

SURVIVAL GUIDE

1979-80

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The Survival Guide is a Capilano Courier publication. This issue was compiled at the last minute (of course) by Donna McMahon, Gordon Miller, Helene Littmann and Rob Atkins. But we won't admit it.

Community education activities are an attempt to respond to those met by the comprehensive credit courses available and Career/Vocational training.

Community education activities are and cannot be used to satisfy the Science Diploma. They are generally shorter in length and more concentrated.

Sample Fee Calculation

Course "A" at _____ credit hours
 Course "B" at _____ credit hours
 Course "C" at _____ credit hours

Sub-total Lab Fee
 Sub-total Lab Fee
 Student A
 TOTAL

SEPTEMBER

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| 23 | 24 | 25 | 26 | 27 | 28 | 29 |

History 108 Issues and Trends in U.S. History 1620 to 1877, for emphasis is placed on the present.

NOVEMBER

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History 110 Canada Before Confederation overview of the history of New Brunswick, with special emphasis given to the development of the province.

APRIL

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| 27 | 28 | 29 | 30 | | | |

Any transfer English History Ensemble Private

Admission Requirements: The Commercial Art Program requires an unusually high level of maturity and integrity. Students with a year or more of experience following high school are usually better prepared. However, highly motivated students without this year or more of experience are encouraged to apply; and we encourage those students who are better prepared to apply on a portfolio, past knowledge, and general ability and experience. The admission procedure is based on a portfolio, past knowledge, and general ability and experience. The admission procedure is based on a portfolio, past knowledge, and general ability and experience.

OUR THANKS TO THE FOLLOWING PATRONS WHO CONTRIBUTED TO THE
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WHAT TO FIND

The Info Centre

You're a new student. You're confused and lost and need to know where to find the north campus, your first class or the nearest washroom. You're a returning student and as you stumble through the hoards of bewildered new students you realize that you're behind on the news. What's different at Cap this year?

Where did that office go that used to be right here? Are there any movies or dances coming up?

You're a new or returning student but won't be for long if you don't find a job and a place to stay.

FIND THE INFO CENTRE!

The Info Centre is a sort of a closet with windows located right across from the main registration desk. Once you find it a few of your problems are over.

The students who staff the Info Centre know or can find out just about anything you may need to know about

the college. Or they can even give you info on a great many other colleges and universities by letting you browse through their selection of calendars.

The info centre has housing listings, sells tickets, gives advice and information, spreads gossip and fills in all those other little essentials of college life. It usually has hours something like 10 - 3, but check the posting on the windows.

And welcome, or welcome back to Capilano.



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ABOUT THOSE COURSES....

Changing courses

The most intelligent way to deal with the hassles of changing courses is to get yourself into the right ones to start with. But assuming that you bungled registration or that you arrived in your first class to discover that for some reason you can't stick it out, here's what you do.

1. Do **NOT** transfer out of that un stomachable course until you find something else to transfer into. You may well discover that all your other alternatives are full and you'll end up a course short. Check the computer printouts posted around registration or if classes have started, check with the prof of the course you want into.
2. Pick up a course change form at Registration and start filling it in.
3. Transfer into your new class, out of your old one, check to see if it changes your fees and then get that form in FAST.

There, that wasn't too awful, was it?

Dropping courses

If, for whatever reason (personal problems, academic problems, boredom, the Coachhouse pub) you are getting a bad mark in a class and don't want the mark on your transcript looking conspicuous and fouling up your grade point average, you have two alternatives:

You can Drop or you can Audit.

To drop a course (or add one) you use a course change form. Don't ask us why.

The most important thing for desistute students types to bear in mind

about dropping a course is fee refunds. To get an 80% refund of your tuition and lab fees you must drop the course by OCTOBER 5 this fall or FEBRUARY 15 in the spring. The last day you can drop a course at all, with no refund, is NOVEMBER 9 or MARCH 7 for spring semester. Don't leave it too late.

Audit status

Audit status means that you pay fees, attend classes and do the work (or most of it) but you receive no credit for the course. Doing assignments and writing exams is encouraged but optional.

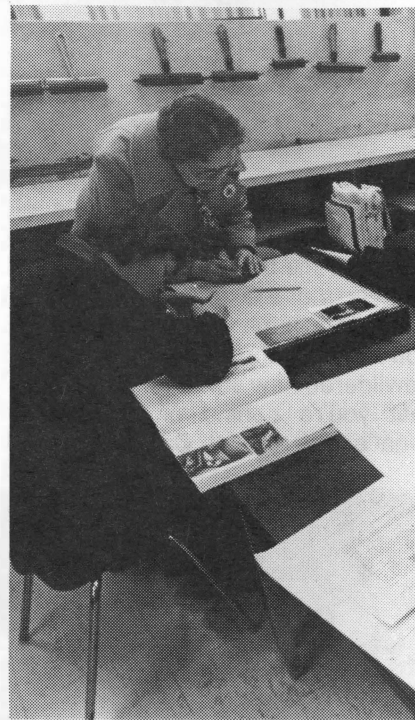
Credit students are given preference over audit students when getting into classes so people intending to audit often register for credit and then change once they're into the course. This is not precisely fair. But it works.

If you're doing badly and want to escape by changing to audit status (or you're ambitious and doing vice versa), note the last day to do that. It should be in early November and March—check with registration.

I grades

"I" stands for Incomplete. To quote our spellbinding calendar, "I grades are given at the end of the term when, in the judgement of the instructor, the student would have a reasonable expectation of passing the course, but has not completed the work required of him."

In other words, if there is some



overwhelmingly good reason why you can't get that last essay in on time (run over by a bus, 8¾ months pregnant, your dog ate all your notes ...you know the sort) you ask your prof for an extension of a month or so.

The I is entered as your grade and then, when your extension's over, either a new mark is entered or, if you didn't get it all finished, a predetermined grade taking into account what you didn't do goes in.

I grades are not encouraged by the powers that be and are supposed to be horribly difficult to get so that students won't abuse the privilege. Of course, they aren't. Some profs are impossible to drag I's out of, no matter how good the reason—some give I's out by the dozen. Most will state their policy on incompletes at the very beginning of the year. But if

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you really want to know, ask around other students.

And be careful with I's in the spring. They will occasionally screw up your credits if your record is being transferred to another institution right away because some places don't recognize I's. You could find yourself with an F or two and a terrifying amount of red tape to straighten it all out.

Transcripts

Transcripts (other than the ones you get after every semester) may be obtained through the Registrar's office (across from the Info Centre, remember?). You have to fill out a form (what else is new) and pay a dollar and then your form will be shipped off to SFU where all the transcripts are stored on microfilm.

The requests go out on Thursday and arrive at Cap Friday morning when you can pick them up in person, have them mailed to you or have them mailed directly to the university of your choice.

Graduating

To graduate you have to APPLY. You will not get your diploma and invitation to the graduation ceremonies and all that automatically on completing the credits you need. To repeat, YOU MUST APPLY.

First check ahead with the calendar and a counsellor to make sure you are getting all the credits you need and then find out from then where and when to apply for official graduation. There are ceremonies held each year for all departments, along with a banquet. Graduation is

publicized each spring, so keep your eye out for the pertinent information.

Grade appeals

If, for some reason, you consider your final grade in a course to be unfair and you can't sort it out with your prof, you can go to a counsellor and try the Grade Appeals procedure. Now, we really hate to take a defeatist attitude, especially at the beginning of a new year and all, but you have about as good a chance of getting a grade appeal through as winning the jackpot in the Western.

That is not to say that it is a gamble—rather that the odds are vastly against you. First the counsellor will try to patch up things with you and the prof, but if that doesn't work they will give you a form to fill out and submit (with \$5 for each course involved) to the Appeals Committee. Due to various obvious and less obvious political reasons tied up with the composition of the committee (profs are not likely to go against each other and the administration wants nothing to do with the whole thing), grade

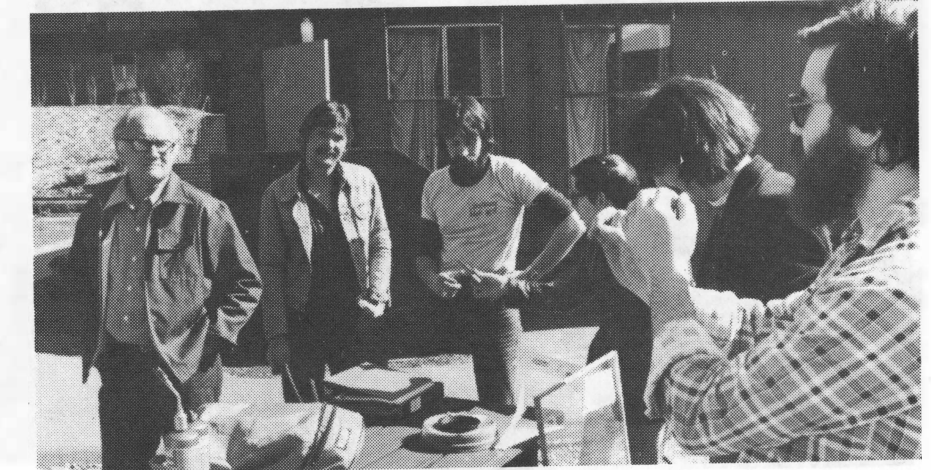
appeals almost never get through. The moral of which is sort out bad situations before they get that far, and don't leave things until late in the term.

Income tax

Income tax, as everyone will agree, is a thoroughly unpleasant subject. Unfortunately everyone, even a student, is taxable, but students can deduct the occasional pittance from their pound of flesh.

Since tax regulations change from year to year the federal government usually publishes a booklet called (in all their originality) Income Tax and the Student. Financial Aid should have the information you need, as well as other departments around the college.

What you should remember is to check early. The Income Tax people like you to send them a specific piece of paper which you have to apply to the college to obtain—THEY WILL NOT MAIL IT TO YOU ANYWAY. So find out before the end of April and leave yourself plenty of time.



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STUDENT SERVICE

Library

The library system at Capilano is a pain in the ass. That has nothing to do with the staff—they are exceptionally good. It doesn't even have anything to do with the contents of the library. The problem is that half the library is on the north campus and half on the south. If you want to do any thorough research you're going to be doing some walking. There's no way to avoid it.

Apart from that one irritant, the library system at Capilano is good and efficient. The South Campus library (B125) contains books, records tapes and the periodicals indexes. The North library has the periodicals collection, newspapers, microform and AV.

This year the South Library has something new called the microfiche system which is replacing card catalogues. Don't get worried—it's easy to operate and the librarians have lots of operating instructions and advice to hand out. The system is also delightfully efficient.

The selection of books and periodicals at Cap is reasonably adequate for most of your needs, but if they don't have what you want don't despair. Go to the librarian. Cap is on the inter-library loan system with SFU and UBC so if they have any book that you need there you can order it through Cap and it will arrive for you in a day or two. This is a great system because it gives you a wide selection and beats bussing it all the way out to Sedgewick.

Library hours are the same as last

year: 9 am to 9 pm Monday through Thursday, 9 am to 4:30 pm Friday and 1 to 5 pm Saturdays and Sundays. The hours are the same for North and South campus.

And if you're researching periodicals, remember to do all your looking at one time. You see, the indexes are on the South campus, so if you want a magazine, you have to look it up in the south and then go and get it in the north. *sigh*

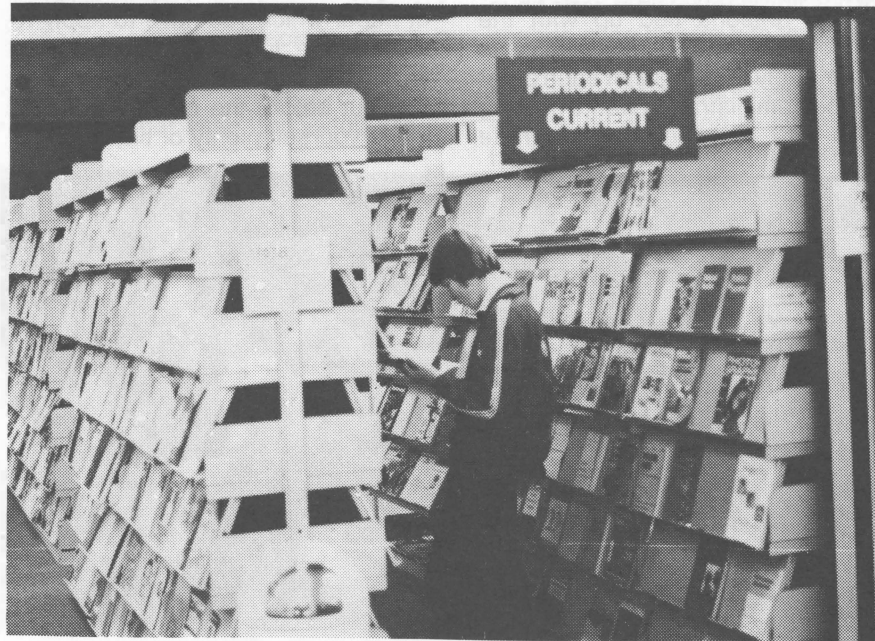
For inquiries or emergency information when you're off campus or the time or whatever the North library answers locals 204/205 and the South, locals 240, 241 and 242.

A.V.

There has been some reshuffling of space in ND over the summer, but Audio Visual is carrying on in the same old location at the south end of the building, providing a variety of AV and projection equipment. With your college student ID card you can sign out the odd thing like cassette and reel to reel tape recorders, 16 and 8 mm movie projectors, slide projectors, overhead projectors, opaque projectors, record players, amps, microphones, mixers, and video equipment.

All equipment is available to students on a first come first serve basis. It is a 2-day loan system (but you might be able to negotiate exceptions). Reservations ahead for some equipment is recommended.

Ted Clarke is the man to talk to to set you up with all sorts of interesting equipment. His local is 207.



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M.P.C.

MPC is yet another in the confusing collection of initialed departments around the college. It stands for Media Production Centre—don't get it mixed up with the Media Centre, which is the library, or Media Resources which is department located next to the South Library.

MPC does photography (eg they can make you a slide from a picture in a book), dry mounting, AV production, graphics design, provides supplies such as tapes or film for educational uses, and provides instruction and consultation on production or using equipment. Faculty, staff, students, and North Shore residents can all use the Centre. Of course it will cost you, so check their price list before you get too extravagant.

You can either use MPC's facilities by phoning them and asking or you can ask them to do jobs for you by dropping in with your request. Don't expect them to be fast, however. They need anywhere from a week to 6 weeks lead time depending on the job.

The people to talk to at MPC are Ginny, Fred, Lynn and Edna. Drop in or call local 207.

Bookstore

Big changes have happened in the Bookstore over the summer. The first thing returning students will notice is that the floor plan has been switched all around. And the second will probably be that there aren't any "frills" being sold this year. T-shirts, frisbes, mugs and such are forever gone.

Also forever gone, unfortunately, is the sale of used books on consignment. You used to be able to buy used books on a special shelf at the store or sell your old ones, but no more. According to the bookstore, processing the books costs more than the student earns by the sale. According to us you're going to have more trouble than ever trying to pick up a bit of money from your old books. Better go back to beer bottles.

Last year during Rush (the first two weeks of college) textbooks were sold in ND, but this year everything will be handled through the bookstore. The system is no longer self-serve—you will be asked to make a list of what you need and hand it to the

staff who will assemble your pile and ring it up. The reason for this, you will see soon enough, is the miniscule size of the store.

The bookstore **does** take personal cheques made out to the order of "Capilano College". And they love your cash, too. Remember to KEEP YOUR RECEIPT in case you get the wrong text or transfer out of a class. You can return the book within a week or so if you have the slip and haven't chewed the pages.

And to avoid the horrendous line ups go to the bookstore at night. After dinner, even during rush, you can usually get through with almost no trouble.

The gang from MPC.



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Financial Aid

Whether you're broke, looking for scholarships or bursaries, or could just do with a little advice on budgeting or credit, Financial Aid is the place you want to go.

Connie Gibbs is the Financial Aid officer and she will help you get a Student Loan, apply for a bursary or scholarship, or get through the month without overspending. Her office is located on the bottom floor of NF, NF102 to be precise. If you need a loan or want to apply for a bursary, go NOW. Most bursaries and scholarships have an application deadline of September 15. You can find a list of the in the front of the calendar.

Financial Aid also holds money management workshops on topics like credit, loans and budgeting, and they have a new booklet this year for students on how to manage your money most effectively on a tight budget. Even if your budget isn't all that tight, the booklet's worth picking up for some of the tips on economical living.

Financial Aid's local is 315. Or just drop by for a browse.

Employment Centre

The Employment Centre is brand new. Next to Financial Aid it's probably the most intelligent thing the administration has ever managed to establish (even though it took them ten years).

If you need a job, the lady to call is Florence Cocking (NF102, local 297). She keeps job listings and can also give you all sorts of free advice on how to become employed. The listings are also run through the Courier

in the classified section, but since the paper only comes out every two weeks we suggest that you transport your body over to NF and talk to Florence.

Learning Assistance

The Learning Assistance Centre, located in the tower in A113, is where you want to go for help in writing essays, spelling, picking up study skills and much much more. You can drop in and talk to Donna Van Norman, the Coordinator, arrange a tutorial, attend one of their workshops, or just drop by and pick up some handouts.

The learning assistance centre also has some quiet study area and typewriters for student use.

Workshops are being held this fall on all sorts of different topics and one of them may be just what you need. They're also free.

ESSAY WRITING

Introduction to the research paper (4 sessions)

1 Sept. 4, 6, 11, 13 1-3pm
2 Sept. 29, Oct. 6 9am-1pm

STUDY SKILLS

Time management, note taking, study techniques, essay writing, concentration, exam writing (3 sessions)

1 Sept. 18, 20, 25 1-3pm
2 Oct. 23, 25, 30 1-3pm

THINKING WITH CLARITY

Logical thinking (1 session)

1 Sept. 15 9am-1pm
2 Oct. 1 6-10pm

CONCEPTUAL BLOCKBUSTING

Creative thinking, problem solving, and goal achievement (1 session)

1 Sept. 22 9am-1pm
2 Oct. 15 6-10pm

VOCABULARY DEVELOPMENT

(2 sessions)

1 Sept. 27, Oct. 4 1-3pm

SPELLING IMPROVEMENT

(1 session)

1 Oct. 2 1-3pm

READING IMPROVEMENT

Improving speed and comprehension (4 sessions)

1 Oct. 9, 11, 16, 18 1-3pm
2 Nov. 6, 8, 13, 15 1-3pm

TIME MANAGEMENT & GOAL SETTING

Analysis of present time use, organizational techniques, strategies for short and long term goal setting (2 session)

1 Oct. 13 & 20 9:30-12:30am

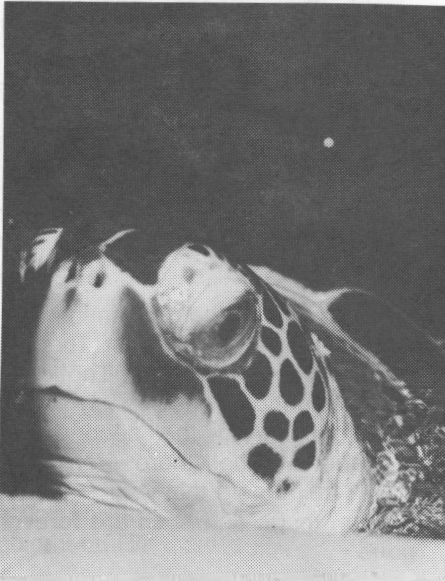
COMMUNICATION SKILLS

Enhancing discussion skills—concise expression, non-verbal communication and self-image. (3 sessions)

1 Oct. 15, 22, 29 9:30-11:30am
2 Nov. 5, 19, 26 9:30-11:30am

2 Nov. 5, 19, 26 9:30-11:30am

For more details, check with Learning Assistance, local 356.



Women's Resource Centre

If you're a new student or returning to the college and feeling lost of "too old"

If you're looking for other women to talk to

If you're in need of research material for a paper

or If you're just looking for a quiet space to sit and read or talk—the Women's Resource Centre may be the answer.

Marsha Trew and Rita Johnson staff the centre, which can be found in A108, in the tower just across from the All College Lounge. For help in writing essays, doing research or any other particular thing you might come up with, drop by. There is also a lending library and files full of periodicals, bibliographies, catalogues and brochures on community resources and services for women that are all being kept up to date. There is an extensive collection of books by and about women, as well, so drop in and browse.

The Women's Resource Centre offers drop-in counselling, testing, and holds workshops and courses all year for college students and North Shore residents. Wander in and take a look.

Counselling

The counselling staff at Cap are trained to do educational vocational, academic, marriage and personal counselling. Some students say the Counsellors here are fantastic. Some swear that they're terrible. They may be both, but since you have a choice

of seven counsellors, you're bound to find one that you can get along with.

Some of the interesting things that the Counselling division also offers are a testing service with vocational and psychological tests and a collection of information on self help and vocational choice. Check out NF102.

During registration the counsellors can all be found on the south campus for drop-in counselling, but they will be moving back to their regular offices later which are as follows:

Bob Bagshaw - NF107

Dave Jones - NF104

Lanalee Schmidt - B102

Marg Penn - B105

Jan Fraser - A112

Gary Siegrist & Lynne Mansfield - A111

Greg Sharpe (Admissions & course planning & placement office) - B106

The reception area for the counselling department was supposed to move, but it still occupies an office on the bottom floor of NF. All the counsellors are available for course, job and personal counselling except for Greg Sharpe who doesn't do personal counselling.

Chaplain

Also in conjunction with the counselling dept., Cap has the services of a chaplain, Bruce McCallum. Last fall he visited NF29 every Tuesday to be available for students to talk to. His fall schedule hasn't been announced yet, but his home phone number is posted by the office door if you want to get in touch.

Health Services

Everyone knows what to do when they feel sick on campus, or get into an accident—go to the nurse. But Health Services at Cap College is more than just a band aid depot—there's something of interest for everyone here.

The Health Centre, located in ND, offers these services:

HEALTH COUNSELLING

- short and long term illnesses
- preventive health care
- nutrition
- pre and post natal care
- communicable diseases and immunization
- information for foreign travel

PHYSICAL HEALTH CARE

- first aid
- weight control
- blood pressure checks
- vision and hearing tests
- allergy injections
- urine/pregnancy test
- skin caliper test for weight

There are also Stop Smoking Clinics organized during the term, using Dr. Best's techniques. Interested people should inquire for times and dates.

If you're browsing through, they have pamphlets and teaching aids on nutrition, pregnancy, smoking, heart, diseases, and contraception.

One really interesting service that you can get at Cap is the Health Hazard Appraisal. For \$2 they will give you a computer printout of the balance between your health history, and your habits—otherwise put, your potential life expectancy. Want to find out how long you're going to live? Don't go to an astrologist—see the nurse.

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Daycare

Well, we have some good news and some bad news for you. The good news is that there is a daycare centre on campus. The bad news is that if you need daycare you're probably out of luck because they're full and even booked up ahead.

However, here's what the Daycare centre does. The Centre does not really exist for the convenience of Cap students with kids. It's a demonstration/observation centre for students taking Early Childhood Education. The Centre handles 25 children from 3 to 5 years old who are supervised by three qualified teachers (all Cap grads).

The Centre operates from 7:30 am to 6:00 pm all year, except for holidays, and costs around \$150/month.

If you want to know more about the Centre or the Early Childhood program, the are Rejane Nadeau or Eleanor Worman who hang around the end of local 361.

Athletics

If team sports are your interest and you are enrolled in a minimum of three credit courses, you can sign up this fall for the following teams:

BASKETBALL - Women start from 4:30 to 6:00 and Men from 6:00 to 7:30 on Wednesday September 5 at the Delbrook gym.

SOCCER - will practice Tuesdays and Thursdays from 12:30 - 3:00 on the field below the Fitness Centre.

RUGBY - Also Tuesdays and Thursdays from 12:30 to 2:30. Check at the Fitness Centre.

VOLLEYBALL - Men's and Women's starts September 24 and continues Mondays and Wednesdays from 7:30 to 9:30 at Delbrook gym.

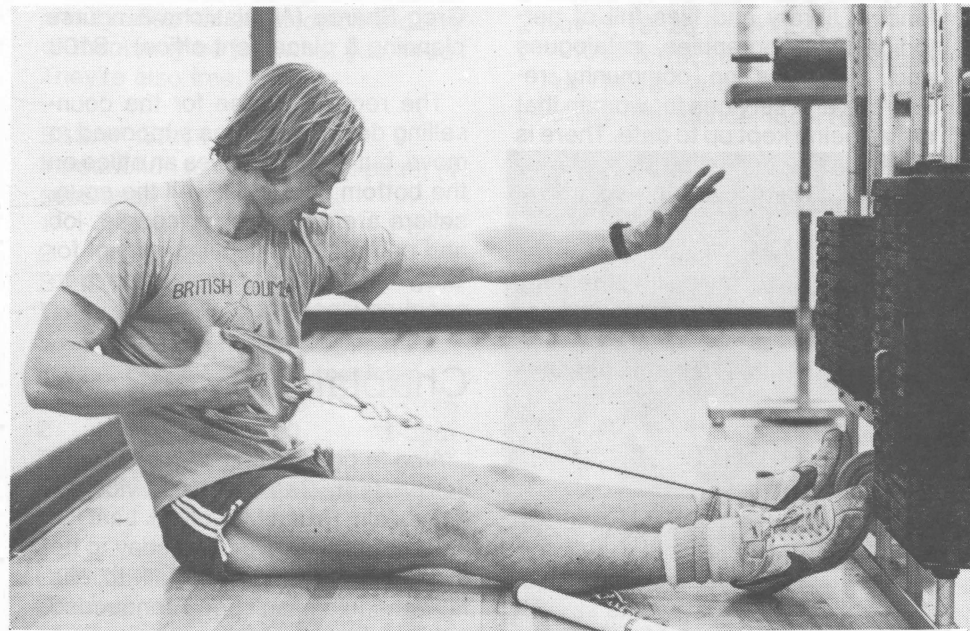
There is also a curling team—if you're interested check with the Fitness Centre.

Fitness Centre

The Fitness Centre is that little lump of concrete at the bottom of the south parking lot that you probably thought was a furnace room or something. True, it isn't large, but it's well equipped and if you are interested in sports, or just happen to notice what sitting around in the cafeteria at coffee breaks is doing to you, you have lots of options available to help you get into shape.

The Fitness Centre contains locker rooms, showers, saunas, an equipment room and a universal gym set up. You can either go down on your own when there isn't anything scheduled, or you can join in a program. Early Bird Fitness, Disco Fit and the Running club operated last year, along with lots of other things that you can inquire about by calling Joe Iacobellis, local 320 or Neil Chester (Athletics Director) local 329.

And if you'd like to know just how fit you really are, there's a free Fitness Testing service which will give you a full going over on their equipment (which even includes an ECG). Make an appointment with them and they will rate your condition and even set up a fitness program specially tailored to your needs.



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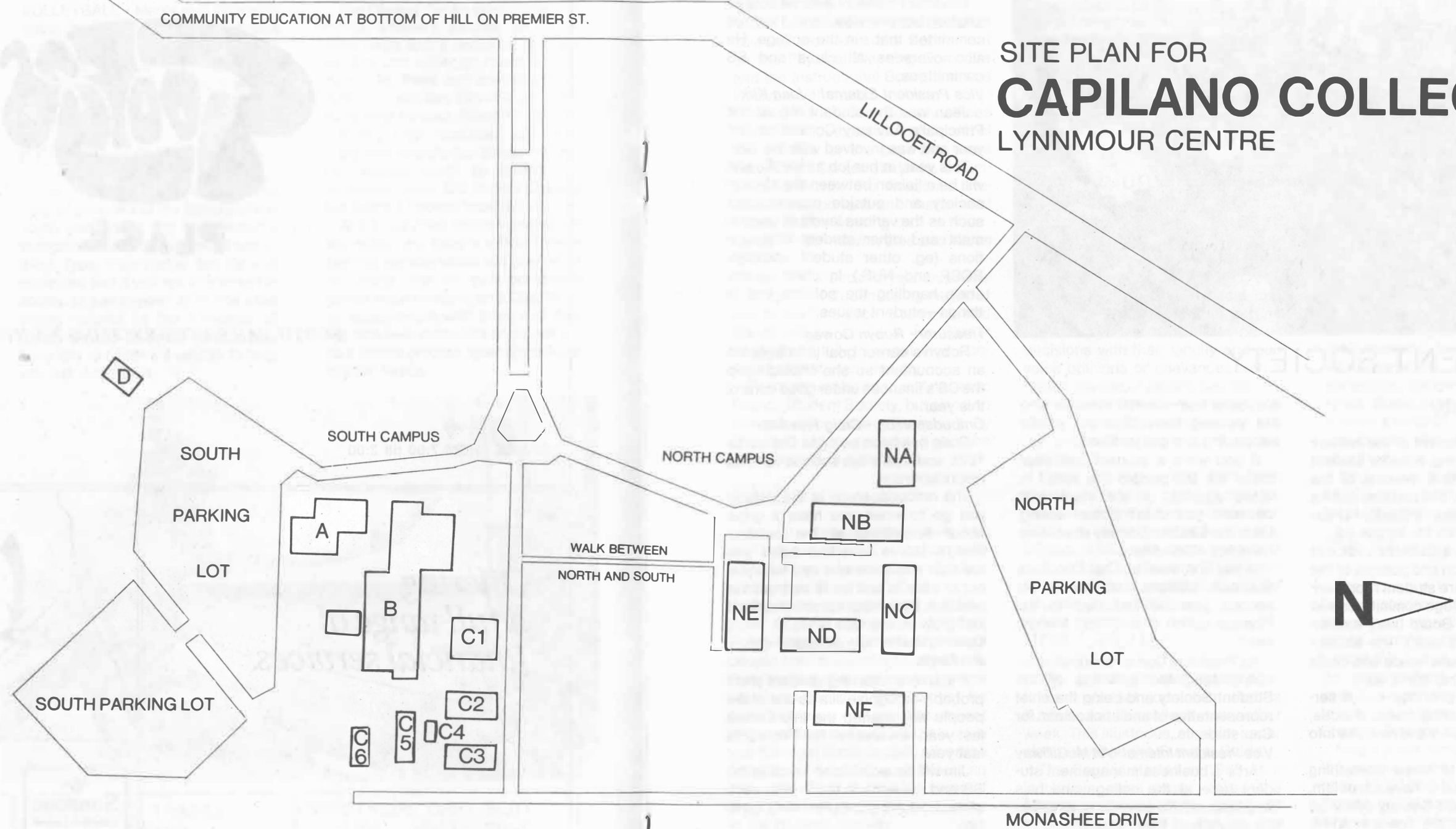


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KEY:

SOUTH CAMPUS

- A / TOWER BUILDING - ART PROGRAM, WOMEN'S CENTRE, STUDENT SOCIETY ADMINISTRATION L A C.
- B / REGISTRAR, MEDIA CENTRE, FACULTY OFFICES, DYNAMICS LAB
- C1 / BUSINESS, COMMERCE
- C2 / BIOLOGY LABS
- C3 / CHEMISTRY LABS
- C4 / PRINT SHOP
- C5 / GEOGRAPHY - GEOGRAPHY LABS
- C6 / DAY CARE CENTRE
- D / FITNESS CENTRE

NORTH CAMPUS

- NA / MUSIC
- NB / CLASSROOMS, BUSINESS FACULTY OFFICES, B.T.S.D., M P C
- NC / CLASSROOMS, LANGUAGE LABS
- ND / PERIODICALS LIBRARY, STUDY, AUDIO-VISUAL, HEALTH SERVICES
- NE / CAFETERIA, BOOKSTORE
- NF / CLASSROOMS, FACULTY OFFICES, FINANCIAL AID OFFICE, NEWSPAPER OFFICE



STUDENT SOCIETY

the Society

If you are a student at the college you pay something called a student Fee and you are a member of the Student Society. You can also call it a Student Association or Student Union but we kind of like the initials SS.

The SS ensures students a voice in the administration and policies of the college. There are student representatives on all college committees and on the College Board (we'll explain about the board later). The society represents student needs and deals with problems that come up.

The SS also provides social services by sponsoring clubs, dances, movies and the like and runs the Info Centre.

If you want to know something about the campus or have a problem, go to the Student Society office on the main floor of the Tower in A114.

It's your office—meet the people who are working there, find out what's happening and get involved.

If you were a student last year, these are the people you voted in, voted against, or are stuck with because you didn't bother voting. Meet the Student Society executive.

President - Don Eilers
In his first year at Cap Don took academic classes, but then in his second year he switched to the Finance option of Business Management.

As President Don is responsible for coordinating the activities of the Student Society and being the chief representative of and spokesman for Cap students.

Vice President Internal - Art McGillivray
Art's a business management student here at the college and he's been around this summer getting into his new job of Vice Pres.

The Vice President Internal acts as a liaison between the SS and various committees that run the college. He also oversees all clubs and SS committees.

Vice President External - Jean Kirk
Jean was the student rep on the Principal's Advisory Committee last year and was involved with the SS.

This year, in her job as V-P Ex she will be a liaison between the student society and outside organizations such as the various levels of government and other student organizations (eg. other student societies, BCSF and NUS.) In other words, she's handling the political end of things—student issues.

Treasurer - Robyn Cowan
Robyn's career goal is to become an accountant so she should keep the SS's finances under good control this year.

Ombudsperson - Craig Freeman
Craig has been going to Cap since 1975 and this is his second term as ombudsperson.

The ombudsperson is the person you go to when you have a gripe about something at the college. Craig's job is to either point you towards someone who can help you out or step in and try to sort out the problem. If you've got problems, don't just grow ulcers, use Craig.

Communication Co-ordinator - Jim Ferris

If you're a returning student you'll probably recognize Jim as one of the people who staffed the Info Centre last year. Jim also ran the film nights last year.

Jim will be working on keeping the SS and students in touch with each other. If you've got a great idea, go to him.

Academic Rep - Nancy Campbell

Last year Nancy took Science courses, worked on the Courier, sat on the Physical Planning Committee and the Instructional Board and was involved with the SS.

Since the Student Society offices are on the south campus and most of the officers for the past two years have been Career students, communications with the Academic students is important and that's what Nancy will be working on.

Career Reps - Murray Dee and Karen Broome

Murray's a second year business management student doing the job of career rep for a second term. He and Karen will be available for Career students to talk to about their concerns with student society.

There should be another Academic Rep on Student Society, but since no one ran in the spring, there isn't. By elections will be scheduled as soon as college is underway.

Clubs

So you are passionately interested in Tiddlywinks or Evangelism and want to get some people together and form a club. Here's how.

Clubs are sponsored by the Student Society. According to their Policy Manual, a club is "...a group of people from the student body drawn together by a common interest on the understanding that this interest be outside any educational department in the college." To organize a club you must get some people, advertise a general meeting and elect an executive. Then, submit the name of the club and those of the executives to the Student Society.

Funds are largely the responsibility of individual clubs, however the Student Society does provide financial assistance once a semester on request (usually \$75-\$200 as long as you need it for a good reason). Details on all this you can get from the Student Society, local 347.

Happy tiddlywinking.

Course unions

A Course Union is something like a mini Student Society. The idea is that all the students in a particular program get together and form a group which has academic, political and social functions. Students get an opportunity to participate in policy decisions with their faculty and can voice opinions or grievances with a better chance of getting results.

If this sounds like just what you need, contact Student Society and get one of the info sheets on the subject.

Some course unions that have been around in past years are Theatre students, Outdoor Recreation students, Retail Fashion, Art and (the infamous) Music students. A union is a good idea, particularly if you have some serious complaints about the courses you're taking.

the Courier

The Courier is that epitome of brilliant student journalism that is published at the college every other week. This illustrious, superior paper also publishes the Survival Guide.

The Courier started in 1968 as a journalism class paper called the Mountaineer and then continued from 1969 to 1973 as the Id. The

Courier is no longer connected with any programs at the college—it's strictly volunteer and is funded by the Student Society.

The Courier is typeset and laid out here on campus in NF209 in the midst of chaos and confusion, mayhem and debauchery at all hours of the day and night. Interested?

The Courier is a member of Canadian University Press which is a national cooperative organization for news and information exchange. There are over 60 college and university papers in CUP across the country and we get a weekly news and feature service compiled in Ottawa.

The Courier needs help. We need writers, photographers, typesetters (we'll train you), layout artists, artists, ad salespeople, sports reporters, eccentrics, hangers-on and campus spies. Some positions on the paper receive a minimal reimbursement (eg \$50/month) while others are strictly volunteer.

Stick your head in the door of NF209 any time or phone us up at local 200. We're very friendly.

the Store

The boutique is run by the Retail Fashion students and sells clothing, artwork and other bits and pieces of things, many created by art students here at the college. It was located on the second floor of the tower last year, but is scheduled to move down to the main floor, just outside the Student Society office.

Stop by and browse, but beware of the store's hours. Last year it was open 11:30 to 1:30 Monday through Thursday. So some dull lunch hour when you're not cramming for a test...

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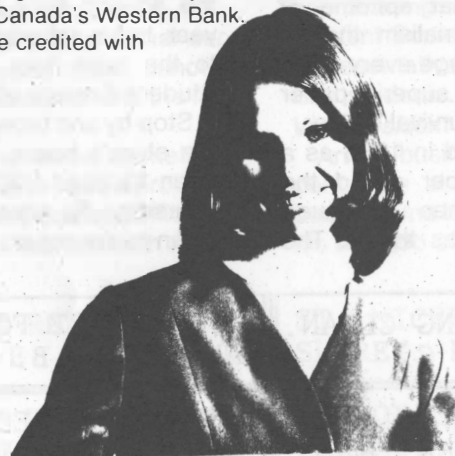
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Electronic Trade opportunities.
Electronics is the career of the future and the Canadian Forces need men and women to train in this trade.




Mechanical Trade opportunities.
If you've always had a "way" with fixing things, you can turn that talent into a career in one of our mechanical trades.

THERE'S NO LIFE LIKE IT.



Career opportunities available.
The Canadian Forces need men and women to train in over a hundred different trades. They're good jobs. But you'll never know how good if you don't ask.



Sea Trade opportunities.
If a life on the high seas appeals to you, there could be a job for you as a sailor. They're good jobs, some working with sophisticated electronic equipment.

SURVIVAL TIPS

THE BUS

Theoretically buses arrive at the college at 7 minutes to the hour and the half hour and leave at 8 minutes after the hour and the half hour. This theory does not pan out in bad morning rush hours or on the several afternoon runs that the bus leaves five minutes early to make a loop up by the Grantham bridge. Try not to cut it too close.

Bus passes

If you are a full time (3 courses or more) student at Cap you can get you very own B.C. Hydro bus pass. The pass is Hydro's concession to the fact that fares are ridiculously high, especially for students, but it isn't a great deal of a concession. If you use the bus at least ten times a week you will probably find it worthwhile, partly because it's just handy not having to have change around all the time. If you use the bus more than that, it's a good deal.

Bus passes will be available in September from the college, for a not-insignificant sum of money and should be good until December 31. If you're going to buy a pass, do so as soon as possible.

ID cards

Your ID card is that little blue and white wallet sized plastic thing that should have come with your confirmation of registration. If it didn't, go to the Registrar's office and find out about it.

Your ID card has your student number on it which is a good thing because no one ever remembers a student number. It is practically a necessity on campus and practically useless anywhere else because you need your ID card for signing out library materials, films, AV equipment and such, but most commercial establishments won't accept it as ID because it doesn't have your photo on it.

Every time there is an election or a by election and you vote, the Student Society will think up a new way to



mutilate your card so you can't vote twice. And you can't vote without it.

If you lose your ID card you can get it replaced by the Registrar's office, but they'll charge you a couple of dollars for the service.

Study space

The most notable thing about study space on this campus is its absence. If you are looking for a quiet table or desk to work at, you're going to have to do some searching. There are caralls in both the north and south libraries, but not many and there are a lot of distractions if your concentration isn't the greatest. There is also a quiet study room in the Social Sciences area, as well as a lounge set up that you can use. And there are a few more desks located on the bottom floor of the NF building, where they incarcerate the natural sciences and outdoor recreation faculty.

Apart from that you're on your own. Schedules will be posted outside of every classroom so you can check to see when they'll be empty. If that doesn't help and it's raining and you aren't attracted by the scenic possi- aren't attracted by the inspirational scenery of dirty cafeteria dishes or flushing toilets, you are out of luck.

Take a long bus ride, visit a local library or study at home.

Photo copiers

There is a very nice, somewhat expensive photocopier in the South library and a lousy but cheaper one in the North library. In the North library you can also copy from microfilm on the scanners for 10¢ a copy.

The administration has a lot of its own photocopiers around, but if you're thinking of sneaking a copy some dark and stormy night you'll probably be out of luck because they're operated by Xerox keys. The reason is not really because they're suspicious of penny-pinching students, but if each department has a coded key, it makes it easier for them to keep track of how much it costs them.

The Student Society also has a key and if you need copies for some great and exalted purpose (club business or whatever) they'll probably let you borrow it. Make it a good reason.

Typewriters

There are lots of lovely electric IBM typewriters all over campus. They are not for student use.

In the north library there are a number of tempermental manuals which are for student use.

Alternatives: The student society has a typewriter but they use it a lot. The Courier has a manual but it isn't

working. If you look like faculty or a creative writing student (kind of strange) you might be able to get away with using the electric in the Humanities division workroom. Or you can disguise yourself as staff. Or bribe someone. Or write....

Telephones

There are many telephones on campus. Somewhere in the college by-laws it is rumoured to say that they are not for student use (with the exception of the Student Society and the Courier). However, just in case you want to pretend to use them, the basic rules are these:

- * Dial 9 to get an outside line.
- * For inside calls, just dial the appropriate 3 digit local.
- * Hang up the phone for 15 seconds after each call (so incoming calls can get through).
- * Calls coming through from outside the college can be transferred by depressing the switchhook, dialing the local you want and then hanging up when they answer (after telling them that you are transferring a call). If there's no answer, depress the switchhook again and you should have the caller back. Inside calls cannot be transferred.
- * Local numbers can be found (surprise!) in the Local Directory. There should be one by every phone that you might be pretending to use.

Payphones are located on the South campus just outside the cafeteria and on the North campus (all one of them) just outside the north cafeteria. They occasionally work.



Cafeterias

Cafeteria food will not kill you. This is the first thing you have to get into your mind and keep there, despite the constant jokes on the subject. In fact for the price, you're not getting a bad deal so quit griping.

The North Campus Cafeteria (NE building) has hot meals at lunch and dinner, a salad bar, milkshakes and ice cream bars. It should be operating the same hours as last year, which were 8 am to 8:30 pm Monday through Thursday and 8 to 3:30 on Fridays. The staff at the cafe is pleasant and helpful, especially if you pick up your dishes after you.

The South Campus Cafe Theatre has a smaller selection of food. It's open Monday through Thursday from 8:00 am to 3:30 pm and then from 7:00 - 9:00 pm. Or it was last year. Fridays it likes to close at 1:30, but who wants to be here on a Friday anyway.

There's often noon hour entertainment in the Cafe-Theatre (singers, bands, comics, the student society), and hopefully there might be some up north this year.

If you don't want to eat at the cafe or are weary of the food, you really don't have much choice. You can bring your own, or take a ten minutes hike down to the Coachhouse (coffee shop or pub) or the corner grocery at the bottom of Lillooet. It'll probably be more expensive, but then it's good exercise.

If you have any complaints pertaining to the food service on campus

see your Ombudsperson, Student Rep, Food Service Committee, or if it's urgent, Health Services (ND102).

Stores

Capilano College is conveniently located miles from NOWHERE. If you want to go to a bank, the nearest is at Main and Mountain Highway (about five blocks from Phibbs Exchange). The nearest liquor store is a toss up because they're all several miles away (there's one at Dollarton, one on 2nd, just off Lonsdale and one in Lynn Valley shopping Centre.) The nearest supermarkets are also miles away. However, there are the good old corner grocery stores.

The nearest store is located at the bottom of Lillooet, across from the Coachhouse. It's hours are 10 - 9 Monday through Saturday and noon - 6 on Sunday. If you have to get something earlier or later than that you can try the store just across from the Seylynn Hall (where the bus turns before the overpass on its way to Cap.)

the Coachhouse

You may wonder why the Coachhouse hours are included in Survival tips. Then you have a lot to learn.

If you want to eat somewhere other than the college, the Coachhouse coffee shop, located upstairs, to the right of the main lobby, is open from 7 am to 11 pm Monday through Saturday and 8 am to 11 on Sunday. The food is more expensive than the campus cafes but edible. But DON'T order beer or other liquor there—they're hideously expensive.

Now, to the crux of the matter. The Coachhouse pub (downstairs and around the corner—just follow the dump truck drivers) is open from 11:30 am to midnight weeknights and 11:30 to 1 a.m. on Saturdays. They have draft, a miniscule dance floor, red and black decor, tolerable but loud music on weekends, dirty joke machines in the washrooms and all those other delightful things you associate with beer parlours. They also have a lot of Cap students around.

WHAT TO DO WHEN:

...they tow your car away

Scream and curse and jump up and down.

Then you go to the nearest phone and phone up Tritow. Their number is all over campus, but if you don't happen to see it around, just phone the Switchboard. They should know it well by now. Then go pick up your car (in a lot near the Coachhouse).

One warning—you're going to have to have the cash on you. Repossessing your machine will cost you something under \$30 and they don't accept personal cheques, collateral or Mastercharge.

The best idea is not to park illegally in the first place. Our diligent friend, the tow truck driver, is always around, as anyone who has been at the college for a while can testify.

And by the way, they don't take responsibility if they hook up your heap and the rear bumper falls off.

...you lock your car keys in

Scream and curse and jump up and down.

Then, assuming that you are not good at breaking into cars and don't carry coat hangers in your pocket, go to the south campus security office (just beside the registration desk, across from the Info Centre) and talk to the nice people there. They've handled this problem before and won't laugh TOO hard as they get your car open.

...you lose something

Scream and curse and jump up and down.

Then go to the Info Centre. They handle lost and found items all year and will do their best for you. Once a semester they do a big cleanout of unclaimed items and if something comes in that's valuable they'll sometimes advertise it in the Courier.



Which is your other alternative. Classified ads in the Courier are free to students, so try advertising.

...you want to buy a book cheap or sell it dear

Everyone gets to that time where they have a four page list of texts to buy and all of them are expensive. Unfortunately most of them will have to be purchased at the college bookstore. You can try other college and university bookstores, but they aren't likely to be any cheaper.

You can also, especially for very common texts, dictionaries and novels, try the used bookstores on the North Shore. There are four.

O'Day Books, 240 Lonsdale - take the Crosstown bus from Cap to 3rd and Lonsdale and walk downhill on the east side of the street.

Pacific Books, 1135 Lonsdale - transfer at Phibbs Exchange from the Crosstown to the Queens and get off on Lonsdale in front of the North Shore Credit Union (around 11th). Pacific is right across the street.

Discount Books and Records, 110 W. 18th is located just off Lonsdale. Catch the Queens to 17th, walk up to 18th and go west a few feet, I mean metres.

The Bookstall, 1425 Clyde in West Van, is the largest of the lot, but the furthest from Cap. To get there take the Crosstown to Park Royal, transfer to a West Van bus that goes along Marine Drive as far as 15th, and get out in front of the McDonalds. If you walk through McDonalds, through the parking lot and onto Clyde you will be right in front of the Bookstall.

There are, of course, lots of other bookstores in North Van, but if you're going to buy it new it will probably be cheaper at the campus bookstore as they sell on a cost recovery, not profit basis.

WHO'S WHO College Board

The College Board is the central decision-making body at the college. There are twelve members on the Board—two each are appointed by School Districts 44, 45 and 48 (North Van, West Van and Howe Sound) and six are appointed by the Department of Education. Currently there is also an observer from District 46 (Sechelt). Non voting representatives who attend the Board meetings are two staff, two faculty and two students.

The principal answers to the board and all decisions on college policy etc. are made by the Board. The Board is the Powers That Be around this college.

Committees

There are also a number of committees around the college that handle

specific areas such as the Health & Safety Committee, Food Services, Physical Planning, Women's Studies and the Principal's Advisory Committee. All of these have reps from staff, faculty, administration and students.

A.U.C.E.

A.U.C.E. stands for Association of University and College Employees. The staff at the college are members of AUCE—Local 4 to be precise.

The current president of AUCE 4 is Bob McKee from Central Stores.

Faculty

The Faculty Association is what the faculty members around here belong to and negotiate contracts with the administration through. Wanda Tilley is president right now.

Principal



Paul Gallagher is the principal of this college, so now if you see him around you can recognize him and say hi, instead of wondering who the guy in the suit is. Gallagher's well known for his concern with student issues and if you have a serious beef about the college, he will probably make time to talk to you.

Basically, Gallagher is an OK guy.

Registrar

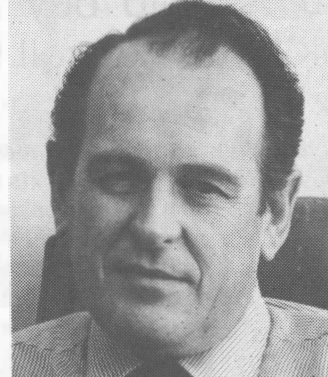
If you are new at this college, take heart—you are not alone. David Wooley is the new kid on the block in administration. He started here as registrar in August and previous to that was at Selkirk college. He's lived in B.C. now about a year and a half and he really hasn't been around long enough for us to tell you any scandalous details about him. We'll work on it.

Academic Dean



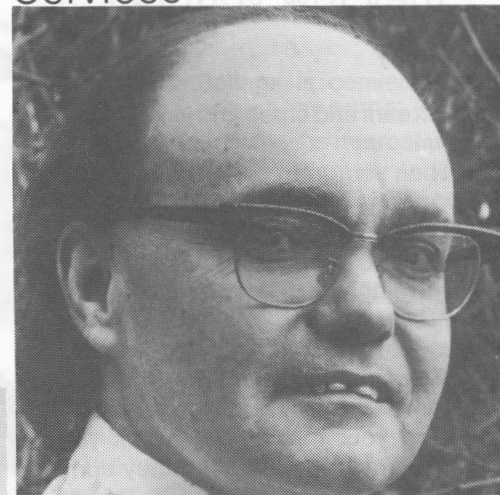
Frank Gelin is also new at the college. Dean of Academic Studies, he seems to have settled in here well since he arrived this spring. Gelin and Woolley, just out of interest, are the youngest administrators around here as they're both in their middle thirties.

Career/Vocational



Harold Kirchner is just back after a year's absence. He's the Dean of Career and Vocational Studies and has been around the college a while.

Dean of Instructional Services



Dean of Instructional Services which basically means everything else that the other two deans don't cover, is Doug Jardine. Jardine has also been around the college for a while—he was acting principal for a while before Gallagher got here.

Facilities Supervisor

If you bump into a fierce looking man with a cigar, chances are you've met Ken Hughes, Facilities Supervisor of the college. Ken has a bad bark. And a bad bite. And he keeps everyone jumping. But he's basically a good guy, so don't worry.



RELAXING



Eateries

The nearest places to eat that are interesting aren't near. The Coach house has tolerable food (a coffee shop and a restaurant—we won't count what's in the pub) and the Lynnwood and Sports Beat both have food. One place that's worth hitting is the Venice Bakery on Main Street about four blocks west of Phibbs. They have fresh baked food and a deli there and are rumoured to be really good.

Just off Keith Road, at the bottom of Grand Boulevard is the Czechoslovakian Restaurant which is quite reasonable. The Haeri Mai on Lonsdale and First is good for lunches (New Zealand Food) and if you get into fish try the Oyster Bar at Lonsdale and 15th. For curry fans the Isa Lei (around 14th & Lonsdale) is also low in price.

And there are lots more, so check around.

If you get the munchies at 5 am you

have only two choices—Bino's at 20th and Lonsdale and Denny's by the Lions Gate Bridge are both 24 hours. As is the 7-11 on 3rd St. near Lonsdale.

But we're not going to tell you where the McDonalds are.

The nearest Chinese is Yics on 3rd, just off Lonsdale. The best Chinese is Capilano Heights right by Cleveland Dam. There are numerous pizza places but our vote goes to Doxa Pizza at 18th & Lonsdale which has whole wheat crusts. For health food there is a health food bar in the store at 14th & Lonsdale next to McGills and another in the Lynn Valley mall.

Bon appetit.

Drinking establishments

There will be those occasions when you want to drown your academic sorrows or celebrate success or forget your homework or inebriate yourself and you'll want to find

somewhere to do so. The closest spot is the Coachhouse.

The pub downstairs serves draft and other drinks and rates about 7 on a grotty scale of 1-10. Upstairs there is a coffee shop which is licensed and will you ever pay for it. There is also a tolerable sort of bar as bars go, with low key entertainment in the evening.

Next nearest to the college is the Lynnwood Hotel which has a pub and coffee shop. The Lynnwood advertises itself as "the home of the long distance trucker". Need we say more?

Also nearby is the Sports Beat Inn (just off the Second Narrows Bridge). No one here has been there which must say something about it. They used to have gong shows every week. The management has changed, just recently, however, (again) so we really can't say what it's going to be like.

Other places if you like draft, are the Olympic (on 2nd just off Lonsdale), the Avalon (Marine Drive, just past Sears) and perhaps a few others. We rate the Avalon the best.

For more cosy drinking, there is a neighbourhood pub at Queens and Lonsdale (the Queens Cross) and one in Horseshoe Bay (the Troller). Some people like the bar in the Harvest Restaurant—the Snuggery. And from there you're on your own.



IN A LARGER PERSPECTIVE...

The history of Capilano College is, believe it or not, really interesting. It's certainly got more to it than the little paragraph they put in the front of the calendar.

Getting a college for the North Shore involved quite a fight. During the 60's a lot of people decided that a college was needed to provide vocational training for high school grads and an alternative to trekking all the way out to UBC. This was also when they had begun to think about continuing education.

So, educators, politicians, businessmen and residents got together, along with reps from School Districts 44, 45, 46 and 48 (N & W Van, Howe Sound and Sechelt) and made a proposal to Victoria. Victoria was unenthused. The proposal was made a couple more times. Still no luck. Finally when Victoria OK'd colleges everywhere else the North Shore residents got annoyed enough to kick up a stink that the province couldn't ignore. And the college was begun.

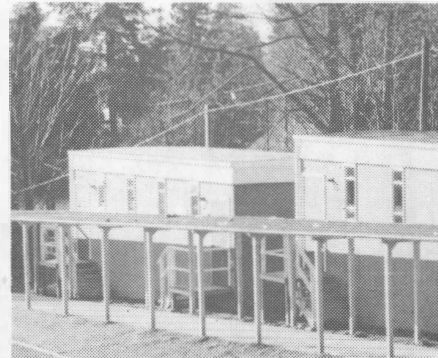
Districts 44, 45 and 48 passed a referendum to fund the institution and it was opened in 1968. But not anything like it is now.

In 1968 Capilano College no buildings, no books and only one full-time faculty member. Classes were held after school hours in West Van high.

The first fall the college expected maybe 400 students and then 726 enrolled. Cap was a success.

For the first few years the college operated on a haphazard basis with portables in the back of West Van High and classes held in five or six different locations. Students had to bus from class to class, in an eternal frantic rush all over North Vancouver. But those crazy factors about Cap—the do-it-yourselfness of the place and its small size created a spirit of unity and camaraderie that has largely been lost now.

Warehouse facilities were used on Welch Street for a while, but the big move came in 1973 when the college opened up the Lynnmour campus here. Finding somewhere to put the college had taken that long because North Shore residents were worried about traffic problems ("oh no, you're not putting the college here!") and the municipal governments did not want to use up potentially valuable land on a big institution that didn't pay taxes. That's why they stuck us to hellandgone out at Lynnmour surrounded by the garbage dump, the



dog kennels, the cemetery and the Coachhouse.

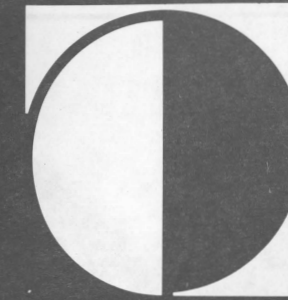
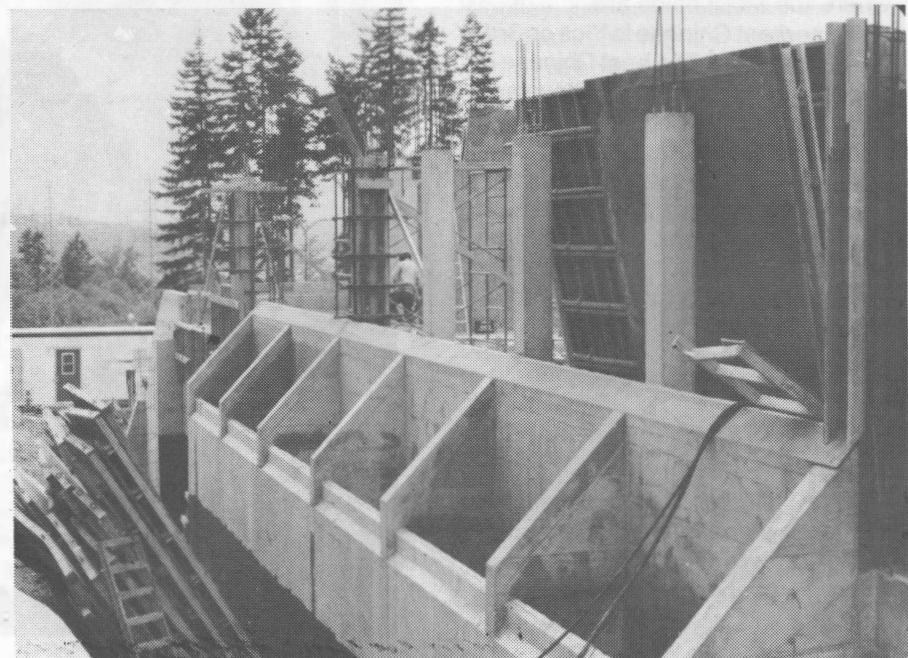
B building came first, then A tower and then a year or two later the north campus portables were put in. The portables were supposed to be a temporary measure before they put in a permanent building up north, but because of lack of funds they're still in use. Due to building regulations they've had to upgrade them this summer, and much to the relief of everyone who's been dripped on in class, they've added new roofs.

More facilities will be coming in the future because we are so desperately overcrowded for space that Victoria couldn't ignore us any longer (sound familiar?) A gym is on the horizon as well as a new building on the east side of the inter-campus path.

This is Cap's eleventh year. How successful the college has been in achieving its goals is debatable depending who you ask. But the college that North Shore residents went door to door and then to Victoria fighting for has proven itself a viable institution.

Other campuses

Since Cap serves the Howe Sound area as well as the North Shore, one of the emphases in the past has been building satellite campuses near to the students. There is a campus of Cap in Squamish right now and an office in Pemberton. As well, classes are offered in a number of different locations on the North Shore. It's a mere drop in the bucket, though—to get most classes you have to come to Lynnmour.



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