

# Centre for Continuing Education fonds

Compiled by Erwin Wodarczak (1994)

Revised by Max Steiner (2005)

Last revised November 2011

**\*\*\* Institutional records -- researcher access subject to review \*\*\***

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# Fonds Description

**Centre for Continuing Education fonds.** - 1946-1998; predominant 1971-1990.

3.85 m of textual materials.

ca. 150 audio tapes.

50 videocassettes.

33 architectural drawings.

## Administrative History

The provision of extension services that would allow the University to reach out beyond the confines of the campus has been one of the goals of UBC since its inception. It first provided university-level education to adult students throughout the province through the Extension Lectures Committee (1918-1935), and later through the Department of University Extension (1936-70). In 1968, a Senate Committee on Continuing Education, struck to formulate long-term goals in the face of budgetary constraints, proposed the establishment of a centralized administration for extension programs, and a more integrated approach to continuing education. The Department of University Extension agreed to this, and in 1970 the Senate established the Centre for Continuing Education.

The Centre administered and, in cooperation with the appropriate University faculties, developed and offered part-time degree programs, professional programs, and general interest programs, and provided personnel, facilities, and administrative support for them. Its Director reported to the President's Office; acted on the advice of the President's Coordinating Committee on Continuing Education; and was responsible for policy and program development, and the direction of the Centre in general. Program Directors were responsible for coordinating specific programs. The Centre was also involved in experimental projects and programs focussing on community problems and the unique interests of adults. For example, in 1971 the Centre co-sponsored a conference on the 1970 Report of the Royal Commission on the Status of Women; this eventually gave rise to the Women's Resources Centre. Beginning in 1975, responsibility for credit courses was gradually transferred to Guided Independent Study (now usually known as UBC Access), and the Office of Extra-Sessional Studies. The Centre eventually came to be responsible for providing university-level, non-credit, continuing education in a wide variety of fields, including computer science, educational travel, languages, English for foreign students, humanities/sciences, urban planning, public affairs/lifestyles, and reading, writing, and study skills. In 1991 the Centre, along with Extra-Sessional Studies and UBC Access, was brought under the authority of an Associate Vice-President, Continuing Studies. In 1993 all three units were merged into one unit called Continuing Studies.

## Scope and Content

The fonds consists of correspondence, minutes, reports, statistics, program and course descriptions and proposals, news releases, and publications. Most of the records originated from the Director's Office of the Centre for Continuing Education, and its predecessor, the Department of University Extension. They document these units' functions, activities, policies, and relationships with other University bodies and external agencies. Also included are audio recordings of lectures and other events sponsored by the Centre. There are also records from the office of the Associate Vice-President, Academic, from when he oversaw the operations of the Centre between 1988 and 1991. Other materials originated from the Women's Resources Centre: three folders of reports, correspondence, and photocopied newspaper clippings relating to the 1971 Status of Women conference, and over thirty publications dealing with women's issues.

The first series consists of the central office files, distinguished by an alpha-numeric filing system. Prior to processing, the files were scattered through several boxes, but are now rearranged according to the original file codes, which were retained as part of each file title. The files from the Women's Resources Centre are maintained in their original order. The first two files in the Associate Vice-President Academic series actually predate the rest of the series, but were presumably brought over and kept by Dr. A.J. McClean for reference purposes, and are included for the sake of clarity and convenience; the records are otherwise in alphabetical order, which appears to have been their original arrangement. Both of these series are placed at the end of the file list. The rest of the records are arranged in the following series: Policies and Procedures, Administrative Committees, Staff Relations, Projects and Studies, Program Committees, Programs, Liaison With External Agencies, Special Events, UBC Departments, UBC Committees, External Bodies, and Sound and Moving Images.

## Notes

Fonds consists of institutional records – access requests must be reviewed by the University's FOIPOP Coordinator.

Transferred from the Centre for Continuing Education in 1971, 1977, and 1989; and from Continuing Studies in 1994.

File list available.

Audio and video tapes are listed separately.

Related records may be found in the [Department of University Extension fonds](#) and the [Guided Independent Study fonds](#).

## Series Descriptions

**Central Office Files series.** - 1958-1991; predominant 1971-1991.  
69 cm of textual materials.

Series consists of minutes of meetings of the Council for the Centre for Continuing Education, minutes of meetings of Program Directors and internal committees, correspondence, policies, contracts, budgets, and grant proposals pertaining to the general administration of the Centre for Continuing Education.

**Policies and Procedures series.** - 1966-1989.  
7 cm of textual materials.

Series consists of goals statements, course approvals, and a manual pertaining to the administration of policies and procedures within the Centre for Continuing Education.

**Administrative Committees series.** - 1967-1998.  
33.5 cm of textual materials.

Series consists of minutes of meetings of the various administrative committees of the Centre for Continuing Education.

**Staff Relations series.** - 1968-1990.  
16 cm of textual materials.

Series consists of staff rankings, hearing proceedings, and collective agreement negotiations pertaining to relations between the Centre for Continuing Education, its staff members, and the union and associations which represent staff members.

**Projects and Studies series.** - 1965-1998.  
28.5 cm of textual materials.

Series consists of reports, submissions, position papers, questionnaires, and proposals pertaining to projects and studies with which the Centre for Continuing Education was involved.

**Program Committees series.** - 1967-1987.  
12 cm of textual materials.

Series consists of minutes of meetings pertaining to the various programs with which the Centre was involved.

**Programs series.** - 1946-1990; predominant 1970-1990.

50 cm of textual materials.

Series consists of reports, conference and workshop proceedings, program objectives, regulations, and applications, memoranda and correspondence pertaining to the administration of programs with which the Centre for Continuing Education was involved. Included in the series are materials pertaining to programs supported by the Koerner Foundation, Interior and Summer programs, and the Instructor's Diploma Program.

**Liaison with External Agencies series.** - 1977-1987.

31 cm of textual materials.

Series consists of correspondence, policies, minutes of meetings, and background papers pertaining to the Centre's relations with external bodies such as the Interior Universities Programs Board (IUPB).

**Special Events series.** - 1965-1986.

19 cm of textual materials.

Series consists of news releases and clippings, programs, and correspondence pertaining to special events in which the Centre for Continuing Education participated. Included in the series are materials pertaining to the Centre's anniversary celebrations.

**UBC Departments series.** - 1978-1988.

6 cm of textual materials.

Series consists of memoranda and correspondence pertaining to the Centre's relations with various University departments.

**UBC Committees series.** - 1965-1988.

28 cm of textual materials.

Series consists of correspondence, recommendations, and minutes of meetings pertaining to various University Committees with which the Centre was involved.

**External Bodies series.** - 1965-1998.

23 cm of textual materials.

Series consists of minutes of meetings, conference proceedings, briefs, and correspondence pertaining to bodies external to the University with which the Centre for Continuing Education was involved. Included in the series are materials pertaining

to the Canadian Association for University Continuing Education and the Inter-University Liaison Committee.

**Associate Vice-President Academic (Dr. A.J. McClean) series.** - 1985-1991.

41 cm of textual materials.

Series consists of budgets, reports, minutes of meetings, studies, and correspondence pertaining to the period in which the Associate Vice-President Academic oversaw the operations of the Centre for Continuing Education (1988 to 1991).

**Status of Women / Women's Resources Centre series.** - 1958-1974, 1989-1990.

21 cm of textual materials.

Series consists of reports, newspaper clippings, and conference proceedings originating from the Women's Resource Centre and pertaining to the 1971 Status of Women Conference and women's issues in general.

**Sound and Moving Images series.** - 1959-1982.

ca. 150 audio tapes.

50 videocassettes.

Series consists of tapes and cassettes, a selection of which are listed in the [Sound and Moving Images database](#).

**Architectural Drawings series.** - 1996.

33 architectural drawings.

Series consists of various architectural drawings of the Continuing Studies Building.

# File List

## Box 1

### CENTRAL OFFICE FILES

- 1-1 CE-1.1 - Objectives & Goals (up to 1976) (1968-76)
- 1-2 " - Objectives & Goals (1977)
- 1-3 CE-2.1.0/Centre - Council for the CCE (September-December 1971)
- 1-4 " - " (1972-75)
- 1-5 CE-2.1.1/Centre - Council - Executive Committee (1971-74)
- 1-6 CE-2.1.2/Centre - Council - Nominating Committee (1972-73)
- 1-7 CE-3.1 - Director (1969-74)
- 1-8 CE-3.2 - Associate Director - Programming (1976-77)
- 1-9 CE-3.3 - Director's Committee (1978-83)
- 1-10 CE-4.1 - Policy (Centre) (1973-89)
- 1-11 CE 5.1.0 - PD [Program Directors] Monthly Meetings (1980-82)
- 1-12 CE 5.1.0/Centre - PD Monthly Meetings - June 1982 - June 1985
- 1-13 " - " - Sept. 1985 - Dec. 1986
- 1-14 " - " - Jan 1987 to Dec 1987
- 1-15 " - " - Jan 1988 to Dec 1988
- 1-16 " - " - Jan 1989 to December 1989
- 1-17 CE-5.1.3 - Marketing/Promotion Cttee (1984-88)
- 1-18 CE-5.2 - Educational Travel Cttee (1972-83)
- 1-19 CE-6.1 - General Correspondence (1979-80)
- 1-20 " - " (1980-83)
- 1-21 CE-6.1/Centre - General Correspondence (1984)
- 1-22 CE-6.1 - Correspondence (1985)
- 1-23 " - " (1986)
- 1-24 " - General Correspondence (1987)
- 1-25 " - " (1988)
- 1-26 " - " (1989)
- 1-27 " - General Correspondence (1990)
- 1-28 " - " (1990-91)
- 1-29 CE-9.3 - Visitors (up to 1978) (1966-79)

## Box 2

- 2-1 CE-9.3 - Visitors (1979-81)
- 2-2 CE-9.3 - Visitors (1982-83)

- 2-3 CE-9.4 - "In The Centre News" (1973-77)
- 2-4 CE-9.4.1 - "Carr-Duke Express" (1979?)
- 2-5 E-1.21 - Conference Office Policy (1958-70)
- 2-6 FI-2.1.7 - Budget 1978-79
- 2-7 FI-2.1.8 - Budget 1979-80
- 2-8 FI-2.1.9 - Budget 1980-81
- 2-9 FI-2.1.10 - Budget 1981-82
- 2-10 FI-2.1.11 - Budget 1982-83
- 2-11 FI-2.1.12 - Budget 1983-84
- 2-12 FI-2.1.13 - Budget 1984-85
- 2-13 FI-2.1.14 - Budget 1985-86
- 2-14 FI-3.1.4 - Contracts (1983-88)
- 2-15 FI-3.0 - Outside Grants - Proposals (1983-86)
- 2-16 PR-1.2 - Team B.C. (1982-83)
- 2-17 UN-1.3 - Vice Pres. M. Shaw (1976-83)
- 2-18 " - Dr. K. George Pedersen - President (1982-85)
- 2-19 UN-1.4 - Dr. Robert H.T. Smith - Vice President Academic (1983-85)
- 2-20 UN-1.5 - Dr. C.V. Finnegan - Associate Vice Pres. Academic (1986-87)
- 2-21 " - Dr. R. Doncaster Russell - Associate Vice President Academic (1984-86)
- 2-22 UN-2.1 - President's Coordinating Cttee. on Continuing Education (1971-72)

## POLICIES AND PROCEDURES

- 2-23 CCE - Organization Structure (1966-87)
- 2-24 Ext: Goals Statements (1967-70)
- 2-25 "Director - On Senate" / "Director - As Dean" (1971-72)
- 2-26 [Course] Approval Procedure (1971-79)
- 2-27 [Part-Time] Credit - Past History (1971-76)
- 2-28 Part-Time Credit Reorganization (1976-77)
- 2-29 CCE: Outside Professional Activities - UBC Policy (1977-81)
- 2-30 Cont. Ed. Activities of Faculty (January-February 1978)
- 2-31 Policy Manual - Master Copy (August-October 1989)

## ADMINISTRATIVE COMMITTEES

### Council for the Centre for Continuing Education

- 2-32 Council - Meeting #1 - Thurs. March 25, 1971

- 2-33 Council - Meeting #2 - Thurs. May 13, 1971
- 2-34 " - Meeting #3 - Thurs. Sept. 23/71
- 2-35 " - Meeting #4 - Thurs. Nov. 25/71
- 2-36 " - Meeting #5 - Thurs. Feb. 17/72
- 2-37 " - Meeting #6 - April 20, 1972
- 2-38 " - Meeting #7 - October 19, 1972
- 2-39 " - Meeting #8 - January 11, 1973
- 2-40 " - Meeting #9 - February 1, 1973
- 2-41 " - Meeting #10 - April 26, 1973 - Cancelled

Box 3

- 3-1 Council [Reconstituted] - Meeting #1 - November 20, 1973 (October-November 1973)
- 3-2 Council - Meeting #2 - February 26, 1974 (February-March 1974)
- 3-3 " - Meeting #3 - April 30, 1974 (April-June 1974)
- 3-4 " - Meeting #4 - October 15, 1975 - Final Meeting (September-October 1975)
- 3-5 "Composition Of The Council" (October-November 1970)
- 3-6 Council: "Executive Cttee" 1st Term (1971-73)
- 3-7 Council: "Nominating Cttee" 1st Term (1971-73)
- 3-8 Council: "Executive Cttee" 2nd Term (1973-74)
- 3-9 Council: "Chairman of Council" (4-5 April 1973)
- 3-10 Council: "Community & Executive" - April 13, 1972 (March-April 1972)
- 3-11 "Cont. Ed. Cert. Program" Sub-Cttee: Council (April-September 1971)
- 3-12 "Goals & Priorities" Sub-Cttee: Council - 1971

Advisory Committee to the Director of the Centre for Continuing Education on Non-Credit General Continuing Education Programs

- 3-13 Advisory Committee (1980-81-82)
- 3-14 Advisory Committee (1983)
- 3-15 " (1984)
- 3-16 " (1985)
- 3-17 " (1986)
- 3-18 " (1987)
- 3-19 " (1988)
- 3-20 " - Current (1988-91)
- 3-21 " - 1989 (1989-90)

## Director's Committee

- 3-22 Director's Committee (1972-74)
- 3-23 D[irector's] C[ommittee] Meetings (1978-80)
- 3-24 " (1980-81)
- 3-25 " (1981-83)

## Program Directors Committee

- 3-26 PD's [Program Directors] - Meetings / Regular Monthly (1972-75)
- 3-27 PD Monthly (1975-78)
- 3-28 P.D. Meetings (Regular Monthly) (1978-79)
- 3-29 " (1979-80)
- 3-30 " (1980-81)
- 3-31 " (1981-82)
- 3-32 " (1982-84)

## Other Committees / Task Forces / Groups

- 3-33 Committees: Policy/Procedure (1967-75)
- 3-34 Centre Committee On The Selection Of A New Director (January-February 1975)
- 3-35 Rockwoods Committee (October-December 1976)
- 3-36 Forms Committee (October-December 1978)
- 3-37 Task Forces (1979-80)
- 3-38 Strategies Task Force For Gaining Support (1980-81)
- 3-39 [Staff] Relations Task Force (1980-83)
- 3-40 Coordinated Programming [Groups] (1980-83)

[\(continued\)](#)

## STAFF RELATIONS

- 3-41 CUPE 2278 & 2950 Negotiations (1989-90)
- 3-42 ELISIA [English Language Institute Sessional Instructors' Association] - 2nd hearing - April/May 1988 (April-August 1988)
- 3-43 ELI File / French - re: Instructors/Teachers etc. for ELISIA Hearings (1980-88)
- 3-44 ELISIA Application for Certification - Brief of Documents (1987)

3-45 Ranks (1968-72)

Box 4

4-1 Re: Ranks (1968-72)

## PROJECTS AND STUDIES

- 4-2 Report to 3 Univ. Presidents by Joint Univ. Cttee on Cont. Ed. (1 April 1965)
- 4-3 Reorganization (1966-69)
- 4-4 Ext. Submission to President K. Hare - June 3, 1968 (April-June 1968)
- 4-5 COFFE Submission [Design For Continuing Education - A Submission to the Commission on the Future of the Faculty of Education] (November 1968)
- 4-6 Jack Blaney's [Productivity] "Study" (1971?)
- 4-7 John Clarke's Study [on Persistence in University Non-Credit Extension Courses] (1971)
- 4-8 July 1972: "Report to 3 Univ. Pres. on the Articulation of Univ. Resources for C.E." (1972-75)
- 4-9 Priorities (August-Sept. 1973)
- 4-10 A Statement About Continuing Education In British Columbia And Recommendations Concerning Future Developments [Submission to Bremer Commission] (October 1973)
- 4-11 Tri-Univ. Submission on University Governance (Jan. 1974)
- 4-12 Innovative Projects - Submissions (April 1974)
- 4-13 Tri-University Study of University-College Relations (1974-75)
- 4-14 C.C.E. re: Position Paper - Faris Committee (October 1976)
- 4-15 CCE - Role and Goals (1976-79)
- 4-16 UBC's Role In Continuing Education (January 1978)
- 4-17 Provincewide Study - Discussion Task Force (1980-81)
- 4-18 Relations In CCE - Task Force [Questionnaires] (January-February 1981)
- 4-19 Report to new President via Don Russell (August 16/1985)
- 4-20 E.L.I. - Physical Facility Proposal - 1987 (September-October 1987)
- 4-21 Computerization Needs Study (1987-88)
- 4-22 Carr Hall Renovations (1988-89)

(continued)

## PROGRAM COMMITTEES

- 4-22A Adult Education Group - Links (April-September 1986)
- 4-23 Joint Cttee: "Continuing Education Health Sciences" (1972-74)
- 4-24 Jt. Cttee: C.C.E./Health Sciences (June-October 1974)
- 4-25 Criminology Certificate Policy Committee (1969-82)
- 4-26 English Composition Workshops Advisory Committee (1978-80)
- 4-27 Cttee: Forestry (Fac. of Forestry Extension Committee) (1969-71)
- 4-28 Guided Ind. Study (Advisory Committee) (1974-76)
- 4-29 " (1976-79)
- 4-30 Health Promotion & Personal Development - Adv. Committee - Mtg.#1 - Sept. 30/1985 (August-September 1985)
- 4-31 Health Promotion & Personal Development - Advisory Committee (1986)
- 4-32 " - " (1987)
- 4-33 Home Economics, School of - Continuing Ed. Committee (1979-80)
- 4-34 Cttee: Social Work (Committee on Continuing Education in Social Work) (1967-69)

## PROGRAMS

### Programs Supported by the Koerner Foundation

- 4-35 Koerner Foundation (1970-71)
- 4-36 " (1972)
- 4-37 " (1973)
- 4-38 " (1973-74)
- 4-39 " (1975)
- 4-40 " (Jan.- May 1976)

### Box 5

### Interior Programs

- 5-1 Interior Programs (1976-78)
- 5-2 " (1979-84)
- 5-3 Correspondence to June/77 [UBC Interior Program] (1976-77)
- 5-4 Mini-Centre: Vernon (August-October 1978)
- 5-5 Nelson/Trail Mini Centre (1978-79)
- 5-6 UBC Interior Program - Mini Centre (1978-79)

- 5-7 University-On-The-Lake (June-August 1976)
- 5-8 Univ-On-The-Lake (April-September 1977)

### Summer Programs

- 5-9 Summer School [of the Arts] - Arrangements (1959-61)
- 5-10 "Language Program" (MF) - Summer 1972 (March-October 1972)
- 5-11 "Language Program" (MF) - Summer 1973 (1972-73)
- 5-12 Summer Programs - Alumni College (1980-82)
- 5-13 CCE: Bilingual Summer School (1989-90)

### Instructor's Diploma Program

- 5-14 Centre Cont. Ed. - Instructor's Diploma (1984-86)
- 5-15 Instructors Diploma Program (I.D.P.) (1986-87)

### Other Programs

- 5-16 Program Reports (1963-68)
- 5-17 Report On The Community Centers [sic] Conference (24-27 June 1946)
- 5-18 Group Development Workshops (1947-62)
- 5-19 Program Pamphlets (1951-74) [2 folders]
- 5-20 Indian Leadership Workshops (1962-68) [2 folders]
- 5-21 Correspondence [Liberal Education / Social Science Programs] (1962-68)
- 5-22 Adult Education Courses (1966-76)
- 5-23 P.T. - "Opportunities for Women" [Conference] (1972-73)
- 5-24 [Continuing Legal Education Program] K.W. - C.L.E. Trust Fund - \$50,000 - Account #62-2206 (1973-74)
- 5-25 Reorganization of UBC Writing Workshops (1975-76)
- 5-26 Invitational Round Table Discussion on Training of Teachers of Adults (February-July 1976)
- 5-27 Invitational Seminar (April-June 1976)
- 5-28 English For Foreign Students - Eng. 80/90 - Reorganization (1976-78)

### Box 6

- 6-1 ESL-ETV Project (1977-79)

## LIAISON WITH EXTERNAL AGENCIES

- 6-2 CTNP - Community Telidon Network of the Pacific (February-November 1983)
- 6-3 CTNP - Editorial Policy (January-October 1983)
- 6-4 I.U.P.B. [Interior Universities Programs Board] up to 1979-80 (1977-80) [2 folders]
- 6-5 I.U.P.B. 1980-81 (1979-81)
- 6-6 I.U.P.B. 1981-82 (1980-82)
- 6-7 I.U.P.B. 1982-83 (1981-83)
- 6-8 I.U.P.B. 1983-84 (1982-84)
- 6-9 I.U.P.B. 1984-85 (1980-85)
- 6-10 IUPB 1985-86 (Final Year) (June-July 1984)
- 6-11 I.U.P.B. - UBC Committee Meetings (1977-78) [2 folders]
- 6-12 I.U.P.B. - Background Papers (1977-78) [2 folders]
- 6-13 Knowledge Network (1980-87)
- 6-14 Pacific Rim Orientation Manual - IDRC [International Development Research Centre] (1984-86)
- 6-15 PROACT [Project "Adapting to Changing Technology"] (1983-87) [3 folders]
- 6-16 Women's Network (1981-83)

## SPECIAL EVENTS

### General Publicity

- 6-17 Extension News Releases (1965-69)
- 6-18 " (1966)
- 6-19 Extension News Clippings 1968 (1968-69)

### Anniversary Celebrations

- 6-20 25th Anniversary (1961) (1960-61)
- 6-21 30th Anniversary - 1967 (1966-67)
- 6-22 30th Anniversary Program 1967 (1966-67)

### Box 7

- 7-1 Corresp./Publicity [Re. 40th Anniversary] (1976)
- 7-2 40th Anniv. - Distribution - Publication (1976-78)

- 7-3 CCE 50th Anniversary - 27 April 1986 - Main Event (March-June 1986)
- 7-4 CCE 50th: Lists/Invitations/Flyers for April 27, 1986 event (March-April 1986)
- 7-5 CCE 50th: Lister Sinclair / Vancouver Institute Lecture / Reception - October 4, 1986 (September-October 1986)

#### Visitors to the Centre

- 7-6 Visitors (up to 1970) (1966-71)
- 7-7 Visitors (1971-73)
- 7-8 " (1972-76)
- 7-9 " (1975-80)
- 7-10 " (1981-82)

#### Other Events

- 7-11 Inaugural - Nov. 20/70 (July-Nov. 1970)
- 7-12 Open House / Tea (April-May 1976)
- 7-13 Dinner (April-May 1976)
- 7-14 Reception for Dr. Robert England, 14 Nov. 1980 (June-Dec. 1980)
- 7-15 R. England (Memoirs, Reception, Etc.) (Oct.-Dec. 1980)

#### UBC DEPARTMENTS

- 7-16 Academic Departments - Links (1984-86)
- 7-17 Faculty Of Arts Liaison (1986)
- 7-18 Faculty Of Arts Liaison - Meeting #1 (1985)(Oct.1) (February-October 1985)
- 7-19 Faculty of Commerce (1978-82)
- 7-20 " (1983-84)
- 7-21 " (1985-86)
- 7-22 " (1987-88)
- 7-23 Agreements with Commerce - 1978 & 1980 (1978-80)
- 7-24 Science, Faculty of - Links (1985-86)

#### UBC COMMITTEES

##### Senate Committee on Continuing Education

- 7-25 Senate Cttee on Cont. Ed. - "Meetings" (1968-70)

- 7-26 Senate Cttee on Cont. Ed. - "General" (1969-70)
- 7-27 Senate - CE Committee - 1974-75
- 7-28 " - " - 1975-76
- 7-29 " - " - 1976-77
- 7-30 " - " - 1977-78
- 7-31 " - " - 1978-79
- 7-32 " - " - 1979-80
- 7-33 " - " - 1980-81
- 7-34 " - " - 1981-82
- 7-35 Centre Continuing Education - Senate Committee (1984-85)
- 7-36 Senate - Recommendations On CE - June 10, 1970
- 7-37 Senate: re Criminology Certificate (1967-74)
- 7-38 Senate: re Engineering Diploma (1965-68)
- 7-39 Senate: re Part-Time Degree Programs (1971-73)

President's Coordinating Committee on Continuing Education

- 7-40 Pres. Coord. Cttee on Cont. Education - #1 - Tuesday, Feb. 23/71
- 7-41 " - #2 - Tuesday, March 16/71
- 7-42 " - #3 - Tuesday, April 27/71
- 7-43 " - #4 - Tuesday, May 18/71
- 7-44 " - #5 - Tuesday, Sept. 28/71
- 7-45 " - #6 - Monday, May 8/72
- 7-46 " - #7 (last mtg) - Tuesday, Nov. 14/72
- 7-47 Pres. Coord: "Agenda & Sub Committees" (1971-73)
- 7-48 Pres. Coord. Cttee on C.E. - Correspondence (1971-73)
- 7-49 Pres. Coord: "Financing - Faculties" (Dec. 1972)

President's Advisory Committee on University Extension, Continuing Studies & Distance Education

- 7-50 Pres. Adv. Cttee on University Extension, Continuing Studies & Distance Ed. (1986-7)

Box 8

- 8-1 Pres. Adv. Cttee on University Extension, Continuing Studies & Distance Ed. (1987-8)

## Other University Committees

- 8-2 Ranks - Pres. Advisory Cttee. on Extension Personnel (1969-72)
- 8-3 Cttee: "Part-Time Degree Programs" (Dr. P.H. Pearse, chairman) (1971-73)
- 8-4 Cttee: "Admin. of Credit Courses for Part-Time Study" (N. Watt chairman) (1972-73)
- 8-5 President's Ad Hoc Committee on Extra-Sessional Courses (1973-74)
- 8-6 President's Search Committee for a Director for the Centre for Continuing Education – Minutes (September-December 1974)
- 8-7 Departmental Committee on Policy on Continuing and Community Education (June-November 1976)
- 8-8 Dept. Of Ed. Committee On Continuing & Community Education (R. Faris) (1976-77)
- 8-9 Pres. Perm. Cttee on University Extension & Continuing Studies (1976-78)
- 8-10 Pres. Ad Hoc Cttee on a UBC Downtown Centre (February-November 1977)
- 8-11 Pres. Cttee: Ad Hoc - Commission On Educational Leave And Productivity (1978-79)

## EXTERNAL BODIES

### B.C. Universities

- 8-12 Inter-University Liaison Committee on C.E. - Minutes (1965-71)
- 8-13 Inter-University Liaison Cttee - UBC, SFU, U.Vic (1965-69)
- 8-14 Inter-Univ. Liaison Cttee - UBC, SFU, U.Vic. (1970-72)
- 8-15 Inter-Univ. Liaison Committee - UBC, SFU, U.Vic (1972-73)
- 8-16 Inter-Univ. Liaison Committee - UBC, SFU, U.Vic (1973-75)
- 8-17 Inter-Univ. Liaison Cttee - Conference on Post Secondary Institutions (Nov. 25/66) (Nov.-Dec. 1966)
- 8-18 Tri-Univ. CE Cttee (1978-83)
- 8-19 Universities Council of B.C. - Program Coordinating Committee (May-June 1984)

### Canadian Association for University Continuing Education (CAUCE)

- 8-20 CAUCE - General (1976-78)
- 8-21 " - " (1980-82)
- 8-22 " - Executive (1977-79)
- 8-23 " - " (1980-82)

- 8-24 CAUCE - Western Directors / Staff (1977-79)
- 8-25 CAUCE - Western Directors / Staff (1980-82)

#### Government Bodies

- 8-26 Ministerial Cttee on Province-Wide Delivery of Part-Time Credit (Winegard) (1972-76)
- 8-27 Completed Brief and Distribution [re. "A Statement About Continuing Education In British Columbia..."] (1973-74)
- 8-28 B.C. Govt: Community College In B.C. Report "Towards the Learning Community" - August 1974 (1973-74)
- 8-29 "Ministry Of Education" (McGeer/Hardwick) (1977-78)
- 8-30 "Post-Secondary Dept." (Faris/Hansen/Rubidge/Fraser) (1978-80)
- 8-31 Ministry of Ed (Policy C.E. Statement) (March 1980)

(continued)

#### ASSOCIATE VICE-PRESIDENT ACADEMIC (DR. A.J. McCLEAN'S FILES)

- 8-32 Centre for Cont. Ed. (January-August 1985) [2 folders]
- 8-33 Centre for Cont. Ed. (1985-86) [2 folders]
- 8-34 Centre For Continuing Education - Budgets - 1986-89
- 8-35 Centre For Continuing Education - Reports to 1988 (1985-89)
- 8-36 Commerce, Faculty of (1989-90)
- 8-37 Community Advisory Committee [on Continuing Education] (1988-90)
- 8-38 Coordinating Committee For Distance Education (1989-90)
- 8-39 Courses (1988-92)

#### Box 9

- 9-1 Commonwealth [of Learning] (1987-90)
- 9-2 Continuing Education, Extra-Sessional Studies & Distance Education Task Force (1988-89)
- 9-3 Continuing Education Task Force - Response to Report (1989-90)
- 9-4 Director (1987-91)
- 9-5 English Language Institute (1988-91)
- 9-6 English Language Teachers (1980-90)
- 9-7 Housing (1987-88)
- 9-8 International (1988-90)

- 9-9 Legal (1979-91)
- 9-10 " (1989-90)
- 9-11 Management Information System Study (1988-91)
- 9-12 Meetings with J. Kulich & A. Ironside - To June 30, 1989 (1988-89)
- 9-13 President's Advisory Committee on University Extension, Continuing Studies and Distance Education (1987-88)
- 9-14 Reports (1988-90)
- 9-15 Review [of the Centre for Continuing Education] (1985-88)
- 9-16 Senate Committee [on Continuing Education] (1987-90)
- 9-17 Structure [Administrative] (1987-90)
- 9-18 "Third Age" Community (1987-90)
- 9-19 UBC Access (May-July 1991)
- 9-20 University-Industry Cooperation In Continuing Education (July-September 1990)
- 9-21 Women's Resources Centre (1990-91)

#### STATUS OF WOMEN / WOMEN'S RESOURCES CENTRE

- 9-22 Conference on the Report of the Royal Commission on the Status of Women - Pamphlets and Clippings (January-February 1971)
- 9-23 Conference on the Report of the Royal Commission on the Status of Women - Reports (1968-72)
- 9-24 Conference on the Report of the Royal Commission on the Status of Women - Correspondence (1970-71)
- 9-25 Women and the Law in British Columbia. 1969.
- 9-26 A Vancouver Women's Health Booklet. 1972.
- 9-27 Community Responses, Needs, and Priorities in Family Planning. First provincial conference sponsored by the Family Planning Association of B.C. 1973.
- 9-28 Women's Research Collective. Voices of Women Students. 1974.
- 9-29 Canada. Department of Labour. Women at Work in Canada. 1958.
- 9-30 The Real World of Woman. [CBC conference programme], 1962.
- 9-31 The Real World of Woman. - A CBC public affairs conference, 1962.
- 9-32 Canada. Department of Labour. Women's Bureau Bulletin: Opportunities for Continuing Education - "A Second Chance for Women". July 1963
- 9-33 Canada. Department of Labour. Women at Work in Canada. 1964.
- 9-34 Canada. Department of Citizenship and Immigration. Citizen Branch. Citizenship in a Democracy. 1964.

- 9-35 Implications of Traditional Divisions Between Men's Work and Women's Work in Our Society. A round-table conference, 1964
- 9-36 Cockburn, Patricia. Women Graduates in Continuing Education and Employment. [Includes a French version] 1966.
- 9-37 Resume of the First Volume of the Final Report of the Royal Commission on Bilingualism and Biculturalism. 1967.
- 9-38 Resume of the Report of the Royal Commission on Bilingualism and Biculturalism - Book Two: Education. 1967.
- 9-39 Resume of the Report of the Royal Commission on Bilingualism and Biculturalism - Book Three: The Work World. 1967.
- 9-40 Canadian Federation of University Women. An Exploratory Survey of Women University Graduates. 1967.
- 9-41 Royce, Marion. The Continuing Education of Women - Some Programs in the United States of America. 1968.
- 9-42 Ontario Institute for Studies in Education. Department of Adult Education. Report of Informal Discussion of Continuing Education for Women. 1968.
- 9-43 Royce, Marion. Continuing Education for Women in Canada - Trends and Opportunities. 1969.

Box 10

- 10-1 Canada. Department of the Secretary of State. Let's Take a Look at Prejudice and Discrimination. 1970.
- 10-2 Canada. Department of Labour. Women's Bureau. Working Mothers and Their Child-Care Arrangements. 1970.
- 10-3 Canada. Royal Commission on the Status of Women in Canada. Summary of the Report on the Status of Women in Canada. 1970.
- 10-4 C.U.P.E. A Special Report for the Consideration of the C.U.P.E. National Convention. 1971.
- 10-5 Ontario Institute for Studies in Education. Department of Adult Education. Second Chances for Mature Women. 1971.
- 10-6 Alberta Women's Bureau. Laws for Albertans. 1971.
- 10-7 National Action Committee on the Status of Women. Report of "Strategy for Change" Convention of Women in Canada. 1972.
- 10-8 Kishchuk, Marie. Summary of the Report on Implications for Family Life Education in Saskatchewan. 1972.
- 10-9 \_\_\_\_\_. A Report on Implications for Family Life Education in Saskatchewan. 1972.
- 10-10 Report of Saskatchewan Conference on the Status of Women. 1972.
- 10-11 Status of Women in Canada - 1972.

- 10-12 Status of Women in Canada - 1973.
- 10-13 The Employment of Women in the Public Service of Canada - Mandate for a Change. 1973.
- 10-14 Report on the Third National Conference on Women in Colleges and Universities. 1974.

(continued)

Box 11

ADMINISTRATIVE COMMITTEES (cont.)

- 11-1 Continuing Studies - Management Committee Retreat 1998

PROJECTS AND STUDIES (cont.)

- 11-2 Appointment of Tony Bates as Continuing Education Program Director  
March 27,1998
- 11-3 Delphi Project 1994-1995
- 11-4 Malaysia RMIT Project 1998
- 11-5 Research - General 1995-1997
- 11-6 Review - Continuing Studies - Part 1 1997
- 11-7 Review - Continuing Studies - Part 2 1997
- 11-8 Review - Continuing Studies - Part 3 1997
- 11-9 The English Language Institute - Program Review 1995

EXTERNAL BODIES (Cont.)

- 11-10 UNESCO - Fifth International Conference on Adult Education 1997
- 11-11 Distance Education- Western University Telecourse Consortium 1993
- 11-12 Correspondence - Osaka Sangyo University 1998
- 11-13 Correspondence - University of Hong Kong 1991
- 11-14 Correspondence Regarding the Vancouver Institute 1981-1982

STATUS OF WOMEN / WOMEN'S RESOURCES CENTRE (cont.)

11-15 Women's Resource Centre 1989-1990

CONTINUING EDUCATION ARCHITECTURAL DRAWINGS

Box 12

Continuing Studies Building - Phase 1 / Hlatson Bakker Architects. -- 1996. -- 20 plans; 88 x 61 cm. -- Project No. 9616; Sheet nos. M1-7, S2-6, E1-7 -- Originals and diazo reproductions -- Architectural, mechanical and structural drawings.

Box 13

Continuing Studies Building - Phase 1 / Hotson Bakker Architects -- 1996 -- 13 plans; 98 x 72 cm. -- Project No. 9616; Sheet nos. A1- A12 and Project No. 961449; Sheet no. L1 -- Diazo reproductions -- Architectural, context plan, landscape concept and elevation drawings.