

GENERAL:



The York community is reminded that the next pick-up for **disposal and recycling of confidential fine paper** (computer printout, letters, exams, and other fine paper) will be the week of December 9. The material will be collected by the Grounds Division and delivered to a paper recycling company where the paper will be shredded and recycled in a safe and confidential manner. In a continuing effort to reduce solid waste, the Grounds Division will no longer be distributing corrugated cardboard boxes for storage of confidential paper. The community is advised that an ample supply of used corrugated cardboard boxes can be obtained from all loading docks or service areas. Please note that departments must call the Grounds Division at -55502 by December 5 to request pick-up. For further information, call Paul Mayol at the University's Recycling Hotline (-40444).

The Department of Private Funding has an opportunity for a university graduate interested in training for a career in fundraising for Canadian universities, through the **McConnell Fellowship Program in University Development**. Interested candidates must be Canadian citizens or permanent residents; hold a minimum of a bachelor's degree from a Canadian university, graduating with the first degree no earlier than 1987; not have held a full-time permanent position with a university development or alumni office prior to application. Candidates must demonstrate excellent oral and written communication skills and a number of qualities and skills essential to development work. The one-year paid training program commences June 1, 1992. For further information, call Valerie Peticca, Department of Private Funding (-55010). The deadline for applications is December 16.

The Staff Development Office is still accepting applications for the following: **Accessing the FRS On-Line System (TOMBUDG202P)**, December 3, 1:00-4:00 p.m., (P&M staff); **The Art of Conducting Effective Meetings (MGTMEET100P)**, December 5, 9:00 a.m.-4:30 p.m., (P&M staff); **Breaking Through Career Plateaus (PERCARD1011)**, December 7, 10:00 a.m.-4:00 p.m., (P&M, YUSA, CEYU). For information or to register contact Lisa Ward at -22597.

The Roeher Institute Library requires a **library technician/research assistant** to assist with the compilation of a bibliography in the area of mental handicap in Canada, and to work on the development of the library's database. Excellent research and writing skills required. Wordprocessing/data entry skills required. Experience with InMagic software an asset. Location: York University campus. This is a one-year contract position, starting date negotiable. Send resumes to: Miriam Ticoll, Manager, Information Services, The Roeher Institute, 4700 Keele Street, North York, Ontario M3J 1P3. For further information call (416) 661-9611.

Art Galleries/Displays: The IDA Gallery presents "Metapraxis" by Stephen Doyle from November 25 to November 29, main lobby, Centre for Fine Arts.

"Scenarios in Self-Defense" is a three part video series designed to enhance womens' personal safety in the streets, at home, and in the work place, by minimizing problem encounters before they can escalate. Topics include: Date Rape, Early Options of Self-Defense, and Practical Physical Resistance. Presented by members of York Security Services, these seminars can be given in whole or in part to any University group, club, or department. For more information, please contact Terry Wright at -55944 or Al Mossman at -55360.

Members of the York community are asked to note that the **Printing Services' Office and Copy Centre** are still located in Room S174, Ross.

EVENTS:

MONDAY, NOVEMBER 25

- 3:30 p.m. - **Video Screening** - [Fine Arts] MA candidate Daniel Janke, will screen and discuss his video "Music Up Here," a 39-minute series of vignettes on the music of the Yukon - Senior Common Room, Winters
- 3:30 p.m. - **Medical School Information Seminar Series** - [Norman Bethune College] "The MCAT: How to Prepare" with Brian Poser, Counselling and Development Centre - Norman Bethune Gallery
- 4:00 p.m. - **Biology Research Seminar** - "Sex, Dispersal, and Local Colonization in Armillaria, a Genus of Root-Infecting Fungi" with Jim Anderson, University of Toronto - Room 320, Farquharson

TUESDAY, NOVEMBER 26

- 12:00 noon - **Brown Bag Lunch Seminar Series** - "Refugee Studies as Action Research" by Prof. David Morley, Faculty of Environmental Studies - Room 305, York Lanes
- 3:00 p.m. - **Centre for the Support of Teaching Workshop** - "Active Listening -- Developing Good Questioning Skills" presented by MarySue McCarthy - for information call -55754 - Master's Dining Room, Vanier
- 3:30 p.m. - **Seminar** - [Norman Bethune College] "Putting Life on Mars: Is It Ethical to Play God With Another Planet?" with Distinguished Research Prof. Robert Haynes, Biology and Prof. C. Donald MacNive, Philosophy - Room 320, Norman Bethune
- 3:30 p.m. - **Computer Science Seminar** - "Shortest Common Superstring and DNA Sequencing" with Prof. Ming Li, University of Waterloo - Room 312, Farquharson
- 4:00 p.m. - **Physics and Astronomy Seminar Series** - "VLBI: Its Impact on Astronomy, Geodesy and Physics" with Dr. Norbert Bartel, Harvard-Smithsonian Centre for Astrophysics - Room 317, Petrie

WEDNESDAY, NOVEMBER 27

- 12:00 noon - **Lecture** - [Norman Bethune College] "Claims for a Matter-Consciousness Interaction -- Good, Bad or Pathological Science?" by York Physics Prof. Stan Jeffers - Room 320, Norman Bethune
- 12:30 p.m. - **Lecture/Recital** - "Rhythmic Improvisation in Karnatak Drumming" by Prof. Trichy Sankaran - DACARY (Room 050), McLaughlin

4:00 p.m. - **Philosophy Seminar** - "Socratic Elenchus and the Teaching of Virtue" with Prof. Paul Genest, Union College, Schenectady, New York - Senior Common Room, Founders

THURSDAY, NOVEMBER 28

- 12:00 noon - **Special Needs In Housing Seminar Series** - "Responding to Women's Diversity: Housing Developed By and For Women" with Prof. Gerda Wekerle, Environmental Studies - Room 227, Lumbers
- 12:00 noon - 1:00 p.m. - **YUSA All Candidates Meeting** - Glendon Senate Chamber
- 4:00 p.m. - **Senate Meeting** - Senate Chamber (S915), Ross
- 4:00 p.m. - **Vanier "Help!" Series** - "What Do I Need to Do?: Skills for Successful Job Searching" with John Harries, Director, Career and Placement Centre - Senior Common Room, Vanier
- 4:00 p.m. - **Guest Speaker** - [Grad. Program in Sociology] "Bad Blood: The Red Cross and AIDS" - Norman Bethune Gallery
- 4:00 p.m. - **Economics Seminar Series** - "Dynamic Linear Models With Markov-Switching" with York Prof. Chang-Jin Kim - Room S839, Ross
- 7:00 p.m. - **Dance Concert** - [Dance Department] featuring performances of new works by student choreographers and the premiere of "Laura" by Toronto independent choreographer Darcey Callison - tickets \$7, students/seniors \$5; for information call -55137 - Burton Auditorium

FRIDAY, NOVEMBER 29

- 9:00 a.m. - 4:00 p.m. - **Education Symposia Series** - [Centre for Continuing Education] "Drug Education Through the 90's" with Margaret A. Sheppard, York Region Board of Education; and "Transitions" with Linda Arlidge, Coord. of Special Education, York Region Board of Education and Lynn Ziraldo, Learning Disabilities Association, York Region - registration is \$99 per symposium; for information call -55804 - Ground Floor, Admin. Studies Bldg.
- 12:00 noon & 1:00 p.m. - **YUSA All Candidates Meeting** - Senate Chamber, Ross (9th Floor)
- 2:00 p.m. - **Psychology Colloquium** - "The Social Ethics of Psychology: Good Intentions Are Not Enough" with Isaac Prilleltensky, Wilfrid Laurier University - Room 291, Behavioural Sciences
- 2:00 p.m. & 7:00 p.m. - **Dance Concert** - [Dance Department] see Thursday's listing at 7:00 p.m. for information
- 3:00 p.m. - **Graduate Program in Exercise and Sports Science Seminar** - "Caffeine Ingestion, Metabolism and Endurance Exercise" with Dr. Terry Graham, School of Human Biology, University of Guelph - Gallery, Norman Bethune

SATURDAY, NOVEMBER 30

- 6:00 p.m. - **Yeowomen Basketball** - York Yeowomen vs. Carleton - Tait McKenzie
- 8:00 p.m. - **Yeomen Basketball** - York Yeomen vs. Carleton - Tait McKenzie

MONDAY, DECEMBER 2

- 4:00 p.m. - **Biology Research Seminar** - "Mechanotransduction In Cardiovascular Tissue: A Role for Mechanosensitive Ion Channels" with Peter Rand, Brock University - Room 320, Farquharson

STAFF POSITIONS:

Applications for internal transfers/promotions should reach Human Resources no later than December 2, 1991.

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

Counsellor: Gina Dunnett

Analyst/Programmer II - Voice Response - Management Information Systems [Hours: 8:30 a.m.-4:30 p.m.] (University degree or community college diploma in Computer Science or equivalent; 4-6 years' application systems experience, including 2 years of systems analysis; good oral and written communication skills; ability to perform effectively in small group or team situations; exercising tact and diplomacy; demonstrated skill/ability in the following areas: working independently and setting priorities; excellent organizational skills, including effectively meeting deadlines and following tasks through to completion under pressure of high volume; good analytical and problem solving skills; exercising good judgement and initiative; providing a high level of service to the community; Basic knowledge of: UNIX; Local Area Networks and associated software (e.g., Token Ring, Novell, Ethernet, etc.); Voice Response Technology; On-line protocols; Telecommunications; COBOL; CICS; Intermediate knowledge of: Variety of programming languages including C and BASIC; PC DOS; PC utilities; Microcomputer hardware and peripherals. Please submit a resume when making an application.) **GRADE: CS8 (\$48,906) JOB NO: 364D**

Counsellor: Jennifer Hebert

Mail/Filing Clerk - Admissions [Sessional: January 1-August 30; Hours: 8:30 a.m.-4:30 p.m. (Overtime required during peak periods.)] (High school graduation or equivalent; 1 year's related experience (e.g., filing, sorting documents, clerical, etc.); good organizational skills; proofreading skills; demonstrated skill/ability in the following areas: attending accurately to detail; working accurately and effectively under pressure of high volume and frequent deadlines; accurate filing.) **GRADE: 3 Prov. (Based on an annual salary of \$25,699) JOB NO: 365E**

Receptionist/Typist/Mail Clerk - Parking Office, Security and Parking Services [Temp. to October 31, 1992. 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 related experience (e.g., reception, secretarial, clerical, etc.; typing 30-35 w.p.m., accuracy essential; wordprocessing skills preferred; 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 skill in providing a high level of service to the community.) **GRADE: 3 (Based on an annual salary of \$25,699) JOB NO: 366E**

Counsellor: Susan Lanoue

Course Secretary "A" - Social Science, Arts [Hours: 9:00 a.m.-5:00 p.m.; 8:30 a.m.-4:30 p.m. (summer)] (High school graduation with secretarial training or equivalent; 1-2 years' related experience (e.g., secretarial, arranging meetings, handling enquiries), preferably in a post-secondary environment; typing 40-45 wpm, accuracy essential; demonstrated skill/ability in the following areas: wordprocessing; pleasant telephone manner; providing information and answering enquiries in a clear and concise manner; attending accurately to detail; dealing courteously and effectively with people; exercising tact and diplomacy; good organizational skills, including setting priorities and meeting deadlines.) **GRADE: 4 (\$26,880) JOB NO: 367L**

Assistant Information Officer - Office of Research Administration [Hours: 9:00 a.m.-5:00 p.m., 8:30 a.m.-4:30 p.m. (summer)] (Minimum 2 years' university education or equivalent; university degree preferred; 2 years' related experience (e.g., obtaining and disseminating information, researching, processing applications, etc.), preferably in a post-secondary environment; experience in a funding or research environment would be an asset; wordprocessing skills and/or microcomputing skills; computerized spreadsheet skills and working knowledge of SAS preferred or willingness to learn; demonstrated skill/ability in the following areas: explaining and interpreting complex and detailed information clearly and accurately; researching information; exercising tact and diplomacy; exercising initiative; excellent organizational skills, including setting priorities and meeting deadlines; excellent written communication skills.) **GRADE: 6 (\$31,232) JOB NO: 368L**

YORK UNIVERSITY

BULLETIN

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

Thursday, December 5, 1991
Volume 11, Special Bulletin Number 6

A Message From President Harry Arthurs:

December 6, Women's Remembrance Day, will be marked in many different ways, evoke many different emotions, underline many different concerns.

My own message is modest, I ask that, at this one university, one small group of individuals -- my 2,000 male teaching colleagues -- should share with me a commitment to changing one small aspect of campus life so that 25,000 women can study at York with a greater sense of security, assurance and dignity. I ask that my colleagues join me in putting an end to sexual harassment of students.

Sexual harassment is neither endemic nor epidemic; but it is far from uncommon. It is sometimes not easy to define at the margins; but it is all too often clear and unambiguous. It cannot always be proved, prosecuted or punished; but it can always be avoided if each of us -- each male faculty member at York -- is determined to avoid it.

Nor does the end of sexual harassment require the suspension of easy exchange or of civil relations between male instructors and female students; it requires only an attitude of respect and the exercise of good judgment. Neither does it depend upon an intrusive regime of surveillance and snitching; it depends principally on our incorporating into the fabric of our daily life standards to which we have nominally subscribed for a generation now.

As male faculty members we are, ex officio, intelligent, well-educated, and according to our own lights, ethical and principled people. We know that sexual harassment of students is unprofessional; we would never dream of defending harassment in principle, however difficult we might find dealing with specific practical problems; we should therefore be able to agree to share responsibility for eliminating harassment from campus life.

We all know the familiar conjugation of blame: he is guilty, you have made an error of judgment, I could never do such a thing. I am writing this letter, and you -- the average decent male faculty member -- are reading it; none of us has ever engaged in harassment, nor likely ever will, whether by inadvertence or design. Only he remains a problem. But **he** is our problem.

Why **our** problem?

Because it is our reputations which he makes suspect in the eyes of our female students and colleagues. Because as members of the York community and of the academic profession, we share responsibility for maintaining community and professional standards. Because as male faculty members we are often well-situated to observe harassment when it is threatened or is actually taking place. Because our ties of collegiality and friendship can often be used to dissuade or restrain harassers informally and without recourse to cumbersome, contentious and sometimes ineffective sanctioning systems. Because York's Harassment Centre cannot succeed without our support, and need not succeed if we can solve the problem. Because if, in the worst case, formal process is required, we will have to participate in the sad ritual of trials and punishments.

Most of all, it is our problem because when we manage to enlist all of our colleagues in its solution, sexual harassment of women students at York will have come to an end.

Harassment is **our** problem. We have to act. Collectively. Individually. For ourselves.

Sincerely,



YORK UNIVERSITY

BULLETIN

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

Volume 11, Special Bulletin Number 7

To : Members of the Board of Governors
Members of the Senate
Members of the University Community

From : Presidential Search Committee

Date : December 6, 1991

We wish to extend our sincere thanks to the many individuals and groups who met with us during the last two months to discuss the issues, challenges and opportunities facing York University for the rest of the decade. At these sessions, we also asked for advice regarding the qualifications and attributes which we should be seeking in candidates for the presidency, and we were very gratified by the thoughtful and extensive responses which we received.

The purpose of this report is to reflect back to you some of the recurring themes that we heard from those of you who responded. Before doing so, let us express some cautionary notes. First, the list of qualifications, attributes, and characteristics which were suggested was very long. What we have tried to do below is to pull out the common elements among them.

A second caution has to do with the list as a whole. While these are all characteristics which the new President ideally should exhibit, the Search Committee recognizes that it is unlikely that anyone will possess them all or possess them in equal measure. Here then is the list of attributes (in no particular order) which members of the University have suggested we should be seeking in candidates for President of York University:

- * an understanding and appreciation of teaching, learning, research, scholarship and creative work;
- * senior-level academic and administrative experience, preferably obtained in a unionized environment of some scale and complexity;
- * the capability of representing the University effectively with its various external "publics" - business, alumni, the community, other universities, governments, etc.
- * a demonstrated record of accomplishment in previous positions;
- * leadership, vision, creativity and the capacity to build a shared sense of York and its future;
- * a commitment to quality education and quality of work life together with sensitivity and commitment to York's unique attributes, such as multidisciplinary, diversity, a commitment to social justice issues, etc.
- * outstanding skills in communication, both within and on behalf of the institution;
- * a collegial, consensus-based management style;
- * a very high level of energy, inner strength and self-assurance combined with the capacity to make extremely difficult and complex decisions;
- * in keeping with the bilingual character of Glendon College and with the University's long-term bilingual aspirations, a commitment to bilingualism and, preferably, a facility in the French language.

Finally, let me say that the Committee is operating well and is working hard to find the best possible president for York University. We have now started to review the qualifications of individuals who have put forward their names for consideration and of those who have been nominated by others. We hope to be able to report further progress in late January or February.

John F. Bankes
Chair

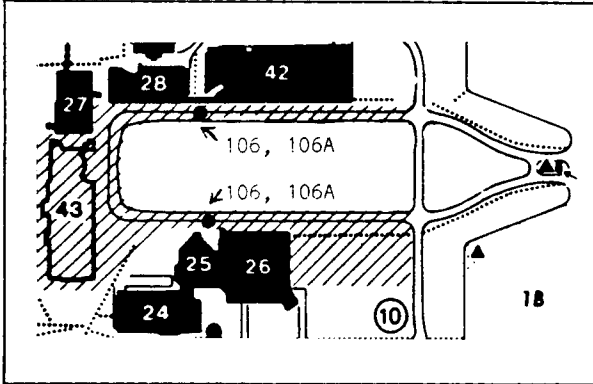
YORK UNIVERSITY

BULLETIN

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

Monday, December 2 - Monday, December 9, 1991
Volume 11, Number 48

GENERAL:



York Boulevard will open around the Common on Wednesday, December 4. Vehicles and buses will be able to drop off and pick-up passengers only. Parking is not available. All delivery vehicles will continue to use the rear entrances of buildings. Parked and standing vehicles will be tagged and towed (at the owner's expense) in an effort to maintain the flow of traffic around the Common. The TTC 106 and 106A buses will now stop to let passengers off at the east end of York Lanes. Pick-up stops are at the link between the Student Centre and York Lanes and the north end of the Centre for Film and Theatre.

Availability of Computer Services During the Christmas Break: The schedule of availability of computing services running on the IBM computers YORKVM1, YORKVM2 and YORKMVS has been improved over what was outlined in the York Bulletin, Special Issue Number 5. These three systems will be withdrawn from service for a two-day period, either December 21-22 or December 27-28 in order that the computer systems can be relocated to the Westbridge/STM Corporation in Scarborough and high speed communications links established between York and Westbridge/STM. CCS will announce on December 3 which of these dates has been chosen. Services will be provided during the remainder of the Break, as per historical practice, in an unattended manner. Although every attempt will be made to provide continuous service, there is a possibility of unannounced service interruptions to address post-conversion problems that might occur. This relocation of IBM services will not impact availability of services running on non-IBM systems (eg. VAX's and UNIX systems). However, access from non-IBM systems to organizations (eg. Seneca and Sheridan Colleges) that still rely on the NETNORTH network will not be possible during the two-day period when the IBM systems will be out of service. Further information will be distributed by CCS the week of December 2.

The York community is reminded that the next pick-up for **disposal and recycling of confidential fine paper** (computer printout, letters, exams, and other fine paper) will be the week of December 9. The material will be collected by the Grounds Division and delivered to a paper recycling company where the paper will be shredded and recycled in a safe and confidential manner. In a continuing effort to reduce solid waste, the Grounds Division will no longer be distributing corrugated cardboard boxes for storage of confidential paper. The community is advised that an ample supply of used corrugated cardboard boxes can be obtained from all loading docks or service areas. Please note that departments must call the Grounds Division at -55502 by December 5 to request pick-up. For further information, call Paul Mayol at the University's Recycling Hotline (-40444).

All **York Libraries** will be closed December 21 through January 5. Due to a computer change at Computing and Communications Services, Yorkline will also not be available during this time.

Members of the York community are asked to note that the **York Campus Bookstore** will be closed for inventory on December 14, 16 and 17.

A reception will be held to honor **Bill Dale**, General Superintendent, Maintenance and Utilities, on the occasion of his retirement from York. The reception will be held December 16 from 3:00 to 5:00 p.m. in the Faculty Club. Contributions towards a gift can be forwarded to Kay Peterke, Room 108, Physical Resources Bldg. Please RSVP by December 9 to -55745.

Student Clubs on campus have joined together to co-sponsor the **Giving Tree at York**. A tree will be set up in the Student Centre from December 2-5 to collect new and gently used toys, clothing and non-perishable food items for the children of the Jane-Finch community. Delta Childcare Network will collect the goods.

Art Galleries/Displays: The IDA Gallery presents "Changes," an exhibition featuring work by Barbara Nymen and Clara Ursitti.

- The Art Gallery of Ontario presents an exhibition entitled "The Pear and Its Pips: Auguste Bouquet and La Caricature" until December 13 at the Glendon Gallery.

Members of the York community are asked to note that an **Alcohol Awareness Event** will be held December 2 & 3 in the East Bear Pit, Central Square from 11:00 a.m. to 2:00 p.m.

Stephen Fienberg, Vice-President (Academic Affairs), invites members of the York community to forward **creative ideas for improving the University**, especially concerning budgetary matters, to a suggestion box accessed via E-mail. The USERID is VPACAD @ VM2.

The Department of Human Resources announces the following **appointments:** William Thomas Myers, Director of Admissions, effective November 11, 1991.



"RECYCLABLE"

MONDAY, DECEMBER 2

- 4:00 p.m. - **Biology Research Seminar** - "Mechanotransduction in Cardiovascular Tissue: A Role for Mechanosensitive Ion Channels" with Peter Rand, Brock University - 320, Farquharson
8:00 p.m. - **Concert** - Albert Greer will lead the York Choir - DACARY (050), McLaughlin

TUESDAY, DECEMBER 3

- 12:00 noon - **Violence & Conflict Resolution Seminar** - [LaMarsh Research Program & Dean of Graduate Studies] "Peer Relations and Playground Aggression" with Dr. Debra Pepler and Ms Wendy Craig, Psychology - 305B, York Lanes
12:00 noon - **McLaughlin Public Policy Symposium** - "Perestroika Since August" with Dr. Sergei Molotchkov, Institute of the USA and Canada Academy of Sciences of USSR - Discussant: York Prof. Orest Subtelny - JCR, McLaughlin
3:00 p.m. - **Economics Distinguished Research Visitor** - "Valuing Natural Assets: The Economics of Natural Resource Damage Assessment" by Prof. V. Kerry Smith, North Carolina State University - N143, Ross
4:00 p.m. - **Grad. Program in Interdisciplinary Studies Colloquia Series** - three short talks by Patricia Robertson, "Voices of Vision: Women Artists Who Write;" Jan Darby, "Pap Smear, Promiscuity and Patriarchy;" and Hugh McCague, "The Anglo-Norman Romanesque Cathedral at Durham: Some Elements of Its Design and Meaning" -430, Student Centre
4:00 p.m. - **Joint Seminar Series** - [Swedish Canadian Academic Foundation-York Centre for Health Studies] "Rights to Special Services For People With Developmental Disabilities in Sweden -- A Strategy For Change" with Dr. Anna Hollander, Umeå University, Sweden - 305A, York Lanes

WEDNESDAY, DECEMBER 4

- 3:00 p.m. - **Seminar** - [Centre for International & Strategic Studies, Faculty of Arts] "The USSR: Failed Coup and After" with Dr. Sergei Molotchkov, Institute of USA and Canada Academy of Sciences of the USSR - 305A, York Lanes
3:00 p.m. - **PhD Colloquium** - [Graduate Program in Psychology] PhD candidate Paul Comper, will present his colloquium entitled "Predicting Athletic Success: Talent Identification Among Canadian Amateur Figure Skaters" - Glendon
3:30 p.m. - **Women in the Universities** - [YUFA] a forum on the videotape "The Chilly Climate for Women In Colleges and Universities" - speakers to include: Joy Cohnstaedt, Dean of Fine Arts; Brock Fenton, Chair, Dept. of Biology; Dale Hall, Advisor, SHEACC; and Political Science Prof. Janice Newton - Senate Chamber, Ross

THURSDAY, DECEMBER 5

- 2:00 p.m. - **Economics Distinguished Research Visitor** - "The Role of Information for Environmental Risk Perception and Behaviour: The Role of Randon" by Prof. V. Kerry Smith, North Carolina State University - S839, Ross
3:00 p.m. - **Calumet Seminar** - "CyberArts - A Trip Report" with Prof. Jerome Durlak -214, Calumet
3:00 p.m. - **PhD Dissertation** - [Grad. Program in Psychology] Paul Comper will defend his dissertation (see Wednesday's listing at 3:00 p.m. for title) - Proctor Field House, Glendon
3:30 p.m. - **Senior Scholars' Forum Series** - [York Administration and YUFA] "The Anti-Democratic Nature of More's 'Utopia'" by York Prof. Neal Wood - Upper Moot Court (201), Osgoode Hall Law School
4:00 p.m. - **History of Economic Thought Seminar** - "On the Endogeneity of the Margin and Related Matters in Ricardian Economics" with Samuel Hollander, University of Toronto - S839, Ross

FRIDAY, DECEMBER 6

- 10:00 a.m. - **MA Defence** - [Graduate Program in Psychology] Sharon Demeter will defend her thesis entitled "What We Think Others Think of Us: Depressive Pessimism vs. Depressive Accuracy" - S177A, Ross
11:30 a.m. - 3:30 p.m. - **YUSA Elections** - East Bear Pit, Central Square
12:00 noon - 1:00 p.m. - **YUSA Elections** - Garigue (near Cafeteria), Glendon
2:00 p.m. - **Psychology Colloquium** - "Psychology as Science Or One of the Belles Lettres? How Our Views About the Nature of Psychology May Be Influenced by Our Personalities: The Case of William James" with John B. Conway, University of Saskatchewan - 163, Behavioural Sciences

MONDAY, DECEMBER 9

- 4:00 p.m. - **Board of Governors Meeting** - Board/Senate Chamber, Glendon
4:00 p.m. - **Dean's Lecture Series** - [Faculty of Arts] "The Greenhouse Effect and Canada's North" by Dr. Nigel Roulet, Dept. of Geography - Faculty Club, Ross
8:00 p.m. - **Orchestra York Concert** - conducted by Jaime Weisenblum - DACARY (050), McLaughlin

STAFF POSITIONS:

Applications for internal transfers/promotions should reach Human Resources no later than December 9, 1991. Application forms are available from Human Resources. *Indicates position is exempt from bargaining unit.

Counsellor: Irmgardt Duley

***Executive Officer - Office of the Dean, Atkinson College** (University degree or equivalent; minimum five years' senior managerial experience in a university or comparable institutional environment; extensive experience managing budget or equivalent functions where a professional level of independent decision making, initiative and attention to detail is critical; broad understanding of the goals and objectives of a university would be an asset; excellent oral and written communication skills; excellent organizational and staff management skills; proven ability to exercise good judgement and initiative; superior skills in budgetary planning and control; analytical skills; demonstrated ability to deal effectively with a wide range of people in a unionized environment; microcomputing and spreadsheet skills required. Please submit a resume when making an application.) **GRADE: P&M 10 Under Review (\$52,897-\$64,004) JOB NO: 369B**

Counsellor: Gina Dunnett

File Clerk II - Admissions, Graduate Studies [Temporary from January 15-November 27, 1992; Hours: 9:00 a.m.-5:00 p.m., 8:30 a.m.-4:30 p.m. (summer)] (High school graduation or equivalent; 6 months' related experience (e.g., filing, clerical, answering enquiries, etc.) preferred; basic keyboarding skills to operate a computer terminal, accuracy essential; wordprocessing skills and familiarity with an on-line records system preferred; demonstrated skill/ability in the following areas: filing quickly and accurately; working effectively under pressure of high volume; dealing courteously, effectively and tactfully with people; attending accurately to detail; good organizational skills; ability to work independently with frequent interruptions.) **GRADE: 3 (Based on an annual salary of \$25,699) JOB NO: 370D**

Counsellor: Susan Lanoue

Administrative Secretary - History/East Asian Studies, Arts [Hours: 9:00 a.m.-5:00 p.m., 8:30 a.m.-4:30 p.m. (summer)] (High school graduation with secretarial training or equivalent; 2 years' related experience (e.g., administrative, secretarial, library, etc.), preferably in a post-secondary environment; typing 45-50 wpm, accuracy essential; bookkeeping skills required; effective interpersonal skills; pleasant telephone manner; ability to oversee the work of others; minute taking skills preferred; oral and written communication skills in Chinese or Japanese preferred; demonstrated skill/ability in the following areas: wordprocessing; exercising initiative; attending accurately to detail; dealing courteously and effectively with people; exercising tact and diplomacy; accurately interpreting and providing information in a clear and concise manner; good written communication skills; excellent organizational skills, including ability to work independently and set priorities.) **GRADE: 5 (\$28,616) JOB NO: 371L**

YORK UNIVERSITY

BULLETIN

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

Monday, December 9 - Monday, December 16, 1991
Volume 11, Number 49

GENERAL:

Members of the York community are asked to note that **access to the University via Sentinel Road at Murray Ross Parkway will be restricted** as the result of planned construction activity by the Metropolitan Toronto Works Department. Although the road will remain open, access will be limited. Drivers are encouraged to use an alternative route. Construction will also take place along Murray Ross Parkway and could last for the duration of the winter.

Members of the York community are asked to note that the **York Campus Bookstore** will be closed for inventory on December 14, 16 and 17.

All York Libraries will be closed December 21 through January 5. Based on the availability of computing services, Yorkline may not be available during this time.

Members of the York community are asked to note that the official name of the new Fine Arts Building is the **Centre for Film and Theatre (CFT)**. The name of the "old" Fine Arts Building remains the Centre for Fine Arts (CFA). The terminology Phase II and Phase III has been phased out. The Centre for Film and Theatre houses the Department of Film & Video, the Department of Theatre, and the Fine Arts Studio Theatre. The Centre for Fine Arts is the home of the Departments of Visual Arts, Dance and the Fine Arts Studies Program, and also houses the Faculty's central administration, including the Office of Student Programs, the Fine Arts Liaison Office, and the offices of the Dean and Associate Dean of Fine Arts. The Department of Music is located in McLaughlin College. Please address mailings accordingly.

The Search Committee for the **Master of McLaughlin College** is seeking nominations and applications from potential candidates. Applicants and nominees should be tenured full-time faculty, with suitable administrative experience. The appointment is for five years, commencing July 1, 1992. Applications and nominations should be sent to JoAnne Williams, Secretary of the Search Committee, Room 226, Centre for Fine Arts.

The Office of Employment Equity is establishing an informal group to examine **employment equity for lesbians and gay men** working at York. This group will parallel groups looking at issues for aboriginal people, people with disabilities, visible minorities, women and older workers. The groups will all provide advice to those charged with planning and implementing employment equity at York. Members of the York community interested in working on employment equity issues concerning lesbians and gay men should contact Christine Donald, c/o Employment Equity, Room 10, EOB (-55706), by December 20. The first meeting will be held in early January.

Members of the York community are reminded that the University will only issue **1991 charitable tax receipts** for gifts or donations received during the 1991 calendar year. To provide for the closing of the University in December and to allow for a reasonable delay in internal and external mail systems, the office of Private Funding (Suite A, WOB) will accept donations up to and including the end of the second business week in January 1992 (Friday, January 17, 1992) as being contributions in the 1991 tax year, provided that cheques and donation documents are dated prior to January 1, 1992 and externally mailed envelopes bear the 1991 postmark. Donations received after January 17, 1992 will be processed as contributions to the 1992 tax year.

Housing Services has a limited number of **furnished bachelor and one-bedroom apartments** available now for occupancy. Please note that priority will be given to 1) full-time graduate/law students; and 2) full-time married/mature undergraduate students. There may also be temporary accommodation being offered to part-time students, post-docs, research assistants, faculty and staff until August 15. All vacancies will be filled on a first-come, first-served basis. Please apply in person to: Housing Services, Room 101, 4 Assiniboine Road (east entrance), between the hours of 10:00 a.m. and 3:00 p.m.

Art Galleries/Displays: The IDA Gallery presents "Changes," an exhibition featuring work by Barbara Nymen and Clara Ursitti.

- The Art Gallery of Ontario presents an exhibition entitled "The Pear and its Pips: Auguste Bouquet and La Caricature" until December 13 at the Glendon Gallery.

- An exhibition of works in crayon and pastel by Danny Muller is on display in the west lobby of the Centre for Fine Arts until December 13.

Massage Therapy is available through Recreation York. Prices are as follows: Members (30 minutes) - \$35, Non-members (30 minutes) - \$45; Members (60 minutes) - \$45, Non-members (60 minutes) - \$55. To book an appointment or for further information, call Recreation York at -55184.

The Department of Private Funding has an opportunity for a university graduate interested in training for a career in fundraising for Canadian universities, through the **McConnell Fellowship Program in University Development**. Interested candidates must be Canadian citizens or permanent residents; hold a minimum of a bachelor's degree from a Canadian university, graduating with the first degree no earlier than 1987; not have held a full-time permanent position with a university development or alumni office prior to application. Candidates must demonstrate excellent oral and written communication skills and a number of qualities and skills essential to development work. The one-year paid training program commences June 1, 1992. For further information, call Valerie Peticca, Department of Private Funding (-55010). The deadline for applications is December 16.

EVENTS:

MONDAY, DECEMBER 9

- 4:00 p.m. - **Board of Governors Meeting** - Board/Senate Chamber, Glendon
4:00 p.m. - **Dean's Lecture Series** - [Faculty of Arts] "The Greenhouse Effect and Canada's North" by Dr. Nigel Roulet, Dept. of Geography - Faculty Club, Ross
8:00 p.m. - **Orchestra York Concert** - conducted by Jaime Weisenblum - DACARY (Room 050), McLaughlin

TUESDAY, DECEMBER 10

- 10:00 a.m. - **PhD Defence** - [Graduate Program in Biology] Eric G. Norman will defend his dissertation entitled "Glycolate Metabolism in the Cyanobacterium *Coccochloris penicystis*" - Room 203, Lumbers
12:00 noon - **Brown Bag Lunch Series** - [Centre for Refugee Studies] "Repatriation Under Conflict" with Prof. Barry Stein, Michigan State University - Room 305, York Lanes
2:00 p.m. - **PhD Defence** - [Graduate Program in Biology] Alasdair Gordon will defend his dissertation entitled "Analysis of Induced Mutational Distributions in *Escherichia coli*" - Room 320, Farquharson

WEDNESDAY, DECEMBER 11

- 12:00 noon - **Brown Bag Lunch Series** - [Centre for Refugee Studies] "Working With Refugees: Human Rights or Immigration Policy" with Colin MacAdam, Coordinator of Jesuit Refugee Service and executive member of the Canadian Council for Refugees - Room 305, York Lanes
2:00 p.m. - **MA Defence** - [Graduate Program in Interdisciplinary Studies] Mary Jane Gomes will defend her thesis entitled "Canada: In the Time Between Ages - A Profile of the Impact of Technological Change on Community Economies as Seen Through the Filmmaking Process" - Room N927, Ross

THURSDAY, DECEMBER 12

- 1:00 p.m. - **Senate Meeting** - Senate Chamber (S915), Ross
7:30 p.m. - **ADFAS Conference** - "Alphabetisation et Culture Francophone en Ontario" avec Serge Wagner, Professeur, Université du Québec à Montréal - Salle du Senat, Collège Glendon

FRIDAY, DECEMBER 13

- 3:00 p.m. - **Graduate Program in Exercise and Sports Science Seminar** - "Mitochondrial Biogenesis in Skeletal Muscle" with Dr. David A. Hood, Dept. of Physical Education - Gallery (320), Norman Bethune

MONDAY, DECEMBER 16

- 10:00 a.m. - **PhD Colloquium** - [Graduate Program in Psychology] Gregory E. McVeigh, PhD candidate, will present his colloquium entitled "The Father's Role in Infant Development: 'A Naturalistic Lab' Study Comparing Father-Infant and Mother-Infant Interaction" - Room 203, Behavioural Sciences
3:00 p.m. - 5:00 p.m. - **Reception** - to honor Bill Dale, General Superintendent, Maintenance and Utilities, on the occasion of his retirement from York - contributions towards a gift can be forwarded to Kay Peterke, Room 108, Physical Resources Bldg. - Please RSVP by December 9 to -55745 - Faculty Club
5:00 p.m. - **MEd Defence** - [Graduate Program in Education] Susan Rapkin will defend her thesis entitled "How Children Construct Meaning From Test Questions: An Interview Study" - Room N927, Ross

STAFF POSITIONS:

Applications for internal transfers/promotions should reach Human Resources no later than December 16, 1991. Application forms are available from Human Resources. * Indicates position is exempt from bargaining unit.

Counsellor: Dawn Richards

Faculty Secretary "B" - Osgoode Hall Law School [Temporary from January 6 - June 30, 1992. Hours of work: 8:30 a.m. - 4:30 p.m.] (High school graduation with secretarial training or equivalent; 1-2 years' related experience (e.g., secretarial, wordprocessing, switchboard/reception, etc.); typing 40-45 w.p.m., accuracy essential; skill in transcribing from dictation equipment preferred; pleasant telephone manner; 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 effectively under pressure of high volume; good organizational skills including ability to set priorities.) **GRADE 3 (Based on an annual salary of \$25,699) JOB NO: 372H**

Faculty Secretary - Pre-Service, Education [Hours of work: 9:00 a.m. - 5:00 p.m.] (High school graduation with secretarial training or equivalent; minimum 1 year's secretarial and reception experience; typing 40-45 w.p.m., accuracy essential; wordprocessing skills required; good oral communication skills; pleasant telephone manner; demonstrated ability to deal courteously and effectively with people; demonstrated ability to accurately handle a high volume of work on a continuing basis; good organizational skills.) **GRADE 3 (\$25,699) JOB NO: 373H**

Counsellor: Susan Lanoue

Course Secretary "A" - Social Science, Arts [Hours of Work: 9:00 a.m. - 5:00 p.m.; summer: 8:30 a.m. - 4:30 p.m.] (High school graduation with secretarial training or equivalent; 1-2 years' related experience (e.g., secretarial, arranging meetings, handling enquiries, etc.), preferably in a post-secondary environment; typing 40-45 w.p.m., accuracy essential; demonstrated skill/ability in the following areas: wordprocessing; pleasant telephone manner; providing information and answering enquiries in a clear and concise manner; attending accurately to detail; dealing courteously and effectively with people; exercising tact and diplomacy; good organizational skills, including setting priorities and meeting deadlines.) **GRADE: 4 (\$26,880) JOB NO: 367L (Re-posting)**

YORK UNIVERSITY

BULLETIN

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

Volume 11, Special Bulletin Number 8

To : Members of the York Community

Re : Administrative Review
Review Committee on Student Academic-
Administrative Services

Date: December 11, 1991

Members of the community will know of the establishment of the University's Task Force on Administration. Set up by the Budget Planning Subcommittee of the President's Policy Committee and chaired by Vice-President W. D. Farr, the Task Force will determine how -- through administrative streamlining and retrenchment -- the academic core of York's activities, and its critically important machinery, might be spared as much as possible through difficult financial times. To that end the Task Force will follow terms of reference meant to seek ways to curtail the level and scope of a wide range of administrative activity. (This process is already underway in the sense that vacancies are no longer routinely being posted and filled.)

The Task Force has now set up sub-groups to review the separate general administrative facets of the University. I write on behalf of the review committee that will take up student related academic-administrative services. The working group is composed of Gene Denzel (Associate Vice-President and University Registrar), Prof. Ruth Grogan (Faculty of Arts), Ellen Hoffmann (University Librarian), Tom Meininger (Acting Dean, Atkinson College), Stan Shapson (Dean, Faculty of Education), Michael Stevenson (Dean, Faculty of Arts), and Peter Struk (Assistant Vice-President, Physical Resources), with staff support from Lynda Burton and Marilyn Cartmill.

Our review committee will be dealing with the range of academic support services provided to our students, from the handling of admissions to transcripts. Its review will encompass functions such as course and program advising, transfer credit, financial aid, enrolment, registration, student fees, degree audits, grade reporting, etc.

The review committee will be dealing with the offices in which such activity is based, at both the level of the University and in the individual Faculties. With a view to the linkage between academic policies and our academic-administrative services and practices, the working group will be in contact with appropriate academic bodies such as Senate APPC, SCARSA, CCAS, and Faculty Councils.

As part of its review and consultation with the parties most directly involved, the review committee will be analyzing: unit mandates; structure, organization and staffing; budgets; workflow and clientele; etc. In carrying out its mandate, the review committee will accept nothing as given; rather, it will be engaged in a fundamental study of priorities, procedures and practices, whether University-wide or Faculty-specific. (And, in noting that administrative streamlining is being undertaken to provide budgetary relief for academic priorities directly to the Faculties, Faculty-based administrative operations will be equally involved in the study of the review committee. All savings, no matter where they occur, are to be returned to the Faculties.)

The review committee is aware of the difficult and complex issues it is being asked to consider. Its hope is to come forward with recommendations that will enable the streamlining and retrenchment to proceed on the basis of the clearest possible understanding of our institutional priorities and values.

The review committee would like to provide interested members of the community with an opportunity to find out more information on the review of student academic-administrative services, and to express ideas and comments. We have made arrangements for the use of the Master's Dining Room of Stong College for 3:30-5:00 p.m., on Friday, January 17. In the meantime copies of the committee's terms of reference (which have been reviewed and discussed by the President's Policy Committee) can be obtained from Lynda Burton (Room D116, WOB) -30220 or Marilyn Cartmill (Room D113, WOB) -66995.

Thank you.

T.A. Meininger (for the review committee)

York UNIVERSITY

BULLETIN

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

Monday, December 16, 1991 - Monday, January 13, 1992
Volume 11, Number 50

GENERAL

The Sub-Committee on Honorary Degrees and Ceremonials is calling for candidate nominations for **honorary degree recipients** to be conferred at Spring and Fall 1992 convocation ceremonies. Members of the community who wish to nominate a candidate, please call Sheila Creighton, Secretary, 736-5325 (-77626) for a nomination form which details the information required by the Committee for consideration. Deadline date for nominations is Wednesday, January 8, 1992.

The **Tait McKenzie Building and Ice Arena** will close for general use by the York Community on December 20, 1991 at 2:00 p.m. These facilities will re-open with regular operating hours on Monday, January 6, 1992. During the holiday closure two tournaments will take place in the Tait McKenzie Building which are open to spectators. A Basketball High School Tournament will occur in the Main Gym on December 26, 27, 1991. Secondly, the annual Mizuno Excalibur Volleyball Tournament, featuring top university teams from Canada and the U.S.A., operates on January 3, 4, 5, 1992. For further information call -55182.

The Institute for Space and Terrestrial Science has an immediate opening for a **Remote Sensing Scientist** to work in the Earth Observations Laboratory of the Institute. Key Responsibilities: Responsible for completing a programme of the quantitative interpretation of hyperspectral data sets from a variety of airborne imaging spectrometer sensors and for ongoing software development suited to imaging spectrometry at the Institute; serve as system manager for the laboratory's imaging processing systems; and, participate in field expeditions in support of airborne data collection campaigns. The successful candidate will be expected to work in conjunction with other laboratory members. Qualifications: a PhD degree in physics or space physics; familiarity with inversion modelling in remote sensing; extensive programming knowledge of FORTRAN and EASI/PACE; and, experience in VAX VMS and UNIX environments. They offer a comprehensive benefits package and salary in the range of \$36,000 to \$38,000 per annum depending on qualifications. Interested applicants should forward their curriculum vitae to the Director, Human Resources, ISTS, 4850 Keele Street, 2nd Floor, North York, M3J 3K1 by December 20, 1991. Please quote reference no. EOL-9112.

York Enquiry Service (Y.E.S.) has changed its name to **Undergraduate Admissions Enquiry Service** (no acronym). The change was made to assist the public in understanding the nature of services offered by the Office of Admissions. Publications will be changed over the next year to reflect the new name.

Computing Services Network Outages for the Christmas break: Monday morning December 23: network access between Glendon and Keele - down for two 1 hour periods; Monday afternoon - Ariel, WOB, EOB, Calumet, Farquharson, Lumbers, Writing Centre - down for about 1 hour. Friday, December 27: several short network outages (including ISTS' connection to Onet) of medium (15-20 min.) duration. Monday December 30: the CCS VAXcluster (SOL, ORION, HYDRA) - down for the entire day. Some additional outages, Tuesday, December 31: any remaining work on the CCS VAXcluster will be attended to. Nexus and Draco down for the day. Wednesday, January 1: any remaining work on the CCS VAXcluster, Draco or Nexus to be completed during the day. As a result, these systems MAY be taken down at various times during the day.

The Staff Development Office is still accepting applications for the following courses scheduled to begin in January. **"Dynamics of Managing in the Middle"** (January 15) is open to all P&M, YUSA and CEYU staff and will focus on methods for those who face the challenge of managing and being managed; **"Negotiating and Influencing"** (January 20 & 21) is a core program in the Management Development Core Plus System, and is open to all P&M employees who need to communicate and influence cross-functionally and cross-divisionally; **"Financial Planning and Budget Forecasting"** (January 22) is open to all P&M employees who require an indepth understanding of budget plans and preparation; **"Effective Paper File Management"** (January 24) is open to all YUSA/CEYU staff who wish to learn techniques for paper file management; **"Working Smart"** (January 28) is open to all YUSA/CEYU staff who would like to set priorities, organize, and simplify their work. To register, please refer to the Initiatives course calendar, or call -22597.

Bookstore Hours: (December 16-20) - Monday to Friday, 9:00 a.m.-5:00 p.m. (Note that the bookstore will be closed from December 21, 1991 to January 5, 1992.) **(January 6-18)** - Monday to Thursday, 9:00 a.m.-9:00 p.m.; Friday, 9:00 a.m.-5:00 p.m.; and Saturday, 10:00 a.m.-3:00 p.m.).

Employment Services, Department of Human Resources, offers support staff a couple of 1 hour informal workshops on: Strategies for the Job Applicant. Part I - Preparing an Effective Resume (on Thursday January 16, 1992 at either 12 noon or 1:00 p.m.) and Part II - Making the Most of an Interview (on Friday, January 24, 1992 at either 12 noon or 1:00 p.m.) Space is limited to 15 participants per session. To register please call Elizabeth Alexander at -66159. Bring your own lunch; coffee or tea provided; active participation welcome! Location: Stong Master's Dining Room.

EVENTS:

MONDAY, DECEMBER 16

10:00 a.m. - **PhD Colloquium** - [Graduate Program in Psychology] Gregory E. McVeigh, PhD candidate, will present his colloquium entitled "The Father's Role in Infant Development: 'A Naturalistic Lab' Study Comparing Father-Infant and Mother-Infant Interaction" - Room 203, Behavioural Sciences

5:00 p.m. - **Med Defence** - [Graduate Program in Education] Susan Rapkin will defend her thesis entitled "How Children Construct Meaning From Test Questions: An Interview Study" - Room N927, Ross

TUESDAY, DECEMBER 17

10:00 a.m. - **PhD Defence** - [Graduate Program in Psychology] Gregory E. McVeigh will defend his dissertation entitled "The Father's Role in Infant Development: A 'Naturalistic Lab' Study Comparing Father-Infant and Mother-Infant Interaction" - Room N501, Ross

11:00 a.m. - **PhD Defence** - [Graduate Program in Social and Political Thought] Robert Koch will defend his dissertation entitled "Science and Right: Critical Legitimation In Kant and Hegel" - Room 256, Vanier

WEDNESDAY, DECEMBER 18

2:00 p.m. - **PhD Defence** - [Graduate Program in Biology] Caterina Rotatore will defend her dissertation entitled "Active Transport of CO2 In Algae and Localization In Chlorella ellipsoidea" - Room 320, Farquharson

THURSDAY, DECEMBER 19

10:00 a.m. - **MA Defence** - [Graduate Program in Sociology] Elarick (Jerry) Persaud will defend his thesis entitled "Media, State and Politics in Guyana: 1975-1985" - Room N927, Ross

MONDAY, JANUARY 6

2:00 p.m. - **Med Defence** - [Graduate Program in Education] Odette Pouw-Bartnicki will defend her thesis entitled "Tutor-Tutee Interaction and Their Perceptions of the Process of Learning to Read in a Cross-Age Peer-Tutored Reading Program" - Room N927, Ross

TUESDAY, JANUARY 7

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

WEDNESDAY, JANUARY 8

4:00 p.m. - **Bethune Medical Sciences Seminar Series** - "Becoming a Chiropractor" with Dr. Peter White, Director of Admissions, Canadian Memorial Chiropractic College - Norman Bethune Gallery (320)

THURSDAY, JANUARY 9

3:30 p.m. - **Bethune Medical Sciences Seminar Series** - "Medicine Without an MD" with Prof. Jack Rosenfeld, McMaster University School of Medicine - Norman Bethune Gallery (320)

FRIDAY, JANUARY 10

1:30 p.m. - **PhD Defence** - [Graduate Program in Biology] Julia Swedak will defend her thesis entitled "The Role of the Kinetochore In a Communication System and the Role of the Kinetochore in Chromosome Movement" - Room 203, Lumbers Museum

2:00 p.m. - **PhD Defence** - [Graduate Program in Sociology] Jean-Francois Cote will defend his dissertation entitled "Tradition, Modernite, Postmodernite Dans la Societe Americaine" - Room 215, Founders

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

SATURDAY, JANUARY 11

10:00 a.m. - **York University Classic** - featuring the Men's and Women's Track and Field Team - Metro Track and Field Centre

3:30 p.m. - **Yeomen Hockey** - York Yeomen vs. Windsor - York Ice Arena

6:00 p.m. - **Yeowomen Basketball** - York Yeowomen vs. Queen's - Tait McKenzie

8:00 p.m. - **Yeomen Basketball** - York Yeomen vs. Queen's - Tait McKenzie

STAFF POSITIONS:

Applications for internal transfers/promotions should reach Human Resources no later than January 6, 1992. Application forms are available from Human Resources. * Indicates position is exempt from bargaining unit.

Counsellor: Dawn Richards

Administrative Secretary - Office of the Dean, Atkinson College [Temporary to May 30, 1992. Hours of Work:

9:00 a.m.-5:00 p.m., summer: 8:30 a.m.-4:30 p.m.] (High school graduation with secretarial training or equivalent; minimum 2 years' related experience (e.g., secretarial, administrative, setting up/maintaining office systems, etc.); typing 45-50 w.p.m., accuracy essential; ability to oversee the work of others; pleasant telephone manner; demonstrated skill/ability in the following areas: wordprocessing, including proficiency in the use of a variety of functions; dealing courteously and effectively with people; exercising tact and diplomacy; exercising good judgement; attending accurately to detail; maintaining confidentiality; good oral and written communication skills; good organizational skills.) **GRADE 5 Provisional (Based on an annual salary of \$28,615) JOB NO: 374H**

Counsellor: Susan Lanoue

Administrative Assistant - Language Laboratory, Arts [Temporary to May 29, 1992. Hours of Work: 8:30 a.m.-4:30 p.m.] (High school graduation with minimum 1 year's university education or equivalent; 3 years' related experience (e.g., using diverse applications of tape recording equipment, coordinating audio assisted training programs, supervising, administrative, etc.); oral and written fluency in English and French essential; knowledge of a third language preferred; knowledge of computer assisted language training preferred; knowledge of diverse applications of tape recording equipment (e.g., editing machine, instructor consoles, splicing tools, bulk eraser, tape duplicator, etc.); demonstrated skill/ability in the following areas: effective interpersonal skills; exercising tact and diplomacy; supervising; providing information in a clear and concise manner; exercising good judgement; dealing courteously and effectively with people; working accurately and effectively under pressure of high volume; excellent organizational skills; excellent written communication skills. Please submit a resume when making an application.) **GRADE: 7 Provisional (Based on an annual salary of \$34,698) JOB NO: 375L**

Secretary - Music, Fine Arts [Hours of Work: 9:00 a.m.-5:00 p.m.] (High school graduation with secretarial training or equivalent; minimum 2 years' related experience (e.g., providing front-line service, secretarial, etc.), preferably in a post-secondary environment; typing 40-45 w.p.m.; wordprocessing skills required; good written communication skills; computerized spreadsheet and/or database skills preferred or willingness to learn; demonstrated skill/ability in the following areas: taking minutes; obtaining and providing information in a clear and concise manner; dealing courteously and effectively with people; exercising tact and diplomacy; working effectively under pressure of high volume; attending accurately to detail; excellent organizational skills, including ability to set priorities and work independently.) **GRADE: 4 Provisional (\$26,880) JOB NO: 376L**



"RECYCLABLE"