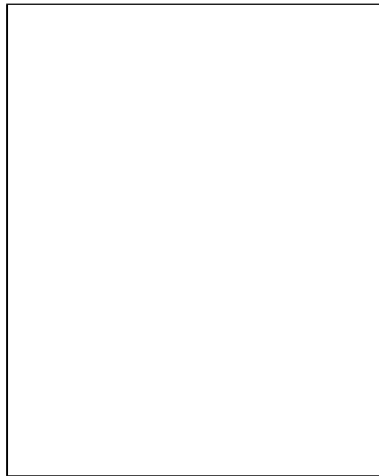


# **SCHOOL OF CONTINUING STUDIES**

**Year ending July 31, 2002**



**Professor Lawrence Carrington, BA, Lond-UCWI, PhD UWI  
– Director**



*Senior staff of the School of Continuing Studies, met at their Annual Staff Conference on the Mona Campus of The University of the West Indies from June 24-29, 2002, to review the year's activities and to discuss plans for further development of the School.*

## ***OVERVIEW***

**T**he mission of the School of Continuing Studies is to provide opportunities for lifelong learning through a variety of high quality programmes designed to contribute to the social, cultural and economic development of the people of the Caribbean region. During the academic year 2002-2003, the School in Jamaica fulfilled its goals through the offer of a wide variety of courses, the provision of technical assistance to a number of agencies in areas of its proficiency and through its participation in the development of labour studies, social welfare training, early childhood care and education and human resource development.

The Social Welfare Training Centre (SWTC) made an exceptional contribution by its work in creating the **Caribbean Journal of Social Work**. This is the first journal in the region devoted to the study of social work and it marks a major step in the School's initiative to raise the academic horizons of the field. The SWTC also took the lead in organizing the Fifth Biennial Conference of Caribbean and International Social Work Educators, with the theme "Expanding the Profession of Social Work for Caribbean Peoples: Towards Integrating Indigenous Theories and Practice", which was held between August 6 and 9, 2001 in Nassau, Bahamas.

The Trade Union Education Institute (TUEI) devoted significant time to creating a **Certificate in Labour Studies**. This programme is intended to become the first element of a campus initiative to offer a full set of programmes in labour studies up to postgraduate level. The objective is to strengthen the competencies of industrial relations practitioners across the region and provide them with a uniform set of basic principles and skills for advancing the interest of working people and civil society. The programme is scheduled to begin in January 2003.

The Caribbean Child Development Centre (CCDC) reinforced its value to the outreach of the UWI by completing its collaboration with Jamaica's National Council on Technical and Vocational Education and Training (NCTVET) on the production of curriculum manuals for trainers and students of Levels I and II Early Childhood workers. NCTVET Occupational Standards for Early Childhood workers have been officially adopted as CARICOM standards. The Centre continued its active participation in the Children's Issues Coalition (ChIC), a group of UWI staff working on issues related to children. CCDC has been functioning as co-

editor of Volume I of the Coalition Journal, *Caribbean Childhoods: From Research to Action*, due for publication in the academic year 2002-2003.

Enrolment at our South Camp Road Centre has continued to be buoyant despite the increasing competition. Our Montego Bay Centre began to show signs of increased enrolment and our investment in the new premises has begun to pay off.

The Office of the Director advanced the process of revising and upgrading the courses offered by the School across the region. It also published a handbook of the School's programmes making information on them readily available in one volume.

# CARIBBEAN CHILD DEVELOPMENT CENTRE (CCDC)

Janet Brown, BA Hanover Coll (Ind.), MSW Col – Tutor/Coordinator

## WORK OF THE DEPARTMENT

### Continuing Education



Within the Child Focus project, the Caribbean Child Development Centre (CCDC) started development on a Master's degree in Early Childhood Development Leadership, in collaboration with the Institute of Education, Mona. The MEd programme will be conducted primarily on-line, with two one-month face-to-face summer blocks on the Mona campus. The programme is targeted to senior government and NGO administrators and programme officers within the Caribbean

from early education, health and community services sectors, who are responsible for policy development and national programme planning and implementation. The pilot programme will begin in the summer of 2003.

### Outreach

CCDC held two Friday Forums during the year and three quarterly Early Childhood Development (ECD) regional network teleconferences, during the period. The teleconferences were attended by 40 to 100 ECD and parenting colleagues at UWIDEC sites around the region.

Activities under the Child Focus project, funded by the IDB, continued. The project aims to strengthen national ECD programmes within IDB member countries within the Caribbean, and through the Caribbean Area office of UNICEF project activities are linked with those in non-IDB member countries within the region. Key activities this year included:

- The development of the MEd in ECD Leadership, with Institute of Education;
- The launching of the Caribbean ECD/parenting website; [www.caribecd.org.jm](http://www.caribecd.org.jm)

- Workshops to strengthen the regional ECD association (with support from the National
- Association for the Education of the Young Child, USA)
- Technical support provided for 4<sup>th</sup> Regional ECD Conference in Guyana

### **Collaboration**

This year, the collaboration with Jamaica's National Council on Technical and Vocational Education and Training (NCTVET) on the production of curriculum manuals for trainers and students of Levels I and II Early Childhood workers was completed. Janet Brown was editor for all manuals and wrote a module for Level I. Jamaica's NCTVET Occupational Standards for EC workers have been officially adopted as CARICOM standards within the new CARICOM qualifications framework. Given this, these materials and NCTVET's certification system for workers are being considered for use in St. Vincent, St. Lucia and Montserrat and are already in use in Grenada. The materials are available for all early childhood training courses in Jamaica, and form the basis of a HEART/NTA Level I course introduced in three locations in 2002. CCDC also provided technical support for the Government of Jamaica's programme to certify Level I workers on completion of the CCDC pilot course. In addition, CCDC continued to work with NCTVET on rationalising this system with higher levels of qualifications in the field, including harmonisation with access routes to teacher training and associate degrees, and the development of standards at Level IV.

Work with the inner-city drama group Hope for Children Development Company continued. CCDC drafted and pilot-tested a facilitators' guidebook for use with parenting video which had been produced in an earlier phase.

### **Institutional cooperation within SCS and UWI**

CCDC continued its active participation in the Children's Issues Coalition (ChIC), a group of UWI department representatives, all of whom are working on issues related to children. CCDC is the co-editor of Volume I of the Coalition Journal: *Caribbean Childhoods: From Research to Action*, which is due for publication in the academic year 2002-2003. During the period, the Coalition was able to secure a grant from the Environmental Foundation of Jamaica (EFJ) of J\$ 2,875,000 to create a databank/resource publication on Jamaican/Caribbean research on children and families.

CCDC continued its support of the Dudley Grant Early Childhood Resource Centre of the Institute of Education, contributing hardware and technical assistance to the establishment of its library and resource centre for

students and the general public. A donation of ECD texts to CCDC was also passed on to this Centre for greater accessibility to students.

### **Research and Technical Assistance**

A number of follow-on activities flowed from the Profiles Project which was undertaken in partnership with the Department of Child Health, Mona and was completed last year. IDB funded an evaluation of the Profiles system and a review of its international replication. The Planning Institute of Jamaica (PIOJ) funded the integration of the Profiles system into the Government's system. This work is being conducted by Sian Williams and the Department of Child Health. The findings of the study will be published in the next academic year.

Janet Brown continued work with the Bernard van Leer Foundation on Fatherhood in the Caribbean and became an advisory committee member to Caribbean Support Initiative child-rearing study in two Caribbean countries. Mrs. Brown also began developing a joint research project on fatherhood with Department of Sociology, Psychology and Social Work.

CCDC provided technical assistance to a number of Caribbean governments in early childhood policy and programming as indicated below. Funding for some of the activities was provided by the UNICEF Caribbean Area Office and the European Union

#### ***St. Vincent and the Grenadines***

An action plan for early childhood was drafted, following the publication of the survey on the quality of services and status of policy and programming and an inter-sectoral task force was established to plan the way forward.

#### ***Suriname and Guyana***

CCDC provided planning technical assistance to the governments for the drafting of legislation for early childhood services.

#### ***Grenada***

The Centre conducted an assessment of the management training needs for government officers with responsibility for early childhood services.

#### ***Guyana***

CCDC provided technical assistance to Government of Guyana and the CARICOM Secretariat in preparation for the fourth regional early childhood conference.

### ***St. Lucia and Montserrat***

Reports, based on national surveys on the quality of early childhood environments conducted in the previous academic year, were completed and submitted to the governments.

CCDC provided technical assistance to UNICEF on a number of initiatives: the preparation of a report on Jamaican Case Studies of UNICEF Partnerships; the development of a script for a video production on ECD developments in the Eastern Caribbean; the presentation to governments of the Eastern Caribbean on the regional strategy for early childhood 2003-2007 and the preparation of a report for UNICEF Jordan on the Evaluation of the Better Parenting Program.

Technical assistance was also provided to the Environmental Foundation of Jamaica with respect to a major grant pending to early childhood sector and to Youth Now in testing manuals with groups of boys.

## **PAPERS PRESENTED**

### **Janet Brown**

- “Examining Fatherhood in the Caribbean: Research Definitions and Action Programmes” Fifth Biennial Conference of Caribbean and International Social Work Educators, Nassau, Bahamas August 6-9, 2001.
- “The Development of Indicators derived from the Profiles Project”. 28-slide power point presentation. UN Special Session Early Childhood side event. New York City, May 9, 2002
- “Case study on development of training and certification system in Jamaica”. Fourth Regional Conference on Early Childhood Development, Georgetown, Guyana, July 22, 2002

### **Sian Williams**

- “Approach to policymaking in early childhood in the Caribbean region”. European Union Roundtable on Early Childhood; Brussels, November 7-8, 2001.
- “Early childhood networks; the experience of the Caribbean to strengthen leadership”. Latin American regional early childhood conference, (CINDE), Cartagena, November 15-16, 2001
- “Policy implications arising from the Profiles Project”. World Bank seminar, Washington D.C., December 10, 2001



- “Progress and developments in early childhood in the Caribbean region”. Annual meeting of the Consultative Group on early childhood care and development, The Hague, August 13-16, 2001.
- “The progress made under the Caribbean Plan of Action: an analysis of 19 country reports”. Fourth Regional Conference on Early Childhood Development, Georgetown, Guyana, July 22, 2002

## **PUBLICATIONS**

### **Refereed**

#### **Brown, Janet**

- \* “Examining Fatherhood in the Caribbean: Research, Definitions and Action Programmes” *Caribbean Journal of Social Work*, Vol. 1 (March 2002): 49-64

### **Non-refereed**

#### **Brown, Janet**

- \* “Parental Resistance to Child Rights in Jamaica” in *Children’s Rights: Caribbean Realities* edited by Christine Barrow. Kingston: Ian Randle Publishers, 2002, 113-131
- \* *Level I Trainers Manual and Student Manual, Early Childhood Workers*. NCTVET 2002

#### **Williams, Sian**

- \* “The mighty influence of long custom and practice. Sexual exploitation of children for cash and goods in Jamaica” in *Children’s Rights: Caribbean Realities* edited by Christine Barrow. Kingston: Ian Randle Publishers, 2002, 330-349

## **PUBLIC SERVICE**

#### **Janet Brown**

- Panelist/guest speaker at child development/parenting workshops
- Member, Steering Committee for implementation of the Strategic Plan for ECD

- Member, ECD Integration Advisory Committee, Ministry of Education.

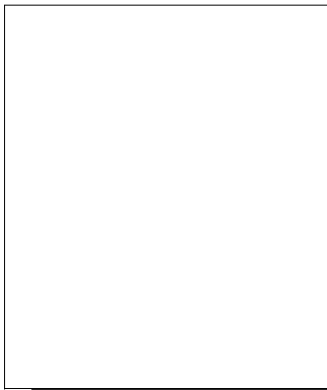
**Sian Williams**

- Member, Ministry of Labour & Social Security steering committee for the ILO/IPEC programme to eradicate the worst forms of child labour.

# SOCIAL WELFARE TRAINING CENTRE (SWTC)

Lincoln Williams, BA *East Anglia*, PGCE, MA *Lond*, Dip*Thames*  
– Tutor/Coordinator

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## WORK OF THE DEPARTMENT

The Social Welfare Training Centre (SWTC) continued to offer regional courses for para-professional social workers; the pilot course for the training of youth workers and a number of short courses and seminars. The Centre continued to participate in a number of regional and international associations engaged in the development of the social work profession.

The Centre's international profile has been heightened due to the establishment of links with several universities abroad in the convening of a regional conference and the launch of a new publication, the *Caribbean Journal of Social Work*. The Centre has continued its collaboration with the Commonwealth Foundation, London and the Commonwealth Youth Programme Caribbean Centre (London and Guyana).

The development of the Centre continues to be hampered by lack of investment in its infrastructure and by the need for full-time academic staff. The residential accommodation is in desperate need of extensive repair; failure to do so will entail greater expenditure of the University's scarce resources in the future.

### **Continuing Education**

The Regional Four Month course in the Principles and Practice of Social Work continued to be one of the most popular courses offered by the Centre. Demand for places, particularly from Jamaican students, on this course continued to outstrip the number of places available. However, it is

increasingly difficult to recruit students from other Caribbean countries. The reduction of students from the other Caribbean islands means the loss of the most important regional aspect of the course. Of the 38 students registered for the course, 30 were from Jamaica. The other 8 were from Antigua & Barbuda, British Virgin Islands, Montserrat and St. Kitts. The Practicum placements in Puerto Rico continued with the support of the University of Puerto Rico, the University of the East and the International Exchange office in Puerto Rico.

The Certificate in Social Services has grown remarkably since the course was franchised from the UWI Faculty of Social Sciences in 1998. Thirty-eight per cent of all students registered for the 2001/02 programme were registered at SWTC. There was also an increase in the number of students applying to do the course on a part-time basis.

SWTC, in collaboration with the Commonwealth Foundation and the Commonwealth Youth Programme, offered the Diploma in Youth in Development Studies, an innovative distance education course in youth work, to students across the region. The pilot was completed in 2002. The pilot programme is now being evaluated by Professor Dennis Irvine, formerly of the Commonwealth of Learning in Canada.

### **Outreach**

SWTC coordinated a workshop for 33 workers from the Ministry of Labour & Social Security to prepare them to manage the introduction of the new benefit programme, Jamaica Unified Benefit Programme. The Centre organised a shorter workshop in March 2002 in Montego Bay, for the Ministry's workers in the North and West of the Island. Thirty-six (36) workers participated in the second workshop.

The Social Welfare Training Centre took the lead in organizing the Fifth Biennial Conference of Caribbean and International Social Work Educators, which had the theme "Expanding the Profession of Social Work for Caribbean Peoples: Towards Integrating Indigenous Theories and Practice", which was held August 6-9, 2001, Nassau, Bahamas. The principal purpose of the conference was to stimulate research and publication in the field of social work in the Caribbean, United States, Canada, Britain, Africa and India. The conference was extremely successful both in terms of the number of participants and the variety and quality of the papers presented.

### **Collaboration**

The SWTC collaborates with a number of organizations in furthering the development of social work practice and policies. The tutor/coordinator is the president of the Association of Caribbean Social Work Educators

(ACSWE). The Centre coordinated all the administration for the association, including the organizing of the association's biennial regional conference, publication of its annual journal and other publications. The SWTC provided logistical support to the Jamaica Association of Social Workers. The Centre played an active role in developing the criteria for recognition of social work as a self-regulating profession in Jamaica.

### **Institutional cooperation**

The SWTC continued to work closely with the Department of Psychology, Sociology and Social Work in the delivery of courses. The SWTC also collaborates with the department in the production of the *Caribbean Journal of Social Work*.

## **RESEARCH IN PROGRESS**

- The role of youth in the Grenadian Revolution (provisional title).

## **PAPERS PRESENTED**

### **Lincoln Williams**

- “Social Work education in the West Indies” (with & John Maxwell), Fifth Biennial Conference of the Caribbean Association of Social Work Educators, Bahamas, August 6-9, 2001.
- “The Training of Social Workers in the Caribbean”. The Catholic University of Santiago, Chile, January 15-26, 2002.
- “Adolescents and violence in Jamaica”. Conference of the Council on Social Work Education, Dallas, Texas, March 7-11, 2002.

## **PUBLICATIONS**

### **Lincoln Williams**

- \* “*Adolescence and Violence in Jamaica*” in *Meeting Adolescent Development and Participation Rights: The findings of Five Research Studies on Adolescents in Jamaica*. UNICEF/UNFPA: Kingston: UNICEF/UNFPA, 2002, 226-280.
- \* “*A Review of the issues arising from selected quantitative and qualitative Literature on Youth in the Caribbean*”. World Bank, Washington, D.C. 2002, 47 pages

\* Editor in chief: *Caribbean Journal of Social Work*, Vol.1. March 2002

### **PUBLIC SERVICE**

- Chair, Editorial Board and Editor, *Caribbean Journal of Social Work*
- President, Association of Caribbean Social Work Educators (ACSWE)
- Member, Youth Policy Steering Committee, National Youth Development Centre/ National Youth Service
- Member, Executive Board, International Association of the Schools of Social Work (IASSW)
- Member, Executive Committee Jamaica Association of Social Workers (JASW)
- Member, Organizing Committee, UWI Golf Classic
- Member, Jamaica AIDS support

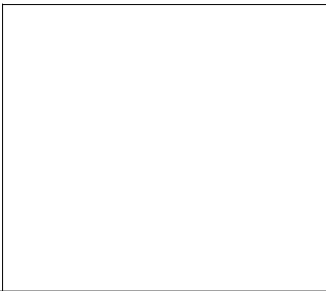
### **DISTINGUISHED VISITORS**

**Mr. Mike Fenton**, Jamaica Social Investment Fund

**Ms. Shirley Campbell**, School of International Training

**Dr. Carl Applewaite** and **Dr. J. Hornen-Bryce**, National Public Health Laboratory, Barbados

**Thom and Kay McDade**, Pacific Lutheran University



**TRADE UNION  
EDUCATION  
INSTITUTE (TUEI)**

**Marva A. Phillips, MSc Johns  
Hopkins – Tutor/Coordinator**

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**WORK OF THE  
DEPARTMENT**

**O**ver the period, the Trade Union Education Institute (TUEI) continued to network with trade unions, the International Confederation of Free Trade Unions (ICFTU), the Inter-American Regional Organisation of Workers (ORIT) and the Caribbean Congress of Labour (CCL) and support the activities of the Social Welfare Training Centre. The Tutor/Coordinator took study leave in July 2002 during which a visit was made to the University of Maryland.

**Continuing Education**

The TUEI has developed a Certificate in Labour Studies that aims to improve the effectiveness of Caribbean Industrial Relations Practitioners. The objectives of the programme are to strengthen the competencies of industrial relations practitioners across the region and provide them with a uniform set of basic principles and skills for advancing the interest of working people and civil society. The programme is scheduled to begin in January 2003.

A TUEI/Friedrich Ebert Stiftung (FES) sponsored Methodology Workshop was held in December 2001, in order to standardise the teaching

of courses in the Certificate in Labour Studies. Facilitators for the workshop were Dr Phyllis Macpherson-Russell of the SCS, Mona, Professor Tony Bogues of Brown University, Mrs. Judith Wedderburn of FES and Ms Marva Phillips.

### **Outreach**

A two-day seminar was held in December 2001 entitled 'Strengthening Trade Unions through Information Technology.' This was sponsored by the International Labour Organization (ILO) Caribbean Office. There were 15 participants, 7 males and 8 females drawn from the different unions in Jamaica.

### **RESEARCH IN PROGRESS**

- Pedagogical Training: The Leadership of the Caribbean Trade Union Movement & Industrial Relations Practitioner
- Gender Relations within the Caribbean Trade Union Movement

### **PAPERS PRESENTED**

- "Union Women: Looking at Mirrors & Glass Ceilings". Women's Studies & African-American Women's Labour Studies Centre, University of Maryland, July 2002

### **PUBLICATIONS**

#### **Refereed**

- \* "Sexual Division of Labour in the Trade Union Movement: Trade Union involvement in maintaining and challenging the sexual division of labour". *Global Development Studies - International Development Options*, Volume 2, Winter 2000 - Spring 2001
- \* "A Woman's Right in the Caribbean Workplace." Review of UNIFEM/ILO Caribbean Information Kit on Convention on the Elimination of all Forms Discrimination Against Women (CEDAW). *Caribbean Quarterly* Volume 48, No. 1: March 2002
- \* Guest Editor. *Caribbean Quarterly* 48, 1 (2002). "Michael Manley: A Voice at the Workplace".



## **PUBLIC SERVICE**

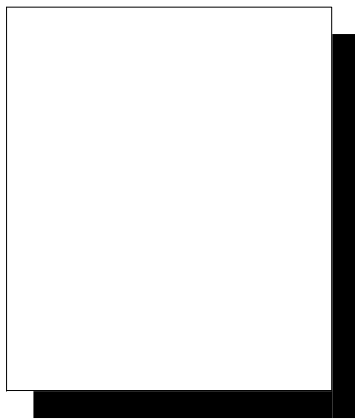
- Council Member, Jamaica Confederation of Trade Unions
- Chair, Jamaica Confederation of Trade Unions Women’s Committee
- Member, Permanent Salaries Review Board - Ministry of Finance
- Member, Pastoral Council, Roman Catholic Archdiocese of Kingston
- Caribbean Representative (Caribbean Congress of Labour) to Regional Inter-American Workers Association (COMUT, Titular)
- JCTU’s Representative to the ICFTU/ORIT Continental Congress, Washington D.C.
- CCL’s Alternate Representative to ICFTU Women’s Committee

## **DISTINGUISHED VISITORS**

**The Hon. Donald Buchanan**, Minister of Labour, Government of Jamaica

**Prof. Harold A. Lutchman** and **Dr. Lawrence Nurse**, Commissioners, ILO/IDB Commission on the Strategies and Operations of Labour Colleges in the Caribbean

**Ms Karen Ferguson**, Coordinator, Education & Finance and **Ms Butler**, Vice-President of the Bahamas Hotel Catering & Allied Workers Union



**EASTERN  
JAMAICA –  
SOUTH CAMP  
ROAD**

**Kenneth Carter, BSc Ind, MBA W.**  
*Mich – Resident Tutor & Head*

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**WORK OF THE DEPARTMENT**

**Continuing Education**

**T**he Centre's aggressive marketing of its programmes continued to pay dividends. In a very competitive environment, the School was able to maintain its market share in many of its programme areas and increase it in some areas. Over the period, there was an increase in enrolment of approximately 15%. Total programme enrolment was ten thousand, two hundred and sixty nine (10,269). Enrolment in the Information Technology course, preparing students for the CXC examination and in the Psychological Studies courses showed significant growth and enrolment in the Professional Studies courses remained stable. The table below provides enrolment figures by programme area.

**Programme Enrolment**

| <b>Programme Area</b> | <b>Participants</b> | <b>Total</b> |
|-----------------------|---------------------|--------------|
|-----------------------|---------------------|--------------|

|                                 | <b>M</b>    | <b>F</b>    |              |
|---------------------------------|-------------|-------------|--------------|
| Computer Studies                | 532         | 1272        | 1804         |
| Psychological Studies           | 176         | 1180        | 1356         |
| Pre-University & Access Courses | 1018        | 2706        | 3724         |
| Professional Studies            | 550         | 1717        | 2267         |
| Intensive 10-week programmes    | 298         | 820         | 1118         |
| <b>TOTAL</b>                    | <b>2574</b> | <b>7695</b> | <b>10269</b> |

### **RESEARCH IN PROGRESS**

- Why Small Businesses Fail in Jamaica – Causes and Prevention
- Gambling in Jamaica – A Socio-economic Analysis

### **PUBLIC SERVICE**

- The Resident Tutor continued to give lectures, speeches and consultations in his areas of expertise. He continued to teach courses in Economics, Finance, Small Business Management, Manpower Planning and Development and Industrial Psychology.



## WESTERN JAMAICA – MONTEGO BAY

**Vilma Clarke, BA UWI, FLMI, MBA**  
*Nova – Resident Tutor & Head*

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### WORK OF THE

#### DEPARTMENT

**D**espite the challenges of the competitive environment, the 2001 academic year was a very buoyant one for the School in Western Jamaica. The highlight of the year under review was the official opening of **Harrison House**, which provided an opportunity to showcase the new University Centre. Minister of Education, the Hon. Burchell Whiteman unveiled the plaque commemorating the event, for the Prime Minister who was unavoidably absent. The ceremony was well attended and gave the School a well-deserved promotional push.

During the period, customer service was emphasized along with an active public relations campaign. The programme, *Nation Wide* hosted by Cliff Hughes was aired from Harrison House on April 12. The School part sponsored the event and received promotional airplay in return. The Resident Tutor was interviewed on *Hill and Gully Ride*, a popular programme aired on TVJ on a programme featuring Montego Bay. Harrison House was highlighted as a place of historical interest to Montego Bay. The

Resident Tutor was given a brief moment on the popular “talk show” programme, *Hotline*. The School provided part sponsorship for Western Relays.

### Continuing Education

For the period under review, there was a marked improvement both in registrations and enrolments for the programme offerings. Enrolment increased by approximately 57% in the review period. Supervisory Management, Social Work and Early Childhood Education continued to be popular programmes. The table below provides enrolment figures for each programme.

### Programme Enrolment

| Programme                            | Christmas |    | Easter |    | Summer |    |
|--------------------------------------|-----------|----|--------|----|--------|----|
|                                      | M         | F  | M      | F  | M      | F  |
| Supervisory Management–10 weeks      | -         | -  | 3      | 5  | 3      | 8  |
| Supervisory Management–1 year        | 6         | 24 | 8      | 28 | 10     | 31 |
| Social Work                          | 5         | 18 | 3      | 18 | 3      | 22 |
| Marketing                            | 3         | 7  | 3      | 8  | 3      | 5  |
| Introduction to Computers            | 3         | 1  | 1      | 5  | 2      | 8  |
| Microsoft Word                       | -         | 5  | -      | -  | -      | -  |
| Business Management Year 1           | 3         | 13 | 2      | 6  | 2      | 5  |
| Business Management Year 2           | 4         | 6  | 2      | 4  | 2      | 4  |
| Early Childhood Education            | 1         | 15 | 1      | 16 | -      | 16 |
| Journalism                           | 2         | 10 | 2      | 10 | 2      | 12 |
| Microsoft Office                     | 1         | 4  | -      | -  | 2      | 3  |
| Managerial Accounting                | 2         | 8  | 2      | 8  | 3      | 9  |
| Conversational Spanish               | 2         | 7  | 3      | 7  | -      | -  |
| Starting & Managing A Small Business | -         | -  | 4      | 3  | -      | -  |
| Fundamentals Of English              | 1         | 3  | -      | -  | -      | -  |

|                     |           |            |           |            |           |            |
|---------------------|-----------|------------|-----------|------------|-----------|------------|
| A' Level Accounting | 3         | 7          | 3         | 5          | 2         | -          |
| <b>Totals</b>       | <b>36</b> | <b>128</b> | <b>37</b> | <b>123</b> | <b>34</b> | <b>123</b> |

## Outreach

The School collaborated with Jamaica AIDS Support and the St James Health Department to host an *Open Forum on HIV/AIDS* in St James to solicit support for the work of this community agency in its fight against AIDS. The event was held at Harrison House and several persons working with other social agencies attended the forum as well as a number of medical doctors from the community.

The School also facilitated as well as co-sponsored two programmes during May as a part of its community outreach effort. The Centre joined with the Faith Temple Assembly of God in hosting two events in celebration of family month. Prof. Barry Chevannes spoke on the topic *The impact of the male on the family* and Mrs. Faith Linton on *Marriage and the Family*. The School also assisted with a third presentation on *HIV/AIDS and the role of the Church*.

The School again hosted the Emancipation Museums Workshop sponsored by the Institute of Jamaica. The approximately sixty children, who attended the two-week workshop, were exposed to many aspects of Jamaican culture.

## RESEARCH IN PROGRESS

- Adult & Continuing Education at the School of Continuing Studies Jamaica Western 1990 -2000

## PAPERS PRESENTED

- “Change Management in a Public Sector HE Institution”. ACHEA Conference, Port-of-Spain, Trinidad, July10- 13, 2002

## PUBLIC SERVICE

- Member, Montego Bay Community College Scholarship Committee
- Secretary, Munro PTA Western Chapter
- Member, International Third World Leaders Association

- Member, American Society for Training and Development (ASTD)
- Member, Jamaica Adult Literacy (JAMAL)
- Member, Jamaican Council for Adult Education
- Member, Association of Caribbean Higher Education Administrators