

P r e f a c e

This Report is presented to the S.O.C.S. Advisory Committee as the Annual Report (1989/1990).

The Report covers information, data, and insights in relation to the programme operation of the School of Continuing Studies in Trinidad & Tobago and limited activities within the Caribbean region and internationally.

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I. INTRODUCTION

A. General Remarks

The main case for the education of adults in Trinidad & Tobago (as is the case for the Caribbean and elsewhere) is to be argued in terms of

- a. individual competence to cope with the rapidly changing world;
- b. the quality of democratic citizens to play a full part in human affairs at local, national, regional, and international levels.

This has not only to do with 'filling-in gaps', or remedying the defects of early education, but is a statement that the education of adults is demanded by the dynamic situation of life today. It is also not only a question of 'a second chance', which always carries with it a flavour of patronage, and of the view that only poor unfortunate failures 'missed-out' on an assumed first chance.

The education of adults is needed in fact by everyone, not just a select few; everyone has to continue to learn throughout life in order to survive and evolve in a world where each has to adapt to change probably more in the next fifteen years than in the past fifteen thousand years.

Some would like to view the education of adults as a commodity to be bought and sold according to the whims of the market; others want to use it to foster a 'social purpose' or their interpretation of a 'better world', and perhaps more now think of it as a service which ought to be provided in a civilized community.

Whatever the view, the education of adults now requires a central rather than a marginal place. The necessary conclusion is that adult education must not be regarded as a luxury for a few nondescript persons here and there, nor as a thing which concerns only a short span of early youth, but that adult education is a permanent national necessity, an inseparable aspect of citizenship, and therefore should be both universal and lifelong.

The education of adults must therefore be accepted as an essential component of national policy. The view of adult education as a marginal enterprise serving the interests of a relatively small proportion of the population can no longer be justified. It is within this milieu - the need for such an outlook, and in the absence of a national policy - that the School of Continuing Studies, University of the West Indies, St Augustine (Trinidad) Campus, operates.

B. The U.W.I. & School of Continuing Studies:

The School of Continuing Studies must play a vital and continuing role in the restructured University. Some of the recommendations which would undoubtedly affect the operation in Trinidad & Tobago are:-

- a. that links between the S.O.C.S. staff and faculties be improved to ensure academic standing of the S.O.C.S. programmes;
- b. that in future the principle of accountability be observed;
- c. some Specialist Tutors in key academic areas be appointed to the S.O.C.S.;
- d. that funds be sought for making the above recommended appointments;
- e. that the S.O.C.S. should continue its involvement in:-
 1. programmes offered in consultation with the educational authorities,
 2. offering courses for terminal certification,
 3. professional and para-professional/middle/para-academic courses be offered wherever these could not be provided by other means,
 4. assisting in upgrading the educational infrastructure of the local government;
- f. that a board to be known as the 'Board of Continuing Studies, be established to formulate policy in regard to all outreach studies;
- g. that the Board of Continuing Studies be established as a Sub-Committee of the St. Augustine Academic Board;
- h. that at the community level an Advisory Committee be set up to advise on community needs;
- i. that the S.O.C.S. be closely involved in the UWIDITE programme and use the opportunities offered by the new technology as far as possible in its programmes;
- j. that University make every effort to streamline the process of accreditation;

C. U.W.I./School of Continuing Studies Involvement

The University's involvement in extra-mural and outreach education is very much related to its missions of education, research, training, and service. These missions are becoming increasingly intertwined with other institutions and organisations in the larger community - local, regional and international. As a result, the U.W.I. School of Continuing Studies, St. Augustine (Trinidad) Campus finds itself working with such organizations and agencies as:-

1. the Congress of Adult Education of Trinidad & Tobago (CAETT)
2. the Caribbean Regional Council for Adult Education (CARCAE)
3. the International Council for Adult Education (ICAE)
4. the CARICOM Secretariat
5. the Ministry of Health
6. the Ministry of Planning & Mobilization
7. the Ministry of Food Production, Marine Exploitation, etc.
8. the Ministry of Education
9. the Ministry of Youth, Sports, Culture & the Creative Arts
10. the Ministry of Labour, Employment, Manpower Resources & Energy
11. the Pharmacy Board of Trinidad & Tobago
12. the National Secretaries Association of Trinidad & Tobago
13. the Trinidad & Tobago Chapter of the American Society for Industrial Safety
14. the Trinidad & Tobago National Commission for Unesco
15. the PAHO/WHO Pan American Sanitary Bureau (Regional Office)
16. the Caribbean Association of Environmental Health Officers (CAHEO)
17. the Media Association of Trinidad & Tobago (MATT)
18. the Central Statistical Office, Trinidad & Tobago (CSO)

D. Highlights & New Developments

The U.W.I. School of Continuing Studies, St. Augustine (Trinidad) Campus continues to operate on a social demand approach and mindful of global trends in relation to non-traditional learning. As a result a comparatively large number and variety of courses, seminars, conferences, and workshops have been mounted in an effort to offer full educational opportunity through a large number of options.

The enrolment at the St John Road Annex and the South University Centre during the Academic Year 1989/1990 in the Day Programme was as follows:-

LOCATION YEAR	ST. JOHN ROAD ANNEX	SOUTH UNIVERSITY CENTRE
LOWER SIXTH	113	34
UPPER SIXTH	45	32
INTENSIVE	44	24
COMPUTER I	17	37
COMPUTER II	39	44
BUS. ADMIN. I	19	13
COMM. STUDIES I	11	-
SUB-TOTAL	288	184
TOTAL	427	1989/1990

The Six-Week Vacation School in the Arts has attracted participants from the other Caribbean territories. The number of registrations was 232.

Further Education Class Programme Graduation: The Graduation (Commencement) Exercises were held at the Undercroft of the Engineering Faculty, when the Principal, Professor G.M. Richards distributed certificates, and the Minister of Education, Hon. Gloria Henry delivered the feature address. 179 students graduated in the following subjects:-

-	COURSES	No. of Graduands
a.	Administrative (Prof) Secretaryship: Cert A(P)S	28
b.	Business (Accounting) Studies : Cert B(A)S	14
c.	Communication Arts : Cert MMC	15
d.	Computer Studies : Cert ComSn	48
e.	Medical/Legal Secretaries : Cert M/LS	5
f.	Middle Management Personnel : Cert MMP	19
g.	Pharmacy Studies : Cert PHM	11
h.	Social Work & Welfare : Cert SWW	12
i.	Statistical Studies : Cert STATS	6
j.	Visual Arts : Cert VSA	7
*k.	Medical/Legal Secretaries : Cert M/LS	5
*l.	Principles & Practice of Management: Cert PPM	9
-	TOTAL	179

*One-Year Post Certificate Course

II. STAFFING

The members of staff for the period 1989/1990 were as follows:-

A. Full-Time

<u>a. Senior Academic/Administrative</u>	<u>Status</u>	<u>Name</u>
*1. Director (Associate) & Tutor School of Continuing Studies	Special	Esmond Ramesar
<u>b. Senior Administrative Officer</u>		
2. Assistant to the Director (Programme Operations)	Special	Althea Clifford
<u>c. Administrative Officers</u>		
3. Assistant to the Director (POS & Environs)	Graduate Adm. Asst.	Keith Ward
4. Assistant to the Director (South University Centre, SFO)	Graduate Adm. Asst.	Vacant
5. Assistant to the Director (Branch Office, TGO)	Graduate Adm. Asst.	Vacant
6. Assistant to the Director (St. John Road Annex)	Graduate Adm. Asst.	Dr Noel Woodroffe
<u>d. Supporting Staff</u>		
*7. Secretary to the Director (Campus Office, STA)	Clerical Asst. IV	Gilda Achong
*8. Senior Accounting Assistant (Campus Office, STA)	Accounting Asst. IV	Pulchan Jonas
9. Secretary, Programme Director (Campus Office, STA)	Secretary/ Steno. III	Kathleen Blake
10. Secretary - Gen/Snr. Cler. (Branch Office, POS)	Clerical Asst. III	Octavia Baptiste
11. Secretary - Gen/Accts. (Campus Office, STA)	Accounting Asst. III	Angela Mungal
12. Secretary - Gen/Library (Campus Office, STA)	Clerical Asst. II	Ann Duncan
13. Secretary - Gen/Clerical (6th Form School, SFO)	Clerical Asst. II	Rena Atwarie
14. Secretary - Gen/Clerical (Campus Office, STA)	Clerical Asst. II	AnneMarie Joseph
15. Secretary - Gen/Clerical (Campus Office, STA)	Clerical Asst. II	Vacant
16. Secretary - Gen/Clerical (Branch Office, SFO)	Clerical Asst. II (U)	Cisne Watty
17. Secretary - Cler. Asst. (6th Form School, STA)	Clerical Asst. II (U)	Elizabeth Basanta
18. Secretary - Cler. Asst. (Campus Office, STA)	Clerical Asst. II (U)	Hyacinth Fitzpatrick
19. Secretary - Cler. Asst (Campus Office, STA)	Clerical Asst. II (U)	Myrtle Roberts

*C.G.C. funded

	<u>Status</u>	<u>Name</u>
20. Secretary - (6th Form [Day] School, STA)	Asst. II (U)	Denise Benjamin
*21. Office Assistant (All Offices)	Handyman	
22. Office Assistant (Campus Office, STA)	/Driver	Emanuel Chaitram
23. Office Attendant (Campus Office, STA)	Gen. Maint.	
24. Office Attendant (Campus Office, STA)	Asst. (U)	John Sukal
25. Caretaker (St. John Road Annex)	Messenger	
	/Cleaner(U)	Nell Paguandas
	Messenger	
	/Cleaner(U)	Kathleen Redhead
	Messenger	
	/Cleaner	Anthony Reyes
 B. <u>Part-Time</u>		
a. <u>South University Centre</u>		
1. Coordinator, 6th Form (Day) School, SFO		Terry Amirali
2. Coordinator, Evening Classes		Eileen MC Sween
3. Coordinator, Language Arts		Deborah Singh
b. <u>Centre Coordinators</u>		
4. Belmont Junior Secondary School		Dunstan Edwards
5. El Dorado Senior Comprehensive School		Janice Evans
6. Queen's Royal College		(Keith Ward)
7. Tranquillity Gov't Secondary School		Mark Trotman
8. Valsayn Teachers' College		Vilma Cropper
9. Siparia Senior Comprehensive School		Casso Ramoutar
10. Carapichaima Senior Comprehensive School		Fazal Karim
c. <u>Project Coordinators</u>		
11. General Duties (Senior) (SGE)		Carrington Mahara
12. General Duties (Assistant) (SGE)		David Rennie
13. Theatre Arts (STA)		Janet Marcano
14. Mass Media & Communications		Oswald Morris
15. Middle Management Personnel		Henley Bishop
16. Security Management		Desmond Callender
17. Administrative (Prof) Secretaries		Daphne Rousseau
18. Social Work		Aldric Williams
19. Business (Accounting) Studies		Joy Ramphalie
20. Medical/Legal Secretaries		Patricia Lalla
21. Visual Arts		Jones Gilbert
22. Physical Education		Alma Thomson
23. Guidance & Counselling		Eric Drue
24. Principles & Practice of Management		Henley Bishop
26. Marketing & Consumer Behaviour		Henley Bishop
d. <u>Supporting Staff</u>		
27. Assistant to the Senior Supervisor (SGE)		Albon Anthony
28. Secretary/Typist		Shirley Waldropt
e. <u>Tutors</u>		

These number between 400-500 and are given in the appendix of this Report.

f. Service Staff

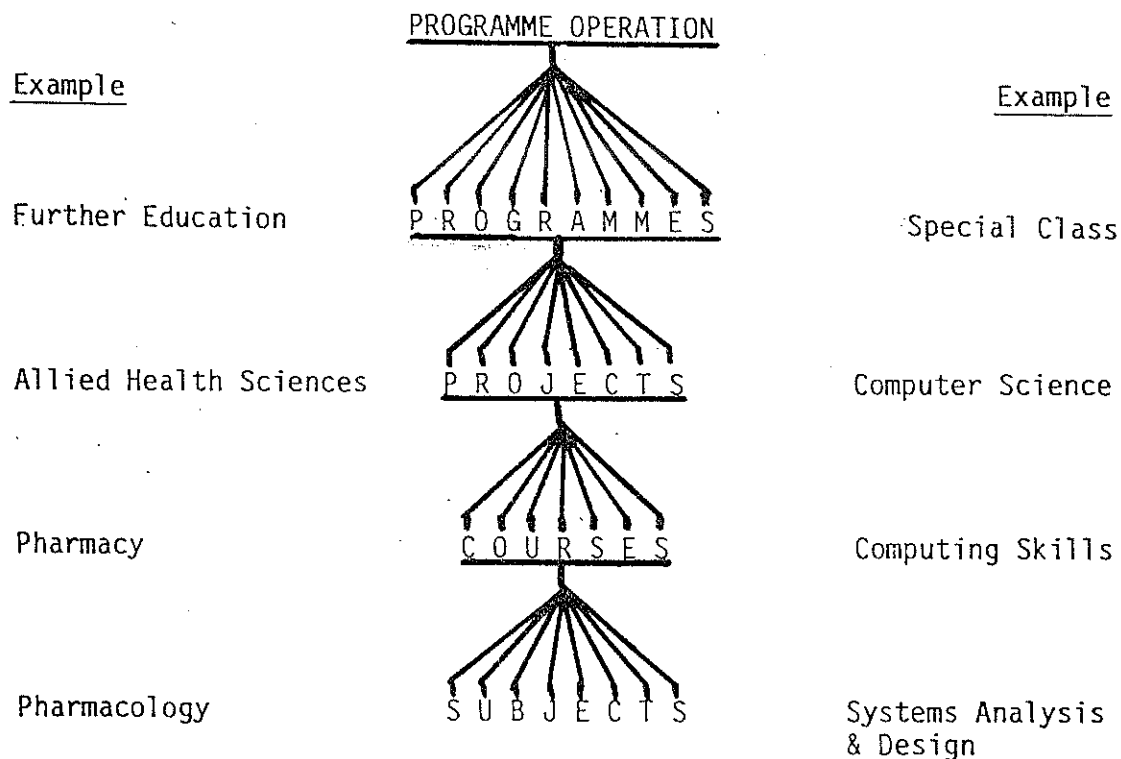
These include laboratory attendants/assistants, janitors, watchmen, cleaners, etc., who are paid on the basis of work done.

III. PROGRAMME OPERATION

School of Continuing Studies work in Trinidad & Tobago is divided into the following programmes:

- A. The General Class Programme
- B. The Occasional Class Programme
- C. The Special Class Programme/Further Education Class Programme
- D. The Vacation Studies Programme
- E. The Job-Oriented Programme
- F. The External Studies Programme
- G. The General and Public Lecture Series
- H. The Publications Programme
- I. The Extension Services Programme

Items A-F are essentially class teaching programmes which are divided into Projects. Each Project is divided into courses, while each course is divided into subjects. For example, the subject 'Pharmacology' is one of nine subjects in the Three-Year In-Service Course for Students in Pharmacy, which in turn is a course in the Allied Health Sciences Project, which in its turn forms part of the Further Education Class Programme.



A. The General Class Programme

The General Class Programme is divided into the following:

- a. The 'O' Level Project: This includes two-year courses in 'O' Level subjects over four (4) terms, i.e., forty 2-hour sessions or 80 hours (non-practical) and forty 2½-hour sessions or 100 hours (Practical) per subject per year.
- b. The 'A' Level Project: This includes two-year courses in 'A' Level subjects over four (4) terms, i.e., forty (40) 2-hour sessions or 80 hours (non-practical) and forty 3-hour sessions or 120 hours (practical) per subject per year.
- c. The Enlightenment/Enrichment Project: This consists of one-year non-examination courses over two (2) terms, i.e., thirty 1½-hour sessions or 45 hours (non-practical) and thirty 2-hour sessions or 60 hours (practical) per subject per year.

Summary Statistics for the General Class Programme 1989/1990

Projects	No. of Registrations
a. 'O' Level	162 participants
b. 'A' Level	13 participants
c. CXC Improvement	152 participants
d. Enlightenment & Enrichment	274 participants
Total	601 participants

B. Occasional Class Programme

Courses in this programme are not offered regularly but on request - they are not on-going courses. These are usually for 50 sessions, of 1½ hours each, i.e., 75 hours.

Summary Statistics for Occasional Class Programme 1989/1990

Courses	No. of Registrations
Air Brush Painting	23 participants
Auto Body Repairs	11 participants
Certificate in Drawing	17 participants
Communications	77 participants
Dietitians & Nutritionists	30 participants
Human Resource Management	43 participants
Indian Music & Culture	29 participants
Screen Printing	33 participants
Sign Painting & Lettering	16 participants
Small Hotel & Institutional Management	26 participants
Personnel Mgmt. & Industrial Relations	77 participants
Remedial English I	20 participants
Remedial English II	11 participants
Voice, Speech & Language Development	44 participants
TOTAL	457 participants

C. Further Education Programme

Each course consists of nine (9) subjects each of which is of fifty 1½ hour sessions, i.e., 75 hours per subject, or 675 hours per course.

- a. The Three-Year Certificate Course for Administrative (Professional) Secretaries (675 hours)
- b. The Three-Year Certificate Course in Banking (675 hours)
- c. The Three-Year Certificate Course in Business (Accounting) Studies (675 hours)
- d. The Three-Year Certificate Course in Guidance & Counselling (675 hours)
- e. The Three-Year Certificate Course in Hotel Management and Tourism (675 hours)
- f. The Three-Year Certificate Course in Life Underwriting (675 hours)
- g. The Two-Year Certificate Course in Marketing (450 hours)
- h. The One-Year Post-Certificate Course in Marketing and Consumer Behaviour (225 hours)
- i. The Three-Year Certificate Course in Communication Arts (675 hours)
- j. The Three-Year Certificate Course for Medical/Legal Secretaries (675 hours)
- k. The Three-Year Certificate Course in Middle Management Personnel (675 hours)

- l. The Three-Year Certificate Course in Pharmacy Studies (675 hours)
- m. The Three-Year Certificate Course in Physical Education (675 hours)
- n. The One-Year Post-Certificate Course in Principles & Practice of Management (225 hours)
- o. The Three-Year Certificate Course in Safety Management (675 hours)
- p. The Three-Year Certificate Course in Security Management (675 hours)
- q. The Three-Year Certificate Course in Social Work (675 hours)
- r. The Two-Year Certificate (Sandwich) Course in Statistics (675 hours)
- s. The Three-Year Certificate Course in Visual Arts (675 hours)
- t. The Two-Year Full-Time Certificate Course in Business Administration (675 hours)
- u. The Two-Year Full-Time Certificate Course in Computer Studies (675 hours)
- v. The Two-Year Full-Time Certificate Course in Communication Studies (675 hours)

Summary Statistics for the
Further Education Class Programme 1989/1990

No.	COURSES	Year	No of Registrations
a.	Administrative (Prof) Secretaries	I	33
	"	II	31
	"	III	31
-	Sub-Total	-	95
b.	Banking	I	20
c.	Business (Accounting) Studies	I	22
	"	II	24
	"	III	17
-	Sub-Total	-	63
d.	Guidance & Counselling	I	48
	"	II	40
-	Sub-Total	-	88
-	Total Carried Forward	-	226

Summary Statistics for the Further Education Class Programme (Cont'd)

No.	COURSES	Year	No of Registrations
-	Total Brought Forward	-	266
e.	Hotel Management & Tourism	I	28
f.	Life Underwriting	I	42
g.	Marketing	I	12
h.	Marketing & Consumer Behaviour		10
i.	Communication Arts	I	24
	"	II	15
	"	III	13
-	Sub-Total	-	52
j.	Medical/Legal Secretaries	III	15
k.	Middle Management Personnel	I	70
	"	II	55
	"	III	24
-	Sub-Total	-	149
l.	Pharmacy Studies	I	14
	"	II	12
	"	III	13
-	Sub-Total	-	39
m.	Physical Education	I	15
	"	II	15
-	Sub-Total	-	30
n.	Principles & Practice of Management		20
o.	Safety Management	I	15
p.	Security Management	I	19
	"	II	11
-	Sub-Total	-	30
q.	Social Work	I	27
	"	II	10
	"	III	13
-	Sub-Total	-	50
-	Total Carried Forward	-	758

Summary Statistics for the Further Education Class Programme (cont'd)

No.	COURSES	Year	No of Registrations
-	Total Brought Forward	-	758
r.	Statistics	II	7
s.	Visual Arts	III	9
t.	Business Administration	I	32
u.	Computer Studies	I	54
	"	II	83
-	Sub-Total	-	<u>137</u>
v.	Communication Studies	I	11
-	TOTAL	-	954

Summary Statistics for the
Special Class Programme 1989/1990

COURSES	No. of Registrations
Computing Skills Level I	115
" Level II	51
Pre-Primary Education Level I	7
" Level II	102
Supply Management	43
TOTAL	323

D. Vacation Studies Programme

The Vacation Studies Programme included the following projects:

- a. 'O' Level School Project (6 weeks/75 hours)
- b. Creative Arts Vacation School (6 weeks)
- a. 'O' Level School Project: This is mounted to offer teenagers (4th and 5th Form) an opportunity to consolidate their preparation for the CXC/GCE 'O' Level Examinations, and to afford participants a chance to spend their vacation meaningfully. This project attracted 398 participants.

- b. Creative Arts Vacation School: This project was mounted with the hope of bringing together as many participants - artists, tutors, and students - on the Campus, where they could meet, do intensive work together in different disciplines towards a display of achievement in the performing and visual arts at the end of the period.

The School operated during July 16 - August 25, 1990. Each subject was for a duration of 60 contact hours.

Summary Statistics for the
Creative Arts Vacation School 1989/1990

Courses	No. of Registrations
Acting & Improvisation	10 participants
Acting & Performance	17 "
Art & Design: Materials & Methods	15 "
Ballroom Dancing	11 "
Choral Skills & Conducting Drills	5 "
Contemporary Movement & Jazz	9 "
Creative Prose Today	6 "
Directing Workshop	5 "
Elements of Basic Design	17 "
Elements of Caribbean Folk Dance Styles	18 "
Fabric Design	18 "
Folk Dance Traditions of India	18 "
Folk Theatre Development	14 "
Independent Literacy Clinic	10 "
Painting from Life	15 "
Painting in Oils	3 "
Photography for Commerce	12 "
Production Management	11 "
Screen Printing	11 "
The Steel Pan	7 "
TOTAL	232 participants

E. The Vocational & Job-Oriented Programme

This programme is held at six (6) centres, and caters for persons who are unable to make use of the technical institutes in the two urban centres - Port of Spain and San Fernando.

Summary Statistics for the
Vocational & Job-Oriented Programme 1989/1990

Courses	No. of Registrations
Belmont	331 participants
Carapichaima	207 "
El Dorado	376 "
Sangre Grande	324 "
San Fernando	34 "
Siparia	41 "
TOTAL	1,313 participants

F. External Studies Programme

This programme was mounted to assist persons seeking certification from external bodies.

Summary Statistics for the
External Studies Programme 1989/1990

Centres	No. of Registrations
San Fernando	45 participants
Queens Royal College	111 participants
Valsayn Teachers' College	79 participants
TOTAL	235 participants

G. The General and Public Lecture Series:

In view of the Department's increasing commitment to the various Class Programmes, it was not possible to mount this particular programme. However, a number of other organizations have been offering public lectures.

H. The Publications Programme

The U.W.I. School of Continuing Studies, St. Augustine continues to be a major publisher of Caribbean materials in the form of Caribbean plays, anthologies, Caribbean Issues (A Journal of Caribbean Affairs).

No new publication was undertaken during the year under review mainly because of the lack of funds.

The following persons are members of the Board of Caribbean Issues:

<u>General Editor</u>	- Esmond D. Ramesar Director, School of Continuing Studies
<u>Associate Editor</u>	- Dr Noel Woodroffe Assistant to the Director, SOCS
<u>Editorial Board</u>	
Dr John G. La Guerre	- Senior Lecturer in Government Chairman
Mrs Norma Abdulah	- Senior Research Fellow, Institute of Social & Economic Research (ISER)
Dr Desmond Ali	- Deputy Director, Caribbean Industrial Research Institute (CARIRI)
Prof Compton Bourne	- Department of Economics
Prof L.E.S. Braithwaite	- Department of Sociology
Prof Anthony Bryan	- Director, Institute of International Relations
Ms Barbara Comissiong	- Deputy Librarian, U.W.I., St. Augustine
Dr Frank Gumbs	- Senior Lecturer, Soil Science
Dr Carol Keller	- Lecturer, Social Sciences in Education
Mr Dale Kolasingh	- Director, AVM Television Studio
Prof K.O. Lawrence	- Department of History
Dr Leon Monroe	- Lecturer in Community Medicine
Mr Leo Pujadas	- Director of Statistics, Central Statistical Office
Dr Compton Seaforth	- Senior Lecturer in Chemistry

Three publications are with the printers viz.,

- a. the University in the Developing Caribbean (Caribbean Issues)
- b. Moral and Social Education (Monograph) by Hope Braithwaite
- c. The Enigma of Ethnicity (Monograph)
- a Collection of Papers edited by Ralph Premdas

These will be available as soon as funding can be realised.

I. The Extension Services Programme:

The Unit continues to offer advice to individuals and organizations, career guidance, and other services while a number of voluntary organisations are encouraged in their efforts through the use of the Unit's physical facilities, supplies, copying and duplicating privileges.

IV. COMMITTEES AND ORGANIZATIONS

SERVED BY THE DIRECTOR OF SCHOOL OF CONTINUING STUDIES

A. University

- a. Member, Campus Academic Board, U.W.I., St. Augustine
- b. Member, University Press Committee, U.W.I., St. Augustine
- c. General Editor, School of Continuing Studies Editorial Board, U.W.I., St. Augustine
- d. Member of Academic Board Committee on Restructuring (ABCOR)
- e. Member of Open College Committee

f. Chairman, Open Lectures Committee

B. Non-University

- a. Consultant, Trinidad and Tobago Pharmacy Board
- b. Consultant, Trinidad and Tobago National Secretaries Association
- c. Consultant, Trinidad and Tobago Environmental Health Officers
- d. Consultant, Health Services, WHO/PAHO Association
- e. Member, Project Advisory Committee (PAC) of the Caribbean Association of Environmental Health Officers
- f. Member, Government's Committee on the Community College(s)
- g. Member, Government's Board of Youth Training, Employment and Partnership Programme (YTEPP)
- h. Member, Government's Committee on Disciplines Related to Health
- i. Chairman, Government's Task Force on the Use of the Electronic Media in Education

V. FINANCES

The details of the Non-C.G.C. Budget Estimates are presented as a separate item.

The following table gives in summary the picture over the last five (5) years.

Below is a Summary of the Approved Estimates and Actual Expenditure over five (5) years, and proposed Estimates for 1991-1992.

Summary of approved Estimates for 1986-1991 and Proposed
Estimates for 1991/92

<u>1 YEAR</u> <u>ITEM</u>	1986/87 \$TT	1987/88 \$TT	1988/89 \$TT	1989/90 \$TT	1990/91 \$TT	1991/92 \$TT
Estimated Expenditure	2,703,117	3,443,847	4,599,646	5,099,500	4,557,447	4,248,995
Actual Expenditure	3,841,391	4,717,960	5,118,000	3,472,497.02	N/A	-

VI. CONFERENCES & MEETINGS
ATTENDED BY THE DIRECTOR OF CONTINUING STUDIES

- A. Occasion : Meeting of Tertiary Institutions
- Time : 9 & 10 January 1990
- Place : University of the West Indies, Mona, Jamaica
- Theme : Accreditation Links with Tertiary Institutions
- Contribution : Participated in discussion

- B. Occasion : 1990 International Council for Adult Education (ICAE) General Assembly
Time : 11 - 18 July 1990
Place : Sukhothai Thammathirat Open University (STOU) Bangkok, Thailand
Theme : Literacy, Popular Education, and Democracy: Building the Movement
Contribution : Participated in discussion
- C. Occasion : Commonwealth of Learning's (COL's) Round Table on Training
Time : 1 - 8 April 1990
Place : The Commonwealth of Learning Headquarters, Vancouver, B.C., Canada
Theme : Perspectives on Distance Education
Contribution : Presented paper on "Distance Education in the English-Speaking Caribbean"
- D. Occasion : Commonwealth Secretariat's Conference on Non-Formal Education
Time : 6 - 9 June 1990
Place : Miliami Hotel, Nairobi, Kenya
Theme : The Use of Distance Teaching for Non-Formal Education
Contribution : Presented paper on: "Distance Education in the English-Speaking Caribbean"
- E. Occasion : The AAHE Annual Conference
Time : 26 - 31 June 1990
Place : The Washington Hilton, Washington, D.C., U.S.A.
Theme : Assessment in Higher Education
Contribution : Participated in discussion
- F. Occasion : Asian Association of Open Universities (AAOU)
Time : 21 - 29 September 1990
Place : Wisata Hotel, Jakarta, Indonesia
Theme : Interactive Communication in Distance Education
Contribution : Participated in discussion
- G. Occasion : Unesco's Closing of International Literacy Year
Time : 27 December 1990 - 2 January 1991
Place : Universite Populaire, Fort de France, Martinique

G. Cont'd

Theme : Achievements for 1990
Contribution : Participated as Vice-President of the International Council for Adult Education (ICAE)

VII. CLOSING REMARKS

The Report concludes by continuing to report and to reconfirm the recommendations of previous Advisory Committees, given here again in summary, viz., that urgent efforts should be made for the establishment of a centre for Continuing and Extension Studies (including the Creative Arts) for this Campus with physical facilities located on the space allocated to the School of Continuing Studies for this purpose.

In addition there is an urgent need to consolidate, expand and effectively service our present programmes through the establishment of a number of specialists lposts, viz:

- a. Staff Tutor in Business (Management) Studies
- b. Staff Tutor in Allied Health Sciences
- c. Staff Tutor in the Humanities & Creative Arts
- d. Staff Tutor in Social Work & Social Welfare
- e. Staff Tutor in Mass Media & Communications
- f. Staff Tutor in Science & Technology

These posts can be justified as strong areas of need in the society.

It is of interest to note that on the U.W.I. Mona (Jamaica) Campus there are nine (9) senior posts in the School of Continuing Studies as against one (1) on the U.W.I. St. Augustine (Trinidad) Campus. The University is asked to consider seriously the creation of posts in these important areas of community education.

UNIVERSITY OF THE WEST INDIES

SCHOOL OF CONTINUING STUDIES

SUMMARY STATEMENT

OF

CLASS PROGRAMMES FOR ACADEMIC YEAR 1989/1990

PROGRAMME CLASSIFICATION

No of Students Per Programme

General Class Programmes - (CXC/GCE 'O' levels/Menticulture)	601
Vocational/Job-Oriented Class Programmes	1620
Occasional Class Programmes	457
External Studies Programmes	678
Special Class Programmes	1029
Further Education	4228
TOTAL	<u>8613</u>

6 Total Grant sought from Government of Trinidad & Tobago
3/5 of \$1,239,552.20

UNIVERSITY OF THE WEST INDIES

SCHOOL OF CONTINUING STUDIES

SUMMARY STATEMENT

OF

CLASS PROGRAMMES FOR ACADEMIC YEAR 1989/1990

AREA/CENTRE CLASSIFICATION

	No of Students	Total
	Per. Programme	
<u>UWI ST AUGUSTINE AREA CENTRE</u>		
Vocational/Job Oriented Class Programme	441	
Occasional Class Programme	74	
Special Class Programme	273	
Further Education Class Programme	3364	4152
<u>PORT OF SPAIN AREA CENTRE</u>		
General Class Programme (CXC/GCE 'O' levels/Menticulture)	518	
Vocational/Job-Oriented Class Programme	323	
Occasional Class Programme	287	
External Studies Class Programme	429	1557
<u>SAN FERNANDO AREA CENTRE</u>		
General Class Programme (CXC/GCE 'O' levels/Menticulture)	55	
Vocational/Job-Oriented Class Programme	158	
Occasional Class Programme	96	
Special Class Programme	352	
Further Education	864	1525
<u>VALSAYN CENTRE</u>		
Special Class Programme	404	
External Studies Class Programme	249	653
Bal c/f		7887

CARAPICHAIMA CENTRE

General Class Programme (CXC)
Vocational/Job Oriented Class Programme

Bal b/f 7887
28
269

SANGRE GRANDE CENTRE

Vocational/Job-Oriented Class Programme

429
429
8613

TOTAL

UNIVERSITY OF THE WEST INDIES

SCHOOL OF CONTINUING STUDIES

CLASS PROGRAMMES FOR ACADEMIC YEAR 1989/1990

(August 1989 - July 1990)

AREA: UWI ST AUGUSTINE

SUBJECTS	ACADEMIC YEAR	PROGRAMME	TUTORS	NO OF STUDENTS PER SUB.	TOTAL	NO OF SESSIONS TAUGHT	LENGTH SESSION	TOTAL HOURS
CENTRE	-	EL DORADO SENIOR COMP. SCHOOL						
Vocational/Job-Oriented Class Programmes								
Air Condition & Refrig.	1989/90	Job-Orient.	Vickito Caraciolo	27		35.0	2	70
Auto Electrical Repairs	"	"	Ameer Casim-Ali	11		36.0	2	72
Auto Engine & Gearbox	"	"	Carl Austin	19		36.0	2	72
Auto Mechanics	"	"	Harold Nelson	25		36.0	2	72
Basic Psychology	"	"	Clerine Burgess	30		36.0	2	72
Basic Typing	"	"	Marilyn Campbell	11		36.0	2	72
Basic Welding	"	"	Lawrence James	10		36.0	2	72
Business Management	"	"	John Thomas	29		36.0	2	72
Cake Decoration	"	"	Volenteded George	8		36.0	2	72
Cake & Pastry Making	"	"	Althea Extavour-Lewis	7		36.0	2	72
Catering	"	"	Cardace Chin Choy	15		39.5	2	79
Cupboard Design & Constr.	"	"	Selwyn Browne	17		36.0	2	72
Domestic House Wiring	"	"	Peter Aman	8		36.0	2	72
Dress Design & Constr. (A)	"	"	Noma Alleyne	19		36.0	2	72
Dress Design & Constr. (B)	"	"	Noma Alleyne	20		36.0	2	72
Electronics Yr I	"	"	Sylvester Williams	29	285	36.0	2	72

Bal c/f

285

El Dorado - Vocational/Job-Oriented Cont'd

SUBJECTS	ACADEMIC YEAR	PROGRAMMES	TUTORS	NO OF STUDENTS PER SUB.	TOTAL	NO OF SESSIONS TAUGHT	LENGHT OF SESSIONS	TOTAL HOURS
Fabric Design	1989/90	Job-Orient.	Ian Ali	17	285	36.0	2.0	72
Hair Dressing(A)	"	"	Claudia Boodoosingh	13		25.0	3.0	75
Hair Dressing(B)	"	"	Claudia Boodoosingh	14		25.0	3.0	75
Machine Shop	"	"	Everest Aaron	9		36.0	2.0	72
Nursery Kindergarten	"	"	Grace Smith King	31		31.0	2.0	62
Small Appliance Repairs	"	"	Corneal Poon	10		36.0	2.0	72
Plumbing Yr I	"	"	Percival Brathwaite	13		36.0	2.0	72
Running A Geriatric Home	"	"	Cheryl Gaskin	8		36.0	2.0	72
Small Business Mgmt	"	"	Samuel Chadee	11		36.0	2.0	72
Tailoring Yr I	"	"	Michael Stafford	23		36.0	2.0	72
Tailoring Yr II	"	"	Earl S Gibbons	7	156	36.0	2.0	72
CENTRE - UMI ST AUGUSTINE Occasional Class Programme								
Voice Speech & Lang Dev.	1989/90	Occasional	Lucy Arthur	44		39.0	3.0	117
Dietitians & Nutritionists	"	"	Loretta Lopez	30	74	16.0	1.5	24
CENTRE - SOCS ANNEX - ST JOHN ROAD								
Special Class Programme								
Level I Group 'A'								
Accounting	1989/90	"	Jennylin Glasgow	29		36.0	1.5	54
Data Processing	"	"	Michael Douglas	29		49.0	1.5	73.5
Computer Practicals	"	"	Michael Douglas	29	87	74.0	3.0	222
Group 'B'								
Accounting	"	"	Jennylin Glasgow	28		37.0	1.5	55.5
Data Processing	"	"	Jeanine Herdy	28		34.0	1.5	51.0
Computer Practicals	"	"	Jeanine Herdy	28	84	56.0	3.0	168
Bal c/f								
					686			

SOCs Annexe, St John Road - Special Class (Cont'd)

SUBJECTS	ACADEMIC YEAR	PROGRAMMES	TUTORS	NO OF STUDENTS PER SUB.	TOTAL	NO OF SESSIONS TAUGHT	LENGTH OF SESSIONS	TOTAL HOURS
	<u>Level II</u>		Bal b/f		686			
Quantitative Studies	1989/90	"	Tapan Dan	34		68.0	1.5	102
System Analysis & Des.	"	"	Michael Douglas	34		52.0	1.5	78
Computer Practicals	"	"	Michael Douglas	34	102	242.0	1.5	363
<u>FURTHER EDUCATION CLASS PROGRAMMES</u>								
			<u>'A' Level (Day) School</u>					
Lower Sixth Form								
Accounting	1989/90	Further Edu.	Horace Pinheiro	19		102.0	1.5	153.0
Biology	"	"	Marilyn Atherley	12		115.0	1.5	172.5
Chemistry	"	"	Darin Maharaj	17		121.0	1.5	181.5
Economics	"	"	Gerard Richardson	20		113.0	1.5	169.5
Economics	"	"	Lyndon Guiseppi	18		87.0	1.5	130.5
Geography	"	"	Melanie Lee Fook	11		113.0	1.5	169.5
History	"	"	Giselle Cazabon	18		96.0	1.5	144.0
History	"	"	Cheryl Ann Smith	18		72.0	1.5	108.0
Language Skills	"	"	Winifred Henry	22		68.0	1.5	102.0
Language Skills	"	"	John Pierre	24		64.0	1.5	96.0
Language Skills	"	"	Lynda Banks-Khan	21		66.0	1.5	99.0
Language Skills	"	"	Angelica Barrow	24		67.0	1.5	100.5
Language Skills	"	"	Ramesh Chaitoo	22		41.0	1.5	61.5
Mathematics	"	"	Cheryl Ann Smith	13		108.0	1.5	162.0
Mathematics	"	"	Winifred Henry	19		129.0	1.5	193.5
Physics	"	"	Noel Woodroffe	13		91.0	1.5	136.5
Physics	"	"	Tapan Dan	9		119.0	1.5	178.5
Psychology	"	"	Derek Chadee	27	327	89.0	1.5	133.5
			Bal c/f		1115			

SOCs Annexe, St John Road - Further Education (Cont'd)

SUBJECTS	ACADEMIC YEAR	PROGRAMMES	TUTORS	NO OF STUDENTS PER SUB.	TOTAL	NO OF SESSIONS TAUGHT	LENGTH OF SESSIONS	TOTAL HOURS
Upper Sixth Form			Bal b/f		1115			
Accounting	1989/90	Further Edu.	Jennylin Glasgow	20		91	1.5	136.5
Biology	"	"	Marilyn Atherley	15		* 124	1.5	186.0
Chemistry	"	"	Kishan Kumarsingh	8		107	1.5	160.5
Economics	"	"	Gerard Richardson	33		99	1.5	148.5
Geography	"	"	Melanie Lee Fook	17		133	1.5	199.5
History	"	"	Giselle Cazabon	22		75	1.5	112.5
Life Skills	"	"	Winifred Henry	22		60	1.5	90.0
Language Skills	"	"	John Pierre	23		55	1.5	82.5
Mathematics	"	"	Winifred Henry	17		145	1.5	217.5
Physics	"	"	Tapan Dan	23		115	1.5	174.0
Sociology	"	"	Daphne Phillips	16		117	1.5	175.5
Upper Sixth Form (Repeaters)					216			
Biology	"	"	Marilyn Atherley	8		* taught jointly with upper 6th form		
Chemistry	"	"	Balmattie Sukha	19		86	1.5	129.0
Economics	"	"	Gerard Richardson	19		98	1.5	147.0
Language Skills	"	"	Angelica Barrow	24		17	1.5	25.5
Language Skills	"	"	Lynda Banks Khan	20		26	1.5	39.0
Physics	"	"	Tapan Dan	11		116	1.5	174.0
					101			

CENTRE: SOC'S EXTENSION & UWI

FURTHER EDUCATION CLASS PROGRAMME

Two-Year Certificate in Business Admin. Yr I (Full time)

Accounting	1989/90	Further Edu.	Horace Pinheiro	# 19	28	1.5	42.0
Business Law	"	"	Cheryl Ann Smith	19	28	1.5	42.0
					38		

1470

Bal c/f

SOCs Extension & UWI - Further Education (Cont'd)

SUBJECTS	ACADEMIC YEAR	PROGRAMMES	TUTORS	NO OF STUDENTS PER SUB.	TOTAL	NO OF SESSIONS TAUGHT	LENGHT OF SESSIONS	TOTAL HOURS
Computer Accounting	1989/90	Further Edu.	Michael Douglas	19	1470	12	1.5	18.0
Economics	"	"	Lyndon Guiseppi	19		23	1.5	34.5
Infor. Systems	"	"	Andre Edwards	19		19	1.5	28.5
Language Skills	"	"	Lynda Banks-Khan	19		25	1.5	37.5
Business Organ.	"	"	Michael Douglas	19	95	28	1.5	42.0
Two-Year Certificate In Communication Studies Yr I (Full time)								
Communication	1989/90	Further Edu.	Carol Anne Agard	11		29	1.5	43.5
Dev. of Carib. Soc.	"	"	Cheryl Ann Smith	11		28	1.5	42.0
Graphical Comm.	"	"	Steve Ouditt	11		14	3.0	42.0
Intro Psychology	"	"	{ Sharon Bradshaw Louise Marcelle	11		15	1.5	22.5
Language Skills	"	"	John Pierre	11		6	1.5	9.0
Speech Comm.	"	"	Lucy Arthur	11		25	1.5	37.5
Word Processing	"	"	Andre Edwards	11	77	10	1.5	15.0
						19	1.5	28.5
Two-Year Certificate In Computer Studies Yr I (Full time)								
Accounting	1989/90	Further Edu.	Horace Pinheiro	17	#	Taught jointly		
Data Processing	"	"	Andre Edwards	17		26	1.5	39.0
Language Skills	"	"	John Pierre	17	*	Taught jointly		
Computer Practicals	"	"	Ansari Mohammed	17		27	1.5	40.5
			Ansel Howell	17	85	26	1.5	39.0
Bal c/f					1727			

SOCS Extension & UWI - Further Education (Cont'd)

SUBJECTS	ACADEMIC YEAR	PROGRAMMES	TUTORS	NO OF STUDENTS PER SUB.	NO OF SESSIONS TAUGHT	LENGHT OF SESSIONS	TOTAL HOURS
Three-Year Cert. In - Administrative Prof. Secretaries (Part-time)				Bal b/f	1727		
Year I							
Business Mathematics	1989/90	Further Edu.	Patrick Nurse	33	46	1.5	69.0
Language Skills	"	"	Daphne Rousseau	38	44	1.5	66.0
Office Procedures	"	"	Yvonne Watkins	34	48	1.5	72.0
Year II							
Business Economics	"	"	Frank Lyons	31	49	1.5	73.5
Comm. & Dec. Making	"	"	Gerald Samuel	34	49	1.5	73.5
Office Management	"	"	Marilyn Clark-Jones	34	48	1.5	72.0
Year III							
Business Accounts	"	"	Horace Pinheiro	32	44	1.5	66.0
Business law	"	"	Janette James-Sebastien	31	49	1.5	73.5
Environ. Relation	"	"	Anthony Watkins	32	44	1.5	66.0
Three-Year Cert. In - Banking (Part-time)					294		
Year I							
Accounting	1989/90	"	Ronald Wilson	20	49	1.5	73.5
Economics	"	"	Gregory McGuire	20	48	1.5	72.0
Language Skills	"	"	Carol Ward	20	50	1.5	75.0
Three-Year Cert. In - Business Accounting Studies (Part-time)							
Language Skills & Comm.	1989/90	Further Edu.	{Lyris Christian Monica Musaib-Ali	22	39	1.5	58.5
Economics	"	"	{Annette Griffith Christendyal Ramnarine	22	7	1.5	10.5
Business Maths/Stats	"	"	Jennifer Mohammed	22	22	1.5	33.0
Year II							
Info. Systems Des. & Anal.	"	"	Lennox Brown	24	24	1.5	36.0
					20		
				Bal c/f	90	1.5	30.0
					2171		

SOCS Extension & UWI - Further Education (Cont'd)

SUBJECTS	ACADEMIC YEAR	PROGRAMMES	TUTORS	NO OF STUDENTS PER SUB.	TOTAL	NO OF SESSIONS TAUGHT	LENGHT OF SESSIONS	TOTAL HOURS
Three Year Cert. In Life Underwriting (Part-time)					2537			
Year I (A)								
Gen. Pr. & Theory of Econ	1989/90	Further Edu.	John Prince	22		41	1.5	61.5
Language Skills & Comm.	"	"	Alfred Wafe	22		49	1.5	73.5
Pr & Prac of Life Under.	"	"	Hugo McFarlane	22		24	1.5	36.0
Year I (B)								
Gen. Pr. & Theory of Econ.	"	"	Kenrick Seepersad	20		36	1.5	54.0
Language Skills & Comm.	"	"	Gerald Samuel	20		51	1.5	76.5
Pr & Prac of Life Under.	"	"	Hugo McFarlane	20	126	45	1.5	67.5
Two Year Cert. In Marketing (Part-time)								
Year I								
Fin. Mgt Accounting	1989/90	Further Edu.						
Industrial Management	"	"	Anthony Bartholomew	12		47	1.5	70.5
Pr of Computing & Appl.	"	"	Gaston Alfred	12		50	1.5	75.0
	"	"	Selwyn Williams	12	36	47	1.5	70.5
One Year Post Cert. In Marketing & Consumer Behaviour (Part-time)								
Consumer Behaviour	1989/90	Further Edu.	Anthony Jackson	10		9	1.5	13.5
Economic Principles	"	"	Anthony Bartholomew	10		48	1.5	72.0
Marketing Management	"	"	Henley Bishop	10	30	46	1.5	69.0
Three Year Cert. In Mass Media & Communications (Part-time)								
Year I								
Caribbean History	1989/90	Further Edu.	Rodolph Ottley	24		49	1.5	73.5
Carib. Political Econ.	"	"	Melvin Charles	24		49	1.5	73.5
Language Skills & Comm.	"	"	Patricia Worrell	24	72	41	1.5	61.5
			Bal c/f		2801			

SOCS Extension & UWI - Further Education (Cont'd)

SUBJECTS	ACADEMIC YEAR	PROGRAMMES	TUTORS	NO OF STUDENTS PER SUB.	TOTAL	NO OF SESSIONS TAUGHT	LENGHT OF SESSIONS	TOTAL HOURS
MMC (Cont'd)			Bal b/f		2801			
Year II								
Art & Design	1989/90	Further Edu.	Cecil Maxwell	15		49	1.5	73.5
Method & Techniques	"	"	Judith DeFour	15		49	1.5	73.5
Social Psy. & Gr. Beh.	"	"	Daphne Phillips	15		48	1.5	72.0
Year III								
Pr. & Pr. of Comm. Arts	"	"	{Rodney Charles Merlyn Hernandez	13		20	1.5	30.0
Recurrent Issues	"	"	Debbie Ransome	13		16	1.5	24.0
Survey Methods	"	"	Enelda Rennie	12	83	40	1.5	60.0
						46	1.5	69.0
One-Year Post Cert. In Medical Legal Secretaries (Part-time)								
Data Process/Computing	1989/90	Further Edu.	Sewlyn Williams	15		42	1.5	63.0
Gen. Pr. of Law	"	"	Gary Kelly	10		25	1.5	37.5
Human Biology	"	"	Michael Ramjohn	5		43	1.5	64.5
Legal Terminology	"	"	Penelope Beckles	10		49	1.5	73.5
Medical Terminology	"	"	Patricia Lalla	5	45	49	1.5	73.5
Three-Year Cert. In Middle Management Personnel (Part-time)								
Year I(A)								
Business Maths & Stats	1989/90	Further Edu.	Earle Marshall	36		49	1.5	73.5
Economics	"	"	Frank Lyons	36		46	1.5	69.0
Language Skills & Comm.	"	"	Darrel Rudder	36		49	1.5	73.5
Year I(B)								
Business Maths & Stats	"	"	Earle Marshall	35		49	1.5	73.5
Economics	"	"	Randath Maharaj	34		47	1.5	70.5
Language Skills & Comm.	"	"	Darrell Rudder	34	211	50	1.5	75.0
			Bal c/f		3140			

SOCS Extension & UWI - Further Education (Cont'd)

SUBJECTS	ACADEMIC YEAR	PROGRAMMES	TUTORS	NO OF STUDENTS PER SUB.	Bal b/f	TOTAL	NO OF SESSIONS TAUGHT	LENGHT OF SESSIONS	TOTAL HOURS
MMP (Cont'd)						3140			
Year II(A)									
Bus. Acc. & Fin. Anal.	1989/90	Further Edu.	Hamilton Padmore	23			48.0	1.5	72.0
Entrep. & Carib. Bus.	"	"	Shirley Thomas	23			44.0	1.5	66.0
Organ. Theory & Beh.	"	"	Brian Bissessar	23			39.0	1.5	58.5
Year II(B)									
Bus. Acc. & Fin. Anal.	"	"	Hamilton Padmore	32			49.0	1.5	
Entrep. & Carib. Bus.	"	"	Shirley Thomas	32			54.0	1.5	
Organ. Theory & Beh.	"	"	Brian Bissessar	32			39.0	1.5	
Year III									
Commercial Law	"	"	Charles Carter	28			51.0	1.5	
Personnel & Ind. Relations	"	"	Gabriel Yeates	26			43.0	1.5	
Product. Control	"	"	Henley Bishop	24		243	42.0	1.5	63.0
Three-Year Cert. In Pharmacy (Part-time)									
Year I									
Pharm. Chemistry	"	"	(Dyer Narinesingh (Balmatee Sukha	14			37.0	1.5	55.5
Pharmacognosy	"	"	Compton Seaforth	14			24.0	1.5	36.0
Pharmaceutics I	"	"	Hugh Callender	15			37.0	1.5	55.5
Year II							36.0	1.5	54.0
Pharmaceutics II	"	"	Hugh Callender	13			61.3	1.5	92.0
Pharm. Chemistry II	"	"	(Dyer Narinesingh (Balmatee Sukha	14			31.0	1.5	46.5
Human Physiology	"	"	Anthony Pottinger	12		97	30.0	1.5	45.0
							48.0	1.5	72.0
			Bal c/f			3480			

SOCs Extension & UWl - Further Education (Cont'd)

SUBJECTS	ACADEMIC. YEAR	PROGRAMMES	TUTORS	NO OF STUDENTS PER SUB.	TOTAL	NO OF SESSIONS TAUGHT	LENGHT OF SESSIONS	TOTAL HOURS
PHM (Cont'd)			Bal b/f		3480			
Year III								
Pharmacognosy	1989/90	Further Edu.	Brian Bocage	13		41	1.5	61.5
Pharmacy Ethics	"	"	Kelvin Best	13		21	1.5	31.5
Pharmaceutics III	"	"	Lauren Lumkin	13		44	1.5	66.0
Pharm. Mgt. & Admin	"	"	Allan Hewitt	13	52	23	1.5	34.5
Three-Year Cert. In Physical Education (Part-time)								
Year I								
Anatomy & Physiology	1989/90	Further Edu.	Nasser Racha	15		33	1.5	49.5
History of Physical Edu.	"	"	Joyce Thomas	15		37	1.5	55.5
Lang. Skills & Comm.	"	"	John Pierre	18		37	1.5	55.5
Practicals (Volley ball)	"	"	Masood Ali	18		11	1.5	16.5
" (Hockey)	"	"	Alma Thomson	18		20	1.5	30.0
Year II								
Art & Science of Coaching	"	"	(Alma Thomson)	15		20	1.5	30.0
Teaching Physical Edu.	"	"	(Lester Osuna)	15		19	1.5	28.5
	"	"	Leslie Hoyte	15		37	1.5	55.5
Skilled Performance	"	"	Leslie Osuna	15		6	1.5	9.0
Practicals	"	"	Patrick Long	15		37	1.5	55.5
	"	"	Anthony Jameson	15		11	1.5	16.5
			Leslie Rowley	15		16	1.5	24.0
			Ricardo Paul	15	189	16	1.5	24.0
			Bal c/f		3721			

SOCS Extension & UWI - Further Education (Cont'd)

SUBJECTS	ACADEMIC YEAR	PROGRAMMES	TUTORS	NO OF STUDENTS PER SUB.	NO OF SESSIONS TAUGHT	LENGHT OF SESSIONS	TOTAL HOURS
One-Year Post Cert. In Principles & Practice of Mgt (Part-time)				Bal b/f	3721		
Managerial Econ. & Fin.	1989/90	Further Edu.	Carroll Robinson	20	44	1.5	66.0
Strategic Plann & Appli.	"	"	David Dedier	20	39	1.5	58.5
Management Principles	"	"	Hollis Nicholas	20	49	1.5	73.5
Three-Year Cert. In Safety Management (Part-time)							
Year I							
Language Skills	1989/90	Further Edu.	Alfred Wafe	15	40	1.5	60.5
Management Maths	"	"	Theodore Joseph	15	47	1.5	70.5
Basic Science	"	"	Anthony Joseph	15	24	1.9	36.0
Mgt. Maths & Stats	"	"	Anthony Joseph	15	24	1.5	36.0
Human Beh. & Safety	"	"	Hamid Farabi	15	50	1.5	75.0
Three-Year Cert. In Security Management (Part-time)							
Year I							
Language Skills	1989/90	Further Edu.	Alfred Wafe	20	25	1.5	37.5
Management Maths	"	"	Theodore Joseph	20	47	1.5	70.5
Psychology	"	"	Desmond Callender	19	47	1.5	70.5
Year II							
Legal Aspects of Security	"	"	Leslie Stanley	11	48	1.5	72.0
Principles of Law	"	"	Gary Kelly	11	50	1.5	75.0
Social Behaviour	"	"	Bernice Thorpe	11	39	1.5	58.5
			Reynold Waldroft		9	1.5	13.5
					92		
				Bal c/f	3948		

SOCS Extension & UWI - Further Education (Cont'd)

SUBJECTS	ACADEMIC YEAR	PROGRAMMES	TUTORS	NO OF STUDENTS PER SUB.	TOTAL	NO OF SESSIONS TAUGHT	LENGHT OF SESSIONS	TOTAL HOURS
Three-Year Cert. In Social Work (Part-time)					3948			
Year I								
Intro. to Sociology	1989/90	Further Edu.	Daphne Phillips	28		49	1.5	73.5
Language Skills & Comm.	"	"	Christopher Taitt	27		48	1.5	72.0
Pr. & Pr. of Social Wk.	"	"	Gregory Mieres	28		49	1.5	73.5
Year II								
Human Growth & Dev.	"	"	Anthony Watkins	12		46	1.5	69.0
Intro. to Pol. Econ.	"	"	Anthony Murray	10		50	1.5	75.0
Pr. & Pr. of Social Wk.	"	"	Clarence Leach	12		50	1.5	75.0
Year III								
Methods of Soc. Research	"	"	Earle Marshall	13		50	1.5	75.0
Social Psychology	"	"	Kenrick Pickford-Gordon	13		49	1.5	73.5
Pr. & Pr. of Social Wk.	"	"	Bernice Thorpe	13	156	47	1.5	70.5
Two-Year Cert. In Statistics (Part-time)								
Year II								
Applied Stats	"	"	Earle Marshall	7		51	1.5	76.5
Demography & Population	"	"	Earle Marshall	7		50	1.5	75.0
Sources & Methods of Econ.	"	"	Kenreth Forde	7	21	50	1.5	75.0
Visual Arts (Part-time)								
Year III								
Art History & Appre.	"	"	Christopher Cozier	9		48	1.5	72.0
ources of Carib. Image	"	"	Isiah James-Boothoo	9		49	1.5	73.5
hree Dim. Express	"	"	Cecil Maxwell	9	27	50	1.5	75.0
					4152			
					Bal c/f			
					Bal b/f			

CARAPICHAIMA

SUBJECTS	ACADEMIC YEAR	PROGRAMMES	TUTORS	NO OF STUDENTS PER SUB.	TOTAL	NO OF SESSIONS TAUGHT	LENGHT OF SESSIONS	TOTAL HOURS
CENTRE - CARAPICHAIMA SENIOR COMP. SCHOOL					4152			
General Class Programme								
Prin. of Accounts	1989/90	CXC	Anthony Ragoonath	15		30.0	2	60
Mathematics	"	"	Satnarine Ramsingh	13	28	30.0	2	60
Vocational Job Oriented Class Programme								
Air Cordition & Refri.	1989/90	Further Edu.	Gopaul Rangeawan	22		37.5	2	75
Agriculture	"	"	Euserius Pustam	7		18.0	2	36
Architectural Draw.	"	"	Lawrence Seepeesad	10		36.0	2	72
Auto Electrical	"	"	Silas Khan	11		37.5	2	75
Auto.Mechanics	"	"	Devanand Changa	10		36.0	2	72
Business Accounting	"	"	Hamid Abdul	19		36.0	2	72
Dress Design & Constr.	"	"	Patricia Ellies	11		36.0	2	72
Electrical Installation	"	"	Krishna Heeralal	10		36.0	2	72
Intro. to Computer & Prog.	"	"	Decdath Maharaj	16		36.0	2	72
"	"	"	Deodath Maharaj	16		36.0	2	72
"	"	"	Kenneth Mose	13		36.0	2	72
"	"	"	Kenneth Mose	13		36.0	2	72
"	"	"	Nadira Cheerangie	11		36.0	2	72
Engine & Gearbox	"	"	David Sewsaran	18		36.0	2	72
Pre School Education	"	"	Fanny Ramsundarsingh	11		51.0	2	72
Radio & TV Repairs	"	"	Frankstan Paul	15		36.0	2	72
Salesmanship	"	"	Gina Baldeo	16		36.0	2	72
Small Bus. Mgmt	"	"	Wayne Ragoobir	18		36.0	2	72
Tailoring	"	"	Sinah Ali	10		36.0	2	72
Welding	"	"	Seechan Mohan	12	269	36.0	2	72
Bal c/f					4449			

SANGRE GRANDE

SUBJECTS	ACADEMIC YEAR	PROGRAMMES	TUTORS	NO OF STUDENTS PER SUB.	TOTAL	NO OF SESSIONS TAUGHT	LENGHT OF SESSIONS	TOTAL HOURS
CENTRE		NORTH EASTERN COLLEGE			4449			
		Vocational Class Programme						
Air Condition & Refri.	1989/90	Voc/Job Ori.	Caleb Hewitt			18	3	54
Auto Mechanics (I)	"	"	Claudius Fergus	18		18	3	54
Auto Mechanics (II)	"	"	Dayanand Maharaj	10		32	2	64
Business Management	"	"	Dayanand Maharaj	12		36	2	72
Business Comm.	"	"	Trevor Lau	12		36	1	36
Cake Decoration	"	"	Kathleen Kassiram	14		36	1	36
Cake & Pastry Making	"	"	Marie Lyons	14		36	2	72
	"	"	Valerie Remy	10		27	2	54
	"	"	Helen Frederick			9	2	18
Ceramics	"	"	Lucille Lewis	19		36	3	108
Intro. to Computer & Prog.	"	"	Arjoon Ramlal	19		36	2	72
Intro. to Computer & Prog.	"	"	Jennifer Ganesingh	10		36	2	72
Dress Design & Constr. (I)	"	"	Cynthia Clarke	14		36	2	72
" " (II)	"	"	Cynthia Clarke	19		36	2	72
" " (III)	"	"	Martha Espinoza	13		36	2	72
Electronics	"	"	Glenford Dottin	21		36	2	72
Electrical Installation	"	"	David Austin	13		2	2	44
	"	"	Albert Best			14	2	28
Fashion Design	"	"	David Dhanie	16		36	2	72
Hair Culture	"	"	Andrew Joseph	13		14	2	28
	"	"	Sheena Mohammed			22	2	44
Nursery & Kindergarten	"	"	Wendy Cumberbatch	33		18	1	18
"	"	"	Ingrid Granger	33		36	1	36
"	"	"	Anderson Antoine	33		18	1	18
"	"	"	Halcyon Manchew	33	379	18	1	18

Bal c/f 4828

Sangre Grande - Voc/Job (Cont'd)

SUBJECTS	ACADEMIC YEAR	PROGRAMMES	TUTORS	NO OF STUDENTS PER SUB.	TOTAL	NO OF SESSIONS TAUGHT	LENGHT OF SESSIONS	TOTAL HOURS
			Bal b/f		4848			
Plumbing Yr I	1989/90	Voc/Job Ori.	Charles Toussaint	9		36	1.0	18.0
Tailoring	"	"	Roderick Joseph	16		36	2.0	72.0
Welding	"	"	Spencer Lucas	12		36	2.0	72.0
Woodworking	"	"	Cecil Jones	13	50	36	2.0	72.0
VALSAYN TEACHER'S COLLEGE								
Pre Primary Education								
Level I	1989/90	Special Class						
Child Care	"	"	Pearl Brathwaite-Mapp	7		38	1.5	57.0
Comm. & Professional Dev.	"	"	Grace King	7		29	1.5	43.5
Nutrition Health & Safety	"	"	Whilma Donald	7	* taught jointly	25	1.5	37.5
Social & Environ. Studies	"	"	Vilma Cropper	7				
Level II Yr I								
Child Development	"	"	Michael Baron	37		40	1.5	60.0
Communication	"	"	Rosa Reddock	37		40	1.5	60.0
Cultural Influences	"	"	Anthea Permeall	37		40	1.5	60.0
Level II Yr II								
Admin & Management	"	"	Grace King	28		41	1.5	61.5
Methodology & Philosophy	"	"	Panel of tutors	28		48	1.5	72.0
Nutrition	"	"	Whilma Donald	28	* 251	40	1.5	63.0
Personal & Profess. Dev.	"	"	Rosa Thompson	28				
			Bal c/f		5129			

Valsayn Teacher's College - Voc/Job Oriented (Cont'd)

SUBJECTS	ACADEMIC YEAR	PROGRAMS	TUTORS	NO OF STUDENTS PER SUB.	TOTAL	NO OF SESSIONS TAUGHT	LENGHT OF SESSIONS	TOTAL HOURS
Cert. In Supply Management				Bal b/f	5129			
Year II								
Effective Comm.	1989/90	Special Class	Angelina McMayo	24		40	1.5	60.0
Business Procedures	"	"	Rawle Baldwin	24		40	1.5	60.0
Purchasing	"	"	George Harry	24		40	1.5	60.0
Stores Management	"	"	George Harry	24		40	1.5	60.0
Year II								
Elements of Costing	"	"	Carlyle Constantine	19		39	1.5	58.5
Human Resource Management	"	"	Marjorie Anderson	19		40	1.5	60.0
Transport & Distribution	"	"	George Harry	19	153	56	1.5	84.0

External Studies Programme

Cert In Admin Management								
Admin. in the Office	1989/90	Ext. Studies	Mary McDonald	23		19	1.5	28.5
Office Systems	"	"	Mary McDonald	23		19	1.5	28.5
Manpower Administration	"	"	Gabriel Yeates	23		13	1.5	19.5
Office Planning & Control	"	"	Mary McDonald	23		19	1.5	28.5
Info. Technology	"	"	Bhaisingh Jagdeo	23		11	1.5	16.6
Admin. Data & Information	"	"	Mary McDonald	23		26	1.5	39.0
Case Study	"	"	Marcia Massiah	23	161	25	1.5	37.5
Diploma In Administrative Management								
Year I								
Administrative Mgmt I	1989/90	Ext. Studies	Charles Lindsay	22		27	1.5	40.5
Administrative Mgmt II	"	"	Charles Lindsay	22	44	22	1.5	33.0
				Bal c/f	5487			

Valsayn Teacher's College - External Studies (Cont'd)

SUBJECTS	ACADEMIC YEAR	PROGRAMMES	TUTORS	NO OF STUDENTS PER SUB.	TOTAL	NO OF SESSIONS TAUGHT	LENGHT OF SESSIONS	TOTAL HOURS
					5487			
			Bal b/f					
Human Resource Mgt	1989/90	Ext Studies	Bhaisingh Jagdeo	22		23	1.5	34.5
Organ. Analysis	"	"	Mervyn Sandy	22	44	22	1.5	33.0

PORT OF SPAIN

AREA: - PORT OF SPAIN

CENTRE:- Tranquillity Government Sec.

CXC - General Class Programme

Pr. of Accounts	1989/90	General Class	Mervyn Extavour	19	30	2	60.0
English Language	"	"	Merlyn Scott Duffy	30	30	2	60.0
Mathematics	"	"	Yvonne Lewis	36	30	2	60.0
Pr. of Business	"	"	Carlton Scott	17	30	2	60.0
Social Studies	"	"	Lloyd Phillips	7	30	2	60.0
					109		

GCE - General Class Programme

Pr. of Accounts	1989/90	General Class	Choy Manzano	18	20	2	40.0
English Language	"	"	Carlton Scott	27	15	2	30.0
					45		

Term II 1989

Bal c/f 5685

Tranquillity Gov't Sec. - General Class (Cont'd)

SUBJECTS	ACADEMIC YEAR	PROGRAMMES	TUTORS	NO OF STUDENTS PER SUB.	TOTAL	NO OF SESSIONS TAUGHT	LENGHT OF SESSIONS	TOTAL HOURS
Term I 1990			Bal b/f		5685			
Pr. of Accounts	1989/90	General Class	Choy Manzano	29		25	2	50
Commerce	"	"	Melvin Charles	11		25	2	50
Economics	"	"	Wilfred Phillips	14		25	2	50
Maths	"	"	Rayburn Wallace	23		25	2	50
English Language	"	"	Carlton Scott	13	90	25	2	50

Enlightenment & Enrichment Class Programme

Term II 1989								
Basic Sewing	1989/90	General Class	Felicea Monticieux-Pilgrim	21		11	2	22
Cake Decoration	"	"	Cynthia McNish	11		11	2	22
Child Psychology	"	"	Carol Hislop	21		11	2	22
Cookery	"	"	Christiana Victor	14		11	2	22
Floral Arrangement	"	"	Pearl Gordon	13		11	2	22
Interior Decoration	"	"	Terry Ann Williams	15		11	2	22
Sociology	"	"	Clivin Victor	10		11	2	22
TERM I	1990							
Cake Icing	"	"	Cynthia McNish	8		14	2	28
Child Psychology	"	"	Carol Hislop	26		14	2	28
Intro. to Sociology	"	"	Clivin Victor	12		14	2	28
Photography	"	"	Albert Jameson	14		14	2	28
Wall Appliance Repairs	"	"	Gilbert Alexander	18		14	2	28
Tailoring	"	"	Richard Alexander	15		14	2	28
Ye Dye & Batik I	"	"	Lisa Sargeant	24		14	2	28
Ye Dye & Batik II	"	"	Lisa Sargeant	17		14	2	28
Basic Sewing (I)	"	"	Felicea Monticieux-Pilgrim	20		14	2	28
Basic Sewing (II)	"	"	Sylvia Osbourne	15	274	15	2	30
			Bal c/f		6049			

SUBJECTS	ACADEMIC YEAR	PROGRAMMES	TUTORS	NO OF STUDENTS PER SUB.	TOTAL	NO OF SESSIONS TAUGHT	LENGHT OF SESSIONS	PERCENTAGE
CENTRE		BELMONT JUNIOR SEC.	Bal b/f		6049			
		Vocational Job-Oriented Class Programme						
Architectural Drawing	1989/90	Vocational	Lennox Carew	13		36	2	7
Building Construction	"	"	Gary McMayo	17		36	2	7
Cake Decoration I	"	"	Anne-Marie Douglas	11		36	2	7
Cake Decoration II	"	"	Anne-Marie Douglas	11		36	2	7
Cake & Pastry Making	"	"	Lucas Downes	14		36	2	7
Child Psychology	"	"	Monica Musaib Ali	15		33	2	6
Commercial Art	"	"	Lawrence Richardson	14		34	2	6
Cookery Yr I	"	"	Lucas Downes	20		36	2	7
Dress Design & Constr.	"	"	Eileen Ayres	16		36	2	7
Electrical Installation	"	"	Cuthbert Parke	32		36	2	7
Fabric Design	"	"	Margaret Gordon	21		36	2	7
Fabric Design	"	"	Margaret Gordon	20		36	2	7
Fashion Design	"	"	Lawrence Richardson	9		33	2	6
Hair Dressing	"	"	Allison Sydney-Paul	9		39	2	7
Interior Decoration	"	"	Donald Eerment	17		25	2	50
Plumbing	"	"	Charles toussaint	19		36	2	7
Photography	"	"	Arnot Joseph	13		32	2	64
Radio & TV Repairs	"	"	Hubert Moore	12		36	2	7
Tailoring	"	"	Richard Alexander	10		36	2	7
Upholstery Yr I	"	"	Norman Edwards	18		36	2	7
Upholstery Yr II	"	"	Norman Edwards	12	323	36	2	7
			Bal c/f		6372			

Queens Royal College - External Studies (Cont'd)

SUBJECTS	ACADEMIC YEAR	PROGRAMMES	TUTORS	NO OF STUDENTS PER SUB.	TOTAL	NO OF SESSIONS TAUGHT	LENGT OF SESSIONS	TOTAL HOURS
Group III					Bal b/f			6842
Advertising	1989/90	External	Rodney Charles	26				
Marketing	"	"	Rodney Charles	26		63	1.5	94.5
Public Relations	"	"	Rodney Charles	26	78			
Cert. In Administrative Management								
Admin In the Office	1989/90	External	Martin Joseph	24		20	2.0	40.0
Office Systems	"	"	Lethem Marshall	24		9	2.0	18.0
Manpower Administration	"	"	Martin Joseph	24		23	3.0	69.0
Office Planning	"	"	Martin Joseph	24		6	3.0	18.0
Information Technology	"	"		(24				
Admin. Data & Information	"	"	Lethem Marshall	(24		20	1.5	30.0
Case Study	"	"		(24	168			
					Bal c/f			7088

SAN FERNANDO

SUBJECTS	ACADEMIC YEAR	PROGRAMMES	TUTORS	NO OF STUDENTS PER SUB.	TOTAL	NO OF SESSIONS TAUGHT	LENGHT OF SESSIONS	TOTAL HOURS
AREA	-	SAN FERNANDO						7088
CENTRE	-	SOUTH UNIVERSITY CENTRE						
		<u>GCE General Class Programme</u>						
Mathematics	1989/90	Gen class	Charles Barry	15	15	58	2	116
		<u>GCE General Class ('O' level Class Programme</u>						
Mathematics	1989/90	Gen Class	Charles Barry	12		34	2	68
Mathematics	"	"	Charles Barry	15	27	41	2	82
		<u>GCE General Class 'A' Levels</u>						
Law	1989/90	Gen Class	Roger Waterman	13	13	42	2	84
CENTRE	-	Pleasantville Sen. Comp. School						
Auto Electrical	1989/90	Vocational	Bajnath Singh	11		36	2	72
Air Condition/Refrig.	"	"	Earl Blades	19		36	2	72
Business Management	"	"	Suzan Romano Davis	36		36	2	72
Cosmetology	"	"	Elizabeth Thomas	21		34	2	68
Press Construction	"	"	Vanery Bissoon	20		36	2	72
Psychology	"	"	Errie Dick	8	115	36	2	72
			Bal c/f					7258

SUBJECTS	ACADEMIC YEAR	PROGRAMMES	TUTORS	NO OF STUDENTS PER SUB.	TOTAL	NO OF SESSIONS TAUGHT	LENGHT OF SESSIONS	TOTAL HOURS
CENTRE	-	South University Centre			7258			
		Pre-Primary Education						
Level II Yr I								
Cultural Influences	1989/90	Special Class	Fanny Ramsundarsingh	21		49	1.5	73.5
Child Development	"	"	Errie Dick	21		37	1.5	55.5
Language Skills	"	"	Joan Yuille-Williams	21		40	1.5	60.0
Level II Yr II								
Admin & Management	"	"	Ashton Daly	16		36	1.5	54.0
Personal & Prof. Growth	"	"	Errie Dick	16		37	1.5	55.5
Methodology	"	"	Joan Yuille Williams	16		40	1.5	60.0
Nutrition	"	"	Merle Seucharan	16	127	31	1.5	46.5
		Occasional Class Programme						
Screen Printing	1989/90	Occasional	Gene Wilkes	33		25	3.0	75.0
Air Brush Painting	"	"	Richard Ramon	23		30	2.5	75.0
Indian Music & Culture	"	"	Mohan Samlal	29		25	3.0	75.0
Auto Body Repair	"	"	Samuel Joseph	11	96	63	3.0	189.0
		Special Class Programme						
Computing Skills								
Accounting	1989/90	Level I Gr A	Deodath Randass	29		24	1.5	36.0
Date Processing	"	"	Nigel Vidale	29		47	1.5	70.5
Computer Practicals	"	"	Susan Romero	29	87	59	3.0	177.0
			Bal c/f		7568			

SAN FERNANDO - Special Class (Cont'd)

SUBJECTS	ACADEMIC YEAR	PROGRAMMES	TUTORS	NO OF STUDENTS PER SUB.	TOTAL	NO OF SESSIONS TAUGHT	LENGHT OF SESSIONS	TOTAL HOURS
Computing Skills					7568			
Accounting	1989/90	Level I Gr B	Deodath Randass	29		55	1.5	82.5
Data Processing	"	"	Diann marshall-Diaz	29		27	1.5	40.5
Computer Practicals	"	"	Louisa Jones	29	87	104	1.5	156.0
Computing Skills								
Quantitative Studies	"	Level II	Sais Narine	17		55	1.5	82.5
Systems Analysis	"	"	Diann Marshall-Diaz	17		28	1.5	42.0
Computer Practical	"	"	Louisa Jones	17	51	82	1.5	123.0

FURTHER EDUCATION CLASS PROGRAMME

Guidance & Counsel

Year I

Admin of Guidance	1989/90	Further Edu.	Azinnah Baig	24		46	1.5	69.0
Career Dev. Principles	"	"	Eric Drue	24		50	1.5	75.0
Foundations of Guidance	"	"	Joseph Ragoonanan	24		50	1.5	75.0

Year II

Intro to Counselling	"	"	Joseph Ragoonan	18		64 *	1.5	96.0
Intro to Career Counselling	"	"	Eric Drue	18		62 *	1.5	93.0
Counselling Practicum	"	"	Joseph Ragoonan/Eric Drue	18	126	taught jointly		

7832

San Fernando - Further Education (Cont'd)

SUBJECTS	ACADEMIC YEAR	PROGRAMMES	TUTORS	NO OF STUDENTS PER SUB.	TOTAL	NO OF SESSIONS TAUGHT	LENGHT OF SESSIONS	TOTAL HOURS
Lower 6th Form				Bal b/f				
Biology	1989/90	Further Edu.	Maxine Carter-Khan	9		126	1.5	189
Chemistry	"	"	Vishnu Debie	10		122	1.5	183
Economics	"	"	Saise Narine	15		104	1.5	156
Geography	"	"	Nazimul Mohammed	5		92	1.5	138
History	"	"	Hanuman Jadulal	7		106	1.5	159
Language Skills (A)	"	"	Pamela Clarke	19		59	1.5	88.5
Language Skills (B)	"	"	Pamela Clarke	15		66	1.5	99.0
Law	"	"	Roger Waterman	9		97	1.5	145.5
Mathematics	"	"	Charles Barry	7		99	1.5	148.5
Sociology	"	"	Cheryl Sadeek	8	104	94	1.5	141.0
Upper 6th Form				Bal c/f				
Accounts II	"	"	Marcia Rampersad	6		90	1.5	135.0
Biology	"	"	Maxine Carter-Khan	10		92	1.5	138.0
Chemistry	"	"	Vishnu Debie	6		109	1.5	163.5
Economics	"	"	Glynis Ashby	8		92	1.5	138.0
Geography	"	"	Dhanshar Maharaj	8		122	1.5	183.0
History	"	"	Hanuman Jadulal	7		87	1.5	130.5
Language Skills	"	"	Pamela Clarke	19		49	1.5	73.5
Language Skills	"	"	Sherine Khan	13		51	1.5	76.5
Law	"	"	Roger Waterman	4		84	1.5	126.0
Mathematics	"	"	Charles Barry	6		82	1.5	123.0
Sociology	"	"	Cheryl Sadeek	10	97	83	1.5	124.5
				8033				

SAN FERNANDO - Further Education (Cont'd)

SUBJECTS	ACADEMIC YEAR	PROGRAMMES	TUTORS	NO OF STUDENTS PER SUB.	TOTAL	NO OF SESSIONS TAUGHT	LENGHT OF SESSIONS	TOTAL HOURS
<u>Repeaters</u>			Bal b/f		8033			
Biology	1989/90	Further Edu.	Maxine Carter-Khan	6		taught jointly with yr II		
Chemistry	"	"	Vishnu Debie	10		"		
Economics	"	"	Glynis Ashby	11		83	1.5	124.5
Geography	"	"	Wayne Mathura	6		taught jointly with yr II		
Language Skills	"	"	Pamela Clarke	24		25	1.5	52.5
Mathematics	"	"	Charles Barry	8		taught jointly with yr II		
								65

Two-Year Cert. In Business Administration (Day School)

Year I

Accounting	1989/90	Further Edu.	Marcia Rampersad	13		56	1.5	84.0
Business Organisations	"	"	Glynis Ashby	13		32	1.5	48.0
Business Law	"	"	Roger Waterman	13		27	1.5	40.5
Economics	"	"	Terry Amirali	13		35	1.5	52.5
Information System	"	"	Zeandra Hosein	13		26	1.5	39.5
Language Skills	"	"	Pamela Clarke	13		32	1.5	48.0
Maths & Stats	"	"	Saise Narine	13		32	1.5	48.0
Computer Practical	"	"	Zeandra Hosein	13		10	1.5	15.0
					104			

Two-Year Cert. In Computer Studies (Day) School

Year I (A)

Accounting	1989/90	Further Edu.	Marcia Rampersad	20		56	1.5	84.0
Data Processing	"	"	Zeandra Hosein	20		49	1.5	73.5
Language Skills	"	"	Pamela Clarke	20		56	1.5	84.0
Computer Practicals	"	"	Zeandra Hosein	20		54	1.5	81.0
					80			
			BAL c/f		8282			

San Fernando - Further Education (Cont'd)

SUBJECTS	ACADEMIC YEAR	PROGRAMMES	TUTORS	NO OF STUDENTS PER SUB.	NO OF SESSIONS TAUGHT	LENGHT OF SESSIONS	TOTAL HOURS
Year I (B)				8282			
Accounting	1989/90	Further Edu.	Marcia Rampersad	17	57	1.5	85.5
Data Processing	"	"	Zeandra Hosein	17	49	1.5	73.5
Language Skills	"	"	Sherine Khan	17	54	1.5	81.0
Computer Practicals	"	"	Zeandra Khan	17	60	1.5	90.0
Year II(A)							
Accounts	"	"	Marcia Rampersad	21	36	1.5	54.0
Comm. In Business	"	"	Pamela Clarke	21	27	1.5	40.5
System Analysis & Design	"	"	Neverson Cheesman	21	72	1.5	108.0
Computer Practicals	"	"	Neverson Cheesman	21	113	1.5	169.5
Quantitative Studies	"	"	Saise Narine	21	71	1.5	106.5
Year II(B)							
Accounts	"	"	Marcia Rampersad	23	36	1.5	54.0
Comm. In Business	"	"	Pamela Clarke	23	25	1.5	37.5
System Analysis & Design	"	"	Neverson Cheesman	23	25	1.5	37.5
Quantitative Studies	"	"	Saise Narine	23	44	1.5	66.0
Computer Practicals	"	"	Ashley Edwards	23	76	1.5	114.0
AREA SAN FERNANDO					288		
CENTRE - SIPARIA SEN. COMP. SCHOOL							
Vocational Job Oriented Class Programme							
Intro. to Computer Prog.	1989/90	Voc	Cassoo Ramoutar	21	35	2.0	70.0
Intro. to Computer Prog.	"	"	Khemraj Boodhai	22	36	2	72
					43		
					8613		
					====		

General Class Programme
 'O' Level/CXC Examination Project 1989/1990
 Centre Distribution of Registrations

SUBJECTS	AREA CENTRES						
	CPA	ELD	POS	SFO	SGE	TGO	TOTAL
English Language	-	-	43	-	-	-	43
Economics	-	-	14	-	-	-	14
Commerce	-	-	11	-	-	-	11
Mathematics	13	-	59	42	-	-	114
Principles of Accounts	15	-	48	-	-	-	63
Principles of Business	-	-	17	-	-	-	17
Social Studies	-	-	7	-	-	-	7
TOTAL	28	-	199	42	-	-	269

General Class Programme
 Enlightenment & Enrichment (Non-Examination) Project 1989/1990
 Centre Distribution of Registrations

SUBJECTS	AREA CENTRES				
	CPA	DGM	STA	POS	TOTAL
Basic Sewing	-	-	-	35	35
Cake Icing	-	-	-	8	8
Child Psychology	-	-	-	26	26
Introduction to Sociology	-	-	-	12	12
Photography	-	-	-	14	14
Small Appliance Repairs	-	-	-	18	18
Tailoring	-	-	-	15	15
Tye Dye & Batik	-	-	-	35	35
TOTAL	-	-	-	163	163

Summary Statistics for the
Vocational and Job-Oriented Programme 1989/1990

SUBJECTS	BEL	CMA	ELD	SFO	SGE	SPR	TOTAL
Air Condition & Refrigeration	16	16	24	13	16	-	85
Architectural Drawing	-	9	-	-	-	-	9
Auto Electrical Repairs	-	-	10	-	11	-	21
Auto Mechanics	-	-	-	-	20	-	20
Auto Engine & Gearbox	-	-	19	-	24	-	43
Auto Tune-up & Trouble Shooting	-	-	25	-	-	-	11
Basic Shorthand & Typing	-	-	11	-	-	-	11
Business Accounting	-	16	-	-	-	-	16
Building Construction	14	-	-	-	9	-	23
Business Management	-	-	26	-	-	-	26
Cake Decoration	20	-	8	-	14	-	42
Cake & Pastry	13	8	6	-	-	-	27
Catering	-	-	15	-	-	-	15
Child Psychology	15	-	-	-	-	-	15
Ceramics	-	-	16	-	-	-	16
Commercial Art	14	-	-	-	-	-	14
Cupboard Design & Construction	-	-	18	-	-	-	18
Dress Design & Construction	18	11	33	21	42	-	125
Electricity & Electronics	-	-	24	-	19	-	43
Electrical Installation	32	10	-	-	13	-	55
Fabric Design	41	-	17	-	-	-	58
Fish Farming	-	11	-	-	-	-	11
Fashion Design	9	-	-	-	15	-	24
Food Preparation	18	-	-	-	-	-	18
Domestic House Wiring	-	-	9	-	-	-	9
Hair Culture	9	-	-	-	11	-	20
Introduction to Computers	-	60	-	-	28	41	129
Introduction to Psychology	-	-	27	-	-	-	27
Interior Decoration	17	-	-	-	-	-	17
Photography	12	-	-	-	-	-	12
Plumbing	16	-	13	-	9	-	38
Radio & TV Repairs	14	10	-	-	-	-	24
Running a Geriatric Home	-	-	7	-	-	-	7
Small Business Management	-	16	10	-	-	-	26
Salesmanship	-	-	-	-	16	-	16
Small Appliance Repairs	-	-	9	-	-	-	9
Tailoring	7	10	30	-	15	-	62
Upholstery	27	-	-	-	-	-	27
Welding	-	12	10	-	12	-	34
Woodwork	-	-	-	-	11	-	11
Nursery Kindergarten	19	10	25	-	31	-	85
TOTAL	331	199	392	34	316	41	1313