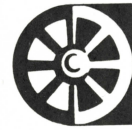


The background of the cover is a photograph of a modern building with a large, sloped glass roof. In the foreground, a grassy lawn is visible with a wooden bench where two women and a child are sitting. A large pine tree is on the left side of the image.

CARIBOO

COLLEGE

ANNUAL REPORT
April 1, 1980 -
March 31, 1981



cariboo college

ANNUAL REPORT

APRIL 1, 1980 - MARCH 31, 1981

**SUBMITTED TO THE
MINISTER OF EDUCATION**

In accordance with Section 62 of the College and Institute Act
November 25, 1981



cariboo college

board

P.O. BOX 3010
KAMLOOPS, B.C. V2C 5N3
PHONE (604) 374-0123

November 24, 1981

The Honorable Brian Smith
Minister of Education
Room 326
Parliament Buildings
VICTORIA, British Columbia
V8V 1X4

Dear Sir:

RE: ANNUAL REPORT

Enclosed is Cariboo College's Annual Report for the period April 1980 to March 1981 prepared to meet the requirements of the College and Institute Act.

The report is an overview of the College's activities during the previous fiscal year with emphasis on the educational services provided to the residents of the College region.

I trust the report will meet the requirements of your Ministry.

Yours very truly,

ANDREW M. SMITH,
Chairman of the Board.

/bas

Encl.



cariboo college

office of the principal

P.O. BOX 3010
KAMLOOPS, B.C. V2C 5N3
PHONE 604-374-0123

November 18, 1981

Mr. A. Smith
Chairman of the Board
Cariboo College
P. O. Box 3010
KAMLOOPS, B. C.
V2C 5N3

Dear Mr. Smith:

I am pleased to enclose for the Board's consideration the Annual Report for 1980-81.

As you will recall, this was the year we celebrated our first ten years of service and began building a firm foundation for our second decade.

The receipt and acceptance of our Five-Year Educational Plan, the commencement of the Engineering Program in University Transfer and Educational approval for four new technologies all represented significant educational achievements.

In finance and administration, we continued to be challenged in the allocation of scarce resources. In governance and directing, the College became aware of, and worked effectively on, problems of provincial coordination and priority-setting. The College established working relationships with KNOW and OLI and strengthened traditional ties with the universities and other colleges and institutes.

I trust the report will be favorably received by the Board.

Yours very truly,

CHARLES W. BREWSTER,
Principal.

/bas

Encl.

ANNUAL REPORT 1980 - 1981

SUMMARY

Objectives

As a comprehensive college, Cariboo College is committed to a philosophy which emphasizes its responsibility to offer the widest possible range of educational opportunities to the citizens of its region consistent with the available resources. Implicit in this broadly phrased commitment is a broadly stated objective: to meet the needs of its students and the community. Some of these needs, such as university transfer opportunities, are relatively constant; others come, go and change with technology and the economy. Therefore, the College's spectrum of program offerings must reflect a pragmatic mix of continuity, innovation and current relevance.

Achievements

Along with celebrating its tenth anniversary in 1980-81, Cariboo College devoted much attention and energy to developing strategies for dealing with the changes which are bound to affect post-secondary education during the 1980's.

Community Contact

Looking back over a decade of steady growth and service to the people of its region, the College made a major effort to get in touch with the communities it serves. During the summer of 1980 a float depicting various aspects of the College's wide range of educational offerings appeared in local festival parades throughout the region, and in September the public was invited to the main campus in Kamloops for a well-prepared open house day which saw all sectors of the institution presenting exhibits and demonstrations. This occasion, on Saturday, September 27, also marked the formal opening of the new Science Building, which had received its first students the preceding February. On the Thanksgiving weekend in October, a "homecoming" observance brought present and former members of the college community together from as far away as Edmonton to review the changes the College had seen over the past decade.

Into the New Decade

To meet the challenges of the new decade, the College finished its Five-Year Education Plan, which was approved by the College Board in February 1981 and forwarded to the Minister of Education. An executive summary of its principal recommendations was published separately for the convenience of the public. The internal audit phase of the Institutional evaluation, which had also been under way for many months previous, reached a successful conclusion, paving the way for an external evaluation team's assessment later in the spring.

The new directions received from the community during the preparation of the Education Plan began to bear fruit during the winter of 1980-81. To strengthen the College's concentration in health-related programs, the Ministry of Education granted approval for a unique (in British Columbia) program in Animal Health Technology. This new offering will take advantage of the College's superior training facilities in science.

The installation of upgraded computing facilities, including a PDP 11/40 computer, heralded new growth in computer-related programs. Not only did the College receive approval for a program in Computer Systems Operation and Management, but it was also able to develop a unique offering in Computer-Aided Drafting which puts Cariboo College on the leading edge of the newest technology. A new program for training welding technicians has also received approval.

To cope with the growing problem of insufficient classrooms and related space, and to assure a physical presence in the heart of its largest population centre, the College leased newly available space in a former public school in downtown Kamloops and transferred there its activities in Adult Basic Education. As well, the Continuing Education Division opened centrally located offices in Merritt and 100 Mile House.

Education 'Brokerage'

As another aspect of its Education Plan, the College committed itself to expanding its role as 'broker' in supplying educational services to its communities. During 1980-81 it affiliated itself with both the Open Learning Institute (OLI) and the Knowledge Network (KNOW). Visible evidence of the latter affiliation appeared in the form of satellite 'dishes' which linked the Kamloops and Williams Lake campuses to community cable television networks, allowing the delivery of a wide range of educational programming to more than 20,000 households. Office space was provided to both OLI and to Simon Fraser University, making their services more accessible to the people of the region; and a cooperative arrangement between the College and the University of British Columbia's Faculty of Agricultural Sciences made several university courses in that discipline available to the region.

Challenges

As the College enters its second decade, the major challenges facing it relate to the need to continue changing and expanding program offerings in a period of economic restraint.

The rate and the shape of the projected growth in enrollments, based in part on population growth in the region, are major factors in the College's approach to its task. A good deal of population growth has been forecast for the region, including a steady rise in the 18 - 24 age group, and while the College does not anticipate dramatic enrollment increases, it is planning for steady controlled growth.

One of its planning strategies, for example, is to meet the demand for courses and programs offered in non-traditional ways. The College has already taken several steps in this direction. Among these are: a new 'cycle' format for a course in Supervisory Management Skills; new programs unique to the province that fill an occupational need and attract students from outside the region, such as Respiratory Technology; upgrading and other training for business, industry and government on a contract basis; new and innovative approaches to high school completion and refresher or remedial training for adults; and participation in new delivery methods such as those introduced by the Open Learning Institute and the Knowledge Network of the West (as mentioned above).

COLLEGE GOVERNANCE

College Board 1980-81

S. BAKER, Lytton
S.D. #30 (South Cariboo)
J.G. BANN, Lac La Hache
S.D. #27 (Cariboo-Chilcotin)
K. CARTWRIGHT, Kamloops
S.D. #24 (Kamloops)
J. HUTTON, Kamloops
Appointed by Lieutenant-
Governor in Council
R.D. JANOWSKY, Kamloops
Appointed by Lieutenant-
Governor in Council
H. KEIR, Gold Bridge
S.D. #29 (Lillooet)
H. KRAUSENECK, Clearwater
S.D. #26 (North Thompson)
E. MILWARD, Clinton
Appointed by Lieutenant-
Governor in Council
A.E. O'HANLEY, Quilchena
Appointed by Lieutenant-
Governor in Council
A.M. SMITH, Williams Lake
(Chairman)
Appointed by Lieutenant-
Governor in Council
R.E. TURNBULL, Merritt
S.D. #31 (Merritt)

College Board 1981-82

J.G. BANN, Lac La Hache
S.D. #27 (Cariboo-Chilcotin)
S. BLACK, Kamloops
Appointed by Lieutenant-
Governor in Council
L. GUICHON, Quilchena
Appointed by Lieutenant-
Governor in Council
J. HUTTON, Kamloops
Appointed by Lieutenant-
Governor in Council
R.D. JANOWSKY, Kamloops
Appointed by Lieutenant-
Governor in Council
H. KEIR, Gold Bridge
S.D. #29 (Lillooet)
H. KRAUSENECK, Clearwater
S.D. #26 (North Thompson)
A. NYMAN, Clinton
S.D. #30 (South Cariboo)
M. ROTHENBURGER, Kamloops
S.D. #24 (Kamloops)
A.M. SMITH, Williams Lake
(Chairman)
Appointed by Lieutenant-
Governor in Council
R.E. TURNBULL, Merritt
S.D. #31 (Merritt)

Board Committees

The following standing committees have been established to consider business coming before the Board in particular areas and to make recommendations to the Board:

- Policy Committee
- Education Committee
- Buildings, Grounds and Budget Committee
- Liaison Committee
- Labour Relations Committee

Each committee consists of a chairman and other Board members appointed by the Board Chairman.

The committees' terms of reference are spelled out in the College Policy Manual.

ADMINISTRATIVE STRUCTURE

(Chart showing administrative reporting structure on centre pages.)

A review of the administrative structure adopted in 1978 was decided on by the College Board in March. The management consulting firm of Hay and Associates was retained to conduct a study of administrative salary levels. This step also reflects some of the suggestions that emerged from the Institutional Audit and from previous staff-Board workshops.

Thus far, the significant changes in the organizational structure were the grouping of library and audio-visual functions under a Director of Learning Resources, reporting to the Vice-Principal Education, and the transfer of the Counselling function from the Vice-Principal Education to the Vice-Principal Administration.

Faculty and staff participation in administrative matters was assured, as in recent years, through three permanent bodies. The Joint Council, composed of instructional Chairpersons and heads of administrative departments, meets monthly to advise the Principal on both broad-gauge issues and internal management concerns. The Committee of Chairpersons is a primary vehicle for two-way communication between the Administration and the instructional departments in matters related to instruction. It meets weekly (except on Joint Council days) and reports to the Vice-Principal Education. The Program Advisory Committee includes representatives of the faculty, support staff and students as well as administration, who review proposed changes in course and program offerings before they are submitted to the Education Committee of the Board.

INSTRUCTIONAL AREAS

Instructional courses and programs at Cariboo College are under the direction of the Vice-Principal Education. They cover a wide range of offerings within the general categories of Adult Basic Education, Academic-Vocational Programs, Careers and Technology Programs, University Programs, Vocational-Technical Programs and the multiplicity of courses and programs offered throughout the College region under the umbrella of Continuing Education. At locations other than Kamloops, the Continuing Education Division also delivers courses and programs offered by other divisions and departments. The originating department retains responsibility, however, for ensuring instructional consistency and standards.

High instructional standards are maintained through the individual instructor's continued professional development. A highlight of this ongoing process in 1980-81 was the continuation and expansion of the Instructional Skills Workshops first undertaken in January 1980, with qualified faculty members serving as facilitators for intensive training in small-group sessions. Additional workshops have been scheduled for the coming year.

Adult Basic Education

In the Adult Basic Education (ABE) Department, the usual diversified types and levels of instruction were augmented by special programs for natives, for single-parent women (COPE) and for the mildly retarded (Alternate Route) - all designed to enhance their fitness for employment. The College also responded to the influx of Vietnamese refugees by providing several extra courses in English as a Second Language (ESL). The outreach aspect of ABE included more than 30 programs offered in nine communities around the region.

The newly established Centre for Independent Studies was also assigned to the ABE Department, as was responsibility for the majority of College Foundations courses.

Academic-Vocational, Careers and Technology Programs

The Long Term Care/Homemaker Program in the Academic-Vocational area was given 'ongoing' status by the Ministry of Education.

There were two principal changes made in the programs offered by the Office Administration Department. These were: first, basing admission to the program on the entrant's actual level of competence in the various skills, and second, basing students' progress on individualized modular performance. Placement of trainees in appropriate jobs was at a rate exceeding 85 percent.

For the various technologies and other career programs, the only new venture was in refresher training for registered nurses wishing to resume active service. At the same time, however, the groundwork was being laid for new offerings in Animal Health Technology, Computer Systems Operations and Management and Computer-Aided Drafting.

The College continued to break new ground when it was given responsibility for the third (clinical) year of the Respiratory Technology program, instead of relinquishing that task to the training hospitals, as has been the practice in health-related technology training.

Vocational-Technical Programs

Two relatively new programs in the Vocational-Technical areas were given 'ongoing' status by the Ministry of Education: Practical Horticulture and the General Mechanics Program at Williams Lake.

Special activities in the trades and technical programs included participation by Electronics trainees in the installation of the KNOW facilities in both Kamloops and Williams Lake as part of their instruction. Another new activity was the initiation of hydraulics instruction on a contract basis for millwrights and other tradesmen throughout the southern interior portion of the province.

University Transfer Programs

Two major innovations in the College's University Transfer offerings were successfully introduced in the fall of 1980. For the first time, Cariboo students were able to complete in Kamloops their first year of the University of British Columbia's curriculum in Engineering, in addition to their pre-engineering year as in the past. And the College's new partnership with the University of Victoria in its 'co-op' degree program also got a running start and is now accelerating. Students in Chemistry and Computer Science were the first to take advantage of it, qualifying for their first work-experience period in mid-1981.

These advances augmented the established offering of first and second-year courses in a score of academic disciplines leading to baccalaureate degrees.

Continuing Education

In addition to the opening of offices to serve Merritt and 100 Mile House and the setting up of Knowledge Network receiving centres in Kamloops and Williams Lake, highlights of Continuing Education activity during the year included:

Community Advisory Committees to assist in identifying local needs and interests, as successfully pioneered in 1979-80 in Logan Lake, were established in Williams Lake, 100 Mile House, Savona and Ashcroft-Cache Creek.

College staff worked with several native bands and organizations in meeting specific training needs under a newly instituted program, Training Opportunities for Native Initiatives (TONI), in which the Canada Employment and Immigration Commission also took part.

Courses and other training activities for people from business, industry and government were extended and expanded, including the continuing program in management skills.

A 'Night School in One Day' conducted on a Saturday in November attracted some 200 registrants, most of them new to the College, for a variety of condensed courses.

The study tour destinations included China and Greece in addition to the relatively nearby Mount St. Helens.

In the six school districts in which the College administers continuing education, registration in 1980-81 totalled 10,801. Of these, 6,217 persons were enrolled in part-time vocational courses and the remaining 4,584 in general interest courses.

Williams Lake Centre

From the campus centre in Williams Lake the College served 15 communities in the 25,000 square-mile expanse of School District #27, in addition to administering eight full-time vocational programs with more than 130 students. Most of the full-time enrollments were again in the business and clerical fields.

The addition of the General Welding Program was the second full-time trade program established at Williams Lake. Enrollment followed the usual trend of new courses. Special courses were introduced for the mentally handicapped and women on social assistance who wanted to find employment. The Study Skills centre continued to provide tutorial assistance to illiterate adults.

Native people continued to receive special attention in the northern area. Courses in the native Language Teacher Training Program and Helping Services for native Communities have enabled School District and Band employees to upgrade their para-professional skills.

The Earth Station for reception of the Knowledge Network programs via the Anik B satellite was erected and educational courses were available throughout the cable system of Williams Lake as well as at the College campus.

Community Advisory Committees

All Cariboo College Career programs and many Vocational programs have advisory committees whose members include qualified specialists in the business, industry or profession concerned. There are currently twenty advisory committees rendering such services to the College and the students concerned.

The Committees' terms of reference include recommending appropriate standards; helping fit the courses of study to the specialized needs in the community so that employers and the public are better served and the graduates are more effectively employable; and otherwise acting as a liaison group between the College and the community.

ADULT BASIC EDUCATION/COLLEGE FOUNDATIONS/REMEDIAL PROGRAMS

Alternate Route
Basic Employment Skill Training
Basic Job Readiness Training
Basic Literacy
Basic Training for Skill Development: Levels 2, 3, 4
Career Opportunities in Preparation for Employment
Centre for Independent Studies
College Foundations
English as a Second Language
High School Completion
Pre-Technical Training

ACADEMIC-VOCATIONAL/CAREERS/TECHNOLOGY PROGRAMS

Accounting Certificate
Accounting Diploma
Animal Health Technology
Banking and Financial Services
Bookkeeping and Accounting
Business Management Certificate
Business Management Diploma
Clerk-Typist
Commercial Art and Printing
Communications Media
Community Health Service Worker
Computer-Aided Drafting
Computer Systems - Operations and Management
Corrections and Criminal Justice
Early Childhood Education
Executive Secretarial
Fine Arts
Legal Secretarial
Leisure and Recreation
Long Term Care/Homemaker
Medical Laboratory Technology
Medical Stenographer/Transcriptionist
Nursing
Nursing Refresher
Partsperson
Respiratory Technology
Secretarial
Social Service Worker

VOCATIONAL-TECHNICAL PROGRAMS

Advanced Diesel and Gas
Automotive Mechanic Pre-Apprenticeship
Carpentry Pre-Apprenticeship
Carpentry Apprenticeship
Cook Training
Cook Upgrading
Drafting
Electrical Pre-Apprenticeship
Electrical Apprenticeship
Electronics: Business Machines Option
Electronics: Home Entertainment Option
Electronics: Telecommunications Option
General Mechanics
Heavy Duty Mechanics Pre-Apprenticeship
Heavy Duty Mechanics Apprenticeship
Meatcutting and Processing
Practical Horticulture
Short Order/Dining Room and Restaurant Cooking
Small Engine Repair
Waiter/Waitress Training
Welding
Welding Technician
Welding Upgrading

UNIVERSITY TRANSFER PROGRAMS

Anthropology	Mathematics
Archaeology	Microbiology
Astronomy	Music
Biology	Physical Education
Chemistry	Physics
Commerce	Political Studies
Computing	Pre-and First-Year Engineering
Drafting	Psychology
Economics	Sociology
English	Spanish
Fine Arts	Theatre
French	
Geography	
Geology	
German	
History	

SERVICES AND FACILITIES

Office of the Registrar

The changes in both admission procedures and in the expediting of registration that were instituted in 1979 have been successfully continued.

Fully documented applications are now handled smoothly on a first-come, first-served basis. And the advanced registration procedures have again enabled hundreds of students to complete the enrollment process beginning early in August for the fall semester and in December for the winter semester. The result has been a shortening of the regular registration period at the traditional times.

The Office of the Registrar has continued to prepare the schedule of semestered courses and the examination schedules and to administer the college-wide room booking system undertaken in 1979. It also provides invigilation services for other institutions and agencies which required local examination centres, and administers the General Education Development Test (Grade 12 equivalency) at various locations.

PROGRAM ENROLLMENTS

Non-Vocational Programs 1980-81

	Fall (Sept. - Dec.)	Winter (Jan. - Apr.)
Career/Technical		
Full-Time	314	279
Part-Time	424	289
College Preparatory		
Full-Time	44	16
Part-Time	186	170
University Transfer		
Full-Time	428	358
Part-Time	546	507
TOTALS		
Full-Time	786	653
Part-Time	<u>1,156</u>	<u>966</u>
Full and Part-Time	<u>1,942</u>	<u>1,619</u>

These data are from college reports at October 31, 1980 and March 31, 1981.

Vocational Programs 1980-81

(For the period April 1, 1980 to March 31, 1981)

At April 1	Additions	At March 31	Total Enrollments
790	2,982	549	3,772

These data are summarized from the June 15, 1981 Form TV27:48 Enrollment Statistics for the Post-Secondary Data Support, B.C. Ministry of Education.

Financial Aid and Awards

A substantial increase in Financial Aid and Awards activity occurred in 1980-81. The increase in applications for the B.C. Student Assistance Program and the B.C. Special Assistance Program amounted to 30 percent and 78 percent, respectively, over the previous year's figures. The resulting awards totalled approximately \$500,000. The Work Study Program associated with the Student Assistance Program extended over all semesters for the first time, providing eligible students with career-related employment as assistants in many academic and career disciplines.

Institutional loans for the year amounted to \$7,500 for 60 students. The repayment rate was in excess of 99 percent.

It was the first year that the new Entrance Scholarship program initiated by the College Board was in effect. Twelve scholarships, valued at \$300 each, were made available - one for each senior secondary school in the College region.

The third annual Awards Banquet, attended by 250 students and guests, was held in June. Scholarships and prizes totalling approximately \$9,000 in value were presented to 57 students.

Cariboo College submitted a major brief to the Federal-Provincial Task Force on student assistance. The College's Awards Officer chaired the committee of faculty, students and administration which provided input for the brief.

College Health Service

The Health Service continued to provide a range of services in support of the various instructional activities. Under the direction of the Occupational Health Officer and a team of College staff holding first-aid tickets, emergency first-aid services were provided at the Kamloops campus and the Allan Matthews Centre to students, faculty and staff. The service also maintained medical records and immunization schedules for the many programs requiring them.

More than 2,700 members of the College community received assistance from the Health Service during the year. The vision testing service continued to help diagnose possible learning problems among adult students; examinations for the year totalled 220.

Learning Resources

In November 1980, the College created the position of Director of Learning Resources, with responsibility for supervising the services of the Library and Audio-Visual Department, and for planning the future development of a coordinated multi-media Learning Resource Centre. In March 1981, the Management Advisory Council announced the allocation of \$1,427,100 for an expansion to the Library building to create the Learning Resource Centre. A space allocation plan for the LRC has been developed, and the detailed planning process is now underway.

Library

In the summer of 1980, a complete inventory of the Library collection was carried out and over 1,500 corrections were made to the catalogue. A new position of Public Services Librarian was created and a new system of recording activity handled by the staff. Although most of these were of the 'quick reference' or 'directional' variety, nearly 600 entailed more or less lengthy assistance.

Prior to the beginning of the fall semester, the Library sponsored a one-day workshop entitled 'Library Orientation for Faculty', which included a demonstration of computerized information retrieval. Later in the year, the Library developed the capability to offer this service in-house by contracting with the DIALOG Information Retrieval System. To date, the Library has conducted about forty computerized literature searches for faculty and students.

Responding to requests from various faculty members, the Library revised its periodical circulation policy to create two classes of periodicals - circulating and non-circulating. A fines policy was also implemented in order to provide better control over the recall of overdue items for waiting borrowers.

Library service to Merritt was initiated through the Merritt office of the Continuing Education Department. Future plans call for further expansion of Library service to other centres within the College region.

Total circulation of books, periodicals and other library material rose markedly during the year - from 28,583 in 1979-80 to a new high of 38,679. Part of the jump may have been due to the installation of the fines system in November 1980, which encouraged renewal of book loans.

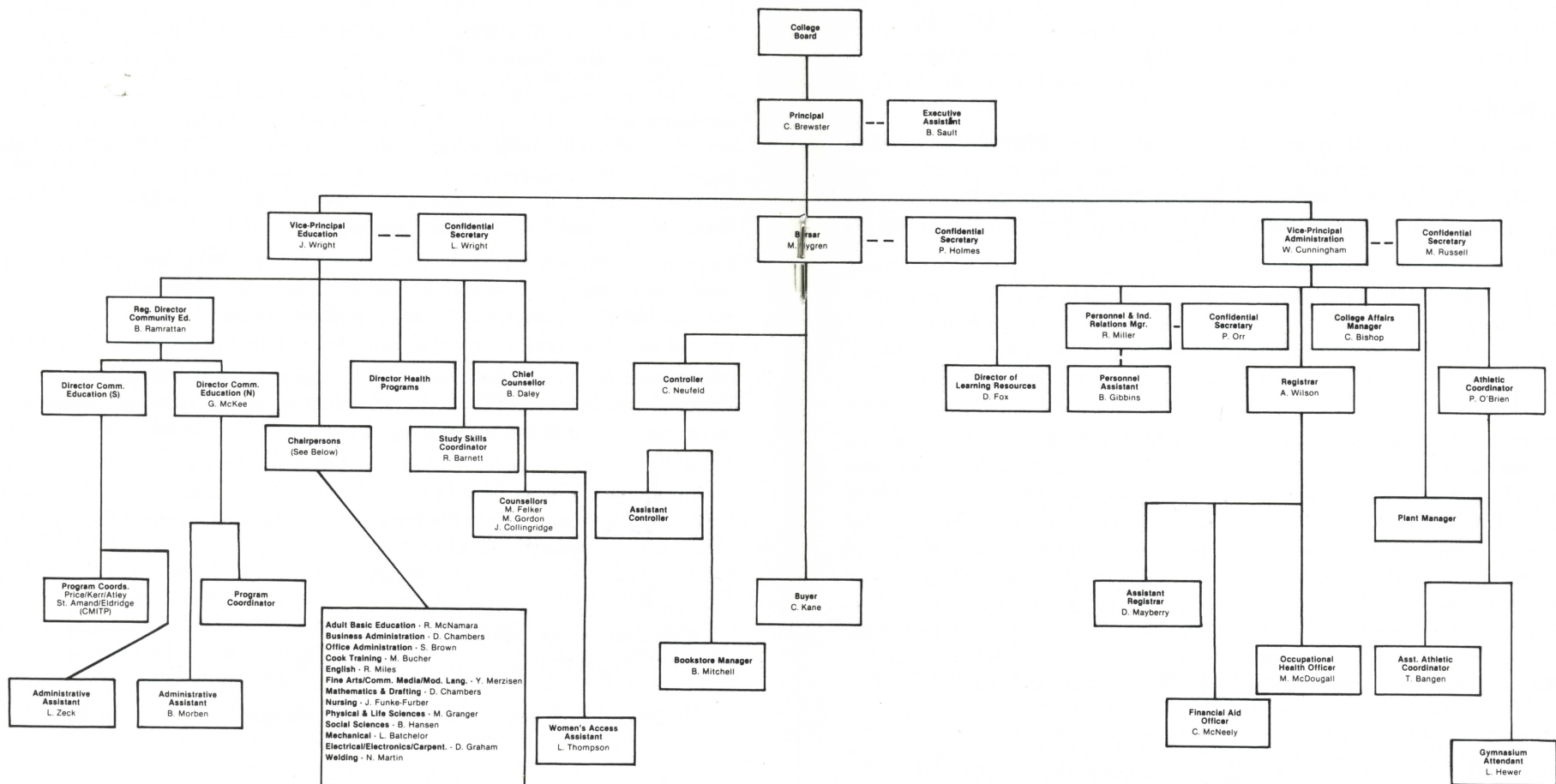
Other statistics of interest for 1980-81 include:

- Persons entering the Library	134,889
- Interlibrary loans requested	1,498
- Interlibrary loans made to other institutions	221 (up from 50 in 79/80)
- Books and A/V items catalogued or recatalogued	7,424

Audio-Visual

The Knowledge Network of the West, B.C.'s new communications authority, occupied a considerable amount of the time and energy of the Audio-Visual Department in 1980-81. The Audio-Visual Coordinator was involved in the installation of equipment necessary to receive the KNOW signal, which is broadcast from Vancouver via satellite, and in furnishing the specially equipped KNOW classroom. The Audio-Visual Coordinator also participated in the College's involvement in the delivery of telecourses.

Beginning in the Fall Semester, the Audio-Visual Department extended its opening hours until 8:00 p.m., Monday through Thursday, enabling instructors to pick up



**CARIBOO COLLEGE
ADMINISTRATIVE REPORTING STRUCTURE
MARCH 31, 1981**

and return equipment for evening classes more easily. Progress was made during the year toward improving control of equipment and software loans through the development of use forms. During the year, 3,828 equipment loans were made, most of them in visual aids category: video tape recorders (535 loans); 16 mm film projectors (697 loans); 35 mm slide projectors (433 loans); photographic equipment (120 loans). Loans of audio equipment (tape machines) totalled 651. These totals are slightly smaller than in 1979-80 because of the establishment of decentralized pools of equipment in such locations as the new Science Building and the Allan Matthews Centre.

Technical services performed ranged from copying and recording on tape to the production of complex multi-media displays, and included video-tape production and deversified photographic services. A total of 468 requests for these services were filled. The department also carried out the necessary servicing and repairs on equipment.

Counselling

During the 1980-81 year, the counsellors conducted more than 4,700 interviews with students and prospective students for personal, vocational, career and academic counselling. These included scheduled in-college interviews as well as interviews at 100 Mile House and Williams Lake, which were offered on a regular monthly basis. Visits were also made to Merritt and Clearwater and to special interest groups in both Kamloops and outside areas to offer counselling and/or information services (e.g. Vietnamese Centre, COPE program, career days, etc.). Counsellors also led a number of workshops in such areas as stress management and career explorations. Approximately 250 students took advantage of the Vocational Preference Indicator, Canada (VPIC) interest and aptitude testing service.

In conjunction with the tenth anniversary of the College, the Counselling Department organized tours of the College for all grade ten, eleven and twelve students outside Kamloops city and all grade eleven and twelve students in Kamloops secondary schools. Some 1,600 students toured the College over a five-day period in May 1980 to see demonstrations and displays organized by various departments, to speak to faculty members and counsellors, and to become familiar with the campus.

Approximately 50 high school counsellors from throughout the College region took part in the annual counsellors' conference organized to keep them informed on new programs and changes in programs and pre-requisites at Cariboo College. Counsellors also visited all high schools in the College region two or more times to speak directly to students.

The Women's Access Centre, completing its first full year of operation, expanded its services on a regional basis. Information kits were placed in 10 public libraries outside Kamloops. Through community coordinators, workshops were held in five

areas. Kamloops' first major women's conference was organized by the Community Advisory Committee to the Centre. One hundred fifty people from the College region, the Okanagan, and Fraser Valley attended. The Women's Access Centre's ongoing services provided information, referral, and peer counselling to 250 individuals, while more than 400 people participated in workshops, lunch hour presentations and socials.

Study Skills Centre

Following the administering of 472 reading proficiency tests, students in a total of 15 instructional class sections made use of the Study Skills Centre during the year to improve their abilities with regard to reading rate and comprehension and also vocabulary. Of these classes, ten were from the Vocational or Careers areas; four were semester-length academic developmental courses (Study Skills 170), designed primarily for University Transfer enrollees; and one course, an intensive one at an advanced level, was for professional people. In addition, 352 students worked independently in the Centre on individual reading or related skills programs. This total was about double the preceding year's figure.

As usual, the class groups consistently registered improvement in the basic reading skills. The average increase in reading rate for nearly all the classes exceeded 100 words per minute and the gains in comprehension levels were equally significant.

Athletics and Recreation

The Athletic Department had a particularly successful year, highlighted by the first annual Sports Benefit Dinner arranged by the newly-organized Cariboo College Sports Task Force. The event raised \$5,000 for individual sports awards of \$300 each. The support received from the business community indicates that the annual dinner will continue to provide valued assistance for the College's athletic activities. The opening of the new activity centre in the Gymnasium basement has made that building an increasingly important focal point for student life as well as adding significantly to the College's athletic and recreational potential.

The College continued to be successfully represented in Totem Conference competition. The greatest 'glory' came in soccer, with a silver medal in the annual playoffs rounding out an outstanding season. The College also fielded intercollegiate teams in the following sports: rugby; women's volleyball; men's and women's basketball; curling (mixed and men's); and badminton. Plans have been made to resume ice hockey as a league sport, along with the introduction of wrestling and women's soccer.

Supplementing the intercollegiate competition was a multi-faceted campus recreation program which offered a broad gamut of 'intramural' activities ranging from

floor hockey to bowling, plus a spring festival. Supervision for the more than 40 different activities was provided by second-year Leisure and Recreation students, who also actively promoted the program.

The annual Athletic Awards Banquet was the occasion for recognition of 25 outstanding athletes with awards totalling \$6,000. The Sports Task Force has plans to increase this amount in the coming year.

Other Activities

The College's role as 'an integral part of daily life, in terms of both group activities and individual pursuits' in the communities it serves (quoted from the Kamloops Daily, May 25, 1980) has been discussed in the introductory pages of this report. College sponsorship or co-sponsorship of a wide variety of significant programs, seminars, workshops and conferences has become a familiar pattern. One example among many in the past year was the 'Alternatives for Growth' weekend forum hosted by the College in May 1980; its proceedings were subsequently published.

Numerous educational film showings on a variety of subjects were open to the public as well as to students, as were the continuing series of free noon-hour Cultural Events programs and the Friday evening Social Science lectures.

Ancillary Services

Other services supplied to College students and staff include the Bookstore and the Cafeteria, the latter an integral part of the Food Service training program. Both of these services are offered at the lowest possible cost consistent with sound business practice.

Students' Society

In addition to the customary sponsorship of social and cultural events and to its participation in College Board meetings and other activities of college-wide concern, the Cariboo College Students' Society was particularly active in 1980-81 in investigating such areas as student housing (on which it presented a brief to the Minister of Education) and tuition fees.

Significant accomplishments during the year also included the establishment of a Travel-Education Information Centre and the publication of a yearbook.

EPILOGUE

In retrospect, many observers will argue that 1980-81 was the peak of some golden age in post-secondary education. At Cariboo it was characterized by stability, thoughtful planning for the future, and celebration of its first decade. Internal harmony, cooperation and a sense of community were major themes of the year.

Looking back from 1981-82 - a period characterizing continued high inflation, budgetary shortfalls and difficult programming choices - it would be easy to agree. But the College is too young and energetic to lapse into either nostalgia or regret. Rather, it can look with confidence to its past record of performance and adaptability in facing a somewhat cloudy and uncertain future.

CARIBOO COLLEGE
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31 MARCH 1981

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SCHEDULE OF EXPENDITURE
ANCILLARY SERVICES - STATEMENT OF OPERATIONS

DUNWOODY & COMPANY

DUNWOODY & COMPANY

Internationally
DUNWOODY ROBSON McGLADREY & PULLEN
Chartered Accountants

Scotiabank Building, 300 - 272 Victoria Street, Kamloops, British Columbia, Canada V2C 1Z6 Telephone (604)372-9505

AUDITORS' REPORT

TO THE BOARD
CARIBOO COLLEGE

We have examined the balance sheet of Cariboo College as at 31 March 1981 and the statement of operations for the year then ended. Our examination was made in accordance with generally accepted auditing standards, and accordingly included such tests and other procedures as we considered necessary in the circumstances.

In our opinion, these financial statements present fairly the financial position of the College as at 31 March 1981 and the results of its operations for the year then ended in accordance with accounting principles generally accepted for colleges in British Columbia applied on a basis consistent with that of the preceding year.

Kamloops, British Columbia
25 May 1981

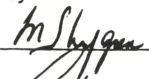
Dunwoody & Company
CHARTERED ACCOUNTANTS

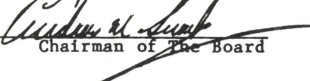
DUNWOODY & COMPANY

CARIBOO COLLEGE
BALANCE SHEET
AS AT 31 MARCH 1981

	Operating Fund	Ancillary Services Fund	Debt Services Fund	Designated Funds	Capital Fund	Student Bursary and Loan Fund	Contract Services Fund	Specific Purposes Fund	Total All Funds
ASSETS									
Cash	\$ 420,545								
Accounts receivable	496,453					\$ 61,709			\$ 482,254
Inventories, at cost	39,133	\$ 155,973				5,555			502,008
Interfunds receivable	238,139		\$ 10,739						195,106
Fixed assets, at cost, note 1				\$ 68,155	\$ 290,531	6,545	\$ 12,574	\$ 41,266	667,949
Land									
Buildings					644,568				644,568
Equipment				55,040	6,651,253				6,706,293
Deferred capital expenditure, note 3				98,475	3,523,423				3,621,898
					60,880				60,880
	<u>\$ 1,194,270</u>	<u>\$ 155,973</u>	<u>\$ 10,739</u>	<u>\$ 221,670</u>	<u>\$ 11,170,655</u>	<u>\$ 73,809</u>	<u>\$ 12,574</u>	<u>\$ 41,266</u>	<u>\$ 12,880,956</u>
LIABILITIES AND FUND BALANCES									
Accounts payable	\$ 358,240	\$ 311							\$ 358,551
Wages payable	140,650								140,650
Contractor's holdback					\$ 7,584				7,584
Reserve for encumbrances	98,240				40,471				138,711
Due to Province of B.C., note 4	124,616		\$ 8,977						133,593
Temporary borrowings, bank loans					435,048				435,048
Interfunds payable	429,810	97,641			139,358				667,949
Reserve for termination benefits, note 2	69,947						\$ 1,140		69,947
Investment in fixed assets				\$ 153,515	10,437,492				10,591,007
Funds balances	(27,233)	58,021	1,762	68,155	110,702	\$ 73,809	\$ 12,574	40,126	337,916
	<u>\$ 1,194,270</u>	<u>\$ 155,973</u>	<u>\$ 10,739</u>	<u>\$ 221,670</u>	<u>\$ 11,170,655</u>	<u>\$ 73,809</u>	<u>\$ 12,574</u>	<u>\$ 41,266</u>	<u>\$ 12,880,956</u>

Approved by:


Treasurer


Chairman of the Board

CARIBOO COLLEGE
STATEMENT OF OPERATIONS
FOR THE YEAR ENDED 31 MARCH 1981

	Operating Fund	Ancillary Services Fund	Debt Services Fund	Designated Funds	Capital Fund	Student Bursary and Loan Fund	Contract Services Fund	Specific Purposes Fund	Total All Funds
REVENUE									
Temporary borrowings, bank loans					\$ 435,048				\$ 435,048
School Districts					637,945				637,945
Government grants	\$ 10,297,230		\$ 1,021,067		527,080				11,845,377
Tuition fees	669,678						\$ 147,187		816,865
Gifts, grants and bequests						\$ 63,878		\$ 226,687	290,565
Other	164,564				57,446				222,010
	<u>11,131,472</u>		<u>1,021,067</u>		<u>1,657,519</u>	<u>63,878</u>	<u>147,187</u>	<u>226,687</u>	<u>14,247,810</u>
EXPENDITURE, schedule I									
Academic	3,689,769								3,689,769
Vocational	1,702,941								1,702,941
Adult basic education	405,885								405,885
Temporary funded courses	1,209,429								1,209,429
Community services	368,385								368,385
Instructional and student support	1,208,443								1,208,443
Institution support	2,599,369								2,599,369
Debt services			1,019,305						1,019,305
Designated funds				\$ 153,515					153,515
Capital					1,235,055				1,235,055
Other						67,830	134,613	223,623	426,066
	<u>11,184,221</u>		<u>1,019,305</u>	<u>153,515</u>	<u>1,235,055</u>	<u>67,830</u>	<u>134,613</u>	<u>223,623</u>	<u>14,018,162</u>
EXCESS OF REVENUE (EXPENDITURE)	(52,749)		1,762	(153,515)	422,464	(3,952)	12,574	3,064	229,648
FUND BALANCES, BEGINNING OF YEAR	95,463			221,670	129,363	77,761		37,062	561,319
Decrease in contractor's holdback					(441,125)				(441,125)
Appropriation to reserve for termination benefits	(69,947)								(69,947)
Ancillary services, schedule II		\$ 58,021							58,021
FUND BALANCES, END OF YEAR	\$ <u>(27,233)</u>	\$ <u>58,021</u>	\$ <u>1,762</u>	\$ <u>68,155</u>	\$ <u>110,702</u>	\$ <u>73,809</u>	\$ <u>12,574</u>	\$ <u>40,126</u>	\$ <u>337,916</u>

CARIBOO COLLEGE
NOTES TO FINANCIAL STATEMENTS
31 MARCH 1981

1. FIXED ASSETS

Land forming the College campus, together with buildings provided by the British Columbia Buildings Corporation is expected to be transferred to the College pursuant to Section 71 of the Colleges and Provincial Institutes Act, once property boundaries have been agreed upon. For 31 March 1981, only land, buildings and equipment acquired with College funds have been reflected in these financial statements.

2. RESERVE FOR TERMINATION BENEFITS

Various employment contracts provide that any staff member may accumulate up to 60 days unused sick leave, payable upon termination after ten years employment. The amount which would be payable should all employees with ten years service terminate is \$ 188,930. The amount for the 1981/82 fiscal year is expected to be an additional \$ 198,000. Of this liability, the estimated requirement to fund terminations in the 1981/82 fiscal year is \$ 69,947. Payments will be charged as an operating expense in the year they are paid.

3. DEFERRED CAPITAL EXPENDITURE

This represents Capital Borrowing Authority funds exercised but not expended by the College during the 1980/81 fiscal year.

4. DUE TO PROVINCE OF BRITISH COLUMBIA

During the 1979/80 fiscal year, the Provincial Government instituted a policy on College surplus and deficit accounts which had the following effect on the financial statements:

- a) The 1979/80 vocational deficit was refundable by the Province.
- b) Over-funding of the 1979/80 Request for Additional Courses programs was returnable to the Province.
- c) The surplus on debt services was returnable to the Province.

During the 1980/81 fiscal year, the college repaid the Provincial Government \$ 115,700 in respect of the above.

CARIBOO COLLEGE

Schedule I

SCHEDULE OF EXPENDITURE
FOR THE YEAR ENDED 31 MARCH 1981

	<u>Academic</u>	<u>Vocational</u>	<u>Adult Basic Education</u>	<u>Temporary Funded Courses</u>
Salaries				
Instructional	\$ 3,003,839	\$ 965,616	\$ 347,465	\$ 812,478
Other staff	93,028	275,232	5,649	28,240
Employee benefits	238,819	100,319	25,391	59,876
Expendable supplies	132,496	260,577	15,706	164,496
Travel	80,824	55,355	7,022	37,529
Rentals and leases				
Buildings	2,037	901	2,754	47,736
Computers	49,140			
Other equipment	43,904	7,960	1,427	1,572
Equipment repairs and replacement	36,053	28,617	471	23,185
Advertising and public relations	6,559	6,000		1,072
Staff recruitment				22,000
Professional fees				
Periodicals				
Books				
Miscellaneous	3,070	2,364		10,030
College Board				
Renovations				
BCBC maintenance				
Vehicle operation				
Insurance				
Postage				1,215
Utilities				
Telephone				
Debt services				
Land				
Buildings				
Equipment				
Student bursaries and loans				
	<u>\$ 3,689,769</u>	<u>\$ 1,702,941</u>	<u>\$ 405,885</u>	<u>\$ 1,209,429</u>

<u>Community Services</u>	<u>Instructional and Student Support</u>	<u>Institution Support</u>	<u>Debt Services</u>	<u>Designated Funds</u>	<u>Capital</u>	<u>Student Bursaries and Loans</u>	<u>Contract Services</u>	<u>Specific Purposes</u>	<u>Total</u>
\$ 73,793							\$ 96,122		\$ 5,299,313
172,052	\$ 843,613	\$ 814,141					17,230	\$ 181,659	2,430,844
18,921	73,511	76,194					2,871	10,432	606,334
37,437	75,602	81,280					8,536	8,566	784,696
15,319	32,621	47,824					6,702	8,111	291,307
1,503	120	90,945					1,797		147,793
	49,612	44,191							142,943
7,916	18,831	26,856							108,466
12,596	7,462	20,160					123		128,667
16,203	60,469	157					22		90,482
		39,766							61,766
		42,209					1,030	6,200	49,439
	24,820								24,820
	9,010								9,010
12,645	12,772	26,339					6	8,655	75,881
		76,867							76,867
		97,069							97,069
		904,971							904,971
		12,290					174		12,464
		42,156							42,156
		23,250							23,250
		32,231							33,446
		100,473							100,473
			\$ 1,019,305						1,019,305
					\$ 112,657				112,657
				\$ 55,040	411,836				466,876
				98,475	710,562				809,037
						\$ 67,830			67,830
<u>\$ 368,385</u>	<u>\$ 1,208,443</u>	<u>\$ 2,599,369</u>	<u>\$ 1,019,305</u>	<u>\$ 153,515</u>	<u>\$ 1,235,055</u>	<u>\$ 67,830</u>	<u>\$ 134,613</u>	<u>\$ 223,623</u>	<u>\$ 14,018,162</u>

CARIBOO COLLEGE
 ANCILLARY SERVICES
 STATEMENT OF OPERATIONS
 FOR THE YEAR ENDED 31 MARCH 1981

	<u>Bookstore</u>	<u>Food Services</u>	<u>Total</u>
REVENUE			
Sales	\$ <u>405,858</u>	\$ <u>319,034</u>	\$ <u>724,892</u>
EXPENDITURE			
Cost of sales	311,864	223,819	535,683
Salaries and benefits	55,865	99,075	154,940
Expendable supplies	2,513	666	3,179
Equipment replacement and repairs	1,404	1,741	3,145
Travel	<u>1,112</u>	<u>-</u>	<u>1,112</u>
	<u>372,758</u>	<u>325,301</u>	<u>698,059</u>
EXCESS OF REVENUE (EXPENDITURE)	33,100	(6,267)	26,833
Balance, beginning of year	<u>21,891</u>	<u>9,297</u>	<u>31,188</u>
BALANCE, END OF YEAR	\$ <u><u>54,991</u></u>	\$ <u><u>3,030</u></u>	\$ <u><u>58,021</u></u>

