

# Who is Moving to the Birch Building

By the time you open the pages of this issue of the *Informer*, many College departments will have already taken up residence in the new Birch building. If all goes well, it is expected that everyone who is moving (with the exception of the Bookstore and Food Services) will be in their new office space by the end of December. Food Services plans to be up and serving in their new facility by the beginning of the new term, and the Bookstore will be relocating in February.

Following is a list of where to find the departments that have moved to the Birch building:

**Fourth Floor:**

- College Relations
- Computer Services
- Deans
- Employee Relations

- Payroll and Benefits
- Personnel
- Planning
- President
- Vice-President

**Third Floor:**

- ABE/ESL
- ARC
- ASE
- SARAW
- Staff Lounge

**Second Floor:**

- Advising
- Counselling
- Financial Aid
- Financial Services
- Health Services
- Math Learning Centre
- Reception/Switchboard
- Registration
- Student Employment Centre



**Everything Goes!**  
Computer Services Jodie Jensen has colleague Katrina Watts tied to her desk during the move.

**Main Floor:**

- Bookstore
- Food Services

***College Phone System and Reception***

The College switchboard and reception area is moving to the second floor of the Birch building on Saturday, December 14. Along with a new location, the switchboard will also be operating with a new system, designed to eliminate the majority of telephone problems the College has been experiencing. The change to the new system is expected to occur with minimal disruption.



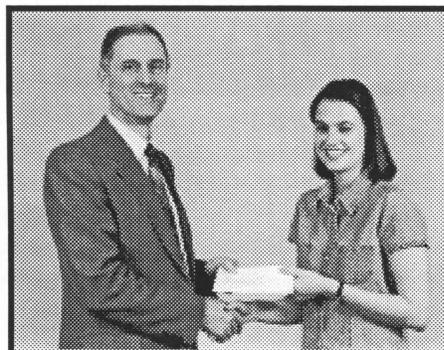
**The Move Doctors**

The medical staff in Computer Services are, left to right: (back row) Richard Chadderton, Medi Ranjbar, Chris Firstner, Mike Millard, Jodie Jensen, Jacques Morris, Gerry MacKinnon, Mike Freeman and Tony Kwok. (Front row) Darren Broder, Bob Walker, Katrina Watts and chief surgeon Steve Gallagher.

**College Annual Campaign Going Strong**

As of December 3, the Capilano College Foundation has received a generous \$10,000 from the College community during its annual campaign!

It's still not too late to get a donation into the Foundation and receive a tax receipt. For more information, contact **Lana Robinson**, director of Development, at 984-1765.



**Winner of the Institute of Chartered Accountants of B.C. Award**

**John Wilson**, Business Administration faculty member, presents Commerce student, **Janiell McHeffey**, with a cheque for \$300.