

# in edition

APRIL 20, 1995

VOL. 12 NO. 15

## Secretary Enjoys Working for her Alma Mater

Since Patty Hawkins graduated from The University of Winnipeg (BA '79), she hasn't strayed far from her alma mater.

Hawkins is now the secretary for the English and Theatre Departments at the University, but she has managed to maintain

her connection to the campus in different ways over time. "During my student days, I stayed in residence in Sparling Hall for three years and have kept in touch with friends I made there. After I graduated, I also maintained contact with the University as I served on the council of the Alumni Association," she recalls.

Before Hawkins began her job at the University, she worked at a bookstore for a year and then took a legal secretarial course and spent six years working with criminal lawyers. Finding this type of work stressful, she decided to apply to the University and was hired right away.

Hawkins maintains her position has evolved since she started here in 1987. "Computers make a big difference. Now, many faculty members do their own typing, which frees me up to do a variety of other tasks," she explains.

Students play a major role in her job. "They come to me for everything, from advice on courses to band-aids and headache pills. Once, a theatre student broke his glasses just before a performance. He was in a bit of a panic as he was going to be graded on the

scene. I phoned the Physical Plant Department; a quick trip down there and some glue solved his problem."

Hawkins' office is usually hectic. She says people are around all the time and when the Theatre Department is organizing a production, Hawkins may be on the phone all afternoon. "I've come to the point where I can actually concentrate better if there's a hubbub."

Hawkins considers herself fortunate: "Right from the start I've felt like

part of a team here. I've always been treated as an equal, not 'just a secretary,' and that's one of many things that makes this job so special," she smiles.

*National Secretaries Week is April 24 - 28. Secretaries Day, Wed., April 26, is a special day of recognition for a job well done.*



*Patty Hawkins: "I've come to the point where I can actually concentrate better if there's a hubbub."*

## New Message Signs Will Promote University Events

Soon, the public will be able to see at a glance what events the University is offering.

Through a marketing arrangement with our only soft drink supplier, Pepsi-Cola Limited, two large electronic message centres will be installed on the exterior east and west walls of Duckworth Centre. The messages will be highly visible to traffic on Ellice Avenue.

According to Steve Coppinger, associate vice-president (finance and administration), these message centres are being provided at no cost to the University (aside from ongoing maintenance costs), and will display no product identification. Their sole purpose will be to promote campus events to the general public.

Coppinger goes on to explain that these message centres are expected to increase attendance at events, which in turn will increase revenue and visibility for

*See SIGNS, continued on page 2.*

The **UNIVERSITY**  
of **WINNIPEG**

## Volunteer Invaluable to Success of Virtuosi Concerts



*Betty Brown's work as a volunteer has helped to make the Virtuosi Concert Series a success.*

Betty Brown is one of the faces behind the success of the Virtuosi Concert Series. As a volunteer, Brown handles the 24-hour Virtuosi hotline, answering all enquiries and selling subscriptions and single tickets.

"She has been absolutely invaluable to the music program," remarks Harry Strub, the University's music coordinator. "Betty helped to make Virtuosi Concerts a success—subscriptions jumped from virtually none to 126 this year, primarily because of the personal touch she provides answering the Virtuosi hotline."

Brown initially became involved with the Friends of the Virtuosi committee. When she decided to take courses at the University in September, Strub asked if she would be

interested in handling the fledgling hotline. Although she had no similar volunteer or music experience, she "just jumped in."

In addition to checking the hotline every day and returning messages, Brown sells tickets at the door at Virtuosi concerts, and hands out programs at the Music-at-Noon concerts.

The pay-off for her volunteer work comes from getting to go to the concerts, meet the musicians and learn a lot more about music.

"I love music, so this is very satisfying for me," says Brown, whose involvement with music intensified after the death of her husband and only son in December of 1991. "I found I could go to a symphony and find peace. I thought that anything that felt so good was worth getting involved in."

Brown, on leave from her position with the province's Justice Department, took three arts courses this year—her first university experience. "I've really enjoyed the whole experience. It's wonderful being with young people."

While she is not certain what direction her future studies will take, she does hope to continue her work with the Virtuosi series next year: "I'm interested in seeing how it's going to develop. After this year, I definitely think it's going places."

*April 23-29 is National Volunteer Week, an opportunity to recognize and thank those whose unpaid but priceless contributions make our community richer.*

## Signs ...

*continued from front page*

the University. "A policy has been developed to ensure that messages are appropriate to the University's mission. To cover the maintenance costs of the message centres, a modest fee will be charged for users," Copping says.

Possible uses for the message centres include advertising of guest speakers, conferences, colloquiums, athletic events, music programs, art shows, telecourses, and convocations.

Copies of the message centre policy and instructions on how **your** event can be publicized through this media are available from the Duckworth Centre Facility Manager.

Watch for these signs, which are to be installed in late April.

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Comments, suggestions and submissions are welcome. (All material is subject to editing.) The last issue of this academic year, a research issue, will appear in May. Publication will resume in September.

*in edition* is printed on recycled paper. After you have finished with this issue, please pass it on to a friend.

## Scholarship Program Cancelled

The Canada Scholarship Program met the axe in the recent federal budget.

According to Judy Dyck, director of awards and financial aid, since the program's inception in 1988, 121 University of Winnipeg students have received an approximate total of \$550,000 in scholarships.

Canada Scholarships were awarded by the Ministry of Science and Technology. Designed to attract stu-

dents to the natural sciences and engineering fields, they were renewable for up to four years of study. To address gender discrepancies in these fields, 50 per cent of recipients each year were female.

Dyck says that while no new scholarships will be awarded, those who have already received a scholarship will continue to be eligible for renewal, providing they meet the existing criteria.

## Wesmen Women Win Another Award

The season may be over, but the Wesmen women's basketball team keeps on winning!

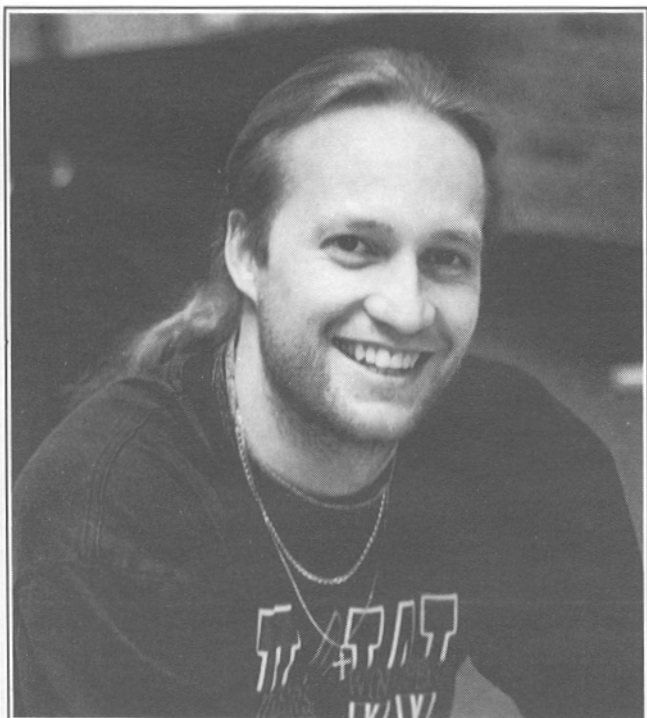
On March 28, Coach Tom Kendall and five of his players were in Toronto to receive the Dick Ellis Award as the Canadian amateur team of the year. The award was presented at the 22nd Canadian Sports Awards Dinner by the Canadian

Sports Council—an umbrella federation of several sport organizations.

The three-time Canadian Inter-university Athletic Union (CIAU) champions were in good company at the event, where Olympic medalists Myriam Bedard and Elvis Stojko also received awards.

## Office Assistant Tunes in to Students' Needs

*This is the fourth article in a new in edition series, featuring staff members who consistently provide excellent service to students, faculty, staff and others. Their extra effort and positive attitude are appreciated by many on and off campus.*



*Eric Benson is one of the first people students encounter at the University.*

Long lineups, anxious students, and plenty of confusion don't seem to faze Eric Benson. He takes such challenges in stride.

Benson has been dealing with enquiries at the front desk of The University of Winnipeg's Records Office since 1990. Fielding pre-registration questions, helping students to choose courses and handling withdrawals and course changes are all part of his job.

He serves the faculty too, providing professors with class lists and other information. But what Benson seems to thrive on is interaction with the students. He copes with student lineups in an efficient and relaxed manner and appears to be tuned in to students' needs.

Benson is sympathetic toward those who are concerned about finding a suitable job at the end of their studies. "There is no question that it is difficult out there. I recently met an honours graduate who has a job vending in a local hotel," he says. "Still, when someone comes to me and says, 'What's the sense in attending university when there are no jobs?' I try to be encouraging. My feeling is, if 100 people apply for a job and 30 have degrees, generally those 30 will have a better chance."

Benson discloses, "In this job you learn something every day. Sometimes I have to deal with a student's personal problems and at times take flak for things I'm not responsible for, but you don't let it get to you."

Usually Benson finds students are very appreciative. That may be because of his attitude towards them. "My philosophy is that everyone should be treated the same way—with respect," he declares.

## Results in for 1995 SSHRC Funding

The 1995 results are in, and five research programs at The University of Winnipeg were successful in their grant applications to the Social Sciences and Humanities Research Council (SSHRC) of Canada.

Despite significant cutbacks in funding at the federal level, 40 per cent of our applicants were successful. According to Katherine Schultz, associate vice-president (research and graduate studies), our success rate remains above the national average.

However, no funding was available for two of the approved applications. These applicants will receive bridge funding from the University for one year to assist in developing their research further, so that they may re-apply in the next SSHRC competition.

Details of the successful applications are:

Xiao-Yuan Dong  
Economics  
\$34,746 over three years  
Technical Efficiency and Employment

Parvin Ghorayshi  
Sociology  
\$81,900 over three years  
Rural Women's Work and Lives: An Iranian Case Study

Pauline Greenhill  
Anthropology  
\$60,000 over three years  
Cultural and Identity Politics in  
Festival Construction and Performance

Christopher Leo  
Political Science  
no funding available from SSHRC  
Urban Dispersal and the Future of the Inner City

Katherine Schultz/Pauline Greenhill/Judith Huebner  
Psychology/Anthropology/Biology  
no funding available from SSHRC  
Fostering Women's Persistence and Success in Science

The University congratulates all SSHRC applicants, successful or not, for the time and effort they expended in developing their applications.

## Awards Director Appointed to National Board

Judy Dyck, director of awards and financial aid, was recently appointed to the Association of Universities and Colleges in Canada (AUCC) national scholarship selection board for a four-year term.

According to Dyck, the board reviews nominations from universities across the country for the various scholarships administered by the AUCC. Dyck says the workload involves four intensive days in Ottawa annually, pouring over the scholarship nominations.

"It's kind of exciting," Dyck says, explaining that her appointment was the result of a conversation she had at a conference. "They knew my background, and asked if I was interested."

Dyck received her BA (Honours) from The University of Winnipeg in 1977, and began working in admissions in 1978. She has been in her current position for seven years. Recently, she served as the president of the Canadian Association of Student Financial Aid Administrators.

Dyck notes that while the board consists of her counterparts from various universities, she can offer something distinctive. "I think they're interested in the nature of our University, the fact that we put an emphasis on accessibility and open our awards to part-time students, which is unusual," Dyck says. "I can bring a slightly different perspective to the table."



Judy Dyck: "I can bring a slightly different perspective to the table."

## Endowment Dedicated to Retiring Philosophy Professor

Members of the University's Philosophy Department have endowed a new "Victor Y. Shimizu Kant Prize," in recognition of Professor Shimizu's retirement later this year.

Peter Miller, chair of the Philosophy Department, referred to Shimizu as the *urgrund* (original source) of the professional careers of all those in the department when he presented Shimizu with a framed citation at a small ceremony on Apr. 7. The ceremony was held in the home of Brent and Lily Stearns. The citation reads that Shimizu's Philosophy Department colleagues endowed the prize in recognition of Shimizu's "long and dedicated service to the Philosophy Program at The University of Winnipeg as teacher, scholar, and department chair."

Shimizu came to United College in 1958 as a lecturer in philosophy.

According to Brent Stearns, professor of philosophy, among Shimizu's early memories are teaching his "Philosophy of Religion" course in the YMCA because the college was short of space. Shimizu also recalls having John Hofley, dean of arts and science, as a student in one of his early courses.

Shimizu became department chair in 1966, and served in that capacity until 1972. During those years, all the faculty now serving in the department were hired.

Stearns explains the importance of the prize: "Immanuel Kant (1724-1804) was a fundamental figure in the history of philosophy. He synthesized the earlier traditions of rationalism, empiricism and romanticism. At the same time, his work set the stage for the development of many of the diverse movements that are competing for attention today. Over the years, Shimizu built a reputation for providing solid grounding in the 'early modern' period of philosophy, culminating in Kant. Under his leadership, the philosophy program has emphasized historical studies in the Western tradition as well as ethical theory. The new Kant prize will serve the dual purpose of honouring Shimizu's work and encouraging students to develop their own interpretations and criticisms of Kant."

Contributions from Shimizu's colleagues have already endowed the prize in perpetuity. However, the department anticipates that gifts from Shimizu's friends and former students will augment the endowment, making it possible to offer the prize more often and at a higher value. (Currently, the prize will be awarded bi-annually.)

*Those wishing to contribute to the Victor Y. Shimizu Kant Prize should make their cheques payable to The University of Winnipeg, and send them to the Department of Philosophy. Receipts for income tax purposes will be issued.*

## Students Win Translation Competitions

Two University of Winnipeg students took high honours at the Classical Association of Canada's sight translation competitions.

Tara Taylor, a student of physics and mathematics in the four-year BSc program, won first prize in the national Latin sight translation contest to take the Margaret H. Thomson prize.

Taylor's first exposure to Latin came in her first year at University, when she took "Introductory Latin." She says she enjoyed the language, and this year took "Introduction to Latin Literature."

"I'm really new to the language, so I was quite surprised I won," exclaims Taylor, who plans to take another Latin course next year because "it's a good way to exercise the brain."

Mark Matz, a BA (Honours) student of classics, won second prize in the senior undergraduate sight translation competition in Greek. He also claimed an honourable mention in the senior undergraduate sight translation competition in Latin.

According to Dalhousie University's Patricia Calkin, who coordinated the competition, 20 universities and secondary schools took part in the contest. In all, 55 students submitted translations. The translations were set and judged by Bonnie MacLachlan of the University of Western Ontario.



### We Need Ideas!



Once again convocation is fast approaching. If you know of any members of this spring's graduating class who might make an interesting feature article in the *Convocation Bulletin*, please let us know. Contact the editor, Lois Cherney, at 786-9134.

# NSERC Announces Funding Decisions for Faculty Grants

The Natural Sciences and Engineering Research Council (NSERC) of Canada recently announced the results of its awards competition for 1995. Seven applications from The University of Winnipeg were granted new project funding.

"Our success rates continue to be above the national average for NSERC grants, despite the 14 per cent cut in federal funding to this granting body," says Katherine Schultz, associate vice-president (research and graduate studies).

"Our continued success is a true reflection of the very high calibre of research done at the University."

NSERC provides research grants, equipment grants and special project grants to promote research, as well as the training of scientists and engineers. Research grants, which form the core of the NSERC granting program, help to employ assistants and purchase scientific equipment and services.

Details of the funding received by University of Winnipeg researchers are as follows:

## New NSERC Grants

Yiqiang Zhao, Mathematics

\$15,000 for one year to purchase a high-speed workstation for engineering computing

Marie Novak/Barry Blackburn, Biology/Chemistry

\$14,000 per year for four years to do NMR studies of metabolic interaction between parasitic helminths and their hosts

Alaa Abd-El-Aziz, Chemistry

\$32,264 per year for two years to study the macromolecular design of organic and organometallic systems

Desiree Vanderwel, Chemistry

\$20,900 per year for four years to study regulation of the pheromone production in the yellow mealworm

Doug Williams, Psychology

\$25,000 per year for four years to study the associative analyses of feature negative discriminations

Randy Kobes, Physics

\$35,700 per year for four years to study quantum field theory at finite temperatures

Gabor Kunstatter, Physics

\$35,700 to study quantized field theory and its physical application

## Continuing NSERC Research Grants

Name	Department	Year of grant	Value per year
Steen Dannefaer/Don Kerr	Physics	two of three	\$40,000
John Braun	Mathematics	three of three	\$12,000
James Clark	Psychology	four of four	\$15,000
James Currie	Mathematics	three of three	\$ 8,000
L. Scott Forbes	Biology	three of three	\$25,000
William Martin	Mathematics	two of three	\$ 8,000
William Simpson	Psychology	three of three	\$22,000
Terry Visentin	Mathematics	three of three	\$10,000
Yiqiang Zhao	Mathematics	three of four	\$17,000

The University applauds all of the NSERC applicants for their diligence and commitment in developing their applications.

## Small Town Museum Draws on Theatre Department Talent

Chuck Porter became involved in designing a small town's museum for one reason—frankly, he says, he'll do anything Aunt Ethel asks.

Last year, his wife's aunt, Ethel Curran, convinced Porter to design a suitable interior for the Franklin Museum in Dominion City, Manitoba. Although the instructor of theatre and drama at The University of Winnipeg makes no claim to being an interior designer, Porter's experience in stage construction provided him with the background to pull it off. His involvement with the museum Aunt Ethel is establishing has since grown to include putting up walls, building shelves and backdrops, and restoring an enormous oak structure that will serve as an entrance piece.

Porter has had the help of Brent Letane, a technician with the Department of Theatre and Drama, who agrees that Aunt Ethel is an amazing human being. And, Letane adds, her cinnamon buns make all the effort worthwhile.

The Franklin Museum will reside in the former church where Porter and his wife were married 25 years ago.



*Chuck Porter and Brent Letane restored this century-old oak structure. Originally part of the Bank of Montreal, it was donated to the Museum of Man and Nature, where the columns stood in the gift shop before being stored. The structure now stands in the Franklin Museum in Dominion City.*

## Unique Teaching Opportunity Enhances Learning for Our Students and Theirs

The University of Winnipeg has teamed up with Greenway School on St. Matthews Avenue to offer students in grades four, five and six a chance to become better learners, and University education students a unique teaching experience.

From 3:30 - 5 p.m. for most of the school year, student teachers from the University assisted the Greenway students with homework and special projects. The innovative project, called Homework Haven, provides the young students with resources and personal attention to which they may not otherwise have access.

According to Bill Gadsby, the University's supervisor of student teaching, 26 education students participated this year.

"It's a unique facet of the student teaching practicum," Gadsby says of the two-year-old program. "Our students get a chance to work on an individual basis with children that could be considered 'at-risk.'" He adds that many of the student teachers involved in the project last year asked to be placed in it again this year. A few even continued to volunteer for Homework Haven, despite having no need for the University credit.

According to Greenway's principal, John Drzystek, there's no question the University students have made a big difference in the lives of the inner city children they instruct. "The program has blossomed into a really positive part of the school experience."

Drzystek devised the program after a survey of area parents revealed that homework issues were a concern, and many parents lacked the resources to provide a good learning environment. Poverty is a prevalent factor in many students' lives, Drzystek notes, and for many new-Canadian students, language barriers may lead to difficulties.

Certain the school could use its own facilities to help children complete homework and special projects, Drzystek enlisted the help of Gadsby, and then won over education students with the idea.

Drzystek believes the project has advantages for the University students, who enjoy more autonomy in the project than in a normal classroom setting. "It's a wonderful marriage of benefits. We have young, aspiring teachers wanting to make a difference for inner city children and who need to gain experience, and children who want to improve their own lives."

## The Power of Praise

How often have we heard that we can get more bees with honey than with vinegar? Yet how often do we minimize or overlook the positive, and focus on the negative or on “the next step”?

Why, indeed, do we withhold praise? Often, it’s because we want better performance and think criticism is the surest way to get it. Many people operate under the misconception that praising family members, colleagues—or even themselves—will just breed complacency or vanity.

In fact, praise is the oil that greases the wheels of performance. “It helps us to see the good in ourselves, to build on success, overcome difficulties and not feel defeat by failure,” says Warren Shepell’s Montreal counsellor Guy-laine Bouchard.

Everyone experiences failures. If these are repeatedly emphasized without being balanced by praise, we may gradually develop a way of thinking (conscious or otherwise) that says “this isn’t worth the effort” or, on a deeper level, “I am not worthy.”

The word praise comes from the Latin verb *pretiare* (to value highly). Maybe you have noticed that people who know how to give praise hold themselves and others in high esteem. They find it easier to acknowledge mistakes and accept new challenges because they do not perceive mistakes and uncertainty as evidence of unworthiness. Somehow they are able to inspire with their confidence: *if you can do this, I bet you can do that.*

Perhaps you’ve withheld praise because you were not sure how it would be taken. As Bouchard indicates, “What’s important is the honesty and intention behind our words. As long as people sense we are being sincere—that we are not humouring them, giving them mixed messages or trying to serve our own purposes—our praise will likely be well received.”

Here are some factors to keep in mind:

**Praise recognizes effort as well as achievement.** Bouchard recalls her experience in a classroom: “It was a particularly challenging lesson and many of us gave up hope of ever catching on; but at the end, the instructor made a point of honestly praising our efforts. That encouraged us to keep coming back and master the material.”

**Whenever possible, link praise to personal skill and effort** as opposed to factors over which an individual has little or no control. Telling a colleague, “The way you followed up on that request made the client very happy,” is more meaningful than congratulating them on their fifth year with the company.

**Offer praise that is relevant to the issue.** If someone is feeling discouraged about losing weight, be there for them. Let them know that they are still a good person, but find a way to support them so they don’t give up. “Better to remind

them of the progress they have made so far. That tells them you share their concern and encourages them to continue,” Bouchard says.

**Don’t make yourself the issue,** she adds. “For example when I say I’m proud of you, it means I’m happy; it does not tell you what you have done right.”

With children, it is especially important not to confuse your pride or love for them with what they have done (or have not done) right. Otherwise, they may have trouble separating parental approval from the personal satisfaction to be gained from their own efforts. When offering praise to others, put *their* deeds in the spotlight. Instilling a sense of pride in children is easier when we say, “that’s something you can be proud of.”

**Try not to delay praise.** Giving credit where and when it is due can go a long way toward avoiding misunderstandings and injured feelings. In meetings, for example, try acknowledging others’ contributions as a normal part of the conversation: your idea sounds interesting, or thanks for pointing that out.

**Find different ways to recognize people.** This will prevent praise from becoming mundane. At work, recognize good performance with an upbeat note, praise in a company bulletin, or in front of others in a meeting. With friends or family members, why not honour someone’s achievement with a special dinner or outing or, perhaps, with an amusing story or poem.

Tailor the reward to the person, but try to keep things fair. For example, don’t recognize one sibling’s scholastic achievements with a pat on the back and another’s with a new computer game!

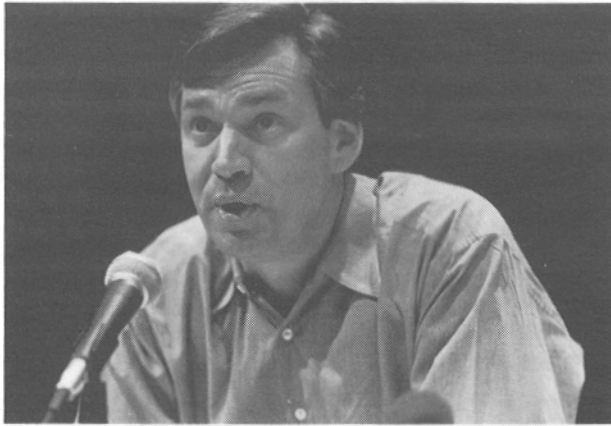
**Break the “yes-but” habit.** Yes but . . . it’s good, but . . . but not good enough. That’s what we are really telling people when we let the word “but” slip into our expressions of praise. It’s a word that “cancels out all satisfaction, all pleasure, all sense of accomplishment for what has gone before,” states psychiatrist Dr. Arthur Freeman, in his book *The Ten Dumbest Mistakes That Smart People Make*. The word “but” may even turn the whole conversation into a fault-finding exercise that prevents people from focusing on solutions.

Getting back to that report card (or any situation that may require problem-solving, as well as praise) try replacing “but” with “and”. For example: “Yes, you’ve done really well in history—and I bet you can improve that math grade.” “‘Yes—but’ only gives excuses,” says Dr. Freeman, “‘Yes—and...’ is an agenda for action.”

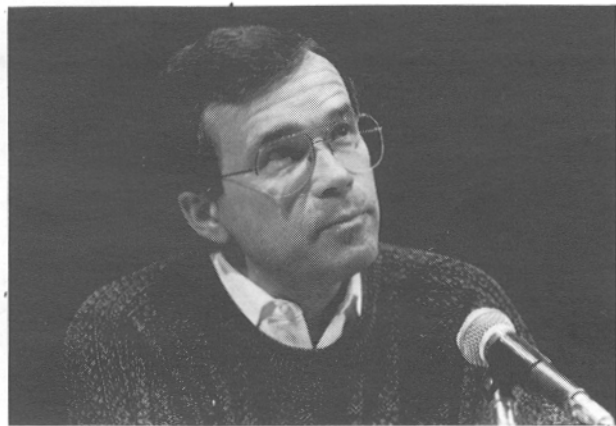
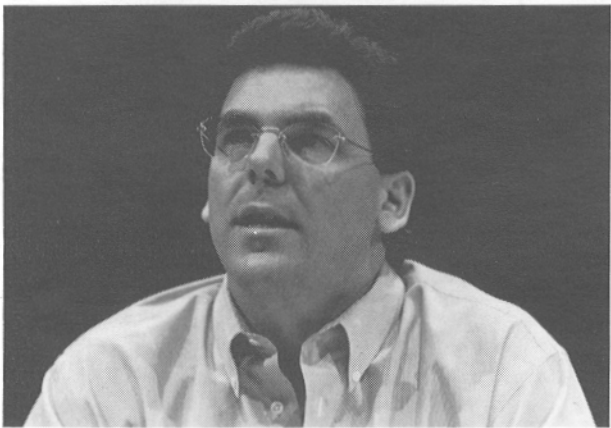
See *PRAISE*, continued on page 9.



## Leaders Debate



Provincial party leaders addressed a capacity crowd in Eckhardt-Gramatté Hall on Apr. 4. Gary Doer (NDP) (left), Paul Edwards (Liberal) (below left) and Gary Filmon (PC) debated sustainable development issues. The event was co-sponsored by the Department of Political Science and its students' association, the Joint Masters Program in Public Administration and its students' association, The University of Winnipeg Students Acting for the Environment, and several environmental organizations. A provincial election is slated for Tues., Apr. 25.



## Praise ...

*continued from page 8.*

### Learning To Praise Ourselves

Shakespeare wrote, "There's not one wise person among twenty that will praise himself," but when you think about it, most of the characters in Shakespeare's plays were not very happy campers! Recognizing the good in others is easier when we can see it in ourselves. Here's how to begin making that "little critic" in your mind move over a bit to accommodate your "cheering section":

Start looking at the Big Picture. It's important to realize that all human traits have both positive and negative qualities. Stubbornness, for example, can prevent us from hearing others out and from learning. It can also be the "glue" that keeps us sticking to a challenging task. Being meticulous will reduce the likelihood of errors. On the other hand, it can keep us from moving on to other tasks.

As Guylaine Bouchard suggests, whenever your "little critic" starts rehashing your faults, why not tell it firmly

"this isn't the issue here. The issue is developing my judgment about, for example, when to use my stubbornness: when and where to use it—and to what extent."

Praise yourself for the steps that you make in exercising good judgment, or for any action you have taken toward meeting a goal. Many successful people are in the habit of doing a nightly "inventory," where they take 15 minutes or so to review the events of the day, note how they reacted towards them, and note where certain areas need improvement and where they can give themselves a pat on the back.

Praise yourself for small improvements. Remember that big improvements are the accumulation of many little ones. As your self-confidence grows, so will the size of your improvements.

—This article courtesy of Warren Shepell Consultants

## Bookstore Hours for Spring/Summer

The Bookstore is open Mon.-Fri. as follows:

Wed./Thurs., Apr. 26 - 27	8:30 a.m. - 7:45 p.m.
Fri., Apr. 28	8:30 a.m. - 4:15 p.m.
Mon./Tues., May 1 - 2	8:30 a.m. - 7:45 p.m.
Wed./Thurs., May 3 - 4	8:30 a.m. - 6:45 p.m.
Fri., May 5	8:30 a.m. - 4:15 p.m.
Mon., May 8 - Fri., May 26	8:30 a.m. - 4:15 p.m.
Mon.-Thurs., May 29 - June 1	8:30 a.m. - 7:45 p.m.
Fri., June 2	8:30 a.m. - 4:15 p.m.
Mon., June 5 - Fri., Sep. 1	8:30 a.m. - 4:15 p.m.

Closed on Sat. and Sun.

## EMPLOYEE CHANGES January 14, 1995 - April 30, 1995

### POSITION CHANGE

Sharon August  
From: Admin. Assistant 1 (Full-time)  
University Relations  
To: Admin. Assistant 1 (Part-time)  
VP (Academic) Office

### APPOINTMENTS

Michelle Swail  
Student Services

### RESIGNATIONS

Doug Craigen  
Physics  
Lynda Kindrat  
Chemistry  
Ruth Burchuk  
Recreation & Athletic Services

### MATERNITY LOA

Holly Sanness  
Continuing Education

### RETURN FROM LOA (MATERNITY)

Donalee Deck  
Anthropology  
Paula Gangloff  
Collegiate  
Kim Gelinias-King  
Accounting Department

### LAY-OFFS

Catherine Charette  
Institute of Urban Studies

Kim Bennett  
Tony's Canteen

Karen Armstrong  
Tony's Canteen

Lionel Ditz  
Media Services

Peter Tittenberger  
Media Services

Jeff Solylo  
Media Services

### RETIREMENT

Joyce Adams  
Switchboard

### DEPARTURE

Diana Roscoe  
Bookstore

## Food Services - Spring/Summer Hours

### Riddell Hall

Apr. 9-30  
Mon.-Thurs. 7:30 a.m.-4 p.m.  
Fri. 7:30 a.m.-9 p.m.

### May 1-June 30

Mon.-Thurs. 7:30 a.m.-9 p.m.  
Fri. 7:30 a.m.-4 p.m.

### July 1-Aug. 7

Mon.-Fri. 7:30 a.m.-4 p.m.

**Aug. 18 until classes resume—Closed**

### Centennial Hall Buffeteria

Apr. 9 - Aug. 31—Closed

### Lockhart Hall Buffeteria

Apr. 9 - Aug. 31—Closed

## Library Hours

### Apr. 26-June 27

Mon.-Thurs. 8 a.m. - 9:45 p.m.  
Fri. 8 a.m. - 4:45 p.m.  
Sat. 1 p.m. - 4:45 p.m.  
Sun. Closed

### June 28 - July 3

Wed. - Fri. 8 a.m. - 4:45 p.m.  
Sat., Sun., Mon. - Closed

### July 4 - Aug. 17

Mon.-Fri. 8 a.m. - 4:45 p.m.  
Sat. 1 p.m. - 4:45 p.m.  
Sun. Closed

### Aug. 18 until classes resume

Mon.-Fri. 8 a.m. - 4:45 p.m.  
Sat., Sun. Closed

## Oops!...Our Mistake

The name of the winner of the Fessenden-Trott Scholarship, **David Selchen**, was spelled incorrectly in the March 22 issue of *in edition*. Our apologies.

# Timetable for Submitting Research Grant Applications

When planning to submit a research grant application to a major national funder (eg. NSERC, SSHRC, MRC), start the process six to eight months before the deadline. In order to fit their own fiscal year structure, many granting bodies place their deadlines in the fall, so applicants should start to

think about their application in January or February.

Below is a suggested timetable for such major applications. It assumes that the deadline for submission is mid-October, but can easily be adapted to any deadline.

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## **JAN.-APR. Literature review, preliminary development of program:**

Best to start your preparations now. Consider your results so far, the membership of the review committee and the general expectations of the granting agency.

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## **MAY Preparation of initial drafts:**

Work from the previous year's application forms, as it's likely new ones won't be available until summer.

Contact Research Services for advice on specific questions and the general directions of the funding agency.

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## **JUNE-JULY Preliminary comments requested from colleagues:**

Ask for comments at different stages of proposal preparation. Give your colleagues due notice so that they may plan their reviews around field work, conferences, vacations, etc.

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## **JULY-AUG. Comments from research and application revisions:**

Send a draft of your full application to Research Services for comments on grant crafting, budgetary issues, and compliance with the funding agency's regulations and the University's policies.

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## **AUG. Proposal and application revisions:**

Time to integrate the comments and advice (as you see fit) of reviewers and research services and to prepare your biographical information and appendices.

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## **SEP. 1-22 Preparation/typing of final application form:**

While many national funders are moving toward an entirely electronic application, manual typing and corrections may still be required. Departmental secretaries will have a heavy workload at this time of year, so the more lead-in time you provide, the better.

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## **SEP. 23-29 Editing of typed copy:**

The application should be carefully proofread. This is not the time for major revisions. Check the budget for accuracy.

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## **OCT. 2-4 Correction and compilation of final copy:**

Check spelling, sentence structure, headings, print size and font, layout, the order of documents, etc.

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## **OCT. 5-6 Attainment of signatures:**

Chairs and the associate vice-president (research and graduate studies) may not be immediately available. Allow at least two working days.

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## **OCT 9-10 Photocopying and final preparation:**

There will probably be high demands on copiers and secretaries at this time.

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## **OCT. 11-15 Due date:**

If the deadline is on a weekend, the application may be due on the previous Friday. Check the program guidelines carefully, since late applications are generally rejected.

Arrange with the mailroom to use the appropriate delivery service to ensure that the package arrives before 4:30 on the deadline date. To avoid potential problems, make sure that the service requires signature for receipt at agency.

*Originally prepared by the Office of Research Services at the University of Western Ontario.*

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The Music-at-Noon season finale saw the Wesley Singers perform "Informally in the Foyer" outside Eckhardt-Gramatté Hall.



## COMING EVENTS

"Coming Events" is compiled by University Relations. If you are planning a campus event, please let us know. Send the information (in writing) to Lois Cherney, University Relations, Room 4W15. Basic details about your event are required: what, when, where, sponsor, price of admission (if any) and the name of a contact person.

CONTINUING UNTIL  
WED., APR. 26

- **Final examinations** in the Faculty of Arts and Science.

MON., APR. 24

- **The Manitoba Research Centre on Family Violence and Violence Against Women** is sponsoring a performance of "Running Through the Devil's Club" by the Azimuth theatre company in Eckhardt-Gramatté Hall, 7-9 p.m. Following the one-hour performance, there will be a panel discussion on violence against women. Admission is free; all are welcome. Contact Wendy Josephson, 786-9263.  
- **Board of Regents** meets at 5:30 p.m. in Riddell Hall north.

THURS., APR. 27

- **Investigating Sexual Harassment Complaints**—will address how to maintain integrity and neutrality when investigating complaints. The last in this series, the workshop runs from 9 a.m.- noon, Eckhardt-Gramatté Hall. Cost is \$25; \$15 for students/seniors. For information/to register, call Naomi Levine: 786-9161.

FRI., APR. 28

- Psychology Colloquium—John Holmes from the University of Waterloo will speak on **Idealization and the Construc-**

**tion of Satisfaction in Close Relationships** at 3:30 p.m. in Eckhardt-Gramatté Hall. Contact Jim Clark, 786-9313.

SAT., APR. 29

- Everyone is invited to attend **The University of Winnipeg History Students' Association** annual symposium, which highlights the scholastic achievements of students who have written papers of merit. This year's keynote address will be given by the Honourable Sharon Carstairs, who will speak on "Women Who Did It First."

The symposium takes place in the Faculty and Staff Club from 10 a.m. - 4 p.m. For information, contact Linda, 786-9382.

- **The 14th annual Psychology Undergraduate Research Conference**—Student presentations and other events will take place from 9:30 a.m.- 5:30 p.m. in various rooms, second floor, Centennial Hall. In the Faculty & Staff Club, lunch will be held at 12:30 p.m. and a social hour at 3 p.m. At 2 p.m., John Holmes (University of Waterloo) will speak on "The

Benefits of Positive Illusions in Close Relationships." Contact Jim Clark at 786-9313.

SUN., MAY 14

- **Virtuosi Concert Series**—Gwen Hoebig, violin, and David Moroz, piano, will perform with special guest star Antonio Lysy, cello, and Douglas McNabney, viola, at 8 p.m. at the Winnipeg Art Gallery. Tickets are \$16 for adults, \$14 for seniors/students and \$10 for children, and are available by calling 786-9000 or at the door. The concert is co-sponsored by CBC Stereo and The University of Winnipeg.

MON., MAY 15

- **Sneaker Day!** Lace up and think active—wear your sneakers all day to kick off an active summer. Prizes will be awarded for participation.

TUES., MAY 16

- **Reception to honour retiring and long-service employees**, held in Riddell Hall at 3 p.m.

MON., MAY 22

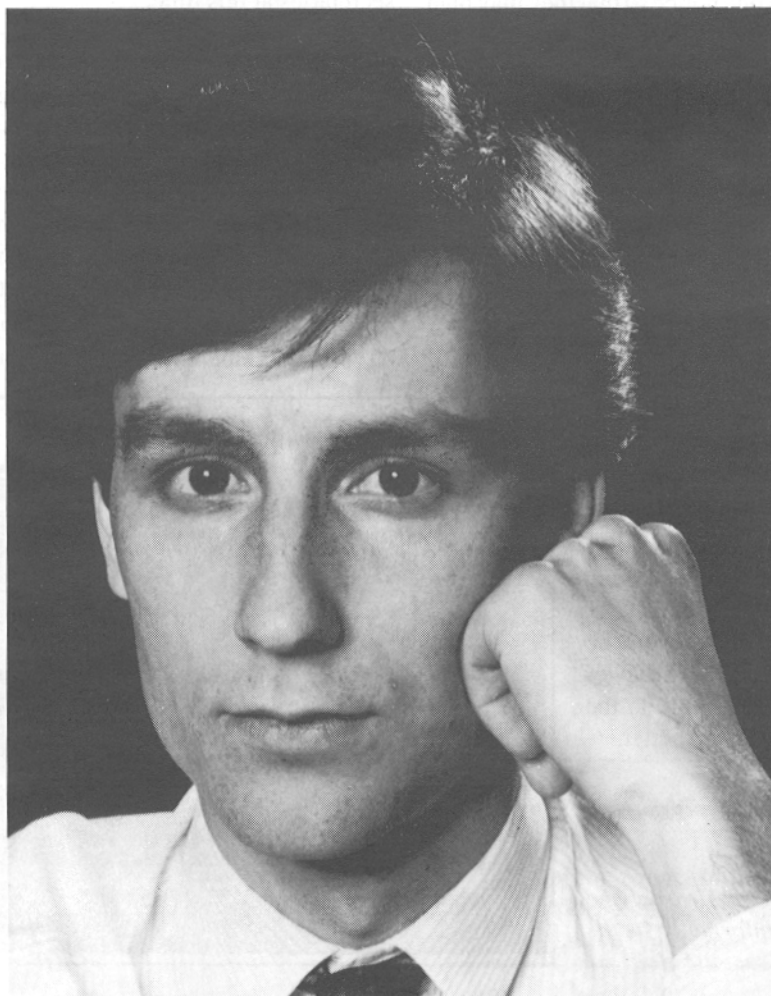
- **Victoria Day**—University closed.

MON., MAY 29

- **Board of Regents** meets at 5:30 p.m. in Riddell Hall north.

SUN., JUNE 4

-The annual **Spring Convocation** for the conferring of degrees will be held at 2 p.m. in Duckworth Centre.



*Cellist Antonio Lysy will perform at the last Virtuosi Concert of the season on May 14. See Coming Events for details.*