A large group of approximately 50 students is posed on a grassy field. They are arranged in several rows, with some standing on the banner. The banner is white with red and black text. The students are dressed in casual 1980s-style clothing, including t-shirts, blouses, dresses, and shorts. The background is a bright, sunny day on a green lawn.

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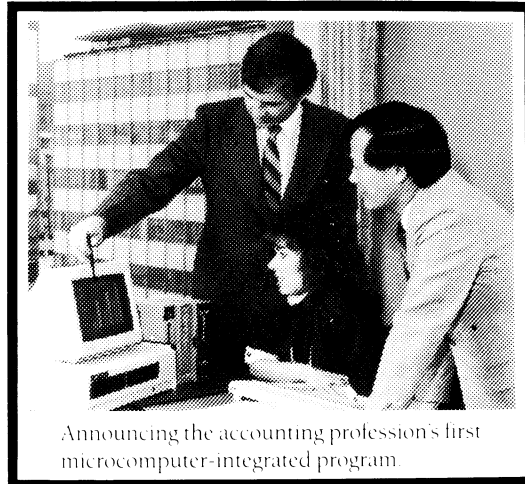
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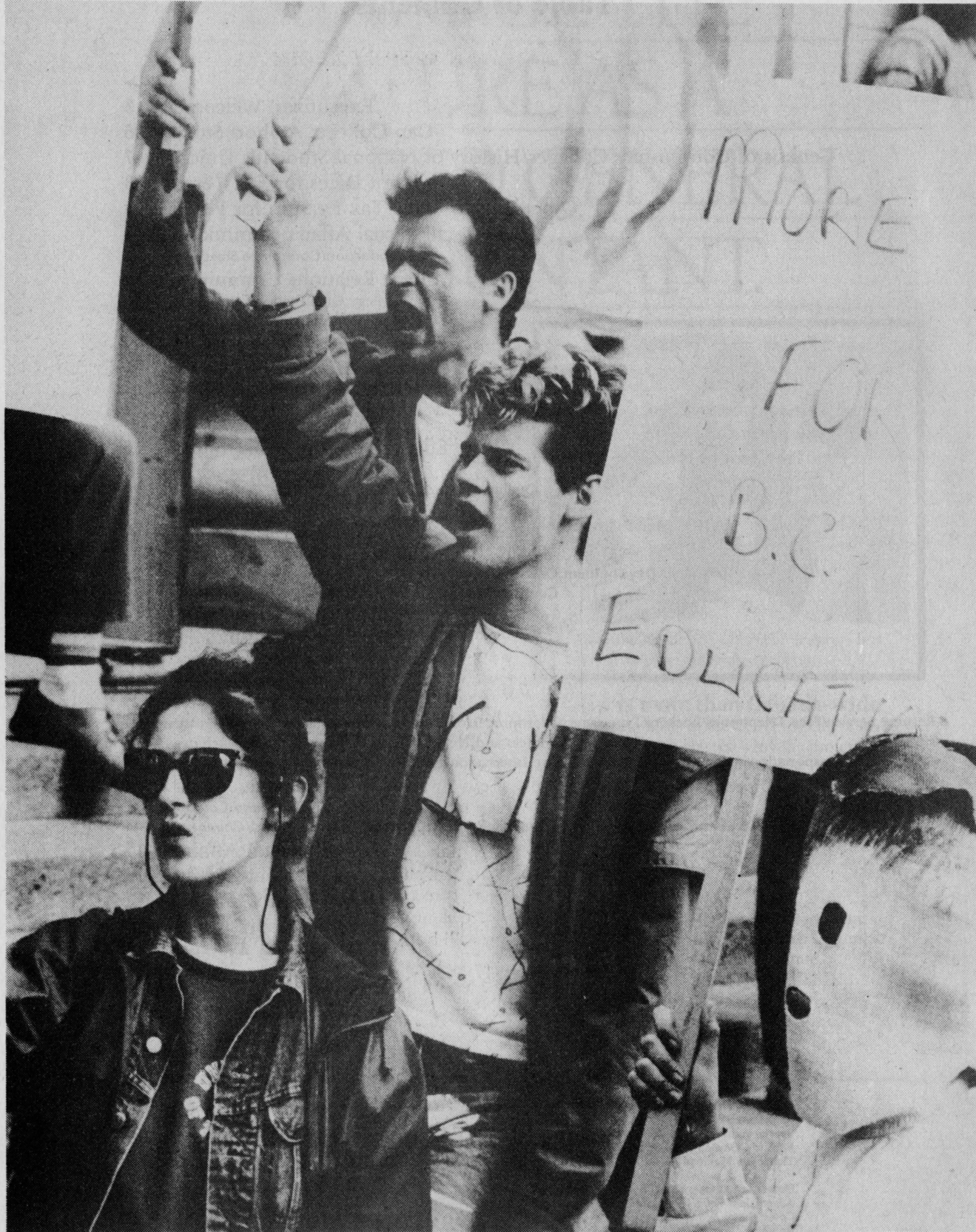
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Tobin Copley photo

WELCOME MESSAGE FROM THE EXECUTIVE

Fellow Capilano students, welcome from your Executive Council. Welcome back to all you second year students and a huge welcome to the first year students. Before we get serious, I will introduce myself, I'm Theresa Newlove, President of the Capilano College Student Society.

The present executive of your Student Society have numerous and varied concerns. From five cent photocopiers and free telephones to maintaining the high standard of education, financial aid, tuition fees, on campus jobs, transit fares and the peace movement. Remember you elect us. We make decisions that reflect your concerns and the quality of the time you spend here at Cap.

Two of our main priorities for the 86/87 year are accessibility and awareness. These two issues are the foundation for a productive society. Our concerns are yours. We want you to become aware that our role is to represent your views and issues. To make this possible communication and interaction between yourself and your elected representatives is vital; which brings us to accessibility. Walk in to the C.C.S.S. office, say hi, tell us about your concerns, offer a suggestion, some criticism and if you can find it in your heart, a compliment. You elected us to listen.

Various committees have been set up by the C.C.S.S. to encourage your involvement and participation in running the society. The committees will enable students to become involved in planning strategies, organizing and co-ordinating groups of students to work on related issues that affect campus life. On the lighter side, all work and no play makes Jackie a dull girl! So come on out and enjoy the various clubs offered on campus.

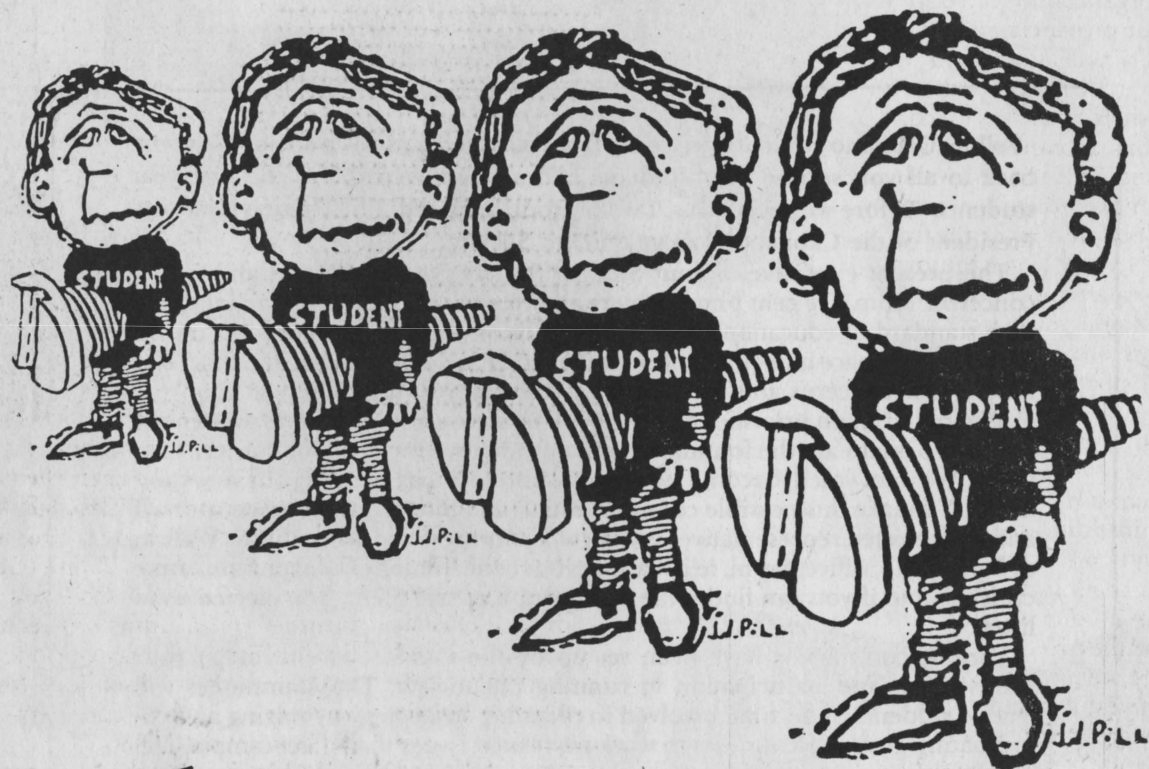
Stop and take a look around you. The combination of natural surroundings, informal atmosphere and academic excellence makes Cap the place to be for your studies. It is now your College, you'll be spending alot of time up here so get involved and make the best of it.

On behalf of the entire executive we welcome you again and wish you scholastic success for the upcoming year.

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at the
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Cap College: a Short Story

Getting a college for the North Shore involved many local people and long organizational relationships with our provincial politicians. Amidst the air of liberalism that swept across the country in the 60's there was a will to make post secondary education accessible to more than daughters and sons of wealthy parents, to make education accessible to older people outside the traditional 18 to 24 year old college group and to reach small communities. The idea was to democratize education.

So residents, educators, politicians and business people all got together and proposed a community college to be built in North Vancouver. Victoria said no. Twice. However a booming economy allowed other educational institutes to be built so the community residents organized. Pressure was once again put on Victoria, lessons in politics were learned all around and the college was founded.

Districts 44, 45 and 48 (North and West Vancouver, and Howe Sound) passed a referendum to fund the institution and it was opened in 1968. Capilano College had no building, no books and only one faculty member (who is still teaching at the college). Classes were held after school hours in West Van High. The first fall the college expected maybe 444 students. 726 enrolled that fall. Capilano College was a success.

For the first few years the college operated on a haphazard basis in a portable building in the back of West Van High and classes in five or six different locations across the North Shore. Students had to bus from class to class in an eternal frantic rush all over North and West Van. But those crazy factors about Cap—the do it yourselfness of the place and the 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 the Lynnmour Campus. The faculty organized itself into the 'Capilano College Faculty Association in 1973'. Fortunately for students at Cap the original faculty were hired by a dean who selected strong minded individuals not willing to buckle to administrative maneuvers.

In 1974 the support staff followed the faculty and organized a union. From 1968 to 1974 the staff approached and negotiated with the administration through an uncertified organization. In 1974 they were receiving wages very much lower than equivalent jobs outside the college. Some members turned to the Association of University and College Employees (AUCE) local 1 (UBC) and asked for assistance in organizing a union here at Cap. A short time later, over 90 per cent of the staff voted to unionize into AUCE local 4 (Capilano College).

Through their first two contracts our staff moved into the position of the highest paid workers for jobs of their categories in the province. Three contracts later saw the average wage drop below the inflation rate,

and lost 21 per cent of their wages. In 1981 AUCE local 4 negotiated a new three year contract. They left AUCE and formed their own union, the College Employee's Union (CEU).

This is Capilano College's eighteenth year. Its history has been positive for many people, from those who walked door to door and lobbied Victoria, to present and former students and employees.

Today, the college is threatened by cuts to funding grants from the federal and provincial governments. It is more and more difficult to obtain funding for courses, particularly academic, than it was in the late sixties and early seventies. As a result, the original intent of the college—to serve the community as a whole in a wide range of studies—is being threatened. A general trend in education funding is taking money away from most academic studies both at community colleges and universities. As a result you will find yourself among other students, faculty and staff who are organizing political actions to ensure the future of Capilano College. More walking door to door will certainly be necessary to convince the government of the value of our community college.

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Genesis of Community Colleges

When community colleges became a reality in the mid sixties, they were hailed as the schools for everyone. You didn't need to be on the honour role of your high school graduating class —you didn't even need to have graduated. Everyone in the community was welcome and nearly everyone could find an interesting course to take.

Not any more. Gradually, community colleges have changed, so that now they don't even deserve their name. According to the original concept, a community college should have three things: community involvement, a comprehensive curriculum to serve the needs of the whole community, and significant influence from elected school board trustees. These three concepts no longer seem important to the provincial government, even though numerous surveys and inquiries indicate otherwise to the public.

In the late fifties and early sixties communities began to voice their dissatisfaction with the university system and their desire for a more accessible post secondary education. They envisioned a system which would reach isolated areas and teach what the local people wanted to learn. They wanted local input into the planning and operating of the institutions in order to insure that the desired programs were provided.

Out of these meetings came the first plans for community colleges. In 1962, John MacDonald concluded a report on higher education in B.C. He recommended a comprehensive curriculum with that all-important local control.

The provincial government of W.A.C. Bennett accepted his recommendations and went one step further. In 1963 they passed legislation enabling local school boards to establish, maintain, and operate a college which fulfilled the requirements for broad-based education.

Nine colleges were created in the next eight years. All could attribute their success to co-operation be-

tween the school trustees and the communities. In May of the eighth year, Peter Powell, President of the B.C. School Trustees Association and a member of Capilano College's Board of Directors, perhaps foreseeing a change, reiterated the importance of local input when he said:

“The college, to fulfill its function, must be able to hold the interest and support of the population which it serves, and this can be done only if its programmes relate to the specific needs of the community and satisfy the grassroots demands of the people in the college attendance area.”

History of National Students' Union

- 1926: National Federation of Canadian University Students (NFCUS) formed at a conference in Montreal.
- 1930-45: The Great Depression and World War II result in limited student enrollment, weakening NFCUS.
- 1946: NFCUS begins to get involved in international student issues and campaigning for lower tuition fees, which were prohibitive.
- 1956: Some discussion of disbanding the organisation as less than half of all university students are represented. A membership drive is started instead.
- 1962: 80% of university students are members of NFCUS. Gains are made in the fields of student assistance and national representation.
- 1963: Quebec delegation withdraws from NFCUS under the leadership of Serge Joyal (who later became a federal cabinet minister). This results in the formation of *l'Union Generale des Etudiants du Quebec* (UGEQ). In an unrelated action, NFCUS changes its name to the Canadian Union of Students (CUS).
- Mid 1960's: CUS and UGEQ become highly politicised and both campaign for lower education costs by lobbying and marching.
- Late 1960's: Some members think CUS has become too political and they begin to leave.
- 1968: UGEQ disbands.
- 1969: CUS membership declines to 13 students' unions and the organisation is disbanded. The travel department survives to become today's Travel CUTS.
- 1969-72: No cohesive national student organisation exists in Canada.
- 1972: National Union of Students (NUS) is formed. Quebec and Atlantic regions walk out, protesting the amount of power the Ontario delegation has. British Columbia Association of Student Unions (BCASU) is formed.
- 1975: BCASU renamed BC Students' Federation (BCSF).
- 1977: NUS becomes affiliated with Association of Student Councils (ASC). Atlantic members begin rejoining.
- 1981: All provincial organisations, except for Quebec, merge with NUS to become Canadian Federation of Students (CFS). BCSF becomes CFS-Pacific region.
- 1986: Record number of students' unions join the Canadian Federation of Students. A national development plan is adopted that will result in the organisation of provincial components throughout Canada.



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Up until then, the communities had enjoyed a position of power over their college. They elected school trustees who, as part of their job, sat on the College Board. If the community was dissatisfied, they had only to speak to a trustee who would attempt to remedy the situation.

In the early days the school trustees along with faculty, staff and student representatives made up the board. But, in 1977, Minister of Education Pat McGeer changed all that. From then on the government would appoint six of the twelve members. Faculty, staff, and students lost all voting rights. At the same time McGeer removed the power of the board to make policy and gave it to the Minister.

Although that situation appeared intolerable, it was paradise, compared with today's situation. As of July 1985, the six elected members lost their positions. The government now appoints all of the board members. One wonders: what is the point of having a board at all?

The government has also been working hard to defeat the cherished ideal of comprehensive education. Community colleges traditionally pay particular attention to providing varying types of education. They believe that people's awareness of others' needs increases as a result of and intermingling of disciplines. As part of this ideal, they offered university transfer programs for some, career

and vocational training for others, and technical training for still others. Also in the curriculum were upgrading programs for those who hadn't finished secondary school the first time round or who never had the opportunity to attend high school, and credit free courses of local interest.

The colleges were proud of their broadbased curriculum which reached people the "big" universities could never hope to reach, and the communities were proud of their colleges which they had helped to establish and continued to help maintain.

But that too began to change in 1977 when McGeer became Minister of Education. It is important to note that although McGeer is a brilliant scientist, he lives in a world far removed from the communities he affected with his legislation. Frank Beinder, co-founder and President of the B.C. Association of Colleges noted in his book *The Community College in British Columbia, the Emphasis on Community*, "In spite of submissions from the B.C. Association of Colleges, from a number of individual institutions and from faculty and union groups, there was a general feeling among college people that the provisions were predetermined at the Minister and Deputy Minister level and that the recommendations from the field had little impact."

McGeer saw community colleges as job training centres. He believed that academic studies belonged in the universities. He made that perfectly clear at an annual meeting of community college trustees when he said, "If it requires equivalent resources, or anywhere near equivalent resources to offer the same teaching opportunities at a community college, society is obviously going to choose the better bargain and put all its resources behind the universities." He added, "The field of supplying marketable skills for the vast majority of our young people is wide open. It is there for the community colleges to accept and the public is

continued on page 11

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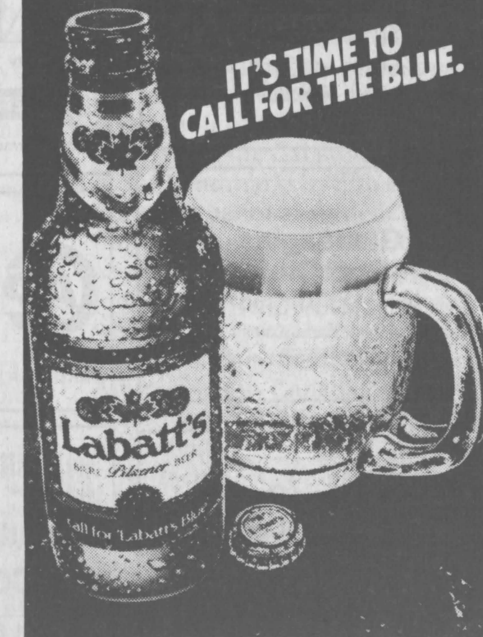
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continued from page 9

begging for it to be done."

That was the beginning of the end. The colleges had no objections to having vocational and technical training in the curriculum but McGeer wanted them at the expense of other valuable programs.

Since then the curriculum of community colleges had gradually become more focused. There is a very real danger that our colleges will become trades schools and only serve a small portion of the community.

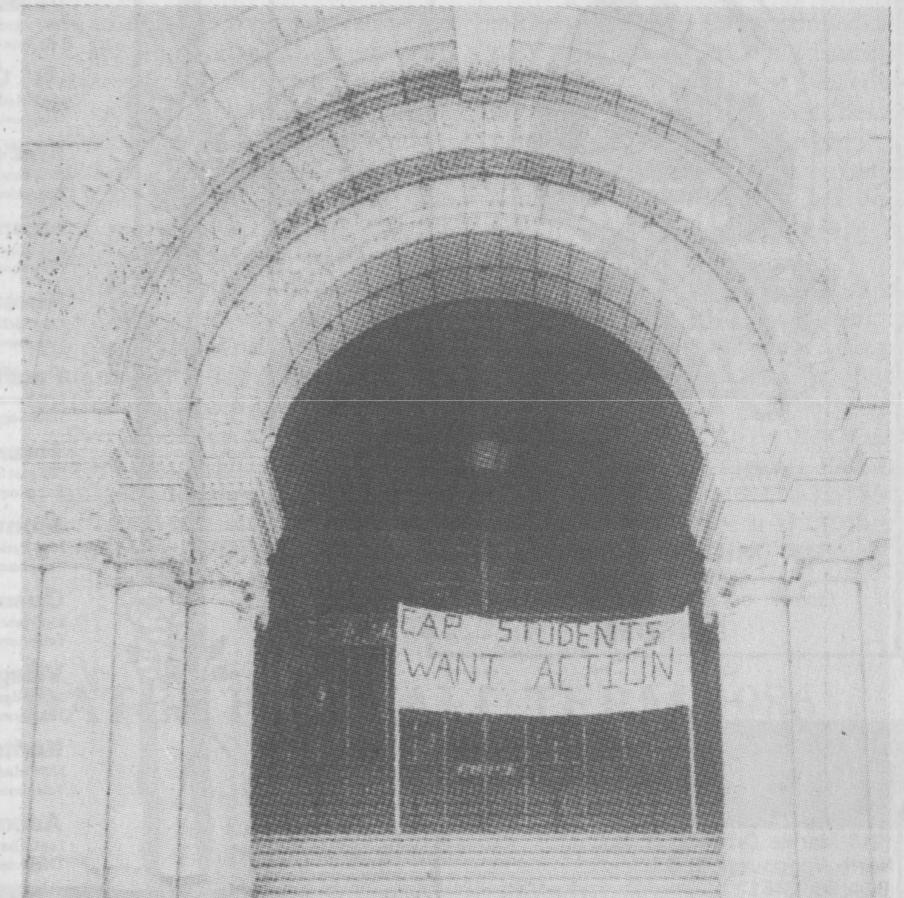
The present government of Bill Bennett Jr., has told the colleges that vocational training programs have higher priority than university transfer programs or credit free programs. So if the money runs out after providing for the vocational programs, tough beans.

At the same time, they are attempting to centralize the programs so that instead of colleges offering many different types of programs, all the similar programs at various campuses will be amalgamated and only offered at one campus. That means that if you want to take Theatre, for example, you might have to go to Prince George to take it. Similarly, someone in Prince George will have to come to Vancouver to take Business.

This concept of 'rationalization' is indirect conflict with what both the public and college people want. As early as 1962 MacDonalld recommended a comprehensive college satisfying the needs of the whole community, and in 1973 Eileen Daily and her task force appointed by the NDP found a great need for decentralized education and gave it a high priority.

What is happening to our college? In a few years time many of us won't be able to get the courses we want here and we'll have to go to a college much farther from home. Will we bother?

To quote Paul Gallagher, Capilano's ex-Principal, "We are rapidly losing the advantages of the more general, more liberal education, designed to encourage people to see individual events in a comprehensive, coherent prospective. More succinctly, we are producing fewer Renaissance people today, and that has its social consequences."



Post-secondary students have special concerns: student aid, rising tuition fees, summer employment, quality of education, just to name a few. As a unique group with unique concerns, it is imperative that students are represented well at all levels of government. This is the business of your organization, the Canadian Federation of Students.

This year the Canadian Federation of Students marks its fifth birthday as Canada's national student organization. Beginning in 1981, campuses across Canada held referenda and joined together in the Federation, which now represents over 400,000 post-secondary students nationally. All students in Canada benefit from the work of the Canadian Federation of Students.

As members, we have made ourselves a part of Canada's only national student controlled, democratically operated organization working to improve accessibility to and the quality of post-secondary education.

Twice a year, representatives from each member campus meet nationally to share information, and to develop the policy and strategy of the Federation. We also elect a national executive that work with a full-time staff to ensure that these goals are met.

Provincially the Federation also has general meetings twice a year, once in January and once in August. Students from across British Columbia develop policy and strategy and lay the foundation for the year's work at these meetings. Between general meetings, an elected executive representing all 17 member-locals, carries out the mandate given to it by its 65,000 members. This year's chairperson, Marg Fartaczek, was elected at the January, 1986 annual general meeting and took office May 1st. The Pacific Region of the Federation employs three full-time staff people — the Chairperson, and executive officer, and a development officer.

As the Federation has grown and continued on page 13



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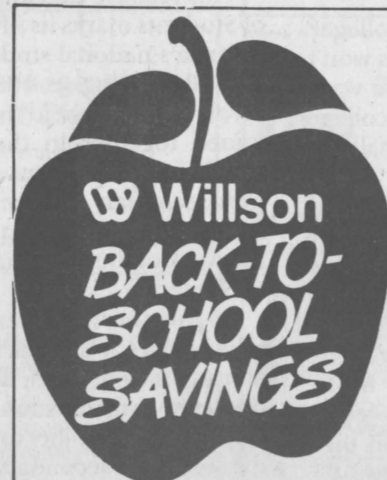
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continued from page 11

strengthened, so too has its effectiveness and credibility. We meet regularly with the Secretary of State, the Minister for Employment and Immigration, and the Minister of State (Youth) as well as M.P.s, M.L.A.s and opposition critics. Annually, the Federation elects representatives to the Provincial Youth Advisory Committee of the Ministry of Labour and the B.C. Student Assistance Appeals Committee of the Ministry of Post-Secondary Education. We are also invited to participate in budget consultations, economic summits and committees that advise the government.

The Federation does more than politic well. In our quest to improve the quality of our lives, we also pro-

vide an array of services that stretches our student dollar. These services, operated by the Federation, and free of charge to members are STUDENTSAVER, the National Student Discount Programme; CANADIAN PROGRAMMING SERVICE, the only speakers agency in Canada which specializes in working with student associations, clubs or teams to bring speakers on campus; SWAP, the Student Work Abroad Programme; and TRAVEL CUTS, the Federation owned travel company.

Two other services offered by the CFS are *The Canadian Student Traveller*, a tabloid published twice a year and distributed free on campus to bring up-to-date information on travel destinations and the cheapest way to get

to them, and The Canadian Federation of Students Health Insurance Plan, the newest service of the Federation. It is a national student health insurance programme designed to enable student associations to offer comprehensive, low-cost, easy-to-use health insurance coverage to their students.

If you would like to know more about the Canadian Federation of Students, contact your local association, the Provincial Office at #204a 175 E. Broadway Ave., Vancouver, B.C. V5T 1W2, 877-1839; the Ottawa Office at 300 - 126 York St., Ottawa, Ontario, K1N 5T5, (613) 232-7394; or the Toronto Office at 171 College St., Toronto, Ontario, M5T 1P7, (416) 977-3703.

IMPORTANT DATES FOR FALL TERM 1986

August 25 (Monday):

Career & Vocational Program Registration.
See Fall 1986 Timetable for details.
Faculty Advisors present.

August 26, 27, 28 & 29:
(Tuesday to Friday)

Academic Program Registration.
See Fall 1986 Timetable for details.
Faculty Advisors present.

September 3 (Wednesday):

Classes commence for All Divisions.

September 17 (Wednesday):

Last day to add a course, or Change Status from Audit to Credit, or to withdraw from a course and not be invoiced for the balance of fees owing.

October 8 (Wednesday):

Final date for payment of balance of Tuition Fees.

October 13 (Monday):

Thanksgiving Day. College Closed.

October 31 (Friday):

Last day to withdraw from a course, or Change Status from Credit to Audit, or Change Sections.

November 11 (Tuesday):

Remembrance Day. College Closed.

December 11 - 19
(Thursday to Friday):

Final Examination Period.

December 19 (Friday):

End of Term

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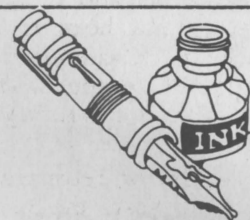
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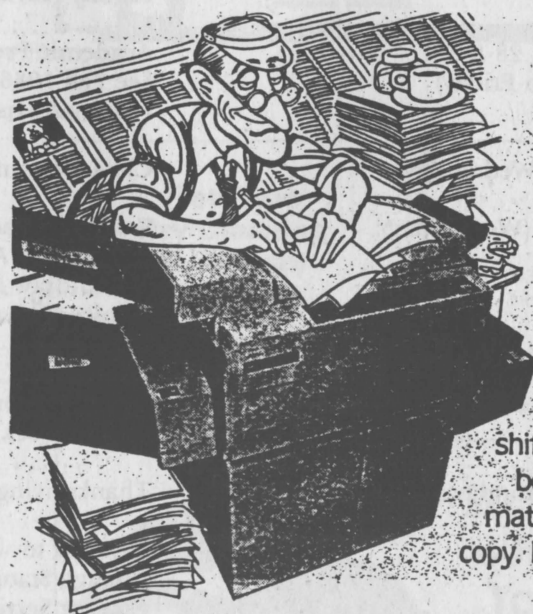
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Quiet Riot: Income Tax Evasion For Peace

CIVIL DISOBEDIENCE AND THE PEACE TAX FUND

by Timothy Leadem

The following account is a brief synopsis of the workshop which was sponsored by the Canadian Bar Association, Special Committee on Nuclear Arms issues. The workshop focused upon the so-called Peace Tax Case. In attendance were David Vickers and Tony Palmer, who are lawyers in Victoria and are counsel of record on behalf of Conscience Canada. Also in attendance was Edith Adamson, who is the President of Conscience Canada Inc. Since this synopsis is somewhat brief in areas covered, it is suggested that interested people contact Conscience Canada Inc. for further information. Their address is Conscience Canada, 505 - 620 View Street, Victoria B.C., V8W 1J6.

Conscience Canada was formed in Victoria in 1978 by a group of individuals who had been concerned that a portion of their taxes spent on military and defence was contrary to their conscientious objection to war. These individuals learned of campaigns in the United States and Great Britain to secure legal alternatives to paying for war. They proposed the establishment of the Peace Tax Fund, the proceeds of which would be spent on peace education, research and action, to support non-violent alternatives to war and the elimination of the causes to war. Thus, the Peace Tax Fund Committee was established in Victoria. Taxpayers who objected to war and killing would be able to direct that portion of their taxes which would otherwise be used to support arms and the military to a Peace Tax Fund, to be distributed to *bona fide* peace organizations for peace research, education and development. To date, there have been over 200 individuals who have withheld that portion of their taxes used for military purpose and who pay those monies into an interest-bearing trust account. Peace trusters, as they are called, have sought legal advice with respect to the legality of their action.

The legal position of the peace trusters and the thrust of their so-called peace tax case can be summarized briefly as follows:

Section 2 of the *Canadian Charter of Rights and Freedoms* provides that everyone has freedom of conscience and religion. Peace trusters thus object to payment of taxes for military purposes on the basis of their conscientious beliefs and objections to war. It is hoped that once there is sufficient funding, that an Application would be made to Court for a Declaration that the actions taken by peace trusters in withholding the military-related portion of their taxes is legal.

Conscience Canada has listed the practices and procedures to be performed for the 1984 tax return year. The total of estimates for military-related expenditures in 1984-1985 comes to 12 billion dollars, or 12.2 percent of the **estimated total federal** expenditures of 98.2 billion. Therefore, the portion to be directed to peace is 12.2 percent of net federal tax payable. In order to complete the tax form for 1984, and to exercise a freedom of conscience guaranteed in the Constitution to direct military-related taxes to peace, a taxpayer should:

1. Complete their income tax form down to the balance due on page 4.
2. Go back to net federal tax payable, page 4, between lines 66 and 67.
3. Calculate 12.2 percent of the net federal tax payable.
4. Write a cheque to the Peace Tax Fund "in trust" for the amount calculated.
5. Make a photocopy of this "in trust" cheque.
6. Subtract this amount from the balance due.
7. Write a cheque to the Receiver General in the amount of balance due less the Peace Tax Fund's money.
8. Send the photocopy of the

cheque to the Peace Tax Fund in trust, the cheque to the Receiver General and completed income tax form to Revenue Canada Data Centre.

9. Write to the Minister, Revenue Canada, House of Commons, Ottawa, Ontario, K1A 0A6, postage free, and advise the Minister what you have done in order to direct your taxes to peace, rather than war, and why you have done so.
10. Send the Peace Tax Fund's cheque to Conscience Canada for deposit in the trust account which they have established for that purpose.

The question is often raised as to what occurs to peace trusters who have withheld that portion of their taxes. While there have been no consistent actions taken by Revenue Canada in connection with peace trusters, nevertheless, the general experience that members of Conscience Canada and the peace trusters have undergone can be summarized as follows:

1. The Provincial Taxation Data Centre will send the peace truster from one to three statements of their account, showing the amount of the peace tax cheque as amount owing, with interest calculated on that amount. Such notices come at intervals between September and January. The practice has been to acknowledge these statements to the Minister of Revenue and to repeat reasons for wanting to direct taxes to peace.
2. In late January or February of the following year, the peace truster may be sent a warning to pay up within 15 days, or steps will be taken to collect from them. Trusters can then pay under protest, or allow collection to take place.
3. Collection according to the **Income Tax Act** is from:
 - a) your bank, credit union or

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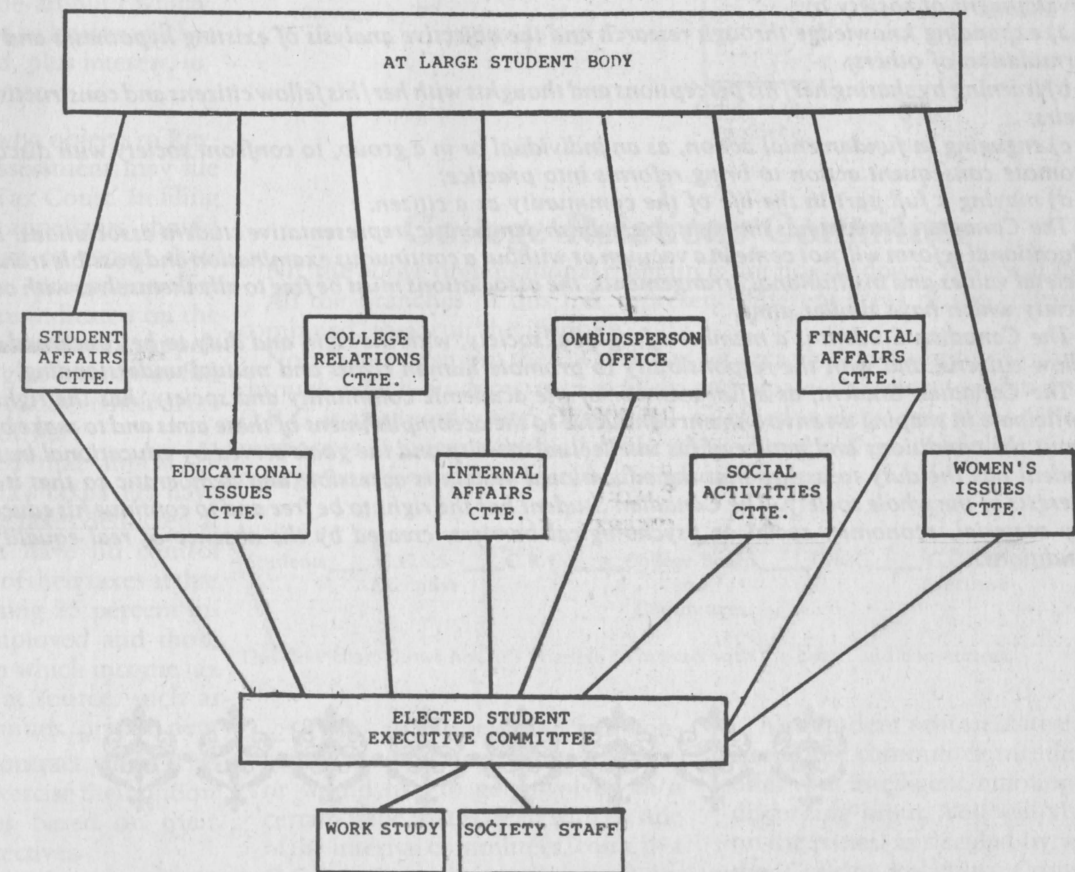
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Internal Affairs Committee

The Internal Affairs Committee looks after all internal Society business. It reviews the policies and procedures of the Society on a regular basis. It then makes recommendations to the Executive Committee regarding policy decisions or administration of our Society's business. If there are structural problems within the organisation, whether they deal with our Executive structure, or perhaps the avenue of input from our members, this Committee might look at ways of solving them. It acts as a

management committee and reviews staffing needs and contracts. As well it may discuss constitutional revisions. The Committee is open to all students. The Vice President of Internal Affairs is the facilitating chairperson. During regular meetings the Chair can be handed over to anyone interested. During the summer of 1986, the IAC concentrated on setting up a new committee and staffing structure for the Society. It looked at numerous ways of increasing direct student involvement. At reg-

ularly scheduled meetings, various members of the student executive, student members, and staff discussed a variety of ideas, decided which ones were feasible, and brought them to the Executive for approval. They came to the conclusion that by dividing up much of the organising work into different committees, thereby allowing students to become involved, and allow executives to spend much of their time doing a variety of other work, the Society as a whole would be better off.



DECLARATION OF A CANADIAN STUDENT

Education is a contributive social process, the essence of which is an expanding awareness of man's social and natural environment through dialogue and cooperative intellectual effort. The principal goal of education is to serve society by developing the full potential of all citizens as free, creative, thinking and acting human beings therefore to serve society by helping to achieve equality of the essential conditions of human living. The student must discover, examine and assimilate the knowledge of her/his environment and must develop the ability to cope with and transform it.

The Canadian Student has the right and duty to improve herself/himself as a social being and to contribute to the development of society by:

- a) expanding knowledge through research and the objective analysis of existing hypotheses and ideas and the formulation of others;*
- b) learning by sharing her/his perceptions and thoughts with her/his fellow citizens and constructively criticizing theirs;*
- c) engaging in fundamental action, as an individual or in a group, to confront society with discoveries and to promote consequent action to bring reforms into practice;*
- d) playing a full part in the life of the community as a citizen.*

The Canadian Student has the right to establish democratic, representative student associations. Realizing that educational reform will not come in a vacuum or without a continuous examination and possible transformation of societal values and institutional arrangements, the associations must be free to ally themselves with other groups in society which have similar aims.

The Canadian Student is a member of a global society, with the right and duty to be concerned about her/his fellow citizens, and with the responsibility to promote human rights and mutual understanding.

The Canadian Student, as a full member of the academic community and society, has the right and duty to participate in shaping an environment conducive to the accomplishment of these aims and to make basic decisions about the conditions and nature of his intellectual activity and the goals served by educational institutions. The student has the duty to assure that the educational system is accessible and democratic so that it will serve the interests of the whole society. The Canadian Student has the right to be free and to continue his education without any material, economic, social or psychological barriers, created by the absence of real equality of essential conditions.



Women's

continued from page 15

- trust company account;
 - b) from your employer or debtor; or,
 - c) by seizure of goods and chattels.
- Peace trusters are urged to keep enough money in their account to cover the amount which Revenue Canada considers that is owed in order to preclude collection by garnishment from employers or execution against goods.

- 4. Payment can be made by peace trusters under protest. This is achieved by writing a letter to the Minister of Revenue to the effect that payment is being made under protest and sending a cheque for the amount to the Taxation Data Centre, of which there is written on both sides of the cheque "paid under protest".
- 5. If the peace truster does not pay or Revenue Canada does not collect, then the amount which they considered to be due will be carried forward, plus interest, to the following year.

Each taxpayer who objects to Revenue Canada's assessment may file an appeal to the Tax Court. In filing such an appeal, appellants should ask the Tax Court to vacate their assessments. The procedures for such an appeal are indicated on the back of the assessment notice. Appellants should also give reasons in full for having chosen to direct their taxes to peace instead of war.

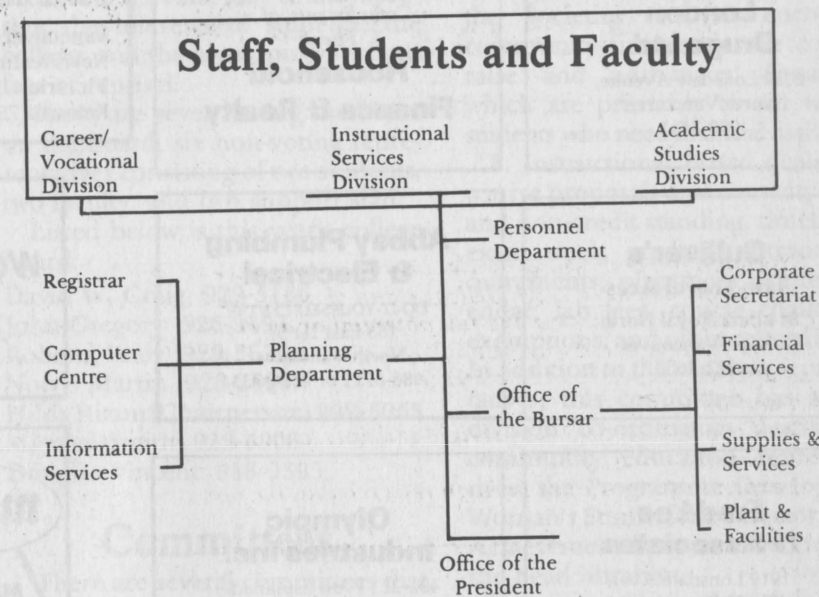
It is recognized that almost 75 percent of Canada's taxpayers have all of their income taxes deducted at source, and thus have no control over withholding of their taxes at that time. The remaining 25 percent include the self-employed and those with income from which income tax is not deducted at source, such as investments, annuities, private pension plans and contract work. The latter group can exercise their option to withhold taxes based on their conscientious objectives.

* * *

Timothy Leadem is a barrister and solicitor in the law firm of Vickers & Palmer in Victoria, B.C.

College Relations Committee

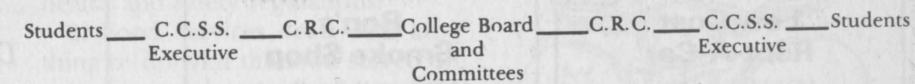
College Organizational Structure



College Relations Committee

No, the above organisational diagram is not upside down. We are at the top. All the branches of this tree represent different areas of the college, and combined, they run the institute.

Noting our position, the C.C.S.S. has set up a College Relations Committee, through which students may actively participate in college operations. The C.R.C. is a support system, think tank—a unified student voice in the college. Its purpose is to interact with all of the above listed college committees and the college board on the issues which concern students.



This flow chart shows how it's possible to interact with the board and committees.

If you, as an interested and concerned student, feel strongly about, or would like to get involved in a certain issue that is dealt with by one of the internal committees, come to a C.C.S.S. Executive meeting and express your interest. Almost before you know it, you'll be on the committee of your choice. You will have become involved.

As a student representative, you'll attend the committee meetings and offer your intelligent, emotional, and discerning input. You will also vote on the issues, as decided by you and the College Relations Committee. And there's no need to be intimidated, because the C.R.C. will have given you support, direction and armour before you attend the meeting.

continued on page 21

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continued from page 19

Once you have voted in the best interests of the students, you will return to the College Relations Committee and submit a concise report on the business of the meeting. You will also give your recommendations of further action. The report will be presented to the C.C.S.S. Executive.

Not only will you have become involved, you will have made a difference.

As you can see, running the college is not as difficult as you may have thought. It takes some time, some initiative, and some involvement. Don't undermine the importance of the College Relations Committee just because it's so easy to become involved with. The C.R.C. is the link between students and the college committees, and is responsible for providing strategies direction and support for the student representatives on the college committees, and addresses the issues concerning us.

College Board

The college board is one of the most important decision-making bodies at Capilano College. It is responsible for approving the college budget, setting tuition fees and deciding where cuts in services are to be made. Unlike school boards, which are democratically elected, college board members are appointed by the Ministry of Post-Secondary Education, and according to the Minister's assistant there are no guidelines for the positions. People send in their resumes, and the Minister selects the "best" candidates. Given the background of many board members, the position is essentially a patronage appointment. For example Hope Wotherspoon sits on the Vancouver Community College Board and is president of the Social Credit Party.

The college board provides a buffer between the college and the government. Ideally, boards should be concerned about the quality and accessibility of post-secondary education and present real opposition to budget cuts. But board members can be dismissed at any time by the Minister. As a result they have offered only token resistance to the drastic

cuts in post-secondary funding.

As our college is a "community" college, it would be more logical and democratic to have a board that is accountable to the community the college serves, rather than to any one individual. With any luck, we would then have a board that could represent the interests of students, the college, and the community without fear of reprisal.

There are seven voting members on the board, six non-voting representatives consisting of two students, two faculty, and two support staff.

Listed below is this year's college board:

David W. Craig 929-5186
John Gregory 926-9391
Roberta Kelly 929-3675
Norris Martin 926-2098
Hilda Rizun (Chairperson) 892-5053
Michael Smith 929-5903
Douglas Vincent 988-9395

Committees

There are several committees that make recommendations to the college board through the principal. These committees are comprised of two administrative, two faculty, two staff, and two student representatives, and each member has a vote. The committees are listed below.

1. Health and Safety is the committee that advises the college on health services for students and employees, hazardous and unsafe conditions, maintenance of a safe working environment, and compliance with health and safety regulations.

2. Food Services deals with anything to do with the food served on campus, and the environment of the eating areas.

3. Physical Planning is responsible for the development of facilities, like our new gym, internal building changes, site changes, and like paths and parking.

4. Canadian Studies is the committee which deals with animation, facilitation, and implementation of projects dealing with Canadian Studies.

5. Advertising is the committee that deals with public relations and promotion of the college.

6. Grade Appeals deals with student grade appeals. This is the last step in a student's quest for a grade appeal. And the committee's decision is final.

7. Capilano College Foundation is an independent volunteer committee organisation, established under the Societies Act, to encourage community interest in the college, raise and administer donations, which are primarily to aid worthy students who need financial assistance.

8. Instructional Board deals with course proposals and content, credit and non-credit standing, timetables, exam week, grading, entrance requirements, placement exams, calendar, lab fees, course challenges, exemptions, and other related items. In addition to the usual six representatives, this committee has all the division co-ordinators deans, two community education representatives, the Programme Developer of Woman's Studies, the Director of the Achievement Resource Centre, and the head librarian.

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Alumni Association

Capilano College will soon have its own alumni association, an organisation of former students and graduates from all Career, Vocational, and Academic programmes.

"The college sees it as important that an alumni organisation of some sort be formed as soon as possible," said Alan Smith, Director of Planning.

The first step was taken this past

summer. The College hired three students, through the Challenge '86 programme, to update the addresses of Cap graduates, from the first class, back in 1968, to the class of 1986. The researchers also ascertained graduate interest in supporting the organisation, and/or actively working for it. Graduate interest was high; close to

3,000 of our alumni were contacted.

The Administration's next step is to hold a meeting with the graduates who expressed a strong interest in working for the association, from which an interim Executive is hoped to be chosen, to execute the next step—forming the Capilano College Alumni Association.

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660-1256

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Student Affairs

Tuition Fees

Tuition fees at Capilano are currently \$357.50 a semester for a full course load. This represents a 240% increase since 1981 (see graph 3). This dramatic increase serves to justify tuition fees as people are now debating, "What is an acceptable tuition fee?", rather than, "Are tuition fees acceptable?"

So all Canadians have an equal opportunity in life, we have always been guaranteed free education—up to the grade 12 level. Times have changed, and now acquiring a post-secondary degree or diploma is as vital to obtaining employment today as getting a high school diploma was 15 years ago.

So why have tuition fees not only remained, but increased? The reason is under-funding. Since the 1970's the Social Credit government has continued to cut post-secondary funding to the point where they are now even diverting part of the Federal contribution to areas other than education. To make up the shortfall colleges have been forced to triple tuition fees.

Despite these increases, tuition fees provide only 10 to 15% of the college's operating budget. Some people feel we are getting a good deal as long as we are not footing 100% of

the bill. But this is a naive attitude.

Tuition fees are the most visible and immediate financial barrier to obtaining a post-secondary education. Their continued existence, coupled with woefully inadequate student aid programs and high youth unemployment, is once again making colleges and universities accessible to all but a wealthy few.

The economic reality of the 1980's is that if B.C. is to compete in world markets we will need a more, rather than less, educated population. Other governments such as Australia, Britain, and Sweden have been astute enough to realise this and have abolished tuition fees. In Quebec there has been a tuition freeze since 1972 and it is currently cheaper to attend McGill University than Capilano.

Socio-economic Barriers

Ideally, obtaining a post-secondary education should be contingent upon only personal abilities and effort. Unfortunately your parents' occupation and income also play a major role.

In 1971 the B.C. Enrollment Forecasting Committee found that, of the grade 12 students whose fathers were university graduates, 56% attended a post-secondary institution. Of the

grade 12 students whose fathers had less than a grade 8 education only 16% attended a post-secondary institution. In other words, the children of professionals are three times as likely to attend a college or university as the children of miners, loggers, and farmers. Parental income plays an even greater role. A student from an upperclass background is four times as likely to obtain a degree as one from a working class background. Despite the rhetoric concerning equality, the educational disparity between working class and upperclass has diminished little, if at all.

As long as financial barriers such as tuition fees and inadequate student aid programs remain, our "public" post-secondary education will remain accessible to only a privileged few.

Regional Barriers

Geography is itself a major barrier to post-secondary education in this province. This is because all the universities, vocational institutes, and a majority of the colleges are located in either the greater Vancouver or Victoria area.

The cost of obtaining a diploma or degree is dramatically lowered if you

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Gender Barriers

Since the end of World War Two there has been a steady increase in the participation of women in post-secondary institutions. Prior to the 1940's only 20% of post-secondary students were female. By the 1970's female post-secondary enrollment was growing more rapidly than male.

Today the majority of women attending college or university are from an upper or middle class background. Despite their increased participation rates, women are still being channeled into traditional female occupations such as nursing, teaching, and clerical work. In B.C. there has been a notable increase in the number of women enrolling in commerce programs.

Culturally learned gender differences, such as "fear of success" and the attitude of the family also provide barriers to women. It has been doc-

umented that if a family is suffering financially, they will be more inclined to withdraw financial support from a daughter than a son attending a post-secondary institution.

Women are also at a disadvantage when it comes to financing their education. A woman, on average, makes less than a man at her summer job, and when her schooling is completed she will be earning less. This will make it harder for her to repay her student loan.

As a result of financial or domestic demands, many women are studying part-time. Universities and colleges with their inflexible time tables and inadequate daycare facilities are often insensitive to female part-time students' needs. A 1975 report found that only 29% of 52 Canadian Universities surveyed had any daycare program.

Even when daycare is available it is not always affordable. The maximum provincial allowance for daycare is \$220 per month and has remained at this level since 1981. But the estimated average cost of daycare in Vancouver is at least \$300 a month. Furthermore the government determines how much daycare time is required on the basis of students class time, making no allowance for studying.

Finally post-secondary institutions have a severe shortage of role models for women. In 1981 only 36.8% of community college instructors and 15.6% of university faculty were women.

Until there are affordable daycare facilities and dramatic changes in the attitudes of employers, women will remain at a disadvantage when it comes to securing a post-secondary education and a career.

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are able to live at home with your parents. For rural students this is not an option, and they must spend upwards of \$400 a month on food and accommodation.

In 1977 a provincial government Ad Hoc Committee on Accessibility discovered that in North and West Vancouver 30% of students finishing grade 12 later attended a university or college. In the Prince Rupert/Dawson Creek area only 10% went on to attend a college or university. Thus, a student graduating from North or West Vancouver is three times as likely to enter a post-secondary institution as one from northern B.C.

With the emergence of community colleges in the mid 60's, new hope was given to those in B.C. outside of the lower mainland needing access to post-secondary education. Now, that hope is replaced only by despair as the Socreds close their colleges and slash the budgets of those remaining. Students played a big role in pressuring the government for a community college system and we must play an equally big role in defending what we now have.

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Financial Assistance Barriers

British Columbia has the worst student assistance program in the country. The British Columbia Student Assistance Program (BCSAP) is under-funded and is the only program in the country that has no grant. Also, only the Federal portion provides a moratorium on repayment should you fail to find a job after graduation. In recent years reports of collection agencies harrasing unemployed students have become more frequent.

The BCSAP is jointly funded by the federal and provincial governments. If you have been in the workforce two consecutive years, or it has

been four years since you graduated from high school, you qualify as an "independent" student. As such you can receive a maximum loan of \$5360 a year to cover the costs of living and going to school. If you have a child you can receive an additional \$400 loan with which you are expected to house, clothe, and feed your child for a year.

Last year, as a result of student lobbying, the Provincial Government has made it easier for you to qualify for a student loan. However this is not a final solution as many students are deciding a debt load of up to \$20,000 for four years of

schooling is too high, and are dropping out.

If you do leave, or graduate, you are not charged interest on your loan until six months later, then you must begin repayment of both the principal and the interest. After extensive lobbying by the Capilano College Student Society and the other members of the Canadian Federation of Students, the federal government created an 18 month interest relief plan for those who are unemployed or temporarily disabled. The province has no such plan, so the interest on the provincial portion of your loan will continue to add up.

Education Issues Committee

The Education Issues Committee is responsible for monitoring and dealing with issues affecting the quality and accessibility of our education.

This committee has co-ordinated numerous events protesting education cutbacks including a demonstration at Robson Square with our fellow Lower Mainland Students' Unions on April 1st, 1986. The work done by people on this committee

was instrumental in getting the provincial government to implement the Loan Remission Program. Although not the return to educational grants for which we have been pushing, it is a small victory for student activism.

This is an excellent committee to get involved with if you are concerned about the state of our education system and enjoy working with others on issues affecting us as students.

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1986-87 Campaign

The Student Issues Action Committee will be working on several campaigns this year, focused nationally, provincially, and locally.

Nationally, in conjunction with committees at other Canadian Federation of Students locals, the committee will focus on the issue of post-secondary education funding. This year's national campaign attacks the problems of incidental fees, tuition fees, transfer payment cuts, student unemployment, differential fees for foreign students, the lack of student grants, and other issues that are tied to post-secondary funding.

Provincially a "Task Force on Student Assistance in British Columbia" is being set up to investigate the myriad of problems afflicting our provincial student assistance program. This task force will conduct a series of hearings at colleges and universities across the province.

When this Task Force reaches Cap, the Student Issues Action Committee will be responsible for organizing the local hearings and producing a local report. Once the task force has finished its tour and compiled a report, it will be able to present an accurate assessment of our provincial student assistance program to the public, and if it is successful, it could very well result in the return of student grants to British Columbia.

Locally the committee will be focussing on two campaigns. One will be dealing with transit fares and the other with the, widely predicted, upcoming provincial election.

Accessibility

Campaigning to improve the accessibility of our colleges and universities is one of the main activities of the Student Issues Action Committee. By working with other student

unions, through the Canadian Federation of Students, we have made some progress. For example, loans are finally available for part-time students and there has been a return to more reasonable student aid criteria. Despite this, our province has one of the least accessible post-secondary education systems in the country.

It has been estimated that if B.C. had the same proportion of its youth attending college or university as do other provinces, over 24,000 more students would be in the system. Last year 17% of 18 to 24 year olds attended a post-secondary institution as opposed to 24.3% in Canada as a whole.

Community colleges were originally set up in order to make higher education accessible to us all. However the tripling of tuition fees, the abolishment of provincial grants, the closure of David Thompson University Centre, and youth unemploy-

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ment rates of 25% have all had a detrimental impact on accessibility. In short, our province's colleges and universities have become too expensive for most British Columbians, and the reason for this is under-funding.



Capilano has not been spared the effects of cutbacks either. Course sections have been cut, services reduced, and class sizes increased. Faculty and support staff have been laid-off, given early retirement, or reduced to part-time. Now faculty and staff have little time to assist us. The library has been forced to reduce its hours, very few new books are purchased, and books are seldom reshelved during the semester. Finally, the college can not even afford to replace worn out or obsolete equipment. All this impairs our ability to learn.

To add insult to injury, not only are we receiving a second-rate education, we must now pay three times as much for it as in 1981 (see tuition fees). Unless there is a change in government priorities, we will be expected to go on paying more for less for the foreseeable future.

Rappin' with the Government

Another major task of the Student Issues Action Committee, and the Capilano College Student Society in general, is ensuring that the concerns of students are heard by the government. This has been accomplished by working with other student unions in the Canadian Federation of Students.

As Federation members we have had an opportunity to meet with elected officials and present briefs to various government committees. In 1985 we were given a seat at the Prime Minister's economic summit and we were one of three groups invited to make presentations to the Eric Nielson taskforce on government waste and mismanagement.

We are also in regular contact with the Secretary of State, the Minister of Employment and Immigration, the Minister of State Responsible for Youth, opposition critics, and various Ministers of Parliament.

Provincially we have met with the Premier and various ministers, including the minister of post-secondary education, as well as opposition critics and MLAs. Finally, there are Federation representatives on the provincial youth advisory council and the student assistance appeals committee.

Despite this, students still have relatively little input into decisions that directly affect us. One reason is that all college, and a majority of university, board members are appointed by the provincial government and are not accountable to students or the public (see College Relations Committee). Another reason is that post-secondary students have traditionally been one of the easiest groups for governments to attack without fear of reprisal. This is because studying dominates much of our time and most of us are only at college or university for a few years. This is slowly changing as an increasing number of student organizations are joining the Canadian Federation of Students. Also, locally, more students are taking the time to vote and become more active in their student union through committees such as the Student Issues Action Committee.

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Quality of Education

Safeguarding the quality of our education is another area the Student Issues Action Committee is active in. Like accessibility, the quality of our education has suffered as a result of government under-funding.

"Quality" is not something that can be quantified. But quality is what determines the reputation of our colleges and universities and the value of our diplomas and degrees with employers.

We are receiving an inferior education to what was available five years ago in British Columbia. As a result graduates from B.C. are finding it harder to compete for jobs with students from other provinces. U.B.C., in an attempt to regain some of its international credibility, is limiting the number of university transfer students it will accept from community colleges. The lack of up to date literature and equipment also threatens to choke off research grants which are the lifeblood of universities.



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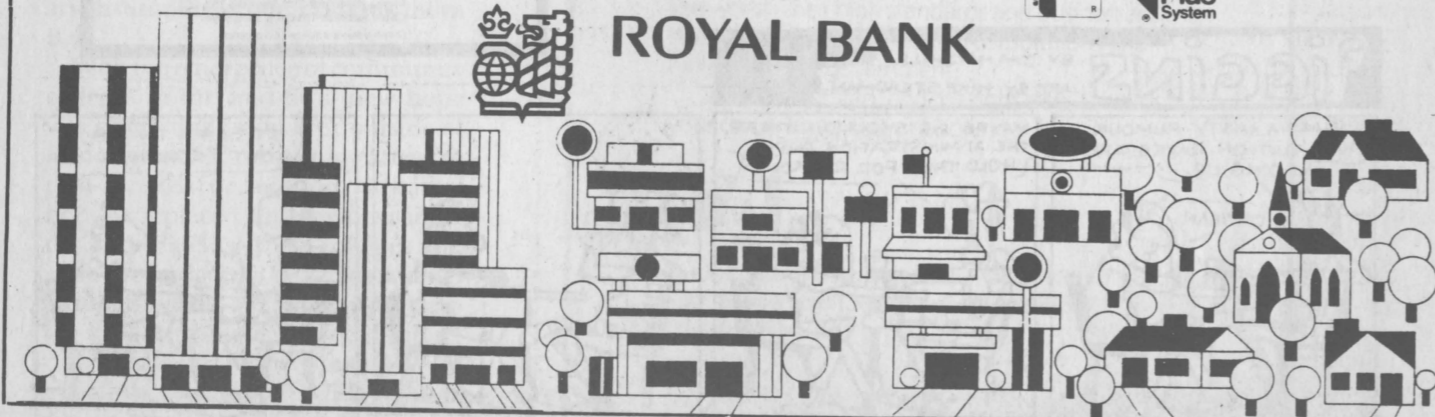
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Election '86

The 1986-87 school year will likely see a provincial election. Among many other issues, British Columbians will have to decide whether or not they want a high-quality and accessible post-secondary system.

This election will be different from others, not only because there will be several new faces, but because we will be able to witness first hand the effects the provincial government's changes to the electoral boundaries will have.

In 1979 Eckhartt, an unsuccessful Socred MLA candidate, was commissioned to review the provincial electoral boundaries. The reports recommendations wiped out three NDP seats and made several interesting boundary changes including the infamous "Gracie's finger." In 1984 another electoral commission was established. It could not change boundaries but, by utilizing a rather complicated and highly suspect formula, could determine which ridings would have two MLA's. There are 12 double seat ridings, 11 of them in Socred strongholds.

The formula's bias becomes readily apparent when comparing two ridings: Central Fraser Valley and Coquitlam/Moody. The population of these two ridings are 65,353 and 64,757 respectively. The commission reviewed these two ridings and determined that Central Fraser Valley, a Socred riding, will now elect two MLAs while Coquitlam Moody, a New Democratic riding, will elect only one. It has been estimated that the Social Credit Party could form the next government even if the NDP won 53% of the popular vote.

In addition to gerrymandering, the Socreds have also wiped out the old voter registration list. There are currently half a million eligible voters who are not registered. In addition British Columbia is the only province in Canada which has not lowered the provincial voting age to 18.

The fixing of ridings, the removal of dissident school boards, the creation of government controlled college boards (See College Relations Committee), and the shutting down

of student associations such as the one at King Edward Campus, indicate that democracy is under attack in this province.

As an eligible voter, it is your responsibility to ensure that you are registered to vote in the upcoming election. Also, as a member of the Capilano College Student Society, you have an opportunity to become active in the Student Issues Action Committee. This year the committee will be lobbying for a lower provincial voting age and the creation of an independent electoral commission that would re-establish fair electoral boundaries in this province.



Transit Fares

Last April transit fares were dramatically increased in order to pay for our squeaky new ALRT system. The one zone fare went from \$1.00 to \$1.15, the two zone from \$1.35 to \$1.55, and the three zone from \$1.75 to \$2.20. Similarly, the monthly farecards went from \$40 to \$46 for one zone, \$54 to \$62 for two zones, and \$70 to \$88 for three zones. The transit tax is the same for every-

Unfortunately the maximum monthly allowance for transportation under the B.C. Student Assistance Program is only \$40. Thus the choice for many students has become, "Should I buy groceries this week or get a bus pass for next month?"

The Transit Commission then waited till summer before slapping a larger transit tax on us. Instead of paying \$3.20 per month, we must now come up with \$10.60. The tax is included in your hydro bill and, as long as you do not mind studying in the dark or doing without heat for the summer, you do not have to pay it.

one, regardless of ability to pay. So everyone, from a starving student to Jimmy Pattison, pays the same amount.

The Student Issues Action Committee will be campaigning for the return of a concessionary fare for post-secondary students, which was lost in a 1982 fare hike. Currently concession fares are available only to elementary and highschool students, as well as senior citizens.

CFS's Fare Fight

Affordable and accessible transit for post-secondary students is one of the issues that the Capilano College Student Society and the Canadian Federation of Students—Pacific Region have been involved with over the past year.

Besides coping with the higher cost of education and the ever increasing cost of living, post-secondary students have faced more than a 65% increase in taking a bus to campus since June 1985. The present transit fares are beyond the students' budget. Students are allowed a maximum \$40.00 per month transportation allowance on their Student Aid. The present rates are, as increased on April Fools Day 1986, cost from \$46.00 per month for a single zone FareCard to \$88.00 per month for three zones. This is way beyond the transportation allowance provided by Student Aid. Which means students must dig into their food budget portion of Student Aid.

The Federation of Students has been trying to get back the Discount FareCard, to post-secondary students before it was cancelled during the 1982 fare increase. Students were able to buy discount Bus Passes for \$18.00 per month in 1979, before the FareCards were even introduced. The calculation was based on 40 trips per month (2 trips per day x 20 days) x .50¢ adult fare = \$20.00 - \$2.00 discount = \$18.00. That was a 10% discount on the adult fare. But when the FareCard system was introduced in 1981, the Discount FareCard for post-secondary students was not included in the plan. The Federation fought back by proposing that the post-secondary students be allowed to buy the Concession FareCard available to secondary school students, children and senior citizens. The argument used was that post-secondary have to pay for their education and the cost of living without even having a full-time job, therefore they should be allowed to buy Concession FareCards just like the others in the unemployables category. The Federation won a minor victory by

getting a new \$22.00 post-secondary FareCard, which was \$2.00 less than the \$24.00 adult rate. When the fares went up again in 1982, the \$2.00 discount was maintained at \$26.00 on the \$28.00 adult rate. However, by this time, the students were only receiving 6.7% discount compared to the 10% received in 1978.

In 1984 the post-secondary Discount FareCard was cancelled during another fare increase. This decision was based on a survey done by B.C. Transit saying that post-secondary students don't mind paying the \$2.00 extra, because it was not that much of a discount. So, to cut administrative costs and paper work, the discount was cancelled. The cancellation, however, did not affect the students as much as the multi-zone system introduced at same time.

With the introduction of the multi-zone fare system, students who crossed more than one zone, during peak hours, not only faced the loss of a \$2.00 discount, but had to also pay double- and triple-zone fares. However, those who were eligible to buy Concession FareCards did not have to pay multiple-zone fares during peak hours.

To fight back, the Federation made another proposal to B.C. Transit last summer. The Federation proposed that post-secondary students be allowed to use the Concession FareCards during off-peak hours only. This proposal was a compromise to B.C. Transit argument that post-secondary students would overcrowd the system if they were given a discount. B.C. Transit delayed the decision on the proposal until the spring of 1986, when a survey on concession fares would have been completed. But before then, on April Fools Day, the fares went up again, so the students had to cope with another increase and no discount again.

The April Fools Day transit increase also hit the students with a transit levy on their Hydro bill to cover the cost of Skytrain. Instead of improving the service with the transit hikes, the service has been cutback, once again to cover the cost of Skytrain.

The Skytrain was not even designed with the student in mind. Except for Douglas College, the Skytrain does not have a good connection to travel to this campus. With the lack of good connections with Skytrain, the transit hikes and the cuts in service, transit is becoming less accessible and less affordable for students.

These transit hikes have not only hit students, but also other groups unable to afford the fares and the levy. So the Federation has now forces with these other groups such as the senior citizens, the unemployed and those on welfare. The campaign is to have the provincial government renegotiate the funding formula for transit, so that government puts more money into transit rather than raising fares and imposing levies.

Unless something is done, the fares and levies will increase again next year and again the following year. Transit will become less affordable and accessible. We must join forces and get involved.

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The Ins and Outs of Financial Aid

Money makes the world go 'round, and lack of money can turn students into full time members of the UIC ski team. Not to worry though, even if you don't have a summer job that pays \$2,000 a month, you can still afford to go to school in the fall. The federal and provincial governments, in an unsurpassed fit of cooperation, have established a program whereby you can borrow some of your parents' tax dollars in order to get an education.

The only catch is that now you'll have to pay it all back after you complete your studies.

A word of caution, the amount you have to repay in order to clear your debt could come as quite a surprise if you're not familiar with loans and interest rates. For example, if you borrow \$10,000 to complete your education, the maximum time you would be allowed to repay the loan would be 114 months after termination of studies. If you choose to take

the maximum time, at today's interest rates the payments would be \$148.84 a month for 9 and a half years. The total interest charged would be an incredible \$6,967.66, and that's assuming that interest rates stay where they are. If you choose to borrow more, the government has raised the limit to \$52,000 (perhaps so students will be forever grateful to the government) you could conceivably still be paying off your student loan when your children are applying for theirs. But don't let that discourage you, if you want to go to school you are more than likely going to have to participate in the student loan program—whatever the future consequences might be.

As far as the nuts and bolts of obtaining a student loan go, the first place you should visit is the Financial Aid office on campus. It's pretty simple to find. Just wander into the "M" building, and you can't miss it. The office is the point of contact for anything to do with student loans. Connie Gibbs, the financial aid counsellor on campus, will be more than happy to help you with any problems of the financial variety that you might have.

The deadline for applications for student loans is ten weeks before the end of the spring term if you are applying for a loan over two semesters. Using the advanced computer facilities on campus the exact date has been pinpointed as February 20.

Once you've got your application, the fun really begins. Arm yourself with a case of beer and whatever other tranquilizers or stimulants you require, 4 sharpened HB pencils, 3 erasers, 2 pads of scrap paper, and a sturdy pocket calculator. Once you're ready to begin, drink the beer and go to bed. Get up the next morning and visit Financial Aid and sign up for one of their workshops. These will be running right up to the deadline for applications, as the demand requires.

Once you have submitted your completed application to Financial

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Aid it usually takes about 6-8 weeks to get the loan documents. If your application is incorrectly filled out, the Financial Aid office must obtain correct information before assessing your application and forwarding it to the Ministry of Education for final processing. Consequently any errors on the application you submit will result in delays beyond the normal 6-8 weeks waiting period—so it's a good idea to get right the first time.

If you can't wait 8 weeks and you absolutely, positively need the money right away, you can get an advance on your loan from the Financial Aid office. This loan is only available to those who can show that without the loan their very existence is in jeopardy.

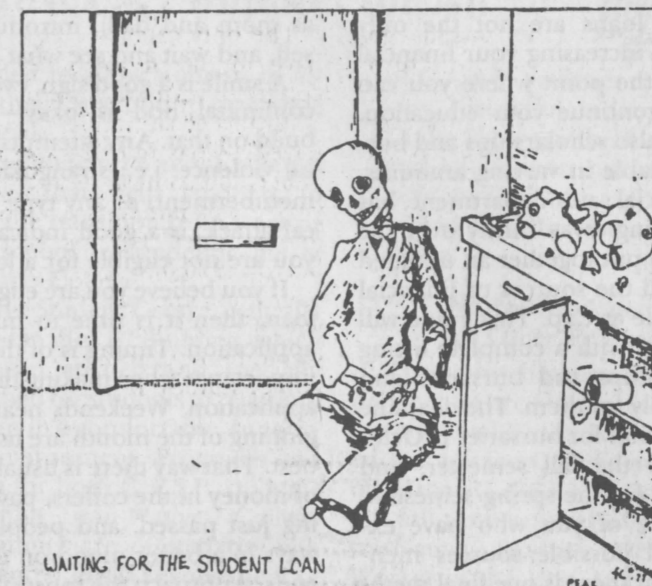
To apply for one of these loans, simply trundle up to the Financial Aid office wearing your best "I'm teetering on the edge of financial insolvency" expression, and talk to the F.A.O.

One problem that sometimes crops up with student loans is unexpected expenses that arise after you have already made your application. Unplanned for dental work or surprise rent increases can really take a bite out of an already dwindling bank balance. Once again there is a solution to your plight. The student loan program allows for reassessment of your application if unexpected expenses are incurred. Connie will be able to propel you along a path that will avoid the pitfalls that would otherwise project themselves on your application for reassessment.

Although there shouldn't be too much trouble obtaining a loan, in certain cases you will not be given the full amount that you request.

If you feel you have been hard done by in your application you can see the financial aid officer about an appeal. Chances are that unless you can produce some documentation, you probably won't get any more money, but there's no harm in trying if you really do need the money. That's the key, you really have to need the money, a \$200 a month entertainment expense is not too realistic, so if you have something along those lines in your application, don't bother wasting the time to make an appeal.

There is one final thing you should know about your student loan: if, after your schooling is over, there's absolutely no way you can begin making payments or continue to make payments on your loan, and you meet certain eligibility requirements, you can apply for the interest relief program. Under this program successful applicants can be exempted from loan payments for a period of three or six months (a form for re-application is included with the notice of acceptance to be used if your situation has not changed significantly since the original application was filed) and no additional interest will be charged on the principal during this period.



BRUSH STROKES



Creative Financing

Student loans are not the only method of increasing your financial stature to the point where you can afford to continue your education. There are also scholarships and bursaries available in varying amounts. The financial aid department has been working away busily over the summer to put together an updated guide to all the sources of financial aid available at Cap. This guide will provide you with a complete listing of scholarships and bursaries and how to apply for them. The deadline for application for bursaries is October 31 for the fall semester, and January 31 for the spring semester.

For those of you who have exhausted all possible sources mentioned so far there is one final method of acquiring the funds necessary for your education. When the situation looks as bleak as it possibly can, you can always return to the nest and put the touch on mom and dad.

There are three things to consider when applying for the mom and pop student loan program: availability, eligibility, and application procedures.

Let us first consider availability. The parents in question must have funds available for your temporary use. There is no need to go to any great expense to determine this. Private detectives are definitely out. You have probably known your parents for at least the better part of at least 17 years, and if you're still not sure of your financial standing there are a few things you can look for. Expensive cars are a sure sign that there will be cash available. Paintings by well known artists and crystal chandeliers are dead giveaways.

Once you have ascertained the availability of funds you must determine your eligibility. To determine eligibility follow this simple procedure. Walk up to the people who you believe are your parents (also known

as mom and dad), introduce yourself, and wait and see what happens.

A smile is a good sign, even a non-committal nod is okay—you can build on that. Any attempts at physical violence, i.e.: strangulation, dismemberment, or any type of physical attack, is a good indication that you are not eligible for a loan.

If you believe you are eligible for a loan, then it is time to make your application. Timing is of the utmost importance when making this type of application. Weekends near the beginning of the month are usually the best. That way there is usually plenty of money in the coffers, payday having just passed, and people are always in a better mood on the weekends. Approach the most sympathetic parent only after having spent as much time as is required to perfect the "dedicated but penniless student" look. Carrying a thick volume such as *An Introduction to Organic Chemistry* is a ploy that can only aid

you in your application. Sit down with the parent in question and begin your application. Start off with something like this, "dad/mom, I'd like to talk to you about my future". Parents are always impressed when you tell them that you have been thinking farther into the future than next weekend. After a little bit of flattery you can spring the question. Be forward. Come right out and say "mom/dad, can I borrow \$x,xxx so I can go to school next year?" After you have broached the subject allow a weeks time for the idea to percolate. Bring the subject up again and hopefully you will find that your application has been accepted. If you are unsuccessful in your last ditch attempts to garner financial assistance you can console yourself with the fact that you are young and alive, and besides which, in the immortal words of an anonymous Vancouver Canuck fan of the past, "there's always next year".

FITNESS PACKAGE

- 50 Instructors to Choose From
- Back/Pre & Post Natal/Cardiac Classes
- 11 Locations in North Vancouver
- 160 Classes Weekly
- Full Range of Program Intensities to Suit Your Fitness Level

\$45 for 3 Months

HEALTH CLUB

- Rowing Machines
- Exercise Cycles
- Suntanning Solariums
- Whirlpools/Saunas/25 M. Pools
- Fully Equipped Weight Rooms with Universal Gym

\$25 Monthly

ONLY \$90
3 MONTHS COMBINATION



N.V. Rec. Centre
988-6166



R. Andrews Pool
929-7314

K. Magnussen Arena
984-9341

N.S. Neighbourhood House
987-8138

W. Griffin Centre
986-2255

Delbrook Centre
984-4181



north vancouver recreation commission

C.A.S.P.

Support for Natives . . . Support for All



The College Achievement and Support Program is a one year program offered at Capilano College in co-operation with the Anderson Lake, Burrard, Mt. Currie, Sechelt, and Squamish Indian Bands and the Department of Indian and Northern Affairs. The program is similar, but not identical to the successful College Achievement Program that has operated at Fraser Valley College in Chilliwack and Abbotsford for the past seven years. In 1985-86 the first group of students was served by this program and the 1986-87 term will likely see C.A.S.P. seminars available to second year students.

There are three main components to C.A.S.P.:

1. A set of core support courses

designed to allow students to attain their maximum academic potential.

2. Counselling and a set of support services that help students to make the transition from work or high school to academic life at Capilano College.
3. A Native Student Centre, centrally located in the "L" Building, which has been created and specially furnished for students to relax and to learn in a comfortable, supportive environment. Programs and events for both C.A.S.P. students and the non-Native College community are offered through the Centre: direct involvement of the five Indian Bands served by Capilano College is a regular part



of C.A.S.P. activities. Last year, a very successful Indian Arts and Crafts Show was held on campus and all students on campus this year can look forward to a Native Indian Film Festival and Lecture Series.

Native Students in All Other Programs

(The counselling services and student centre are also available for the benefit of all Native students enrolled at Capilano College in programs other than C.A.S.P.) We hope to have the full-time services of an Instructor/Native Student Development Worker in the 1986-1987 year. Call us at 2956 or drop by for a coffee at H408.

Central America: An Overview

The Capilano College Student Society not only addresses issues affecting Capilano students but those affecting students of the international community as well. The list of injustices in Central America is intimidating in its length. What we as students should consider are the issues affecting *students* in these countries. One organization your student society will be working with in this context is AGEUS, the General Association of Salvadorean University Students. The issues affecting Salvadorean students go beyond mere funding difficulties to destruction of their schools, imprisonment and assassination. By developing sister/brother school relationships with Salvadorean colleges and lines of communication with imprisoned students the C.C.S.S. will offer support to AGEUS.

Capilano College students can become involved with these organizations through the Educational Issues or Social Issues Committees. For further information drop by the society office or contact the V.P. External directly.

Student Development Centre

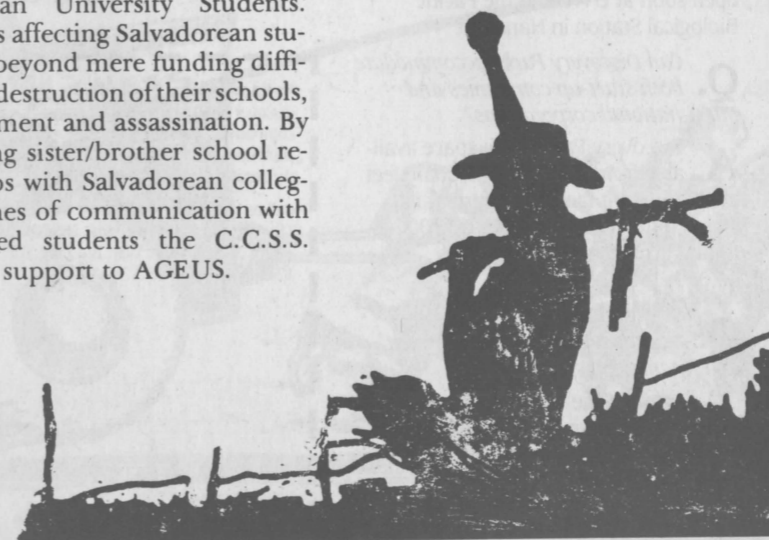
This new centre, now in its first month of operation, is in the far end

This new centre, now in its first month of operation is in the far end of the "M" Building, across from Health Services and houses Women's Access, Career Resources, and Counselling, and Financial Aid. Yvonne McColl, the new Co-ordinator of the Women's Centre, is also responsible for the Student Development Centre. Her fellow counsellor, Nancy Newman, will also be available to give you help with Career Resources.

Advising Centre

The Advising centre offers assistance in course planning, registration and admission procedures and operates the Advising Hotline; students should call 984-4990 for information and advice. Advisors give information on prerequisites for College entrance, procedures for applying to Capilano College and other post-secondary institutions, and on the transferability of courses or programs to other institutions. If

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you need help, the Advisors will be happy to assist you. The Advising Centre operates on both an appointment and drop-in basis.

Counselling

If you need career counselling or have personal or academic problems, the Counselling Department can help you. Our counsellors are experienced and can usually help you find solutions. If things seem to be getting too heavy—for example, during "February," that four month period between January and March—see a counsellor, and try to make things manageable for yourself again.

Counsellors can also assist you in planning a career, by gathering all the pertinent information. The Career Resource Centre contains files on almost every career you can think of. They can administer and score personality and interest tests that may prove invaluable in choosing a career, and they can also guide you in planning your educational future. To see a counsellor, you can either come to the "M" building, call 984-4990 and make a day or evening appointment, or you can drop in and wait for an available counsellor to see you as soon as is possible.

Placement Centre

The Placement Centre assists students in finding casual, summer, part- and full-time employment, as well as volunteer work experience. As a liaison person with the business community, Lesley Gillis maintains a registry of employment opportunities. In addition, College graduates participate in on-campus interviews for career opportunities.

The Centre also offers help with resume writing, interview preparation and job-search techniques, and provides information and reference materials on a wide variety of career options. To take advantage of these services, drop in and register at the Centre or call 984-4965.

Woman's Access Centre

The Women's Access Centre was implemented, with help from the province, to encourage and help women break into non-traditional jobs. The centre also attempts to ensure equal access to education for women.

Despite funding cutbacks, the centre is an interesting and informative place, and continues to provide invaluable assistance to both potential and current students.

The centre offers a variety of workshops and courses, and provides individual counselling and assistance with research on women's issues, as

well as Career Planning and Job Search. If you need some help, they can provide it.

At the Women's Access Centre you will find a wide range of books, periodicals, and papers by and about women. The centre is also available to help with complaints, such as sexual harassment, the college specifically prohibits sexual harassment.

The centre's resources are available to faculty, staff, administration, and students, in order to review policies, practices, and curriculum. The Women's Access Centre is located in the "M" Building, and if you want to pick up their brochure, sign up for a course, or just talk to someone, just pay them a visit, or call local 2531.

You've heard of Discovery Parks. Now how much do you know?

Q. How are Discovery Parks different from conventional Industrial Parks?

A. Discovery Parks are conducive to research and development with direct access to government, industry, and other support services.

Q. Discovery Parks are adjacent to what institutions?

A. UBC, SFU and BCIT. Two more Discovery Parks are planned to open soon at UVIC and the Pacific Biological Station in Nanaimo.

Q. Can Discovery Parks accommodate both start-up companies and multi-national corporations?

A. Discovery Parks have space available from 200-15,000 square feet in multi-tenant facilities, courtyard leases for buildings 20,000-50,000 sq. ft. and acreage sites for facilities 40,000-160,000 sq. ft.

Q. How do Discovery Park tenants obtain special technical and financial assistance?

A. Through the Discovery Foundation network, tenants have access to venture capital, market opportunities and government funding programs.

Q. How successful is Discovery Park's advanced technology incubator facility?

A. The Discovery Park Multi-Tenant Facility is recognized as one of Canada's best incubators. 60 companies in 3½ years have been accommodated with a less than 10% failure rate.

DISCOVERY PARKS

To know more... Call and discover how established companies, developers or start-ups all can benefit from the resource rich Discovery Parks.

Call or Write: Mr. Peter Thomson,
Vice President of Marketing, DISCOVERY PARKS,
#220-5700 Gilmore Way, Burnaby, B.C. Canada
V5G 4M1 (604) 450-3553

Name _____
Address _____
City _____ Province _____
Postal Code _____ Telephone _____
 Send Brochure

Social Activities Committee

The Social Activities Committee organises and regulates campus clubs and all student socials. Social activities held by the Student Society include free movie nights that feature box office hits, cult favourites, and political docu-dramas; noon hour speakers and forums, and many other special events. The C.C.S.S. also sponsors club-held pub/music nights. The college's 20-plus clubs have meetings every other week. So if you enjoy organising entertainment events, would like to start your own club, or just want to have fun, this committee's for you.

Pub/Music Nights

The C.C.S.S. Sponsors pub/music nights every Thursday that take place in the North/East Student Lounge. They are held by campus clubs, as socials to raise funds for their activities. The pub nights usually feature

rock videos on a 15 foot screen, dancing, local bands—including those from our own Music Department—and a fully licenced bar.

Admission is usually free. However, when a live band is performing a small fee is charged to help cover the cost of the musicians.

Drinks are inexpensive, and free coffee is available.

There are two bar-people, one cashier, and two door-people, students hired by the society and a number of club volunteers there to serve you.

B.C.'s liquor laws are valid and enforced at all pub nights, so no one under 19 will be admitted, nor will students who cannot produce a current C.C.S.S. identification card. Also, when live bands are featured, tickets are only available in advance. You may buy your ticket at the Student Society office. So make sure you get yours early, or you'll miss out on a great time.

Concerts and Dances

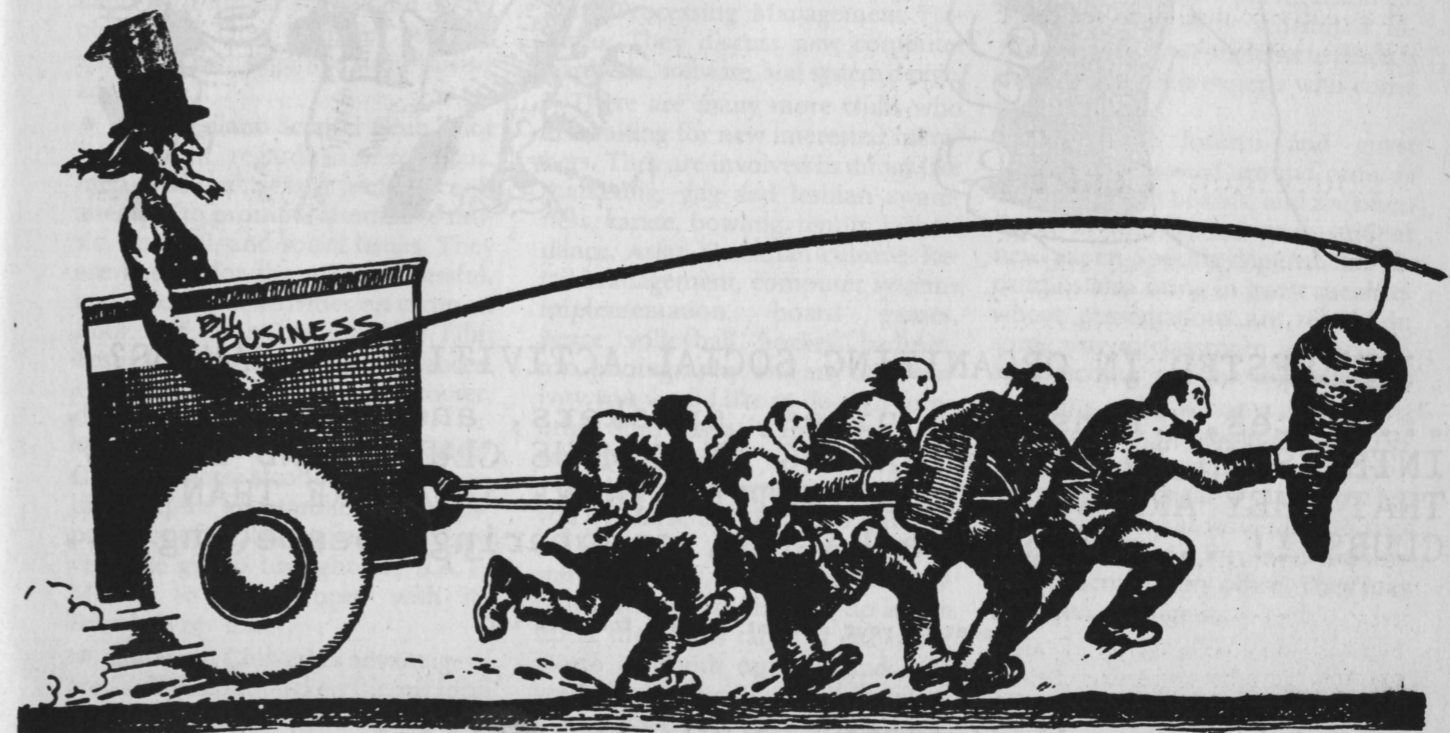
On special occasions the Society likes to hold dances with live bands, but fire regulations limit on campus events to 200 people, so we rent a community hall, which can accommodate several hundred people. Some of these socials aren't licenced, which enables us to welcome the under age students.

Cap students were entertained by several Vancouver area bands and musicians in 1985/86, including M.T. Vessels, Kevin Zed, and the infamous Tippy Agogo. You can look forward to dancing or listening to some great music again this year.

Guest Speakers and Forums

Every year, Cap welcomes a variety of guest speakers to talk on subjects as diverse as biology and plant growth, South Africa and sanctions, education, pornography, and a

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CAPILANO STUDENT SOCIETY SOCIAL ACTIVITIES COMMITTEE

PUB NIGHT



INTERESTED IN ORGANIZING SOCIAL ACTIVITIES ON CAMPUS?
...dances, films, pub nites, speakers, and live bands...
INTERESTED IN PARTICIPATING IN CAMPUS CLUBS, AND SEEING
THAT THEY ARE WELL COORDINATED? THERE ARE MORE THAN 20
CLUBS !! ...skiing, marketing, scootering, peace(ing)...

contact your student society for more info

BECOME INVOLVED!!

Clubs on Campus

A number of clubs covering a wide range of interests exist on campus. Some operate on an ongoing basis and others are re-started each year. Joining a club is a great way to meet students with similar interests as you, and partaking in activities you've always wanted to try.

Each club is run by a Director, Treasurer, and Secretary. The club is then represented on the Social Activities Committee through one of these officers.

All properly constituted clubs are eligible for financial assistance from the Society, except those of a political or religious nature. In addition, a proven successful form of raising funds is through the pub/music nights. For example, the Ski Club might hold a "Christmas Ski Party," and with some of the bash's proceeds, they may rent a bus to go skiing, or pay for lift tickets. The possibilities are endless for clubs, and there are an endless possibility of clubs.

Below are listed a few of the clubs which operate annually:

- The Business Management Club is for students in the program who are interested in meeting other students with similar school and career objectives. They bring in business speakers, and organize fund raising activities.

- The Capilano Scooter Club is for any student, regardless of religious, racial, cultural, sexual preference. It attempts to promote alternative music, political, and social issues. They are known for the most successful, and wild social activities on campus. Look out for an "Alternative Film Festival," and some great dances! Hey, if you own a European scooter, that's an added bonus!

- The CounterAttack/Traffic Safety Club promotes alcohol awareness on the campus, and publicizes the importance of wearing safety belts. Last year the group brought the B.A.T. Mobile to the campus with its Breathalyzer tester.

- The Swim Club takes advantage of free and discount tickets for our local Rec. facilities. (William Griffin and Ron Andrews are included.)

- The Hawaiian Calculus Club is another unusual gathering of students at Cap. Those who take it to the limit need to relieve their built up pressure and bent minds through this fun group of stud-a-holics who love to study and party all at the same time.

- The Ski Club has held "Ski Film Nights", and has made several weekend trips to such mountains as Whistler, Apex, and Mt. Baker. This is a regular party bunch!

- The Outdoor Recreation Club is for those who have that itch to get bit by mosquitoes, soaked in mud, rained upon, starved, tired, and physically abused. They've had some great experiences at Black Tusk and Manning Park. Activities include hiking, camping, canoeing and backpacking.

- The Circle K Club is a little different than some of our other clubs because it not only provides a benefit to the student, but to our community as well. They are involved in volunteer work with handicapped persons, fund raising, and other community-orientated service activities.

- The Computer Systems Club — "high-tech knowledge sharing". It was originally formed through the Data Processing Management Program. They discuss new computer hardware, software, and system design.

There are many more clubs who are waiting for new interested members. They are involved in things like marketing, gay and lesbian awareness, karate, bowling, tennis, jazzercise, Asian-Canadian culture, Retail Management, computer systems implementation, board games, peace, volleyball, hockey, badminton, photography, and any other activity you would like to do with some other students at Capilano. Basket weaving anyone?

At the beginning of each semester you will have the chance to join one of these clubs, or the opportunity to start your own, at the Club Orientation Days. All you have to do is sign up at the Clubs table in either the North or South campus, and then you'll get a telephone call from us. Each club must have a minimum membership of ten before the Socie-

ty will provide it with any material, human, or financial support. The maximum financial support any one club can receive per semester is \$200. This might go towards the rental of a gym facility, the printing of materials, or the cost of bringing speakers to the College. We may even throw in the refreshments.

Movies

A large video screen is located in our North/East Student Lounge. A variety of popular current movies, political, cultural, and educational films are shown. Look forward to such films as: *Quest for Fire*, *Apocalypse Now*, *Spies Like Us*, *Blade Runner*, *Quadrophenia*, and many others.

They are shown on Tuesday and Wednesday evenings, generally starting at 6:30 p.m. Best of all, they're free!

Any student who wants to request a specific film or film series may do so by submitting a request to this Social Activities Committee.

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number of poetry/prose readings. There are regularly scheduled forums which allow students to discuss these topics with experts who come to the College.

Notices of forums and guest speakers are posted around campus on the bulletin boards, and are often listed in the *Courier*, your student newspaper. Specific departments on campus also bring in guest speakers whose presentations are related in some way to classroom instruction. By watching out for departmental bulletins, or by asking your teachers, you can find out about these.

If there is a particular topic you would like to hear a guest speaker address, or if you would like to suggest an idea for a forum, come into the Student Society office. They may help you arrange it.

Student Services

Student Membership Cards

Student Membership cards are produced during in person registration and the first week of classes. Cards are re-validated each semester for returning students (to a maximum of two years) by affixing a re-validation sticker to the card. Stickers are available at the main registration desk.

To obtain a membership card one must first pick up a computer printed slip from registration and then take it to the Student Society Membership booth (located opposite the main registration desk), where your picture will be taken and the card laminated. It's important for all students, new and returning, to stop by the

Student Society Membership booth during registration, because this is where you can access necessary information such as the Student Saver Discount Directory, the schedule for the Used Text Book Sale held during the first two weeks of classes, and more importantly, the Student Society Membership booth will hand out Student Saver Cards this year that entitle the holder to discounts on the North Shore, the Lower Mainland, and across Canada. If you lose your Membership card, a replacement is obtainable through the registrar's office at a cost of \$3.00.

A student membership card gives the holder eligibility to vote at student elections in fall and spring. In addition, the membership cards are required for checking out all library

materials, entrance to social events and access to Campus facilities after regular hours.

Photocopiers

The Student Society has two photocopiers, located in their office on the North Campus. The price is five cents per copy. One of the machines offers enlargements and reductions; however it may only be used by special arrangement.

There are three other coin-operated photocopiers located on campus, each at a cost of ten cents per copy. They are located in the "B" Building lobby, the library, and the "M" Building.

Free Telephones

The Student Society offers a free phone for student use, located in the office. To use it, simply dial 9 for an outside line or dial the four-digit local for an inside College call. All calls are restricted to three minutes.

Pay telephones are located in the North Cafeteria and the main lobby of "B" Building for long distance calls.

Resume Service

The Student Society offers an inexpensive, yet quality resume service. The cost is \$5.00 to prepare a resume on our newly acquired, near letter quality printer. The service operates for approximately ten weeks per semester and is available through the Student Society office.

Lockers

There are two sets of lockers (paid for by the Student Society) available on campus: in the fitness centre and on the ground floor of "H" Building. Fitness centre lockers may be rented on an annual basis through Joe Iacobellis in the fitness centre at a cost of \$4.00 which includes the lock. The lockers in "H" Building may be rented through the Student Society Office at a cost of \$2.00 per semester including lock (a \$10.00 deposit is required).

Typewriters/Word Processors

Several new Apple II's located in the library are set aside for student use (the printer is provided by the Student Society). Word processing programs are also available from the library and can only be signed out for one hour at a time and carry heavy fines if overdue. However, during low demand periods you should be able to renew the loan without any problems.

For those unfamiliar with computers, the Student Society provides two of the five typewriters for your use. These are located in the Lobby of "B"

Building. In addition, the Achievement Resource Centre has two IBM Electrics accessible during regular office hours.

Used Textbook Sale

During the first two weeks of each semester the Student Society hosts a used text book sale. There is no fee charged to either buyers or sellers. The time and location of the sale is posted around campus during the first week of classes.

Students who have used text books they wish to sell simply bring their books to the location of the sale and fill out a card indicating the name of its seller, the book's title and its price. All books are sold on a consignment basis. Books submitted for sale or the money from the sale of books must be picked up within one month. This service runs on a non-profit basis and is available for students who would rather not pay the outrageous prices for new books available from the College Book Store.

Housing Registry

A newly computerized housing registry is operated by the Student Society on a year-round basis, however, active solicitation for listings is pursued during July and August only.

The registry has descriptive listings of reasonably priced room and board, shared and self-contained accommodations. The listings are posted on a board located next to the Student Society Office in "N" Building. Each listing contains information on type, area, price, bus access, laundry, furniture, available date and contact name and number.

A free phone is available Mondays through Thursdays from 10:00 a.m. to 4:00 p.m., and Fridays 10:00 a.m. to 3:00 p.m. in the Student Society Office. If you are using the service and come across a listing that is taken, please let the Office staff know.

WELCOME

BACK

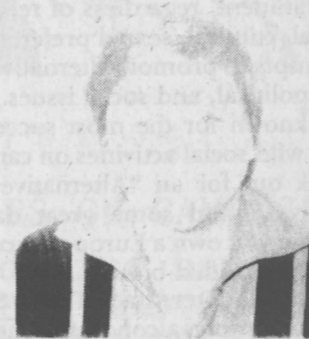


BEAVER FOODS

is proud to carry on 25 years of tradition in offering you a full range of food services.

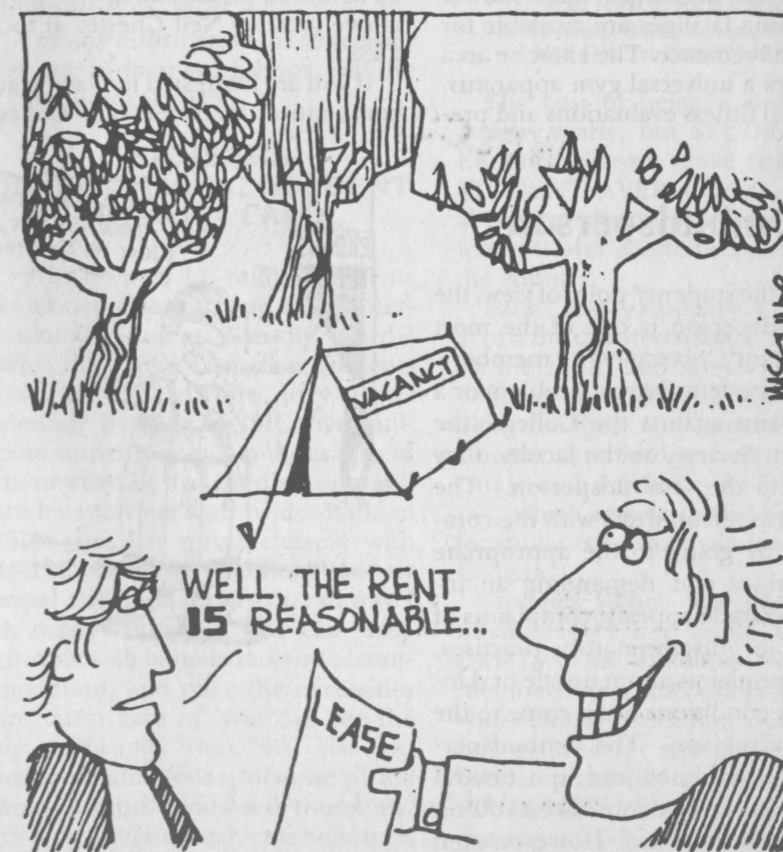


ANNE BEARE
Manager
South Cafeteria



BARBARA RENAUD
Manager
North Cafeteria

Try our Daily Specials, Deli Bar, Yogurt Bar, Soup Bar.
Have your Lunch or Meeting **CATERED** or simply drop by for coffee in either of our cafeterias.



Work Study Programme

Work Study is an employment program funded by the Ministry of Education. More importantly, the purpose of this program is to provide financial assistance, through employment opportunities, to students attending post-secondary institutions.

The intent of the work study program is to diminish student indebtedness, to service students' needs not met by government assistance (British Columbia Student Assistance Program), to allow students to com-

plete post secondary education, despite indebtedness and lack of financial resources, and, when possible, to provide career-related job experience that will be mutually beneficial to the students and the institution.

The Student Society has been awarded funds to create approximately eighty positions over the course of the 1986/87 academic year. Project suggestions are approved by a student committee in conjunction with related college constituencies

such as the College Employees Union and the Capilano College Faculty Association.

Students must be in receipt of financial aid in order to qualify for employment under the program. All positions will be advertised through the Job Placement Centre in "M" Building. At the time of printing, the project selection had not been approved.

For more information please contact the Student Society Office, located on the North Campus in "N" Building.

Fitness and Athletics

The Fitness Centre will again be available to students, faculty, staff and the community for a variety of activity programs (located in "D" Building, South Campus). The hours of operation are from 8:00 a.m. to 5:00 p.m. Monday through Friday (closed on weekends). Full shower and sauna facilities are available for your convenience. The exercise area includes a universal gym apparatus. Personal fitness evaluations and pre-

scribed exercise programs are available upon request. Please make an appointment with Joe Iacobellis at local 2281 who will be happy to be of service or if you are interested in joining any of the fitness clubs such as pre-ski fitness, weightlifting or co-ed aerobics, please contact Joe at the above local or Neil Chester at local 2532.

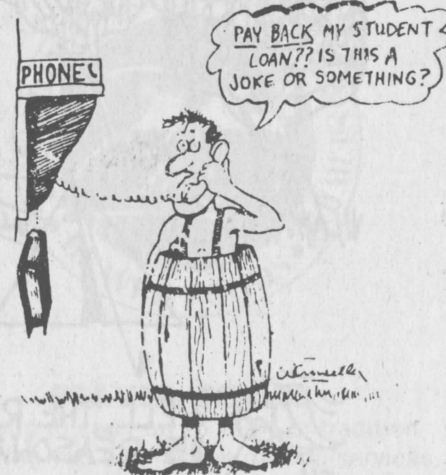
If you are interested in playing at a competitive level for our College

teams please contact the following people as soon as possible:

Men's basketball, Neil Chester, local 2532; Women's basketball, Greg Sharpe, local 2540; Men's rugby, Bob Bagshaw, local 2535; Men's soccer, Joe Iacobellis, local 2281; Women's soccer, Joe Iacobellis, local 2281; Women's volleyball, Joe Iacobellis, local 2281; Curling, Neil Chester, local 2532; Badminton, Neil Chester, local 2532.

Ombudsperson

From the students' point of view, the Ombudsperson is one of the most important executive members. When students have a problem or a complaint against the College, the Student Society, or the faculty, they come to the Ombudsperson. The Ombudsperson deals with the complaint by going to the appropriate authorities and demanding an inquiry. Grade appeals, complaints of unfair or discriminatory practices, and complaints about unsafe or dangerous conditions often come to the Ombudsperson. The Ombudsperson is unbiased and in a neutral position, and does not have a vote on the Executive board. However, even though the position is neutral, that does not mean it is passive.



Vending Machines

Vending machines are located in the North and South Cafeterias. You can buy junk food such as candy bars, gum, chips, and soft drinks; and juice, coffee, tea, chicken soup and, of course, cigarettes. The vending machines are under the responsibility of Beaver Foods. If you have a problem please contact them.

Transportation

Cap is far enough away to pose minor problems and major inconveniences to commuting students. While the 239 Capilano College does run to the college, it does so only at half-hour intervals, even, it seems, during peak periods—rush hour. This run was called the Crosstown until recently. It still operates from Park Royal to the college, only its name has changed. It has connections with all of North Vancouver's bus routes, either directly at Phibb's Exchange and Lonsdale Quay, or you may have to transfer somewhere along the way. One thing you might want to watch out for, however, is the 239 Phibbs Exchange. You may want

to stay at the Quay, which is under cover and has some places where you can get coffee and eats, or, if the 239 is the only bus you have to take, you might want to stay cozy and warm at home for another ten, fifteen minutes—it's better than standing at Phibbs on a rainy winter or spring morning.

From Vancouver and Burnaby there are three ways to bus across the inlet. Burnaby students now catch a bus called the 28 Phibbs Exchange, which operates from Joyce Loop to Phibbs and connects with other Burnaby, South Vancouver, and suburban services at Kooteney Loop. From the western side you can either

Sea Bus it to Lonsdale Quay or catch the 210 Upper Lynn Valley, which connects with the 239 at Phibbs.

One other alternative is the buses which cross the inlet at the First Narrows Bridge.

There is lots of parking for those of you who drive, if you get here fairly early and are prepared to hike a ways. But don't park in no parking zones because your car will be towed, and you will pay dearly to get it back. Signs are posted everywhere and without question, there will be a memo from the principal pasted onto every bulletin board on campus outlining the ifs, wherefores, and no buts of parking regulations.

Achievement Resource Centre

If you can keep your head when all about you are losing theirs, then you are probably a graduate of the Achievement Resource Centre's workshops. The centre, located in B107 (inside the library), offers free workshops on Study Skills, memory improvement, logical thinking, and even spelling and vocabulary development.

The workshops are run in four-hour sessions with a few taking two sessions run a week or so apart. Most, however, are only one session long and are held on Mondays, Tuesdays, or Thursdays. The hours for each workshop varies, but they are frequently held between 1:30 and 5:30 in the afternoon. Some are offered from 5:30 to 9:30 for people who can't make the day sessions.

If you can't make it to one of the workshops, you can still get the assistance you need. Individual or group counselling can be arranged through the centre (call Lynn Hamilton, local 2945 for details) and self-paced instruction is available through tapes available at the Centre.

The centre also has a library of learning assistance books ranging from speed reading and speed learning to creative and logical thought. Pop into the centre and peruse through their titles. If you find a book you like, make yourself comfortable and get right to it.

Which brings up something else worth mentioning. The ARC is one of the few places on campus that provides truly quiet study space. Except for the muted clacking of the few typewriters provided for student use (for those of you who can't abide by word processors) you can study in relative peace. Bliss!

For any information, or to register for one of their workshops, call the centre at local 2945.

ISIC IS THE INTERNATIONAL STUDENT IDENTITY CARD

Why do over 1.5 million students in 60 countries carry an ISIC (International Student Identity Card)? Why do smart Canadian students buy an ISIC before they travel abroad? Because an ISIC gives full-time students access to thousands of money saving student discounts and student services worldwide. With an ISIC you can travel cheaply with special fares on international air travel and special rates on rail travel in many countries; you can sleep cheaply with bargain rates on accommodation, and once the necessities are taken care of, you can see the sights cheaply. Your ISIC gets you reduced admissions to some of the world's most renowned museums, historical sights and entertainment attractions.

But you don't have to leave Canada to get your money's worth from

ISIC. Your ISIC gives you access to over 5,000 STUDENTSAVER discounts on all types of goods and services across Canada.

NATIONAL STUDENT DISCOUNT PROGRAM STUDENTSAVER

44 St. George Street, Toronto, Ontario
M5S 2F4. Tel. (416)927-7531.

The cost of being a student increases yearly, but STUDENTSAVER can help you make ends meet. STUDENTSAVER, Canada's national student discount programme offers you over 5,000 discounts across the country.

Each year, students are hired across the country to solicit discounts on the goods and services that students need, including school supplies, clothes and entertainment. Consult your Studentsaver Discount Guide and watch for the BIG RED "S", which means special discounts for students, in store windows across Canada.

Students who are Federation members get free access to STUDENTSAVER discounts with their membership card, available from your student association. Students at non-member or prospective member campuses can take advantage of STUDENTSAVER discounts by purchasing an ISIC (International Student Identity Card). ISICs are available from some student associations and all Travel Cuts offices.



CAMPUS CLUBS



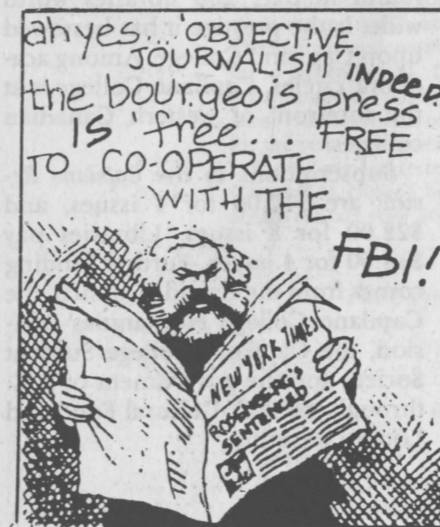
If you are a student interested in either joining or starting a campus club you should contact your student union for more information.



Campus Media



On at least one occasion this year you will find yourself sharing a North or South Caf table with the *Capilano Courier*, your student newspaper. Instead of using it as a coaster for your probably leaking coffee cup, or as a rag to wipe up the mess, open the paper and scan its headlines, read an article or six.



The *Courier*, like all student newspapers, is an important campus medium. And until Cap gets its own radio station at least, it's the only real means of relaying news and information about the college, to you. Besides items of relevance and interest from the college and, to some extent, the college community, the *Courier* offers stories of topical interest from campuses across the country, reviews of the latest movies, plays, music, and fairly extensive intercollegiate sports coverage—all in eight slick-looking tabloid-sized pages.

The *Courier* also produces a number of special issues throughout the school year. Last year's specials included one on International Food Day, a gay/lesbian issue, and a women's issue, and the last issue each spring contains the infamous literary supplement, four pages of poetry, art, photography, and prose by some of your more creative students.

Other features within its pages include the Billboard, a calendar of events that interests most students—plays, lectures, special movies, public service advertisements—classified ads, which you may place free; a personals section, again, you may place your ad free of charge, and a pretty good selection of editorial cartoons, features, and news stories, both from the *Courier* and the Canadian University Press.

CUP is a network of nearly 60 college and university papers from across Canada. Your *Courier* is a member of this non-profit organisation. Three packages are sent out weekly—the Graphics Exchange, the News Exchange, and the Features Exchange—which include some of the best, or more interesting topical items. While the *Courier* isn't obligated to use any of this material, its members believe you should get at least a sampling of what is happening at other campuses.

There are a number of other features and benefits the *Courier*, and therefore you, enjoy. The bureau chiefs—there are only four in the whole country—have extensive newspaper experience, and they are available to help papers organise themselves, conduct or sponsor seminars in all facets of newspaper production—from writing a news item or feature, to layout, to selling advertisements.

The Crew

The *Courier* is almost totally staffed by volunteers who write the local stories and reviews, select the national stories and features, design the paper, supply most of its photographs, and past the paper up. This is a lot of work. But it can be fun, and provide you with skills you may find useful later on in life—they say you can go nowhere but up in life if you

can write a good sentence. If you're already an aspiring beat reporter you know all this, but if you thought maybe you'd kind of like to write, but just weren't exactly sure, then come on down—you could be the next intercontinental heavyweight journalist.

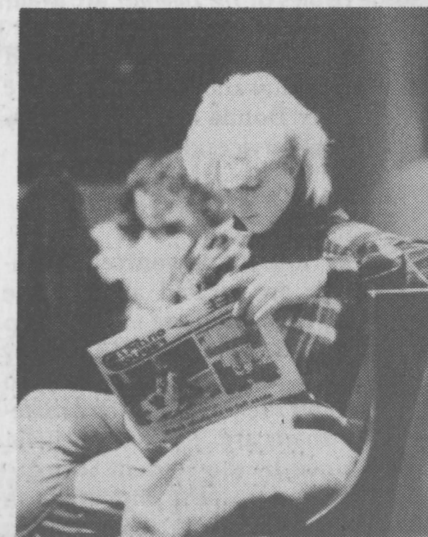
Besides writing the news, there are a number of other tasks which are equally important. Production work is one. While not the most glamorous of jobs at the *Courier*, it can be, and if the rumours are accurate, is one of the most fun nights of pandemonium and chaos on campus. Of course this chaos is reasonably well organised.

There are some other positions which don't directly involve producing the paper. The Advertising Co-ordinator and Financial Co-ordinator are both active participants in what happens within the *Courier*, too.

And no experience is necessary. If you want to help, or want more information call local 2251, or drop by the office, portable C-4. Someone will gladly help you.

Typesetting

The *Courier* has its own typesetter and offers its services to the general public. It's inexpensive, only \$20 per hour for non-students and \$13 per hour for students. And for an extra \$5 per hour the *Courier* will either pasteup your work, or allow you to use its space and supplies.



Jim Chow photo

The Capilano Review

The *Capilano Review* was founded in the early 70's by Pierre Coupey, to provide a forum whereby new writers and artists could present new, experimental and innovative material that was both artistic and of a high literary quality.

The *Capilano Review* is published four times a year. Each issue has a mixture of prose, poetry and visual arts material. The editorial board of the *Capilano Review* chooses both solicited and unsolicited material to include in each issue. All unsolicited material should be sent to the editor and requires that return Canadian postage be included.

Two other types of issues that the *Capilano Review* frequently publishes are special issues and monographs. Special issues aim to do that which had never been done before. In the past this aim has been met with the publication of such special issues as a 1984 issue on Sound Poetry and a 1985 issue on the progress of a

playscript.

Monographs published in the past include *Gathie Falk Works*, issues number 24 and 25, and Brian Fawcett's *Tristram's Book*, issue number 19. A monograph on Robson Square is in the works.

Regular issues are anything but ordinary. Such diverse talents as Margaret Atwood, Tom Graff, Joey Morgan, Lesle Poole, bp Nichol, Robin Blaser, Audrey Thomas and Jack Chambers have been featured in the pages of the *Capilano Review*.

The editorial board of the *Capilano Review* is composed of faculty members and student associates. The current editorial board consists of:

Dorothy Janzten, Editor;
Sharon Thesen, Poetry Editor;
David Gillis, Student Associate;
Bill Shermbrucker, Fiction Editor;
Sue Laver, Student Associate;
Reid Gilbert, Drama Editor;
Ann Rosenberg, Visual Media Editor;
Michael Smart, Student Associate;
Eilleen Steele, Secretary (Acting).

The Informer

The Informer, a publication of the College's Information Services Department, is primarily distributed to faculty and staff, but it's not restricted to them alone. It's a good source of information on college news, awards, and upcoming events you may not have otherwise heard of. Some copies of *The Informer* are available at the Student Society office.

If you have any news you would like the faculty and staff to be aware of, contact Donna McMahon at Information Services, local 2002.

Bulletin Boards

These important sources of information are located all over the campus. They are there to help keep students and the college community aware and informed. The bulletin boards and the posting of any material on them are, for your benefit, maintained by the Student Society.

If you wish to post something on the boards, come to the Student

Society Office, located in "N" Building, and have it date stamped. Other notices, such as those of a profit or commercial nature, are required to be date stamped and approved. Notices that promote sexism, inequality, racism and violence will not be approved.

Notices will be removed if they are not authorized, if the two-week expiry date passes, and/or if they are posted in non-designated areas. (such as on windows, doors, etc.)

Electronic Message Board

The Student Society has recently acquired the Electronic Message Board, located in the North Cafeteria. This service is designed to act as a constantly up-dated version of the bulletin boards. Dates for special events, club meeting schedules and their locations, times and places of forums, speakers, movies, and weekly activities schedules are among some of the programmable features of the Electronic Message Board.

The editorial board's primary objective is to maintain the consistent quality of the magazine and to uphold the basic philosophy of presenting new and innovative material in an artistic and literary way.

A by-product of the high quality of the *Capilano Review*, which can be found in over 200 libraries world wide, is the prestige it has bestowed upon Capilano College. Among academic circles, Capilano College is at the forefront of western Canadian colleges.

Subscriptions to the *Capilano Review* are \$12.00 for 4 issues, and \$22.00 for 8 issues. Libraries pay \$14.00 for 4 issues. Further funding comes from the Canada Council, the Capilano College Humanities Division, the Capilano College Student Society and the government of B.C. through the B.C. Cultural Fund and Lottery Revenue.

Chimaera

Chimaera, the little magazine that could provide an audience for young and struggling writers, was founded by three prose writers from Capilano College. The founders, Colleen Heinrich, Dawn Ogden, and G.A. Grisenthwaite edit *Chimaera* as well.

Chimaera Number One was released last July, and is quickly becoming a collector's item, but don't despair, because issue number two is scheduled for publication in October 1986. The editors would prefer to give *Chimaera* to those who wished a copy, but the high cost of printing necessitates the \$2 cover price. *Chimaera* is available at some of Vancouver's better book stores.

Address all submissions and correspondence to *Chimaera*, 527 East 22 St., N. Vancouver, B.C., V7L 4P1.

Financial Affairs

Treasurer's Report to the Student Members of Capilano College

The financial statements of the Capilano College Student Society have been prepared by the treasurer and staff in accordance with generally accepted accounting principles consistently applied. The financial statements have been made using careful judgement and with all information available up to December 31, 1985. The financial statements are, in the Executive's opinion, reasonably accurate and lay within the framework of accounting policies. As of December 31, 1985, the balance sheet, the statements of revenue and disbursement, fund balance and changes in financial position for the year ended were prepared by Tierney and White, chartered accountants.

If you are interested in the financial affairs of your Student Society, the Financial Affairs Committee, chaired by the treasurer, would welcome your participation. For more information, please contact your Student Society office.

Accepted budget at February 4, 1986 S.G.M.

Capilano College Student Society
Projected Income Statement
For The Year Ending December 31, 1986

Revenue		% of Student Fees (\$124,000.00)	
Student Fees	\$124,000		
Work Study	17,000		
Operation Revenue	10,200		
Interest Income	1,175		
Total Revenue	\$152,375		
Disbursements		% of Student Fees (\$124,000.00)	
Total Wages	\$ 63,175	50.95%	
Canadian Federation of Students	\$ 18,750	15.12%	
Capilano Courier	\$ 16,173	13.04%	
Total Honoraria	\$ 13,075	10.54%	
Repayment College Loan	\$ 10,000	8.06%	
Student Handbook	5,600	4.52%	
Total Clubs	4,300	3.47%	
Conferences	3,900	3.15%	
Total Grants	3,860	3.11%	
Activities	3,225	2.60%	
Utilities	2,742	2.21%	
Student Id Cards	2,725	2.20%	
Office Supplies	2,000	1.61%	
Professional Fees	1,950	1.57%	
Miscellaneous	500	0.40%	
Maintenance Equipment	400	0.32%	
Total Disbursements	\$152,375	122.88%	

**Capilano College Student Society
Balance Sheet — December 31, 1985
Unaudited**

Assets	
Current:	
Term deposit	\$ 10,000
Accounts receivable	10,939
Inventory (Note 1)	3,948
Prepaid expense	221
	<u>25,108</u>
Fixed assets (Note 2)	41,966
Advance to recreational facility fund (Note 4)	15,000
Funds held for recreational facility (including interest earned of \$2,054)	25,995
	<u>\$108,069</u>
Liabilities	
Current:	
Bank indebtedness	\$ 2,530
Accounts payable	5,261
Current portion of long-term debt	10,000
	<u>17,791</u>
Long-term debt (Note 3)	12,604
	<u>30,395</u>
Members' Equity	
Operating fund balance	\$ 36,679
Investment in recreational facility	40,995
	<u>77,674</u>
	<u>\$108,069</u>

Long-term commitment (Note 4)

**Capilano College Student Society
Statement of Revenue and Disbursements and Fund Balance
Year Ended December 31, 1985
Unaudited**

Revenue:	
Student fees	\$135,027
General operations	7,813
Social activities	1,544
	<u>144,384</u>
Disbursements:	
Campaigns	1,332
Canadian Federation of Students	20,375
Capilano Corner	11,202
Clubs	21,473
Executive expenses	20,447
General operations	75,447
	<u>150,276</u>
Excess of disbursements over revenue	5,892
Operating fund balance, beginning of year	42,571
	<u>\$ 36,679</u>

**Capilano College Student Society
Statement of Changes in Financial Position
Year Ended December 31, 1985
Unaudited**

Financial resources were provided by:	
Increase in long-term debt	\$14,205
Recreational facility, capital levy	40,995
	<u>55,200</u>
Financial resources were used for:	
Funds used by operations	5,892
Purchase of fixed assets	20,109
Reduction in long-term debt	5,000
Current portion of long-term debt	10,000
Investment in recreational facility	40,995
	<u>81,996</u>
Decrease in working capital	26,796
Working capital, beginning of year	34,113
	<u>\$ 7,317</u>
Working capital, end of year	
Represented by:	
Current assets	\$25,108
Current liabilities	17,791
	<u>\$ 7,317</u>

**Capilano College Student Society
Notes to Financial Statements
December 31, 1985
Unaudited**

1. Summary of significant accounting policies:

(a) Inventory

Inventory is valued at the lower of cost and net realizable value. Cost is determined generally on a first-in, first-out basis.

(b) Depreciation

No provision has been made for depreciation which is in accordance with generally accepted accounting principles for not for profit entities.

2. Fixed assets:

Stereo equipment	\$17,288
Office equipment	18,699
Office furniture	2,625
Leasehold improvements	3,354

\$41,966

3. Long-term debt:

Long-term debt consists of various capital expenditures made by Capilano College on the society's behalf. The debt is non-interest bearing, unsecured and becomes due in 1987.	\$22,604
Less: current portion	<u>10,000</u>
	<u>\$12,604</u>

4. Long-term commitment:

The commitment is to Capilano College for the construction of a recreational facility in the sum of \$700,000. The payments will be made from student fees collected by the college on behalf of the society. The scheduled payments are as follows:

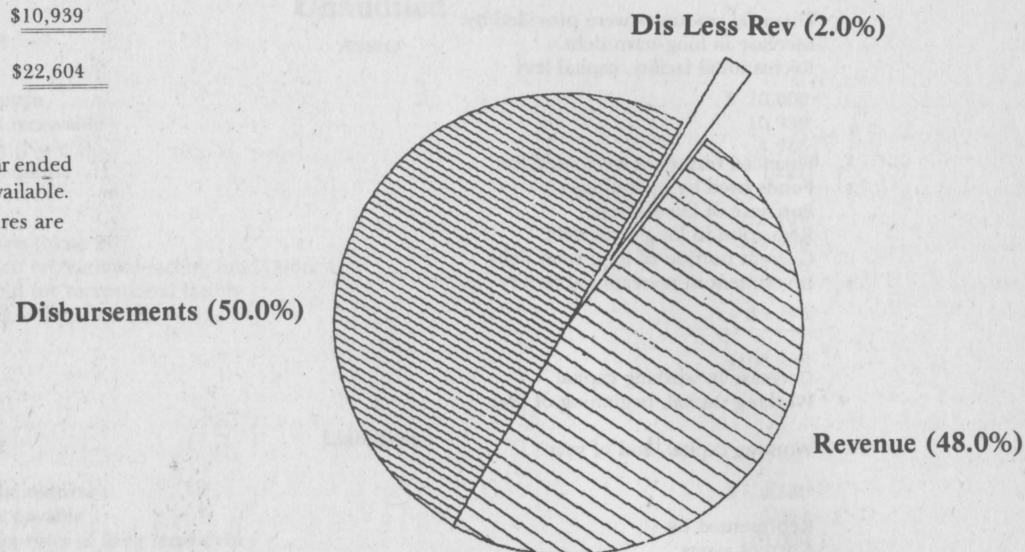
1985	\$ 15,000
1986	30,000
1987	55,000
1988-1994	560,000 (\$80,000 per year)
1995	40,000
	<u>\$700,000</u>

5. Related party transactions:
 Student fees of \$135,027 were collected and certain expenditures were made by Capilano College on behalf of the student society. The balances as at December 31, 1985 are as follows:

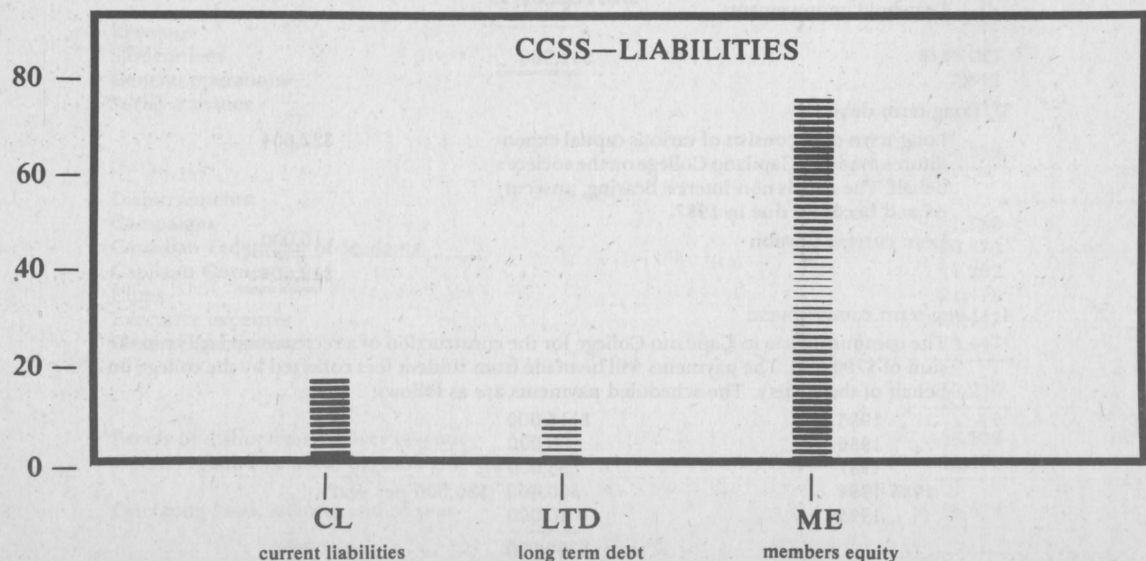
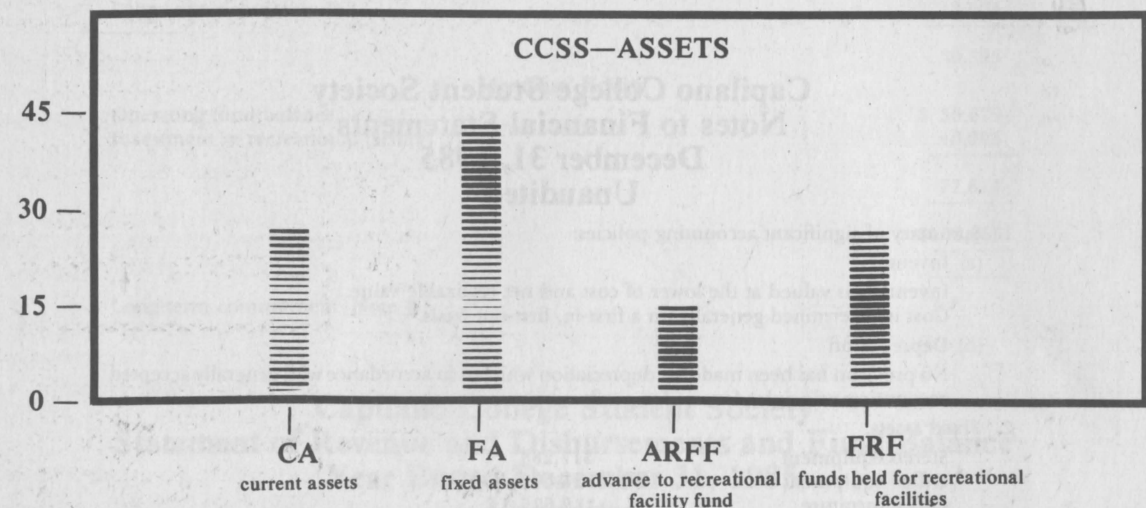
Accounts receivable	<u>\$10,939</u>
Accounts payable	<u>\$22,604</u>

6. Prior year's figures:
 Financial statements for the year ended December 31, 1984 were not available. Accordingly, comparative figures are not presented.

CCSS—Revenue & Disbursements & Fund Balance December 31, 1985



Thousands



C.C.S.S. Student Survey

To understand the purpose of this survey, one must grasp the concept of a Student Society. What is a Student Society? Our society is the entire body of students, not just the executives in the spotlight. In other words, you, as a student at the college are a big part of the society. The purpose of the survey was not only to inform you of the services offered by the C.C.S.S., but to let the executive know where and how to channel their energies to what you the students want. Remember, we all pay student society fees (sometimes up to twenty-four dollars a year) so this survey offers a little reassurance to where our money is going.

This past year the student society was awarded the Work Study program that gave students in receipt of

financial aid some work experience and a chance to earn a little extra money. Work Study put together this questionnaire that will in turn aid in determining the goals, direction, service issues and the student society as deemed by the students at large.

The survey was administered by a group of students at the college and took place at the near end of the school term, April eighth and ninth. This was in order to receive a point of view from long term and short term students, after either first or perhaps even their last year at the college.

The survey has provided the student society with an excellent handle on which direction should be taken by the C.C.S.S. Executive. What are the possible long term goals that can be met, for example, student union

building, permanent liquor establishment etc. Thirdly, the survey will help enable student input in all available projects (ie. Capilano College survey) and most importantly of all, we must always remember the main reason for establishing a non-profit organization such as this one, is due to the basic needs and wants of the students at large.

AGE:	20 and under	58%
	21 - 25	31%
	25 and over	11%
SEX:	Female	52%
	Male	48%
SEMESTERS:	1 - 2	60%
	3 - 4	30%
	5 and over	10%

Section 1

(feedback on existing services and activities)

(a) The following services offered by the CCSS are listed in order of the degree of student awareness and usage as discovered by the Survey. Percentage figures quoted for degree of usage include responses of both Often and Sometimes.

Awareness	Aware %	Usage	Use %
1. Photocopiers	88	Photocopiers	81
2. Cap Corner	86	Free Telephones	58
3. Used Text Books	77	Cap Corner	44
4. Typewriters	77	Used Text Books	37
5. Free Telephone	70	Typewriters	34
6. Electronic Mess. Displ.	57	Printers	23
7. Housing Registry	53	Electronic Mess. Displ.	23
8. Printers	48	I.S.I. Cards	17
9. I.S.I. Cards	47	Fitness Centre (ext. hrs.)	13
10. Fitness Centre (ext. hrs.)	44	Housing Registry	10
11. Lockers	42	Lockers	8

(b) Work/Study Program: 33% of students are aware of this program.

(c) Grade Appeal procedures: 31% of students are aware of these procedures.

(d) **Free Movies:**

1. Most students (77%) are aware of this service.
2. Only 4% of students attend these movies often, 24% attend sometimes.
3. 7 - 11 p.m. is a good time for most (73%).
4. The majority prefer a mixture of current/older movies (62%).

(e) **Pub Nights:**

1. Most students (78%) feel Pub Nights are desirable.
2. Most are aware that the CCSS offers Pub Nights one night/week, usually Thursdays (83%).
3. Only 37% feel that Pub Nights should be held more often.

(f) Clubs:

1. Most students (75%) are aware of the wide variety of clubs offered.
2. About 1/2 of those responding yes or no know they can start up a new club with the help of the CCSS.
3. About 3/4 of those responding yes or no felt that there should be more club activities on-campus.

(g) Student Newspaper:

1. About 1/2 of students (48%) are aware that the Courier is funded by the CCSS.
2. When asked if the Courier is doing a good job of reporting, 35% were unsure, 33% said no, and 30% said yes.
3. When asked if the Courier represents their views and interests, 41% were unsure, 37% said no, and 19% said yes.
4. Most students read the Courier (83%), 25% read it often.

Section 2

(what would students like to see the CCSS involved in that it is not already involved in?)

(a) Services: Listed in order of importance as rated by students in the Survey.

	% Yes
1. Special access to N.V. recreation facilities	80
2. Resume Service (non-profit/inexpensive)	67
3. Perm. Licensed Premises for students	64
4. On-campus Student Residences	58
5. Competition with Beaver Foods	53
6. Recreational Equipment	45
7. Daycare Facility	42
8. Vans/Buses	32
9. Cabins	29

(b) Activities/Issues: Listed in order of importance as rated by students in the Survey. Percentage figures show how many responded positively by checking the numbers 4 or 3.

	% Pos.
1. Providing (more) lower cost services to students	82
2. Faculty/College relations	79
3. Tuition Fee setting	79
4. Job Creation/Placement	78
5. College Public Relations	73
6. Drinking/Driving Counterattack	68
7. Working with other Student Societies	68
8. Providing input on issues related to classroom instruction	68
9. College Operation in general	63
10. Community events/issues	63
11. Academic Policy setting	58
12. Food Services	51
13. Peace Movement	47
14. National/Provincial Political issues	45
15. Womens issues	40
16. Other International Human Rights issues	38
17. Central American issues	28
18. Gay/Lesbian rights	23

Section 3

(student perceptions and attitudes toward the College)

- (a) Most students (70%) rated Capilano College's *image in the community* as being positive (checking 4 or 3).
- (b) About 2/3 of students (66%) rated Capilano College's *image with potential employers* as being positive (checking 4 or 3).
- (c) Most students (76%) rated the *quality of instruction* at Capilano College positively (checking 4 or 3).
- (d) Slightly less than 1/2 of those responding yes or no felt that the *elimination of the 4th instructional hour* has had a detrimental effect on their classes.
- (e) Most students (70%) felt that the *relationship between students and faculty* was positive (checking 4 or 3).

Brief Summary of Worded Responses

(listed in approximate order of frequency of appearance in the Survey)

Section 1 (e) 4 (Pub Nights)

- Most Common:
- Later hours
 - Live bands/entertainment
 - More variety of drinks
 - More room
 - Turn music down for easier socializing
 - Dancing

- Less Common:
- Outside in better weather
 - Better advertising
 - Have them sometimes on the weekend
 - Open to other colleges/universities

Section 3 (e) (Faculty/Student Relationship)

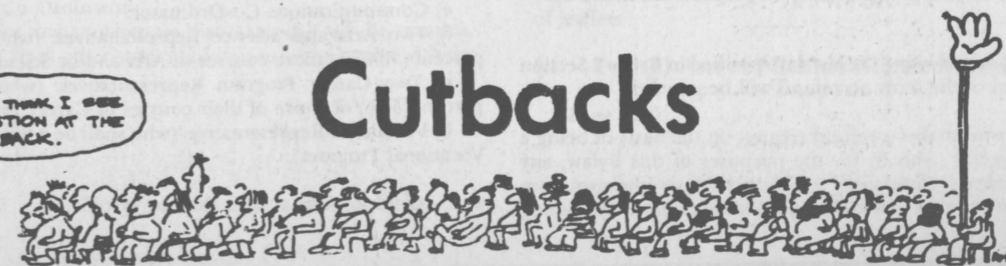
- Most Common:
- Very good, generally good, helpful
 - Accessible, receptive

- Less Common:
- Some instructors don't care
 - Cutbacks hurt morale
 - Elimination of 4th hour damaging
 - Could be better

Section 3 (f) (Comments on the CCSS)

- Most Common:
- Should concern itself with internal concerns and leave politics at home
 - Try to get student transit rates
 - Better PR/better communication between executive and the students they represent
 - Bad internal politics are damaging

- Less Common:
- Come to classes
 - More copy machines
 - Create more jobs
 - This survey a good idea

**Cutbacks**

BYLAWS OF THE CAPILANO COLLEGE STUDENT SOCIETY

The Executive of the C.C.S.S. wanted you, the students, to become familiar with our constitution and bylaws. We have put it to print for you—with hesitation. If you take the time to read through the Constitution and its bylaws you may become aware, as the newly elected executive has, that although the intent of our constitution is not in question, some bylaws are ambiguous, contradicting and in some cases restricting. The Executive has set up a Constitution Revision Committee to work at resolving the problems with the Constitution. Our first goal is to design a short, concise set of bylaws. From the bylaws, work will be done on introducing special resolutions and policies. Input from interested students would be a great help!

BYLAW 1 Membership

A. Any student registered for credit in at least one (1) course at CC shall be a member of the CCSS.

B. Membership in the CCSS shall begin on the first day of classes for the semester in which the student is registered for credit courses.

C. Subject to Bylaw 1 Section D, membership in the CCSS shall cease when a member ceases to be a registered student of CC pursuant to Bylaw 1 Section A, on the day before the first day of classes for the semester following the semester in which the student was registered for credit courses.

D. Any student holding an elective office on the CCSS Executive Council in the immediate preceding Spring Term, or, by authority of the CCSS, holding any position on a CCSS Committee or College Committee, or holding any elective office at any subsidiary club or organization of the CCSS during the Summer Term, provided that he continues to be eligible to register at the College and that he is not a registered student at another institution.

E. Subject to Bylaw 1 Section F, all members of the Capilano College Student Society are members in good standing save and except those members who have not paid the CCSS fees set in accordance with Bylaw 6 Section 18, and such members are not in good standing so long as such fees remain unpaid.

F. All members of the CCSS who are sixty (60) years of age or over shall be deemed to be members in good standing and shall not be required to pay CCSS fees.

G. No member of the CCSS shall be expelled from the CCSS.

BYLAW 2 Rights and Duties of the CCSS Members

A. A student who has withdrawn from courses may request a refund of CCSS fees by sending a letter to the CCSS with attached copy of withdrawal form. Refunds will be made automatically in the following scale:

1. Students who enroll during early registration and withdraw from courses before the first day of class will receive a one hundred percent (100%) refund.

2. Students who withdraw within one (1) month of the date classes commence will receive an eighty percent (80%) refund of Student Activity fees.

3. From the date following the last day specified in Bylaw 2 Section A (2) until the end of the term no refund will be granted.

B. A student who makes a refund request on the basis of being a conscientious objector (who is, for the purposes of this Bylaw, any individual who makes a refund request without having withdrawn from courses) must write a letter to the Ombudsperson of the CCSS stating

the reasons for the request for the refund within two (2) weeks of the first day classes commence. The Ombudsperson will set up a meeting, if possible, between the student and the Executive. If after this meeting the student still deserves a refund it will be automatically issued.

C. A group of students who wish to have refunds made on the basis of being conscientious objectors must write a letter to the Ombudsperson of the CCSS within two (2) weeks of the first day classes commence. The group of students must then present their case to the next scheduled general meeting of the CCSS, who will at that time decide whether the refunds should be granted. The students of the group making the request shall not be included in the quorum of the said general meeting. The refunds will not be granted for the semester during which the general meeting was held, but only for the next following semester. If no general meeting has been scheduled, a special general meeting will be scheduled for within one (1) month of the receipt of the letter to the Ombudsperson.

BYLAW 3 Liability of the CCSS

The liability of the CCSS shall be as defined in the B.C. Society Act.

BYLAW 4 Eligibility for the CCSS Executive Council Office

A. No CCSS member may contest student office in the CCSS unless he is a member in good standing of the CCSS pursuant to Bylaw 1 Section A.

B. Any candidates for the position of Treasurer must be bondable.

BYLAW 5 Executive Council of the CCSS

A. The name of the governing body of the CCSS shall be The CCSS Executive Council (hereinafter referred to as "the Executive").

B. The Executive shall consist of:

1. The Table Officers:
 - a) President;
 - b) Vice-President of Internal Affairs;
 - c) Vice-President of External Affairs;
 - d) Treasurer;
 - e) Communications Co-Ordinator;
 - f) Two Arts and Science Representatives: (who shall have fifty percent (50%) or more courses in Arts and/or Science);
 - g) Two Career Program Representatives: (who shall have fifty percent (50%) or more of their courses in Career Programs);
 - h) Vocational Representative: (who shall be a full-time student in a Vocational Program).

2. Ombudsperson: who shall be ex-officio.

BYLAW 6 Powers and Duties of the Executive

A. The Individual Powers and Duties of the Executive

1. The President:

He shall:

- have the power to convene the Executive at anytime, represent the CCSS on all formal occasions, and undertake all other such duties usually falling to the office of a President of a Society;
- be a signing member;
- be an ex-officio member of all standing committees created by the Executive;
- have the right and power to be present at any meeting of all subsidiary organizations of the Executive;
- be responsible for communications between the CCSS and other student bodies, subject to the qualifications that he may not inhibit the dissemination of Executive policies or decisions nor inhibit the individual expression of opinions;
- preside at meetings of the Executive;
- be responsible for any implementation of revision of the Constitution during his term of office.

2. The Vice-President of Internal Affairs:

He shall:

- assume and carry out the duties of the President and/or Vice-President of External Affairs in the event of his absence, resignation or impeachment subject to the provisions of Bylaw 16;
- assume responsibility for all Executive committees in place of the President where the President so indicates;
- be responsible for student representation on all college government committees;
- be responsible for supervising the hiring of personnel subject to the provisions of Bylaw 6 Section B;
- bring matters concerning the hiring and firing of personnel to the Executive for a decision;
- be responsible for the arrangements surrounding general meetings, elections, and referenda, except where these responsibilities are delegated by the Executive to another individual, subject to the provisions of these Bylaws;
- be responsible for any other matters which the Executive may deem to fall under the category of Internal Affairs;
- be responsible for the promotion of good Student-Faculty and Student-Administration relations.

3. The Vice-President of External Affairs:

He shall:

- be responsible for CCSS business related to off-campus organizations and events subject to the provisions of Bylaw 6 Section A (6), (7), and (8);
- supervise external commitments made by the Communications Co-Ordinator subject to the qualification that he will not have authority over what commitments are made, except where such commitments involve the consideration of financial expenses;
- be responsible for CCSS business related to any external organization to which the CCSS belongs;
- be charged with the CCSS public relations (in co-operation with the Communications Co-Ordinator);
- be responsible for any conferences that take place off the campus;
- handle inquiries from other student unions in consultation with the Executive.

4. The Treasurer:

He shall:

- keep careful account of and be responsible for all monies received and disbursed by or on behalf of the CCSS;
- immediately upon receipt of funds deposit them with a chartered bank and/or credit union and/or trust company selected by resolution of the Executive;
- be responsible for the insuring of the assets and liabilities of the CCSS;
- be responsible for insuring that funds of the CCSS are not over-expended, and advise all subsidiary organizations of the CCSS that they may not, under any circumstances, order items over their budgeted amounts;
- be responsible for the preparation of monthly statements of receipts and disbursements of the CCSS and a monthly bank reconciliation, showing both budgeted and actual expenditures;
- be in charge of the preparation of the budget of the CCSS for presentation to the Executive, a Special General Meeting, and all CCSS subsidiary organizations;
- prepare a statement of receipts, expenditures, assets, liabilities and capital position of the CCSS prior to the Annual General Meeting, at any time so requested by the Executive, by resolution, or by the President on behalf of same, or by the Ombudsperson in writing;
- present the foregoing to the Annual General Meeting and the Special General Meeting, reporting to the CCSS on financial affairs;
- be responsible for preparation and presentation of all CCSS accounts to the auditors for audit;
- not disburse funds in excess of fifty dollars (\$50.00) except for payments authorized and approved by Executive Minutes, nor authorize any expenditures over fifty dollars (\$50.00) to circumvent the spirit of this power and duty;
- make all payments by cheque or petty cash voucher;
- examine all vouchers, invoices, and petty cash payments and submit these to the Executive with his recommendations for approval or disapproval;
- ensure no requisitions are approved unless provided for in the budget of the CCSS;
- bring any purchase not so covered to the attention of the Executive;
- examine requests for travelling expenses, and, prior to the granting of such requests, receive a statement of proposed expenses;
- obtain a detailed account of actual expenditures from persons receiving travel allowance within one (1) week of the return of such persons;
- obtain approval of the Executive by minute in advance of the granting of any proposed travel expenditures;
- be a signing officer.

5. Communications Co-Ordinator:

He shall:

- be responsible for the adequate dissemination of the Executive policies and programs;
- handle communications between the Executive and the CCSS newspaper;
- undertake to issue whatever press releases the Executive or the President may wish to issue;
- work with the Vice-President of External Affairs on issues involving the community;
- be responsible for the proper operation of printing, the production of posters, and other necessary forms of printing or publication;
- be responsible for the execution and enforcement of the rules and regulations surrounding the positioning of posters and the distribution of leaflets.

6. Two (2) Arts and Science Representatives:

They shall:

- represent the interests of CCSS students in Arts and Science courses;
- be available to take on assignments given to them by a majority vote of the Executive.

7. Two (2) Career Program Representatives:

They shall:

- represent the interests of CCSS students in Career Programs;
- be available to take on assignments given to them by a majority vote of the Executive.

8. Vocational Program Representative:

He shall:

- act as the registrar of all student clubs and subsidiary organizations of the CCSS;
- offer his assistance and advice to such clubs and subsidiary organizations;
- report to the Executive on the requirements and activities of such clubs and subsidiary organizations;
- prepare a budget for all such clubs and subsidiary organizations for submission to the Treasurer and Executive. For this purpose he may impose deadlines for the submission of budgets by or on behalf of such clubs or subsidiary organizations.

9. Ombudsperson:

He shall:

- be ex-officio;
- not propose resolutions or motions;
- be required to attend all meetings of the Executive;
- not hold any other elected or appointed position in the CCSS during his term of office;
- have the right to participate in the discussions of the Executive and to question resolutions proposed by members of the Executive;
- present to the Executive any complaint directed to him by a student;
- have the power to call a general meeting of the CCSS subject to the provisions of Bylaw 10.

B. The Collective Powers and Duties of the Executive

The Executive shall:

1. have the power of binding interpretation of this Constitution and its Bylaws over the members of the CCSS and prescribe matters of procedure which are not provided for therein;
2. make rulings governing and binding upon the activities of the CCSS and its subsidiary organizations;
3. establish rules of discipline governing CCSS members subject to the qualification that the maximum fine which may be levied against a member by the CCSS shall not exceed thirty dollars (\$30.00), and/or costs for property damage, and/or suspension of membership in the CCSS;
4. meet regularly and hold such special meetings as may be required;
5. be familiar with and comply with the CCSS's Constitution and Bylaws, and with all provisions of the Society Act;
6. be the only official medium of communication between the CCSS and:
 - a) its members
 - b) the Faculty Association (C.C.F.A.)
 - c) the College Employees Union (C.E.U.)
 - d) the College Administration

- e) the College Board
- f) the general public.

7. bond the Treasurer for a minimum amount of five thousand dollars (\$5,000.00);
8. receive, administer, and have audited all monies that may be placed in the custody for that may become the property of the CCSS;
9. prepare and present an annual budget to a Fall Special General Meeting of the CCSS for approval and financial statements for approval to the Annual General Meeting held in the Spring;
10. hire such assistance, within an approved budget, as it deems necessary for the proper execution of CCSS business. No such employee shall be entitled to a vote in the Executive;
11. appoint officers that it deems necessary for the proper execution of CCSS business. No such officer shall be entitled to a vote in the Executive;
12. discharge any officer or employee who it decides has not fulfilled the requirements of his position;
13. have the power to impeach any member of the Executive who:
 - (a) has not fulfilled the responsibilities of his office, or
 - (b) fails to attend two (2) successive meetings of the Executive;
14. appoint honorary members of the CCSS. No such members shall be entitled to vote in the Executive;
15. alter, modify, or set aside any action, not covered by this Constitution or its Bylaws, of CCSS members, Executive members, officers, employees, committees, or subsidiary organizations;
16. authorize the issue of bonds, perpetual or redeemable debentures, or any mortgage, charge or other security, on the whole or part of property or assets of the CCSS, present and future, including CCSS fees, now or hereafter due or payable, provided that the Executive shall not approve any budgeted expenditure in excess of two thousand dollars (\$2,000.00) without the approval of the CCSS, signified by a special resolution of the Executive, agreed upon subject to the provisions of Bylaw 10;
17. for the purposes of capital development of the CCSS, borrow and raise by special resolution of an Annual or Special General Meeting of the CCSS upon terms and conditions which may be by resolution of the Executive, agreed upon subject to the provisions of Bylaw 10;
18. set by resolution the amount of the CCSS Fee.

BYLAW 7 Elections

- A. Elections shall be held in:
 1. March/April of each year for the positions of:
 - a) President;
 - b) Vice-President of External Affairs;
 - c) Vice-President of Internal Affairs;
 - d) Communications Co-Ordinator;
 - e) Ombudsperson;
 and these officers shall take office in May of the same year.
 2. Late September or early October of each year for the positions of:
 - a) Treasurer;
 - b) Two (2) Arts and Science Representatives;
 - c) Two (2) Career Program Representatives;
 - d) Vocational Program Representative;

e) any vacant positions resulting from the previous elections in the Spring (whereupon successful candidates will take office immediately and hold office until the next Spring elections).

B. Dates for nominations and elections, organization of polling places, and counting of ballots shall be scheduled and supervised by:

1. A subcommittee of the Executive composed of three (3) members who are not candidates for office; or
2. A subcommittee of three (3) CCSS members, who are not candidates for office, appointed by resolution of the existing Executive; or
3. A single individual who is not a candidate for office appointed by the Executive to act as Electoral Officer.

C. The Schedule of Elections shall be published at least two (2) weeks prior to the scheduled elections and shall be deemed to have been duly published if posted in the same manner and places as notice of the Annual General Meeting. The Schedule of Elections shall state:

1. The officers to be elected;
2. The requirements for nomination of candidates;
3. The place for deposit of nomination papers, and the method of nomination;
4. The date and hour nominations will close;
5. The length of time limited for campaigning to a maximum of five (5) campus working days;
6. The limitations of campaign expenses to a maximum of thirty dollars (\$30.00); and
7. The days, times and places of voting.

Such other publications or advertisements as may seem advisable to the Chairperson of the Electoral Subcommittee or the Electoral Officer, may be used in addition to such schedule.

D. Candidates for office, subject to the provisions of Bylaw 4, must be nominated by not less than fifteen (15) CCSS members in good standing, whose signatures shall appear on one (1) sheet of paper, together with the office for which the candidate is nominated. All nomination papers shall contain written acceptance of the nomination by the candidate. No CCSS member may campaign for or hold more than one (1) Executive Office concurrently.

E. Nominations for Executive Offices shall close no sooner than one (1) week prior to the first day of voting, the time of closing to be determined by the Electoral Officer or Electoral Subcommittee.

F. Forthwith after the close of nominations, or as soon as practicable thereafter, the names of the nominees shall be published and posted in the same manner as the Schedule of Elections. The Nominees for each office shall be placed after the title of each office on the slate, in alphabetical order according to surname.

G. Campaigning for an Executive Office may commence no earlier than the deadline of the closing of nominations for that office. In all cases, campaigning shall be limited to the period between the closing of nominations and opening of the polls.

H. All campaign posters, stickers, or other materials shall be removed by midnight of the day previous to the opening of the polls; failure to do so shall mean the imposition of a fine not exceeding thirty dollars (\$30.00) at the discretion of the Executive acting on any such report of the Chairperson of the Electoral Subcommittee or the Electoral Officer.

I. The Chairperson of the Electoral Subcommittee or the Electoral Officer shall have the power to appoint CCSS members who are not candidates to supervise polling stations subject to a minimum of two (2) supervisors per polling station and to count ballots.

J. The number and position of polling stations on campus shall be at the discretion of the Chairperson of the Electoral Subcommittee or the Electoral Officer subject to a minimum of two (2) polling stations for each election or referendum.

K. The form of ballot shall be decided by the CES or EO subject to the provision that the candidates for each office shall be listed alphabetically by surname.

L. Elections will be held on no more than two (2) consecutive days for no more than eighteen (18) voting hours.

M. CCSS members shall present their CCSS Card to a polling supervisor for punching before receiving a ballot.

N. The candidate receiving a majority of votes cast for each office shall be declared elected forthwith.

O. Any candidate may request a recount of votes cast within forty-eight (48) hours of the publication of results. After that time, the ballots for the election shall be destroyed by the CES or the EO.

P. The CES or the EO may declare a candidate's election null and void for any violation of the Bylaw.

Q. Members elected to the Executive shall hold office for a one (1) year term subject to Bylaw 7 Section A.

BYLAW 8 Signing Officers

A. The signing officers shall be a minimum of two (2) of the following:

1. President;
2. Treasurer;
3. Executive Officer.

BYLAW 9 Salaries of Officers and Honorariums

A. The President, VPIA and VPEA shall each receive an honorarium of one hundred and fifty dollars (\$150.00) per month.

B. The Treasurer, Ombudsperson and CCO shall each receive an honorarium of one hundred and twenty-five dollars (\$125.00) per month.

C. The ASR, CPR and VPR shall each receive an honorarium of seventy-five dollars (\$75.00) per month.

BYLAW 10 Meetings

Meetings shall be of three (3) kinds:

- a) Annual General Meeting;
- b) Special General Meeting;
- c) Meetings of the Executive.

A. The AGM of the CCSS shall be held during the month of March each year.

B. Written notice of the AGM must be given three (3) calendar weeks prior to the date on which the meeting will be held.

C. SGM of the CCSS may be convened at any time by the President upon resolution of the Executive, or by the Ombudsperson by written notice to the Executive, or by the presentation of a petition duly signed by ten percent (10%) of the members of the CCSS, and requesting such a meeting.

D. Fourteen (14) days written notice shall be required to the holding of a SGM. Sufficient notice shall be deemed to have been given by compliance with the provisions of Bylaw 10 Section B relating to notice.

E. Only members in good standing of the CCSS shall be entitled to vote at an AGM or a SGM, and each member is entitled to one (1) vote. In order to exercise his vote, the member must be present at the meeting at the time the vote is put, and no votes by proxy shall be allowed. The member may be required to identify himself by his student identification card. In the event that a student identification card is not available the student should present documentation to indicate registration and membership in the CCSS.

F. The manner of voting shall be at the discretion of the Chairperson as to whether voting should be by show of hands, rising or sitting, or division, except that a meeting may require that a vote be taken in a particular manner by a proper motion. The meeting has the right to demand a secret ballot to vote by resolution.

G. A simple majority of votes cast will govern, except where the provisions of the Society Act or the Bylaws require a special resolution.

H. Five percent (5%) of the registered membership of the CCSS for the current term shall constitute a quorum at an AGM or a SGM.

I. The agenda of the AGM shall be determined by the council and not be altered at the AGM except by a two-thirds (2/3) vote. Additional agenda items for the AGM can be made by any member who submits the item to the CCSS General Office in writing and signed twenty-four (24) hours prior to the time of the AGM. The agenda should be distributed and made available at least two (2) hours prior to the start of the meeting and be available in sufficient supply at the meeting itself.

J. In the event that the AGM extends beyond one (1) hour, the Chairperson may, at his discretion, recess the meeting by resolution to the next day, same hour, or up to seventy-two (72) hours after the original start of the meeting.

K. One-half (1/2) of the existing members of the Executive shall constitute a quorum for a meeting of the Executive and the decisions of the Executive shall be governed by a simple majority, save and except whereby the Bylaws a larger majority is required.

L. Roberts Rules of Order shall govern the conduct of all CCSS and Executive meetings.

M. Executive meetings shall be held at least once every second week during the term.

N. Any member in good standing of the CCSS shall be entitled to attend meetings of the Executive, but shall not participate in the meeting without permission from the Chairperson.

O. There shall be no voting by proxy at any meeting of the Executive.

P. If any member of the Executive absents himself/herself from two (2) consecutive meetings of the Executive without just cause he/she shall cease to be a member of the Executive and declaration of the vacancy entered in the Minutes of the Executive shall be satisfactory notification thereof, and the suspended member shall not be eligible for re-election to the Executive during the current term.

BYLAW 11 Auditors

The Auditors of the CCSS shall be appointed by the CCSS at the AGM.

A. The remuneration to be paid to the Auditors by the CCSS shall be determined by the Executive.

B. The Auditors of the CCSS shall have the right to examine all books, records and accounts of the CCSS and all subsidiary organizations, and shall be entitled to require from any and all members of the CCSS, including the Executive and the officers of any subsidiary organizations, such information and explanation as may be required by the Auditors for the due performance of their duties.

C. The Auditors shall prepare an Annual Report for submission by the Treasurer of the Executive to the AGM of the CCSS, and the Treasurer shall submit and present the report to the AGM without material commission. Without limiting the generality of the foregoing, the Auditors shall expressly state whether, in their opinion, the financial statements forming a part of their report are properly drawn so as to exhibit a true and fair representation of the financial position, and operations for the past year(s), of the CCSS.

BYLAW 12 Finances

A. The fiscal year of the CCSS shall be from January 1 to December 31.

B. CCSS fees, as determined pursuant to Bylaw 6 Section B (18), shall be collected during the appropriate registration period.

BYLAW 13 Delegation of Powers and Duties

A. The Executive may delegate such of its individual and collective powers and duties as it may deem expedient for the practicable conduct of the affairs of the CCSS.

B. The Executive shall not delegate its power to expend or disburse funds except as provided in the Bylaws and then only when the person to whom such power is delegated has obtained a bond with an insurer satisfactory to the Executive, naming the CCSS as beneficiary or loss payee and ensuring the fidelity of such a person.

C. The Executive may by resolution appoint one (1) person not a member of the Executive as a full or qualified signing officer.

BYLAW 14 The Seal of the CCSS

The Seal of the CCSS shall not be affixed to any instrument unless authorized by a resolution of the Executive and in the presence of such officer or officers or such other person or persons as may be named by name or by office in the said resolution. The Seal of the CCSS shall be kept in the custody of the VP/IA, or such other person or firm as the Executive may by resolution direct.

BYLAW 15 Amendments

The Constitution and Bylaws may be amended only by special resolution of the CCSS at a properly called AGM or SGM, pursuant to Bylaw 10.

A. A special resolution amending the Constitution shall require a majority of three-quarters (3/4).

B. A special resolution amending the Bylaws shall require a majority of three-quarters (3/4).

C. The majorities mentioned by Bylaw 15 Section A and 15 Section B are the three-quarters (3/4) majorities of members in good standing attending a meeting (open at all times to all members of the CCSS) considering the proposed amendments, provided that any such meeting shall have a quorum present.

D. Notice of a proposed amendment shall be given in accordance with Bylaws providing for due notice of a SGM pursuant to Bylaw 10. If a SGM is initiated by a petition for the purpose of an amendment to the Constitution or Bylaws, the text of the proposed amendments shall be delivered and given in the same manner.

E. Constitution and Bylaw amendments may be initiated by:

1. The Executive;
2. Any member in good standing of the CCSS requesting a SGM for the consideration of a proposed amendment(s), provided that the proposed amendment(s) shall be accompanied by a petition setting out the text of the proposed amendment(s) and requesting a SGM for its consideration and accompanied by the signatures of not less than ten percent (10%) of the current CCSS membership. The petition papers must each be headed with a copy of the proposed amendment;
3. Any member of the CCSS if due notice is given prior to an AGM;
4. No amendment passed at a SGM of the Summer Term shall be effective to amend the Constitution or Bylaws unless notified at the next SGM held during the Fall or Spring Term, or at a subsequent AGM required by the Bylaws.

BYLAW 16 Resignation or Impeachment

A. Upon an elected officer ceasing to be a member in good standing of the CCSS, his resignation shall be deemed to have been delivered to the Executive. For the purpose of this Bylaw, a member shall cease to be an Executive Officer:

1. Upon ceasing to be a registered student of Capilano College;
2. Upon non-payment of CCSS Fees;
3. Upon de-registration by the College.

B. The CCSS, by special resolution requiring a three-quarters (3/4) vote, at a Special or AGM may impeach any officer of the Executive by a secret ballot vote. Upon such a resolution being carried by the required three-quarters (3/4) majority the officer so impeached shall be deemed to have delivered his resignation. The vote of non-confidence must refer to an officer by name and shall not be a collective ballot vote whereby a number of people are voted upon without individual identification. If it is a vote on the entire Executive, such a vote must also be conducted by secret ballot. This ballot may list every member of the Executive but must identify each Executive member by name and position.

BYLAW 17 By-Elections

A. Upon the death, resignation, ineligibility, or impeachment of an officer of the Executive, the Executive may by resolution appoint a member of the CCSS to fulfill the duties of the office so vacated,

although such an appointee would not have a vote on the Executive.

B. The Executive may declare a by-election to fill the vacant office within one (1) week of the vacancy occurring, by publishing the Schedule of Elections pursuant to Bylaw 7 Section C. By-elections shall be held in accordance with Bylaw 7. Fourteen (14) days notice shall be required for the deposit of nomination papers, and the by-elections may be held within fourteen (14) days of the date nominations close.

BYLAW 18 Subsidiary Organizations

A. The CCSS may establish or sponsor SO and may grant financial aid to such organizations.

B. Any such organizations established by the CCSS shall be subject to the provisions of Bylaw 6 Section B (2) and (3) and any rules of discipline established by the Executive. Failure of the CCSS to provide financial assistance to such SO shall not be deemed to be a fine contemplated by Bylaw 6 Section B (2) and (3).

C. No SO shall accept funds or acquire property except through the CCSS.

D. Any group of members proposing to form an organization for any purpose within the objectives of the CCSS shall first make application to the Clubs Co-Ordinator by a petition in writing setting out:

1. The name of the proposed organization;
2. The objects of the proposed organization;
3. The amount of the budget expected to be necessary for the proper functioning of the organization;
4. The names of the proposed Executive of the organization.

The petition shall be signed by not less than ten (10) CCSS members in good standing. The Clubs Director shall then place the petition before the Executive for certification.

E. All activities of the CCSS and SO shall be carried out within public statute.

BYLAW 19 Records

A. The minutes of the meetings of the CCSS and the Executive shall be kept in the CCSS office. They shall be open to all members of the CCSS.

B. The books and records of the CCSS may be inspected by CCSS members in good standing at the CCSS office on any normal working day during the academic term during normal office hours, provided such times are mutually convenient to the CCSS and the member of the CCSS.

C. The books and records of the CCSS shall be kept in the CCSS office.

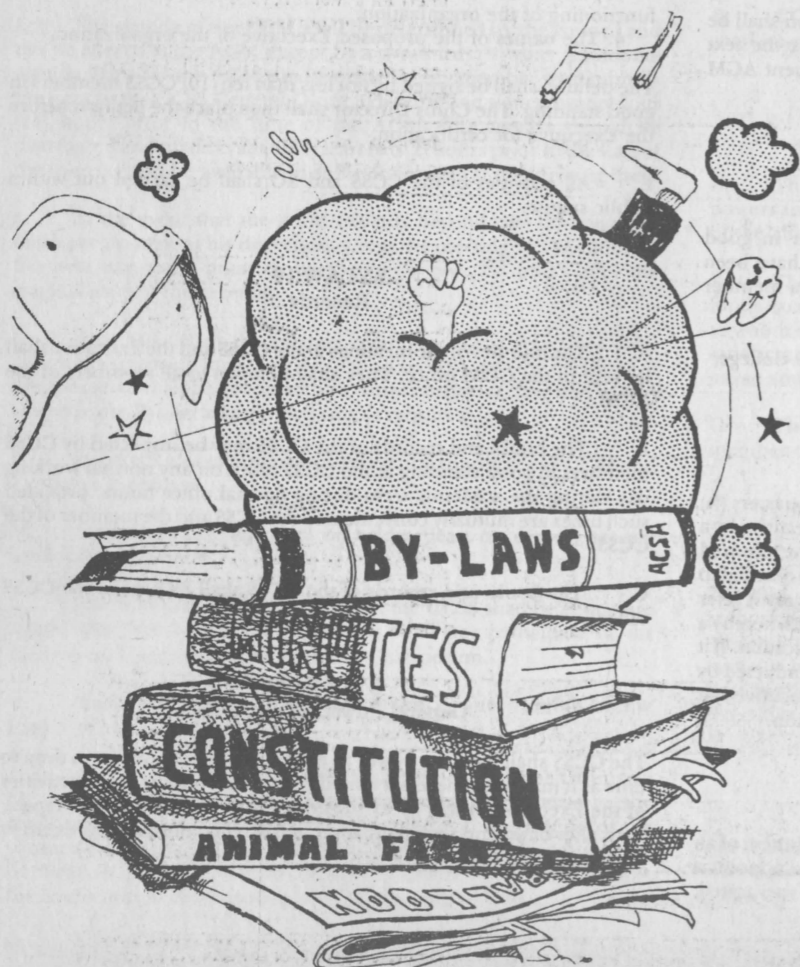
BYLAW 20 General Powers of the CCSS

The CCSS shall have the power to make such regulations from time to time as it may deem necessary or advisable with respect to the activities of the Executive or any of its subsidiary organizations and to repeal, vary, alter or amend such regulations in such manner as it may deem fit and necessary.

BYLAW 21

Committees and Committee Representation

- A. There are three (3) kinds of committees recognized as relevant to the CCSS. They are:
 1. CCSS Committees;
 2. CC government committees;
 3. Faculty-Student committees.
- B. Representation on the various committees (unless otherwise stipulated in their formation) will be by appointment by resolution of the Executive. Students must apply in writing and the Executive must give adequate public notice to the CCSS of positions open to CCSS members.
- C. Committee representatives must keep the VPIA informed about the affairs of their respective committees and make regular progress reports to the Executive.
- D. The term of office for committee representatives may be determined by the Executive at the time of appointment. The terms of office on committees other than CCSS committees must be no less than two (2) consecutive terms and no more than four (4) consecutive terms.
- E. Committee representatives are obliged to adhere to the CCSS policies which relate to the jurisdiction of their committee. Failure to do so warrants recall by the Executive with two (2) weeks notice required.



BYLAW 22

The CCSS may borrow, guarantee, raise, and secure the payment of money in such a manner as the CCSS sees fit and in particular by the issue of debentures subject to the provisions of the B.C. Society Act. Such borrowings are to be authorized by special resolution of the quorum attending an Annual or SGM.

BYLAW 23

These Bylaws shall become effective when approved by a three-quarter (¾) majority vote of a properly called meeting of the members of the CCSS, and when filed with the B.C. Registrar of Companies.



Rules of Order

These are a few things you may hear when you are minding your own business, eating your lunch and you've become aware that you are sitting in the middle of an Annual General Meeting or Special General Meeting of the Capilano College Student Society:

- "I move that...."
- "Seconded."
- "You're out of order...."
- "Point of information...."

"Is Quorum present?"
 "I move the previous question...."
 The above quotes are excerpts from Roberts Rules of Order. These rules are widely used in many organizations to ensure that fair, productive and effective meetings can take place. All meetings of the C.C.S.S.—Executive, Special General or Annual General—are governed by Roberts Rules of Order, as deemed in our

Constitution.
 The following is a survival guide, giving you the basics needed to participate in the above mentioned meetings. These few rules are by no means comprehensive. There is a book devoted to Roberts Rules. Outlined below are some of the most common Rules used at our meetings. A dialogue, where these rules are employed in passing a typical motion follows.

SUMMARY OF MOTIONS

Privileged Motions

Kind of Motion	Second Required	Debatable	Amendable	Vote Required	Purpose
Adjourn	Yes	No	No	Majority	To end the meeting.
Take a Recess	Yes	No	Yes	Majority	To interrupt a meeting for a short time or provide an intermission.
Raise a Question of Privilege	No	No	No	None	To obtain action immediately in an emergency.
Call for the Orders of the Day	No	No	No	None	To demand the chair proceed with the regular order of business.

Subsidiary Motions

Lay on the Table	Yes	No	No	Majority	To set aside an item of business temporarily.
Previous Question	Yes	No	No	Two-thirds	To close debate immediately.

Subsidiary Motions

Kind of Motion	Second Required	Debatable	Amendable	Vote Required	Purpose
Limit or Extend Limits of Debate	Yes	No	Yes	Two-thirds	To limit or extend limits of debate.
Postpone to a Certain Time	Yes	Yes	Yes	Majority	To delay action.
Refer to a Committee	Yes	Yes	Yes	Majority	To place business in the hands of a committee.
Amend	Yes	Yes	Yes	Majority	To modify or alter a motion.
Postpone Indefinitely	Yes	Yes	No	Majority	To kill a motion without bringing it to a vote.

The Main Motion

Main Motion	Yes	Yes	Yes	Majority	To introduce new business.
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Incidental Motions
Nonranking

Kind of Motion	Second Required	Debatable	Amendable	Vote Required	Purpose
Point of Order	No	No	No	None	To enforce the rules.
Appeal from the Decision	Yes	No	No	Majority	To insure that a majority of the group members agree with the ruling of the chairman.
Suspension of the Rules	Yes	No	No	Two-thirds	To facilitate business proceedings under the rules of the organization.
Division of the Assembly	No	No	No	None	To secure a standing vote.
Close Nominations	Yes	No	Yes	Two-thirds	To limit the number of nominees.
Parliamentary Inquiry	No	No	No	None	To provide members with correct parliamentary information.
Request for Information	No	No	No	None	To answer questions of members.
Withdraw a Motion	No	No	No	None	To withdraw a motion before it is voted on.

Unclassified Motions

Take a Motion from the Table	Yes	Yes	No	Majority	To bring before the group a motion previously tabled.
Reconsider	Yes†	Yes	No	Majority	To secure a new vote on a motion previously voted on.
Repeal-Rescind	Yes	Yes	Yes	Two-thirds without previous notice	To void previous action of the organization.

source: *The "How" of Parliamentary Procedure* by Kenneth Lee Russell (Danville, IL: Interstate, 1981), 52-55.

Chairperson: We now move to item C-3 the Canadian Federation of Students.

Member: **I move that** we send a delegate to the C.F.S. Conference.

Member: **I second** the motion.

Chairperson: The member who put forward the motion will have the opportunity to speak first and I will be keeping a speakers list.

(Discussion on the main motion follows)

Member: I would like to direct a **point of information** to the Chairperson.

Chairperson: What is your question?

Member: I would like to know how much the delegates fees will be for the conference.

Chairperson: I will direct the question to the member who proposed the motion. Will you please answer this question.

(Discussion now continues with members speaking according to the speakers list)

Member: I am directing a **Point of Order** to the Chairperson.

Chairperson: What is the point of order?

Member: I believe the Chairperson has passed over me on the speakers list.

Chairperson: You are correct. You are next on the speakers list.

Member: I am requesting a **Point of Personal Privilege** from the Chair.

Chairperson: What is your concern?

Member: I would like to request that we disallow smoking in the meeting as it is really bothering me.

Chairperson: I would like to request that the members of the assembly only smoke during recess of the meeting.

Member: I would like to make an **amendment** to the main motion that, we send two delegates instead of one to the conference.

Chairperson: I will see if this **amendment is friendly** to the mover and the seconder of the main motion, if not your amendment will have to be seconded by another member of the assembly and voted on.

Is this amendment friendly to both mover and seconder?

Member: This amendment is friendly.

Secunder: The amendment is also friendly to me.

Chairperson: This amendment will now be incorporated into the main motion and there is no need to take a vote. We will continue with the discussion on the amended **main motion**.

Member: **I move the previous question.**

Member: **Second that motion.**

Chairperson: All those in favour of moving the previous question? All those opposed? All those abstaining? The motion is carried.

No further discussion on the main motion will ensue, and I will call the vote on the main motion which now reads "It is moved that we send two delegates to the C.F.S. conference." All those in favour? All those opposed? All those abstaining? The main motion is carried.

Member: **I move to adjourn this meeting.**

Member: **Second the motion.**

Chairperson: This motion is not debatable. All those in favour? All those opposed? All those abstained? The motion is carried. This meeting is adjourned.

Grade Appeals

Only those appeals that follow the above process will be considered.

Human errors and omissions in the Statement of Grades will be corrected as soon as identified, without appeal or cost to the student.

Terms Of Reference For The Governance Of The Student Appeals Committee

1. Composition of the Committee: The Committee shall consist of
 - (a) The Dean of Academic Studies or the Dean of Career/Vocational Programs as Chairperson.
 - (b) two elected faculty members from the Faculty Association.
 - (c) two students selected by the Student Society.
 - (d) one counsellor selected by the counselling group.
 A secretary will be present to record proceedings.
2. A quorum shall consist of a minimum of 4 members and will include a chairperson, one member from category 1(b) or 1(d), one student representative, and one other member.
3. A majority vote is required to pass any motions. The Chairperson votes only in the event of a tie.

4. The Committee:

(a) shall review the student final grade appeal form, faculty report, grade book, and counsellor's report. Upon request at the Appeals Committee meetings, the Counsellor's Report and the Faculty Report may be viewed by the student and/or faculty member.

(b) may request either the student or the faculty member to appear before the Committee. If the Committee asks either one to appear, the invitation must be extended to the other. The student and faculty member shall not appear before the Committee at the same time. Both the student and the faculty member shall be afforded the opportunity to request the withdrawal of any committee member on the grounds that his/her presence may be prejudicial to the appellant's case. Any committee member may withdraw from a particular appeal without stating grounds. Except in exceptional circumstances, neither appellants nor faculty members may appoint representatives to appear for them before the Committee.

(c) may request that all course material be submitted by the ap-

If a student wishes to appeal a final grade he/she must contact a counsellor not later than the deadline stated in the current College Calendar. The counsellor will discuss the grade and appeal procedure with the student and attempt to arrange a meeting with the instructor. The counsellor will provide the student with a *Final Grade Appeal* form.

If a student wishes to continue the appeal, the student must do so within fourteen calendar days of the date on which the counsellor's report is mailed. Failure to meet this timeline will be grounds for dismissal of the appeal. To continue the appeal, the student completes the *Final Grade Appeal* form and submits it to the Secretary of the Appeals Committee with a fee of twenty dollars for each course to be appealed.

Appeals are considered by an Appeal Committee, chaired by one of the College Deans. The Committee consists of representatives from faculty, students, and a counsellor. During the appeal process, all term grades, including the final examination mark, are taken into consideration. In all cases the student is informed in writing of the Committee's decision. Should the final grade be changed, the twenty dollar fee is refunded.

- (d) shall not challenge the **discipline area**, integrity or judgement of the faculty member except in extenuating circumstances.
- (e) shall not solicit or accept other evaluations of the student or his/her work for the course in question except in extenuating circumstances.
- (f) shall not consider the appellant's grades in other courses.
- (g) grade assigned by an instructor on grounds including

failure by the instructor to follow general college procedure as recommended by the Instructional Board and approved by the Principal.
 failure by the instructor to follow the evaluation profile, grade assignment and operational details as stated in the course outline. Student must be notified in writing of any changes to the distributed course outline.
 failure of the instructor to treat the student with the degree of equity extended to other students in the class.

- 5.(a) If the Committee decides to alter a grade, the new grade will be based on:

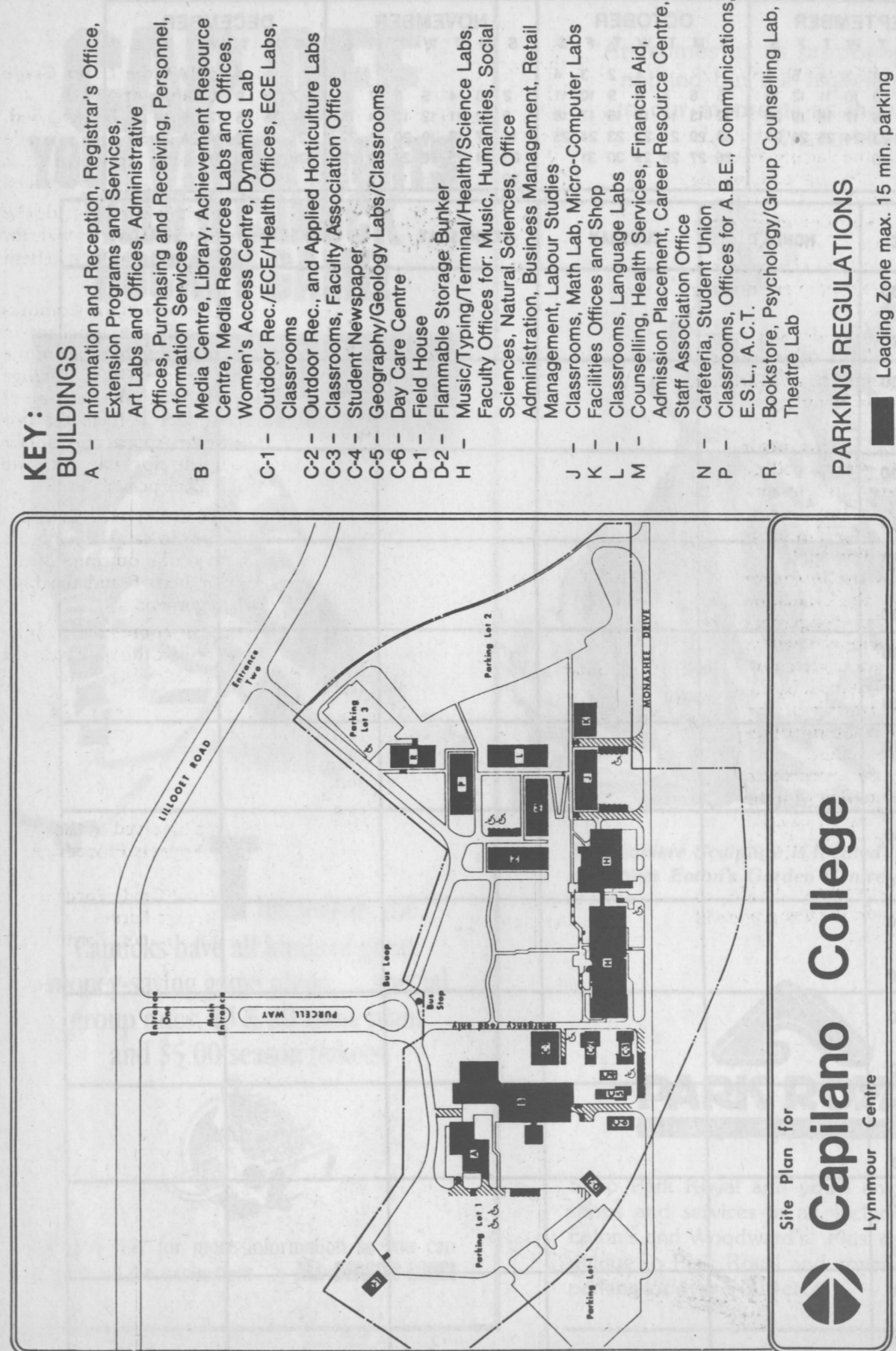
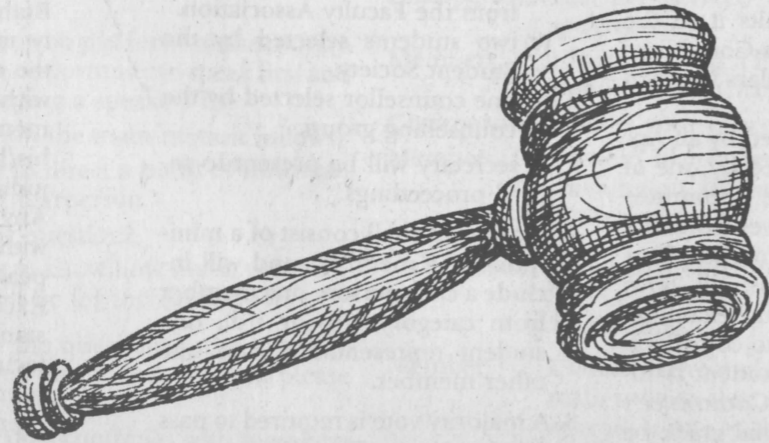
- *The Committee interprets the word "grade" to mean either a percentage or a letter grade.
 - (b) If the Committee is unable to obtain an unbiased evaluation by the instructor and decides against an outside re-evaluation, it may base the new grade on a proportionate weighting of those graded components which are not in question, excluding in part or in entirety those that are in question.
6. The Committee shall sustain or deny an appeal based on passage or denial of any of the following two motions:

- (i) the instructor's appraisal of the student's course work. Only in extenuating circumstances will the Committee seek a re-evaluation by another professional in the subject area. Such outside re-evaluation shall not be done if the instructor agrees to re-evaluate the course materials without prejudice. Refusal by the instructor to do so does not necessarily lead to a re-evaluation by another subject area professional.
- (ii) the original course outline evaluation profile and grade assignments including appropriate written amendments.

- (i) THAT the Letter Grade Change Appeal of be sustained.
 - (ii) THAT the Letter Grade Change Appeal of be denied.
7. The Committee shall provide the Chairperson with the rationale for the outcome of the motion in Item 6.
8. The Chairperson of the Committee shall notify the appellant in writing informing him/her of the outcome of the Grade Change Appeal. Although the decision of the Committee is final, the two parties to the Appeal may obtain the rationale for the outcome from the Chairperson.
9. Meeting of the Appeals Committee shall be "in camera" with the exception of the outcome of the motion in Item 6 and the final grade assignment.
10. The Appeals committed shall attempt to resolve the appeals by the end of the following term.

Forms involved in the Grades Appeals Procedure:

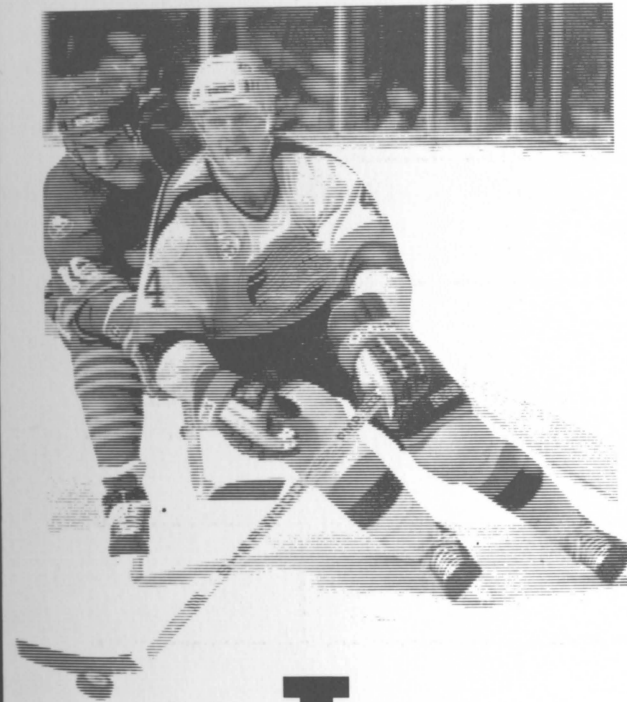
- a. Student Final Grade Form
- b. Faculty Report Form
- c. Counsellor's Report Form



SEPTEMBER							OCTOBER							NOVEMBER							DECEMBER						
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The Society of Management Accountants
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Telephone: (604) 687-5891 Toll Free: 1-800-663-9646.

*Registered members of The Society of Management Accountants of British Columbia presently utilize the designation RIA. Legislation to change it to CMA (Certified Management Accountant) has received first reading in the British Columbia Legislature. Currently the CMA designation is used by our colleagues in the rest of Canada.