

NOTES FROM:

10th ANNIVERSARY CO-ORDINATING COMMITTEE - April 25th 5:00 - 7:00 NB 101

Present:

Paul Gallagher
Valerie Giles

Bill Little
Jim MacDonald

Alan Smith

An updated proposal has been received from Early Childhood Education (attached) and a new proposal from Hilary Clark's Retail Fashions Programme (attached).

Consideration of proposals: (refer numbers to list from last meeting)

12 and 13 - Open House and Graduation - will be funded from their own cost centres, and therefore do not have to be considered as part of the expense of the 10th Anniversary celebration. Items such as advertising and the travelling display will be funded out of the regular Information Services budget. No budget amount has been determined for Open House as yet, and the following proposals represent the ones that are being considered for funding under the 10th Anniversary budget:

10 - College Report - the concept of a formal document has been abandoned in favour of a general information pamphlet in booklet form. Estimated cost of production is about \$1500. for 10,000 copies. Funding for this will come from the regular advertising budget.

9 - Capilano Courier - it was decided that the original proposal would be too expensive to fund. Instead, the Courier will be invited to put out a special issue with assistance from college staff and access to the archives. A \$50.00 prize was proposed for the best student article in that issue. Distribution would be regular circulation.

8 - Counselling Division - this proposal was regarded as extremely valid - but one that should be paid for out of regular monies allocated to the counselling budget. The Principal expressed his opinion that this should be a high priority as it would have ongoing use and need. Jim MacDonald proposed that an extra \$1,500. should be put into the regular counselling budget to allow for production of the slide-tape.

11 - King Tut Exhibit - the activity would be cost-recoverable except for the lectures as proposed. The Principal suggested that Anne should speak to Dirk Smit about having this operated under the Community Services budget.

* 14 - Retail Fashions - essentially a four-part proposal as attached. The committee didn't agree with the need to develop a crest and motto in addition to our logo. A prize of \$50.00 has been proposed for the dress design competition. The Fashion Show part of the presentation, it is hoped, would be put on in conjunction with the Open House dates. Reunion expenses will be considered part of the expenditure for that department's Open House efforts.

7 - Evenings at Capilano - It is hoped that these events can be run on a cost-free basis -- i.e. admission would be charged. If they are to be free, then approximately \$400.00 would be required to mount the four events.

6 - Cap Communicator - request for \$500.00 funding was approved by the committee as a subsidy for their special issue.

* (more information is required about the inter-disciplinary part of the proposal)

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5 - E.C.E. - the first proposal is one that can and will be incorporated into that department's effort for Open House. The new proposal was judged as one that would run as a Community Education activity - which would be a successful one if well-promoted and cost-recoverable. (See proposal attached).

4 - Basketball Tournament - committee decided to fund it to the amount of \$750.00 - with the understanding that the gifts of T-shirts would be eliminated.

3 - Science Competition - advertising for it would be modest - mainly on high school bulletin boards and an ad in the newspaper. Expenses for this publicity would be borne by the general advertising budget. It was proposed that the 10th Anniversary budget would fund prizes to a total of \$300.00.

2 - Science Division Lectures - committee proposed having five lecture events instead of 10. The Information Services budget would help promote the series by providing the brochures (estimated to cost approximately \$200.00) and another \$100.00 would be provided from the 10th Anniversary budget for incidental expenses that would be incurred in mounting the series.

1 - Contemporary Issues Symposia - recommended that this become six events instead of eight (with one of the series repeated in Squamish). It is proposed that this be handled as a Community Education event, and Bob Gallagher will be asked to approach Dr. Jardine regarding release time to manage the programme.

In summary, all the the proposals will be attempted and funded as indicated. Those proposals which will be funded directly through a special 10th Anniversary budget are:

Retail Fashions Design Competition Prize	\$ 50.00
Science Competition Prizes	300.00
Cap Communicator	500.00
Basketball Tournament	750.00
Science Lecture Series Expenses	100.00
Student Article Prize (Courier)	50.00
	<u>\$ 1,750.00</u>

Additional costs associated with the 10th year:

1979 Graduation	\$ 2,500.00
Open House - March 10 - 11, 1979	\$?

The actual cost of the 10th Anniversary celebrations will be about \$2,000.00, allowing for a small contingency fund. Also, some of the money allotted for prizes (\$400.00) might be obtained through donations.

The next meeting of the 10th Anniversary Committee will be at the call of the chairman, Mr. Gallagher.

April 26:78:VG

date: April 18, 1978.

from: Hilary Clark, Co-ordinator, Retail Fashions Program

to: Paul Gallagher, Principal

APR 21 1978

Re: 10th Anniversary

We would like to have a small prize for a tenth anniversary garment design within the Retail Fashion Department. We would like to relate the design to College fashion, campus wear, something that could be sold in the boutique. (We will work out more detailed specifications).

Other ideas we have had for the anniversary are:

- 1) Departmental reunions of graduates hopefully inviting them to a display, performance etc. put on by the College.
- 2) A historical fashion show using the Retail Fashion Department's collection.
- 3) I would like to put forward again my suggestion for a College crest and motto. The crest would incorporate the existing logo. We have tried competitions in the past, but the results have been feeble.
- 4) I would like to see an inter-disciplinary historic symposium, including history of costume, history of furniture, history of art, history of music, history, anthropology, social sciences, etc. done as a "son et lumiere" by the department specialists in these areas.

Hilary Clark

HC/sb

date: April 21, 1978
from: Eleanor Worman
to: Paul Gallagher
re: A further proposal for a 10th Anniversary Project

APR 24 1978

1. At our recent co-ordinator's meeting we were informed
 - a) of a Mid March College-wide Open House
 - b) that further proposals could still be submitted

2. The E.C.E. Open-House proposal contained in our original submission will coincide with and be part of the College-wide open house. Hence at our regular E.C.E. meeting this week, we considered additional proposals, and would like to submit the following (previously considered as a tentative Community Education offering, but now appearing appropriate to the 10th Anniversary):
 - Date - Fri. and Sat. Nov. 17 and 18/78
 - Project - Displays and Presentations on Selecting Toys and Books for Christmas giving.
 - Room - A105 (E.C.E. room) with additional rooms eg. A101 and A107 or All College Lounge
 - a) Displays open Fri., Nov. 17th. 1 p.m.- 8:30 p.m. and Sat. Nov. 18th, 10 a.m. - 1 p.m. with consultation available. Toy display will include examples of student made toys.

 - b) Short Presentation on Selecting Children's Books. 4 p.m. - Fri. Nov. 17th.

 - c) Short Presentation on Selecting Children's Toys 7:30 - Fri. Nov. 17th.

 - d) Printed material for distribution, listing selection criteria for Children's Books and Toys

Estimated Cost

- Printing	100.00
- Display materials - posters etc.	50.00
- It is anticipated that display books can be borrowed from local libraries, and that <u>most</u> toys can also be borrowed. However it may be necessary to spend a little money in order to have comprehensive displays.	200.00

cc: Bill Little