or equivalent; minimum 3 years' progressive experience in operations, maintenance and management of a large power plant and high voltage power and utility distribution systems, in a large building complex, with a unionized work force; demonstrated ability to manage and direct the operation and maintenance of a large heating and cooling plant, high voltage electrical power distribution systems, water, gas and sewer systems in a large building complex; sound knowledge of engineering principles, construction codes and regulations and specification writing; proven knowledge of skilled trades and power plant and utility maintenance; strong planning and organizational skills; ability to plan and manage a budget; good oral and written communication skills; familiarity with computers and their applications; demonstrated ability to deal effectively and provide excellent service. Please submit resume when making an application.) **GRADE: P&M 6 (\$37,210-\$45,022) JOB NO: 043F**

Counsellor: Dawn Richards

**Status/Enquiries Clerk** - Office of Student Programs, Education [Hours: 9:00 a.m.-5:00 p.m. or 8:30 a.m.-4:30 p.m. as assigned] (High school graduation or equivalent; some university courses would be an asset; 1-2 years' related experience (e.g., handling enquiries, enrolment/registration, customer service, etc.), preferably in a student service area; typing 25-30 wpm; obtaining and providing information in a clear and concise manner; tact and diplomacy essential; demonstrated skill/ability in the following areas: working cooperatively and effectively with co-workers; working accurately and effectively under pressure of high volume; dealing courteously and effectively with people; good organizational skills.) **GRADE: 4 (\$25,406) JOB NO: 044H**

**Secretary B** - Organizational Behaviour and Industrial Relations, Administrative Studies [Temporary: Mar. 18/91 to Sept. 27/91; Hours: 9:00 a.m.-5:00 p.m.] (High school graduation with secretarial training or equivalent; 1-2 years' secretarial experience, preferably in a post-secondary environment; typing 45-50 wpm; statistical typing skills preferred; skill in transcribing from dictation equipment preferred; good written communication skills; demonstrated skill/ability in the following areas: wordprocessing; obtaining and providing information in a clear and concise manner; dealing courteously and effectively with people; exercising tact and diplomacy; working accurately and effectively under pressure of high volume; good organizational skills, including ability to set priorities.) **GRADE: 4 (Based on an annual salary of \$25,406) JOB NO: 045H**

Counsellor: Paule Cotter

**\*Personnel Office Assistant** - Personnel, Glendon College [Hours: 8:30 a.m.-4:30 p.m. (summer), 9:00 a.m.-5:00 p.m. (winter)] (High school graduation or equivalent; 2 years' related experience (e.g., clerical, front-line customer service, dealing with people, maintaining accurate records, etc.); typing 30 wpm, accuracy essential; wordprocessing skills preferred; accurate spelling and grammatical skills; demonstrated skill/ability in the following areas: providing information in a clear and concise manner; exercising tact and diplomacy; dealing courteously and effectively with people; maintaining confidentiality; working effectively under pressure of high volume; attending accurately to detail and meeting deadlines; good organizational skills; Bilingual Modules I (Advanced), III (Intermediate), IV (Intermediate).) **GRADE: 4L Provisional (\$27,046) JOB NO: 046G**

Monday, February 11 - Monday, February 18, 1991  
 Volume 11, Number 6
**GENERAL:**

York students, faculty and staff are asked to note that Housing Services currently has a number of apartments available for short term leases. These apartments are available until August 15. For further information call -55152 or apply to Room 105, 6 Assiniboine Road (10:00 a.m.-3:00 p.m.).

Recreation York offers the following: Take-A-Break and Recreate - February 18, 12:00 noon-2:00 p.m., Track & Field Centre, registration fee of \$2/person, team registration deadline is February 13; Nutrition, Fitness & Lifestyle Management Open House - February 13, 12:00 noon-1:00 p.m.; Scuba Diving - February 28-March 28, Tait Classroom/Pool, registration fee is \$214 for students, \$230 for member, and \$240 for non-member. For further information on any of the above, call -55184.

**EVENTS:****MONDAY, FEBRUARY 11**

- 3:00 p.m. - Graduate Program in Geography Visiting Speaker Series - "Post Fordism, Flexibility and the Tertiary Sector" with Dr. Simon Milne, McGill University - Room S421, Ross
- 4:00 p.m. - Biology Research Seminar - "Studies on the Organization of Eukaryotic Chromosomes" with Barbara Hamkalo, University of California at Irvine - Room 320, Farquharson
- 8:00 p.m. - Orchestra York and Camerata York Concert - [Music] tickets available at the door are \$6; \$4 for students and seniors - DACARY (Room 050), McLaughlin

**TUESDAY, FEBRUARY 12**

- 3:00 p.m. - Physics Seminar Series - "Optical Limiting in Colloidal Suspensions" with Mr. J. Cruickshank, Defence Research Establishment Valcartier - Room 317, Petrie

**WEDNESDAY, FEBRUARY 13**

- 12:00 noon - Pre-Registration & Information Session - for Weight Watchers' "Personal Choice Program" - for information call Yvonne Southby at -55224; registration for the 10-week series is \$105 - Room 282, Atkinson
- 1:00 p.m. - Poetry Reading - [Stong] featuring Susan Glickman - Sylvester's (201), Stong
- 3:00 p.m. - Computer Science Seminar - "Parallel Bidirectional Island Search in Distributed Memory Multiprocessors" with Prof. Anestis A. Toptsis, Atkinson - Room 302, Admin. Studies
- 4:00 p.m. - Philosophy Seminar - "Philosophy and 'Non-Philosophy' after Hegel" with Andras Gedo of Budapest - Room S662, Ross
- 4:30 p.m. - Lecture - "The Ethical, Cultural, Legal, Social and Political Implications of the United States' Human Genome Project" by Daniel Kevles, California Institute of Technology - Senate Chamber (S915), Ross

**THURSDAY, FEBRUARY 14**

- 10:00 a.m. - PhD Defence - [Grad. Program in Psychology] Maureen J. Reed will defend her dissertation titled "The Development of Optokinetic Nystagmus and Contrast Sensitivity in Visually Deprived Subjects" - N927, Ross
- 11:00 a.m. - Economics Seminar - "Marshall and Hegel" with Ted Winslow, York - Room S839, Ross
- 11:00 a.m. - CERLAC Lecture - "Nicaragua: One Year After the UNO" by Alejandro Bendana, former Secretary-General of the Foreign Ministry of the FSLN Government of Nicaragua - Gallery, Norman Bethune
- 12:30 p.m. - 3:00 p.m. - Farewell Reception - for Joseph VanDerKlugt; contributions towards a gift may be forwarded to M. White, Room D22, EOB (-55933) (RSVP) - Master's Dining Room, Stong
- 1:00 p.m. - Chemistry Seminar Series - "Chemistry of Ground and Excited State Diarylmethyl Cations" with Dr. Linda Johnston, National Research Council - Room 317, Petrie
- 1:00 p.m. - Poetry Reading - [Stong] featuring Rhea Tregobov - Sylvester's (201), Stong
- 4:00 p.m. - Council of the Faculty of Arts Meeting - Senate Chamber (S915), Ross
- 4:00 p.m. - Seminar Presentation - [Interdisciplinary Studies] "Social Control and the Diffusion of Scientific Knowledge, 1825-1840" by Aditi Gowri, Graduate Program in Interdisciplinary Studies - SCR, Vanier
- 8:00 p.m. - Student Recital Series - [Music] featuring pianist Bruce Stasyna - DACARY (Room 050), McLaughlin

**FRIDAY, FEBRUARY 15**

- 12:00 noon - Student Concert Series - [Music] York music students will present a concert of chamber music and student compositions - DACARY (Room 050), McLaughlin
- 2:00 p.m. - Computer Science Seminar - "Shape Matching in the Presence of Deformation or Occlusion" with Dr. Evangelos E. Milios, University of Toronto - Room S777, Ross

**STAFF POSITIONS:**

Applications for internal transfers/promotions should reach Human Resources no later than February 18, 1991. Application forms are available from Human Resources. \*Indicates position is exempt from bargaining unit.

Counsellor: Irmgardt Duley

**\*Director, Security Services - Safety, Security and Parking Services** (University degree or equivalent in training and experience; extensive police, military or related security experience including planning for and handling emergencies, conducting investigations, liaising with police and government officials, etc., preferably in a public sector environment; at least 2-3 years' managerial experience, including budgeting required; experience in a unionized environment a definite asset; comprehensive knowledge of police/security operating methods; working knowledge of relevant criminal/quasi-criminal legislation, legislative procedures and related training programmes; proven knowledge of physical security requirements relating to protection of persons, property and equipment; demonstrated management skills, including supervising, training and developing staff; proven skill in working cooperatively as part of a team; proven analytical and problem solving skills; demonstrated excellent leadership and interpersonal skills; excellent listening and communication skills (oral and written); ability to exercise sound judgement; tact and diplomacy essential; excellent public relations skills; proven capacity to develop customer responsive services. Please submit a resume when making an application.) **GRADE: P&M 9 Under Review (\$46,874-\$56,717) JOB NO: 047B**



Counsellor: Gina Dunnett

**Office Automation Specialist - Information Systems Development, Computing and Communications Services** [Hours: 8:30 a.m.-4:30 p.m.] (University degree or community college diploma in Computer science or technology or the equivalent, including courses in micro computing/processors; minimum four years' related micro experience (e.g. hardware, operating systems, software, etc.), including experience in the installation of LAN's, their related technologies, LAN hardware troubleshooting and problem diagnosis; demonstrated skills/abilities in the following areas: excellent problem solving and analytical skills; good oral communication skills, including dealing with end-users; preparing and making presentations; good written communication skills, including documentation and proposal preparation techniques; skill in transcribing user needs into technical requirements; dealing courteously and effectively with people; good interpersonal skills, including working in a team environment; skills in the implementation and installation of office automation technologies and a variety of Local Area Networks. Basic knowledge of: Ethernet; Intermediate knowledge of: C; Basic; OS/2; Token Ring; OS/2 LAN Server; Novell Netware 386; LAN Gateways/Bridges; Word Processing; Spreadsheet; Data Base; 3270 Communications; Asynchronous Communications; Micro Computer Hardware; Advanced knowledge of: PC/MS DOS; Windows; DOS/Windows/OS2 Utilities; Systems Analysis skills; Business Analysis Skills. Please submit a resume when making an application.) **GRADE: CS8 (\$46,225) JOB NO: 048D**

**Operator II - Operations, Computing and Communications Services** [Hours: Shift and weekend work: 12:00 a.m.-8:00 a.m.; 8:00 a.m.-4:00 p.m.; 4:00 p.m.-12:00 a.m.] (High school graduation or equivalent combination of education and experience; some courses in MVS, VM, VAX/VMS and/or UNIX operating systems preferred; minimum 1 year's experience using peripheral equipment in a MVS/JES2 and/or VM and/or VAX/VMS environment OR minimum 1 year's experience as an Operator I. Basic knowledge of: JCL and Utilities; Intermediate knowledge of: MVS/JES2 Commands & Procedures; VM/CMS Commands and Procedures; VAX/VMS Commands and Procedures; VTAM Commands and Procedures; UNIX Commands and Procedures; VM/CMS, XEDIT, EXEC and REXX; CMF/RESOLVE Commands; Advanced knowledge of: Peripheral Equipment. Please submit a resume when making an application.) **GRADE: CS4 (\$30,318) JOB NO: 049D**

Counsellor: Michael Theall

**Office Services Clerk/Receptionist - Administration/Financial Services, Physical Resources** [Hours: 8:30 a.m.-4:30 p.m.] (High school graduation or equivalent; minimum 6 months' related experience (e.g., maintaining accurate records, computerized data entry, reception, etc.) preferably in an accounting area; costing experience preferred; computerized spreadsheet and data entry skills, accuracy essential; good organizational skills; courteous telephone manner; demonstrated skill/ability in the following areas: figure work and calculations; working accurately and quickly under pressure to meet deadlines; attending accurately to detail; good oral communication skills to obtain and relay information accurately.) **GRADE: 3 (\$24,290) JOB NO: 050F**

**Production Supervisor - Printing Services, Business Operations** [Hours: 8:30 a.m.-4:30 p.m.] (High school graduation or equivalent; some community college Graphic Arts courses would be an asset; 3 years' related experience (e.g., coordinating production operations, scheduling and assigning work, quality control, etc.) in a printing, camera and bindery environment; supervisory experience required; working knowledge of offset presses, camera, duplicating and bindery equipment; ability to effectively utilize resources for maximum productivity and efficiency; excellent organizational skills including setting priorities; ability to solve production problems; demonstrated skill/ability in the following areas: supervising; working effectively under pressure of high volume to meet deadlines; dealing courteously and effectively with people. Please submit a resume when making an application.) **GRADE: 7 Provisional (\$32,796) JOB NO: 051F**

**Cashier 'A' - Fees, Student Accounts, Finance** [Temporary to December 20, 1991; Hours: 8:30 a.m.-4:30 p.m.] (High school graduation or equivalent; some accounting courses preferred; 2 years' related experience (e.g., front-line customer service, on-line data entry, working as a cashier, etc.), including experience in a computerized accounting environment with public contact; basic keyboard skills to operate a computer terminal; on-line data entry skills required; pleasant telephone manner; demonstrated skill/ability in the following areas: providing information and answering enquiries clearly and accurately; handling cash; working accurately with figures; attending accurately to detail and working effectively under pressure of high volume; dealing courteously and effectively with people.) **GRADE: 4 (Based on an annual salary of \$25,406) JOB NO: 052F**

**Cashier 'A' - Fees, Student Accounts, Finance** [Temporary to December 20, 1991; Hours: 8:30 a.m.-4:30 p.m.] (High school graduation or equivalent; some accounting courses preferred; 2 years' related experience (e.g., front-line customer service, on-line data entry, working as a cashier, etc.), including experience in a computerized accounting environment with public contact; basic keyboard skills to operate a computer terminal; on-line data entry skills required; pleasant telephone manner; demonstrated skill/ability in the following areas: providing information and answering enquiries clearly and accurately; handling cash; working accurately with figures; attending accurately to detail and working effectively under pressure of high volume; dealing courteously and effectively with people.) **GRADE: 4 (Based on an annual salary of \$25,406) JOB NO: 053F**

**Cashier 'A' - Fees, Student Accounts, Finance** [Temporary to December 20, 1991; Hours: 8:30 a.m.-4:30 p.m.] (High school graduation or equivalent; some accounting courses preferred; 2 years' related experience (e.g., front-line customer service, on-line data entry, working as a cashier, etc.), including experience in a computerized accounting environment with public contact; basic keyboard skills to operate a computer terminal; on-line data entry skills required; pleasant telephone manner; demonstrated skill/ability in the following areas: providing information and answering enquiries clearly and accurately; handling cash; working accurately with figures; attending accurately to detail and working effectively under pressure of high volume; dealing courteously and effectively with people.) **GRADE: 4 (Based on an annual salary of \$25,406) JOB NO: 054F**

Counsellor: Dawn Richards

**Course Secretary - CMA Program, Administrative Studies** [Temporary to February 21, 1992; Hours: 9:00 a.m.-5:00 p.m. (winter), 8:30 a.m.-4:30 p.m. (summer)] (High school graduation or equivalent; 1-2 years' secretarial experience; typing 40-45 wpm, accuracy essential; demonstrated wordprocessing skills; ability to prepare tables and financial statements; clear oral communication skills; demonstrate ability to deal courteously and effectively with people; good organizational skills.) **GRADE: 3 Provisional (Based on an annual salary of \$24,290) JOB NO: 055H**

# YORK UNIVERSITY

## BULLETIN

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

Monday, February 25 - Monday, March 4, 1991  
Volume 11, Number 8

### GENERAL:

Nominations are invited from the York community for the position of **Advisor to the University on the Status of Women**. The appointment is for a three-year term, beginning July 1, 1991. Nominees should be full-time employees of the University. Nominators should have permission of the nominees and are asked to send curriculum vitae and/or resumes to Ms Birgit Langwisch, Assistant to the Provost, S920, Ross, before 5:00 p.m. on March 15. Terms of reference for the position are available by calling Birgit Langwisch at -55275.

The Retirement Centre is now accepting registration for the **Looking Forward: The Comprehensive Retirement Planning Program**, to be held March 12, 14, 19, 21 & 27 from 6:15-9:15 p.m. This program is for employees within ten years from normal retirement. Participants will have the opportunity to choose which topics they wish to attend. For information call -66228.

**GST - Good Sound Tips #4:** Sales, purchases, or the supply of services that are internal to York (i.e. inter-departmental transfers) do not attract the GST. Please refer GST questions to your Administrative Officer. Further clarification is available by calling -44100.

Dr. Deborah Hobson, Acting Director of Admissions, informs the York community that nominations for the annual **"Class Builders Award"** are being accepted until March 15 at the Admissions Office, Room B101, WOB (Att: P. Bissett). The award is presented to those members of the York community who have gone far beyond the call of duty in their efforts to recruit students to York. The winners will be announced March 28.

The Creative Writing Program, in company with the Division of Humanities (Arts), the Department of English (Arts), and the Faculty of Fine Arts, is calling for contributions to the **bp Nichol Award**, a book prize to be awarded annually to an exceptional undergraduate student writer for accumulative achievement in Creative Writing. Cheques may be made payable to York University, and should be sent to the Coordinator, Creative Writing Program, Room 303, Norman Bethune (please indicate "bp Nichol Award").

**Art Galleries/Displays:** The Glendon Gallery presents "Reality and Motive in Documentary Photography," an exhibition of photographs by Donigan Cumming. The exhibition opens February 27 and continues until March 17. For gallery hours call 487-6721.

- La Maison de la Culture presents an exhibition of "Portraits of Quebec writers" by Montrealer Daniel Gagnon, a painter and writer. The exhibition opens February 28 at 5:30 p.m. and continues until March 22. For gallery hours call 487-6730.

### EVENTS:

#### MONDAY, FEBRUARY 25

- 10:00 a.m. & 4:00 p.m. - Dance and Music Seminars - 10:00 a.m. - "Application of Comparative Studies I: Hawai'ian and Hopi Cultures" (Room 316, FA II); 4:00 p.m. - "Is the Function of Dance Gender-Differentiated?" (Room 322, FA II) with Joann Kealiinohomoku, an American dance ethnologist  
4:00 p.m. - Biology Research Seminar - "Calcium Signalling and Synaptic Transmission" with Milton Charlton, University of Toronto - Room 320, Farquharson

#### TUESDAY, FEBRUARY 26

- 12:00 noon - Graduate Program in Geography Visiting Speaker Series - "The Atlas Eaters: Electronic Technologies and Identity With Place" with Dr. Edward Relph, University of Toronto - Room S421, Ross  
12:00 noon - Women's Studies Research Group Seminar Series - [Institute for Social Research] "Men Are Not Just Little Dogs": Farm Women and Feminism in Quebec and France with Gail Brandt and Naomi Black - Senior Common Room, Founders  
1:00 p.m. - 3:00 p.m. - Information Session - [School of Social Work] regarding the BSW degree that will be offered on a full-time basis, beginning in September 1991 - Senate Chamber (S915), Ross  
3:00 p.m. - Seminar - [Centre for the Support of Teaching] "Assignment Design and Library Skills" featuring Ron Sheese (Writing Workshop) and Betty Braaksma (Scott Library) - Room 112, Scott  
4:00 p.m. - Career Development Series - [Faculty of Arts] "Developing a Career in Communications" - Nancy Accinelli, Coordinator of the Advising Centre, will talk about the new Joint Program in Communication Arts which allows you to combine a York degree program with a Community College diploma program in fields such as journalism, public relations, publishing and broadcast media - Senate Chamber (S915), Ross  
4:00 p.m. - Physics Seminar Series - "Supercomputers Versus High Temperature Superconductivity" with Dr. Ted Barnes, University of Knoxville, Tennessee - Room 317, Petrie  
4:00 p.m. - East Asian Festival: Artistic Demonstration - [East Asian Studies & Founders] "Ikebana and Tea Ceremony" - Senior Common Room, Founders

#### WEDNESDAY, FEBRUARY 27

- 10:00 a.m. - 4:00 p.m. - Dance and Music Seminars - 10:00 a.m. - "Applications of Comparative Studies II: The Silhougraph Project" (Room 308, FA II); 4:00 p.m. - "Performance Aesthetics" (Room 322, FA II) with Joann Kealiinohomoku, an American dance ethnologist  
10:00 a.m. - 12:00 noon - Information Session - [School of Social Work] see Tuesday's listing for information  
12:00 noon - Sport Administration Speaker Series - featuring a panel of five speakers from the municipal recreation field - for information call Christa Costas at -77227 - Room 320, Norman Bethune  
12:30 p.m. - Lecture/Demonstration - [Music] "The Long and Winding Road" (the music of the Beatles) by Prof. Michael Coghlan - DACARY (Room 050), McLaughlin  
12:30 p.m. - Prime Time Series - [Theatre Department] featuring Peter Hartwell, an internationally acclaimed designer who will speak on his work as a designer in theatre - Burton Auditorium

- 3:00 p.m. - Computer Science Seminar - "Light-Source Modelling Using Pyramidal Light Maps" with Eugene Flume, University of Toronto - Room 302, Admin. Studies
- 3:00 p.m. - Seminar - [Centre for the Support of Teaching] "The Lavender Blackboard" featuring C.M. Donald (Nellie Langford Rowell Women's Studies Library) - Senior Common Room, Winters
- 4:00 p.m. - Philosophy Seminar - "Berkeley, Tarski and Goedel" with Walter Creery - Room S662, Ross
- 4:00 p.m. - Morris Katz Memorial Lecture - [Centre for Atmospheric Chemistry] "Ozone and Plant Life: The Good and the Bad" by Dr. Victor C. Runeckles, a plant biochemist and former head of the Department of Plant Science at UBC - Senate Chamber (Room S915), Ross
- 4:00 p.m. - East Asian Festival: Artistic Demonstration - [East Asian Studies & Founders] "Chinese Painting" - Senior Common Room, Winters
- 4:30 p.m. - Third Annual John Holmes Memorial Lecture - [Glendon] "The United Nations and the Aftermath of the Gulf Crisis" by Major-General Indarjit Rikhye, U.S. Institute of Peace, Washington, DC - Senate Chamber, York Hall

#### **THURSDAY, FEBRUARY 28**

- 12:00 noon - Distinguished York Faculty Speakers Series - [Faculty of Arts] "Life Among the Signs" with Barbara Godard, Associate Professor of English - Senate Chamber (S915), Ross
- 12:00 noon - Seminar - [Centre for the Support of Teaching] "Active Listening" featuring MarySue McCarthy (Master of Vanier) - Master's Dining Room, Vanier
- 12:15 p.m. & 2:30 p.m. - Dance and Music Seminars - 12:15 p.m. - "The Field of Ethnochoreology" (Room 341, Norman Bethune); "What Every Ethnomusicologist Should Know About Dance!" (Senior Common Room, Winters) with Joann Keallinohomoku, an American dance ethnologist
- 3:00 p.m. - Electronic Media Workshops - [Music] "Edible Operas" with York music students Maria Constantinou and Patrick Pennefather - DACARY (Room 050), McLaughlin
- 4:00 p.m. - Senate Meeting - Senate Chamber (S915), Ross
- 4:00 p.m. - East Asian Festival: Chinese Film - [East Asian Studies & Founders] "Hibiscus Town" - Brian Cragg Cinema, Founders
- 7:30 p.m. - Eighth Annual Italian Canadians and Education Lecture Series - [Mariano A. Elia Chair in Italian-Canadian Studies] "Critical Issues in the Education of Italian Canadians in the Toronto Area" by Gregory Grande, Toronto Board of Education - Lower Gallery, Columbus Centre (901 Lawrence Ave. W.)

#### **FRIDAY, MARCH 1**

- 10:00 a.m. - East Asian Festival: Japanese Film and Lecture - [East Asian Studies & Founders] "Ugetsu" - Nat Taylor Cinema, Ross
- 4:00 p.m. - Special Joint Chemistry/Biology Seminar - "Ozone Phytotoxicity: A Problem of Chemistry, Space and Time" with Victor Runeckles, University of British Columbia - Room 106, Osgoode Hall Law School

#### **MONDAY, MARCH 4**

- 4:00 p.m. - East Asian Festival: Chinese Film - [East Asian Studies & Founders] "Old Well" - Brian Cragg Cinema, Founders
- 9:00 a.m. - 5:00 p.m. - Conference - [AGYU] "The Contemporary Curator: New Attitudes and Criteria," featuring a panel of six distinguished international curators: Adalina vonFurstenberg; Declan McGonagle; Chantal Pontbriand; Richard Rhodes; Paul Schimmel; and Pier Luigi Tazzi - registration is \$60, AGYU members \$50, students \$30; for information call -55461 - Moot Court, Osgoode Hall Law School

#### **STAFF POSITIONS:**

Applications for internal transfers/promotions should reach Human Resources no later than March 4, 1991. Application forms are available from Human Resources. \*Indicates position is exempt from bargaining unit.

Counsellor: Gina Dunnett

#### **\*Manager, Office Automation - Information Systems Development, Computing and Communications Services**

(University degree or equivalent from a professional faculty, preferably in computer science or technology or the equivalent, business administration or management science; nine years or more of relevant experience with not less than two years in a supervisory or management position which involved extensive project management and activities directly related to office automation; intermediate knowledge of: Management presentations; General Written/Oral Skills; Supervisory Skills; Office Automation Methodologies; Micro Processor Hardware Technologies; LAN Technologies; Business Analysis Skills; Project Management Skills; Time Management Skills; Advanced Knowledge of: Scope and Requirements Document Preparation; Micro Processor Software Technologies; Systems Analysis Skills. Please submit a resume when making an application.) **GRADE: P&M 9 (\$46,874-\$56,717) JOB NO: 069D**

Counsellor: Jennifer Hebert

#### **Bibliographic Assistant - Bibliographic Services, Libraries** [Temporary to October 15, 1991; Hours: 9:00 a.m.-

5:00 p.m.] (High school graduation or equivalent; 1 year's library experience, preferably in a cataloguing area; basic keyboard skills to operate a computer terminal required, accuracy essential; bibliographic searching skills preferred; reading knowledge of one or more of the following languages preferred: French, German, Italian or Russian; demonstrated ability to attend accurately to detail.) **GRADE: 4 (Based on an annual salary of \$25,406) JOB NO: 070E**

Counsellor: Dawn Richards

#### **Program Secretary 'A' - Administrative Studies, Atkinson College** [Temporary to September 27, 1991; Hours:

9:00 a.m.-5:00 p.m., requirement to work 11:00 a.m.-7:00 p.m. approximately one day per week] (High school graduation with secretarial training or equivalent; 1-2 years' secretarial experience, preferably in a student related area; typing 40-45 wpm, accuracy essential; wordprocessing skills required; pleasant telephone manner; good organizational skills; demonstrated skill/ability in the following areas: providing information and answering enquiries in a clear and concise manner; working accurately and quickly under pressure of high volume; dealing courteously and effectively with people.) **GRADE: 4 (Based on an annual salary of \$25,406) JOB NO: 071H**

**Secretary - Policy, Administrative Studies** [Hours: 9:00 a.m.-5:00 p.m.] (High school graduation with secretarial training or equivalent; 1-2 years' secretarial experience, preferably in a post-secondary environment; typing 45-50 wpm, accuracy essential; statistical typing skills preferred; skill in transcribing from dictation equipment preferred; good written communication skills; demonstrated skill/ability in the following areas: wordprocessing; obtaining and providing information in a clear and concise manner; dealing courteously and effectively with people; exercising tact and diplomacy; working accurately and effectively under pressure of high volume; good organizational skills including setting priorities.) **GRADE: 4 (\$25,406) JOB NO: 072H**