North American Association of Summer Sessions

29th Annual Conference

November 20-23, 1992
Washington, D.C.
North American Association of Summer Sessions

29th Annual Conference
Washington, D.C.

TABLE OF CONTENTS

NAASS Standing Committees Page 2
General Information Page 3
Extracurricular Activities Page 4
Early Bird Events: Thursday, November 19 Page 6
Preliminary Program: Friday, November 20 Page 7
New Summer Session Administrators' Workshops Page 7
NAASS Standing Committee Meetings Page 8
Administrative Council Meeting Page 8

First Day: Saturday, November 21 Page 9
First General Session Page 9
Concurrent Sessions Page 9

Hotel Meeting-Banquet Facilities Page 10

First Day: Saturday, November 21 Page 13
Regional Luncheons Page 13
Second General Session Page 14
Concurrent Sessions Page 14
President's Reception Page 15

Second Day: Sunday, November 22 Page 16
Creative Awards Breakfast Page 16
Concurrent Panels Page 17
Concurrent Sessions Page 17
Banquet Reception Page 18
Conference Banquet Page 18

Third Day: Monday, November 23 Page 19
Breakfast Buffet Page 19
Annual Business Meeting Page 19
Concurrent Roundtables Page 19
Administrative Council Meeting Page 19

NAASS Administrative Council Page 20
Committee members are expected to attend the NAASS Standing Committee Meetings at 10:00 a.m. on Friday, November 20, and then accompany assigned partners to the New Summer Session Administrators’ and Mentors’ Luncheon at noon.

Conference Site Selection
Alton L. Taylor, Chairperson
Paul Aizley
Denis J. Cassivi
J. Calvin Leonard
David K. Miller
Theresa A. Neil
Helen B. Warren

Creative and Innovative Awards
James L. Murphy, Chairperson
Phyllis A. Barry
Peggy A. Berry
Kenneth R. Garren
Jerry M. Greiner
Selma Harwood
Louis R. Jensen
Rosemary W. Owens
Michele Wilson

Membership
Michael U. Nelson, Chairperson
Sharon E. Alexander
Furney E. Brown, Jr.
Charles N. Kaufman
John R. Papinchak
Sybil P. Smith

Nominations and Elections
Thomas S. McLeRoy, Chairperson
Victor N. Kobayashi
Anita Webb-Lupo
Raymond C. Rapp
Donna Scarboro
Sybil P. Smith

Publications
Hazel W. Harris, Chairperson
Donna R. Bafundo
John E. Hess
Thomas B. McRoberts
Mees Shea
Dawn L. White
John T. Yantis

Research
Kathryn Gould Cullinan, Chairperson
M. Joanne (Jody) Fisher
Lee Golden
John H. Leffler
Rosa Redonnet
Harland E. Samson
Ronald L. Wasserstein
Joyce F. Williams-Green

NOTE: Any member interested in serving on one of these committees in 1993 should fill out the accompanying Committee Request Form and mail it as directed.
Conference Registration -- Complete the enclosed Conference Registration Form and submit it, along with the appropriate fees, no later than November 6, 1992. All fees paid, less $20.00, are refundable if the registration is cancelled before November 9, 1992. The Basic Registration Fee includes: Saturday's Continental Breakfast, two refreshment breaks, the Regional Luncheon, and President Cudd's Evening Reception; Sunday's Creative Awards Breakfast, Banquet Reception, and Conference Banquet; and Monday's Breakfast Buffet.

Make checks payable to "The American University/NAASS" and mail them together with the Conference Registration Form -- to: NAASS Conference, Office of Summer Sessions, Asbury 309, The American University, Washington, D.C. 20016-8126.

Additional Tickets -- Additional tickets for spouses/guests are available for all non-meeting functions. The fees for these activities are on the next pages, under "Extracurricular Activities," and on the Conference Registration Form.

Multiple Institutional Registrations -- A reduced registration fee is available to any institution sending more than two people to the Conference. The first two attendees pay the Basic Registration Fee ($205.00 for NAASS members or $290.00 for non-NAASS members); all additional registrants from that institution will pay $175.00 each. Please submit all registrations at the same time to ensure proper credit.

Hotel Reservations -- A reservation envelope has been included with your conference registration materials. Please note that the final date for securing guaranteed hotel reservations is October 19, 1992. You may also telephone in your reservation by calling 1-800-THE-OMNI (Omni Reservations) or calling the Omni Shoreham Hotel directly at 1-202-234-0700. Specify that you will be attending the NAASS Conference.

Hotel Parking -- Guest parking in the hotel garage is $12.00 per day with unlimited exit/entry.

Transportation from Air Terminals to the Omni Shoreham Hotel -- If at all possible, arrange to fly into D.C. National Airport rather than Dulles or Baltimore-Washington International Airports. The distance and cost for ground transportation from the latter airports to our hotel is considerably greater than from National Airport. The following will give you an idea of the costs and even more complete information will be mailed to each registrant.

- From D.C. National Airport: by taxi -- about $10 per person, plus $1.25 per additional passenger; by Metro (DC's wonderful and safe rapid transit system) -- $1.65 during rush hour, $1.00 otherwise.
GENERAL INFORMATION

- From Dulles International Airport: by taxi – about $35.00 per person, plus $1.25 per additional passenger; by Washington Flyer Bus plus a required taxi connection – about $19.00.

- From Baltimore-Washington International Airport: by taxi – about $45.00 per person, plus $1.25 per additional passenger; by Airport Connection Bus plus a required taxi connection – about $18.00.

- From Union Station: by taxi – about $9.00 per person, plus $1.25 per additional passenger. By Metro – $1.10 during rush hour, $1.00 otherwise.

Weather – Late November in Washington can be gorgeous (sunny, in the 60s) or brutal (cold, wet, bleak, in the 30s). Bring a warm coat, gloves, scarf, hat, and umbrella to be on the safe side.

Restaurants and Attractions – Washington is a great place for eating (cuisines from all over the world) as well as sightseeing. Comprehensive information about individually arranged tours, major tourist attractions, educational organizations (both public and private) headquartered in the District of Columbia, restaurants, shows, and music will be sent to each registrant well in advance of the conference. This packet will include telephone numbers for additional information and reservations, ticket prices, addresses, hours of operation, transportation in and around the city, etc.

EXTRACURRICULAR ACTIVITIES

Friday, November 20, 1992 – 5:30 p.m.

Candlelight Tour of Historic Old Alexandria, Dinner and Entertainment, and a Tour of Washington’s Monuments by Night

Founded in 1749, Alexandria was the major port on the Potomac until the government decided to build the new national capital in what is now Washington, D.C. Despite its important neighbor across the river, Alexandria remained the area’s major commercial center until well into the nineteenth century. Together with Mount Vernon and Williamsburg, Old Town Alexandria represents the colonial era urban communities of the region.
Comfortable coaches will pick you up at the Omni Shoreham, take you across the Potomac into Virginia, and drop you off for a candlelight walking tour of the most important sites in Old Town Alexandria – escorted by guides garbed in authentic colonial dress. In case of inclement weather, you will make the tour on the buses. A warm coat and comfortable shoes are a must.

After the tour, you will enjoy some of the ethnic cuisine Washington offers – a traditional and delicious Moroccan dinner: minced chicken, eggs, almonds, onions, and parsley baked in delicate phyllo pastry sprinkled with powdered sugar and cinnamon, a salad platter with five different offerings, tender chicken with lemon and olives, honey and nut dessert pastries, and mint tea. After dinner comes entertainment – elegant belly-dancing.

To cap off the evening, on the return trip to the hotel you will be treated to a tour of Washington’s marvelous illuminated monuments: the Capitol Building, Library of Congress, and Supreme Court; the Jefferson, Lincoln, and Washington memorials; Pennsylvania Avenue and the White House.

Cost: $45.00 per person (includes transportation, tours, dinner, tax, and gratuity; does not include any alcoholic beverages or soft drinks).

NOTE: If you plan to attend this event, fill out the blue Special Event Reservation Request postcard and mail it no later than September 25, 1992, to guarantee your reservation. After October 1, reservations will be taken on a space-available basis only.

* * * * * * * *

Sunday, November 22, 1992 – 1:30-5:00 p.m.

Tour of Mount Vernon

Enjoy a comfortable ride across the Potomac and down the Mount Vernon Parkway to visit George Washington’s home. Knowledgeable National Park Service guides, in period costume, will show you through the main house, which has been meticulously restored and filled with authentic furnishings from the wallpaper and draperies to the kitchen equipment. You will also see the mansion’s outbuildings (kitchen, laundry, barns) and landscaping, including its beautiful perennial and herb garden and breathtaking lawn running down to the river’s edge. A warm coat, comfortable shoes, gloves, scarf, hat, and umbrella are advisable.

Cost: $20.00 (includes transportation and entry into Mount Vernon).
EXTRACURRICULAR ACTIVITIES

Other Things to Do

Conference registrants will be sent comprehensive information about cultural events in Washington, including theaters, music, shows, sports (e.g., Kennedy Center, National Theater, Ford's Theater). Registrants will also receive information about tours to places a bit removed from Washington, such as Monticello and Williamsburg.

EARLY BIRD EVENTS: Thursday, November 19

Noon-5:00 p.m. Early Bird Registration Caucus Room
An opportunity for those early arriving members to get themselves registered and/or pick up their Conference registration packets.

1:30-5:30 p.m. Shopping, Individual and Small Group Tours, or Visits to National Associations' Headquarters
Conference registrants will receive detailed information about: shopping in various parts of the metropolitan area (e.g., Old Post Office, Union Station, Georgetown, Tyson's Corner); how to arrange for individual or small group tours (e.g., hours of operation, ticket prices, transportation, telephone numbers for more information); and addresses and telephone numbers of organizations such as NEH, NEA, NSF, and House and Senate Education Committees.

6:00-7:00 p.m. Early Bird Social Hour President's Suite
NAASS President John Cudd will be "at home" to any and all who may wish to drop by, partake of some liquid refreshment, and engage in a little stimulating conversation. Members should ask in the Conference registration area (Caucus Room) the location of the President's suite.
8:00 a.m.  REGISTRATION/HOSPITALITY  Caucus Room
ROOM OPEN

9:00-11:30 a.m.  New Summer Session Administrators’
Workshops  --  Session I
These workshops, one organized for private institutions and
one for the public sector, are designed to cover topics of
importance to the newer (two summers or less) summer
administrator. Topics may include: the role of the summer
session dean/director; planning and evaluation; financial
management; scheduling and programming; marketing and
advertising; reporting and analysis. Participants will be
provided reference materials, along with an opportunity to
discuss issues which will enhance their roles as academic
leaders for the non-traditional, summer semester time
frame. Enrollment limited.

Private Sector:  Lee W. Kneerim, Coordinator
Connecticut College

Public Sector:  Neal A. Ferguson, Coordinator
University of Nevada-Reno

10:00-11:30 a.m.  NAASS STANDING COMMITTEE MEETINGS

Conference Site Selection Committee  Chairman’s Room
Alton L. Taylor, Chairperson
University of Virginia

Creative & Innovative Awards Committee  Room 363
James L. Murphy, Chairperson
University of North Carolina-Chapel Hill

Finance Committee  Room 463
Dori Beeks, Chairperson
Western Oregon State College

Publications Committee  Room 663
Hazel W. Harris, Chairperson
Furman University

Research Committee  Room 763
Kathryn Gould Cullivan, Chairperson
Bradley University
Noon-1:30 p.m.  New Summer Session Administrators* and Mentors’ Luncheon
Garbo Room
Participants in the New Administrators’ Workshops will be joined at luncheon by members of the NAASS Standing Committees and the NAASS Administrative Council.
Presiding:
John F. Cudd, Jr., President of NAASS

1:45-4:00 p.m.  New Summer Session Administrators’ Workshops – Session II

1:45-4:00 p.m.  Administrative Council Meeting
Room 363

4:00-5:15 p.m.  Not-So-New Administrators’ Roundtable
Executive Room
Have a problem? Have a solution? Did something work really well? Did one of your pet projects go down with all hands? Do you have a marketing secret that inevitably attracts hordes of crazed course-seekers to your campus? Would you like to hear how others deal with difficult deans – without recourse to a blunt instrument?
This session will be long on sharing and very short on organized presentation. The whole idea is to find out what others are doing, pick their brains for new ideas and solutions to the problems that are troubling you, tell about your own discoveries and successes, and develop the fellowship that comes from recognizing that we are more alike than different. To ensure that the session is really worthwhile, we will see that a few very experienced summer session directors are there. They know all the answers!
We will discuss whatever you want to talk about, but if there is something that you want to be sure gets on the agenda, send a note to James Brown at Lehigh. Join us. At the very least, someone can probably tell you where to get a really good blunt instrument.
Chair: James A. Brown, Lehigh University
Panelists: J. David Stewart, Ohio University
        K. Jil Warn, University of California-San Diego
        Jean C. Welch, Simmons College
Recorder: M. Joanne (Jody) Fisher, Loyola Marymount University

5:30 p.m.  Evening Entertainment
Optional tour of historic Old Town Alexandria, dinner, and a tour of Washington’s monuments by night (see page 4 for details). Buses will depart from the front entrance of the hotel.
8:00 a.m. REGISTRATION/HOSPITALITY ROOM OPEN
Caucus Room

8:00-8:30 a.m. Continental Breakfast
Diplomat Foyer

8:45-9:45 a.m. FIRST GENERAL SESSION
"Those Were the Days" . . .
Diplomat Room
A President's Reflections on Summer Sessions
NAASS is especially honored to have Stephen Trachtenberg as a keynote speaker. In addition to being president of The George Washington University, one of our host institutions, he is also a former summer sessions director.

Presiding: Donna Scarboro, The George Washington University

Welcome: John F. Cudd, Jr., President of NAASS
North Carolina State University

Conference Overview: Nancy M. Tischler, Program Chairperson
The Pennsylvania State University

Speaker: Stephen J. Trachtenberg, President
The George Washington University

Recorder: Peggy A. Berry, Howard University

9:45-10:15 a.m. Refreshment Break
Diplomat Foyer

10:15-11:30 a.m. CONCURRENT SESSIONS

Session 1 Total Quality Management: Congressional Room
Needs Assessment Strategies for Summer Sessions Administrators
Colleges and universities all over the country are adopting, or adapting, Total Quality Management as their latest strategy for achieving excellence. As summer session administrators, we need to understand the philosophy of TQM and the possible impact on our operations. A specialist in the field will lead off with some background ideas and suggestions, and a summer session dean will respond with specific questions, opening the floor for general discussion.

Chair: Helen B. Warren, The Pennsylvania State University
Presenter: Louise Sandmeyer, Director of Continuous Quality Improvement, The Pennsylvania State University
Respondent: Thomas S. McLeRoy, University of Wisconsin-Whitewater
Recorder: Rona J. Ackerman, SUNY-College at New Paltz
Session 2  Marketing Panel --
Strategies and Plans:
Targeting Your Own Students, Developing Mailing Lists, Tracking Responses, Low-Cost Advertising
Marketing is one of the most important tasks of summer session management – and one of the most significant parts of our budgets. In times of fiscal restraint, we need to make sure that our advertising is cost-effective, by knowing the best techniques for promoting our programs and the various techniques used for tracking results.

Chair:  Gary W. Penders, UCLA
Presenters:  Dori Beeks, Western Oregon State College
            R. Clinton Parker, Appalachian State University
            Jane Schoenfeld, Brandeis University
Recorder:  Pam Brown, Ohio University

Session 3  International Programs
Many of our members offer impressive international programs for students in the summer. Panelists will provide models of successful programs, details of management, and ideas for developing such programs.

Chair:  Jonathan Lipman, New York University
Presenters:  Bonnie J. Newman, Tufts University
            Calvin L. Ward, Duke University
Recorder:  Margaret F. Gordon, California State University-Dominguez Hills

Session 4  The Impact of Year-Round Schools
on Summer Sessions
John Hough (a former president of NAASS) is now principal of a year-round school, funded as part of a $3 million grant from the R. J. Reynolds Foundation. He will tell about the ways school systems are moving away from the agriculturally based calendar toward the year-round model.

Ray Rapp will respond by leading a discussion on the impact year-round schools would have on college and university summer sessions, especially as they affect teacher institutes, classes for certification and re-certification, and programs for youth.

Chair:  Joyce F. Williams-Green, Virginia Polytechnic Institute and State University
Presenter:  John M. Hough, Jr., Principal
            Park View Elementary School, Mooresville, North Carolina
Respondent:  Raymond C. Rapp, Mars Hill College
Recorder:  Lee Golden, University of Portland
Noon-1:30 p.m.  REGIONAL LUNCHEONS

Middle States Region  Calvert Room
Members from Delaware, District of Columbia, Maryland, New Jersey, Pennsylvania, Virginia, and West Virginia.
Presiding: Regional Vice President John R. Papinchak.

North Central Region  Room 663
Members from Illinois, Indiana, Iowa, Kansas, Kentucky, Manitoba, Michigan, Minnesota, Missouri, Nebraska, North Dakota, Ohio, South Dakota, and Wisconsin.
Presiding: Regional Vice President Charles N. Kaufman.

Northeastern Region  Congressional Room
Presiding: Regional Vice President Sybil P. Smith.

Southern Region  Embassy Room
Members from Alabama, Arkansas, Distrito Federal (Mexico), Florida, Georgia, Louisiana, Mississippi, North Carolina, Oklahoma, Puebla (Mexico), Puerto Rico, South Carolina, Tennessee, Texas, and the Virgin Islands.
Presiding: Regional Vice President Furney E. Brown, Jr.

Western Region  Room 763
Presiding: Regional Vice President Sharon E. Alexander.

1:45-2:45 p.m.  SECOND GENERAL SESSION  Diplomat Room
Assessing Summer Programs
Assessment is apparently going to be the key to assuring quality and justifying expenditures in a tough economic climate. We are delighted to have as our presenter one of the best known specialists on academic assessment in the country.

Chair:  Valerie French, The American University
Speaker:  Pat Hutchings, Project Director - The Teaching Initiative
American Association for Higher Education
Recorder:  Marion Lois Huffines, Bucknell University
2:45-3:15 p.m. Refreshment Break Diplomat Foyer

3:15-4:30 p.m. CONCURRENT SESSIONS

Session 5 Feedback with Pat Hutchings Room 163
In this small, interactive session, administrators will have
a chance to ask questions and follow up on the issues
raised in the preceding presentation.
Chair: Anita Webb-Lupo, Illinois State University
Recorder: Joyce Lawlor, St. John's University

Session 6 Preparing Annual Reports: Purposes, Room 263
Audiences, Strategies, Effective Use of Data
from the NAASS Annual Statistical Report
New administrators may find the preparation of annual
reports a real challenge. This session is designed primarily
for you. Yet even more experienced administrators will
glean new information from this session, which features
some seasoned summer session directors talking about the
uses of data provided by NAASS and other national
organizations.
Chair: Anita D. McDonald, University of Arizona
Presenters: E. J. (Bud) Houston, University of Akron
Roger A. Swanson, University of Wisconsin-River Falls
Alton L. Taylor, University of Virginia
Recorder: Rosa Redonnett, University of Southern Maine

Session 7 Teacher Programs Embassy Room
Summer has been a traditional time for providing special
programs for teachers in the public school systems. Some
innovative and successful programs will be the features of
this discussion section.
Chair: Jack K. Johnson, University of Minnesota, Twin Cities
Presenters: Richard C. Lee, University of Wisconsin-Whitewater
Richard D. Moe, Pacific Lutheran University
Joanne Walker, Lehigh University
Recorder: Jorge A. Thomas, New Mexico Highlands University
3:15-4:30 p.m.  CONCURRENT SESSIONS

Session 8  Salary Issues:  Congressional Room
A Roundtable Discussion
Faculty, research deans, and summer session directors may have different views on salary issues. This panel promises to provide a lively discussion of some of the viewpoints and concerns of the different people.

Chair:  Suzanne Crawford, Bowling Green State University
Panelists:  Leslie J. (Les) Coyne, Indiana University
Richard L. Lorenzen, University of Washington
Recorder:  Jeanne Simpson, Eastern Illinois University

5:30-7:00 p.m.  PRESIDENT'S RECEPTION  Palladian Room

7:00 p.m.  DINNER ON YOUR OWN
A list of recommended restaurants has been included in your registration packet.
SECOND DAY: Sunday, November 22

8:00 a.m.  REGISTRATION/HOSPITALITY
ROOM OPEN

8:30-9:45 a.m.  CREATIVE AWARDS BREAKFAST
Diplomat Room
Presentation of awards for those programs judged by the
Creative and Innovative Awards Committee to be the best
in each of following three categories of competition:
(1) Credit Programs
(2) Non-credit Programs
(3) Administrative Programs

Presiding: John F. Cudd, Jr., North Carolina State University
President of NAASS
Presenter: James L. Murphy, University of North Carolina-Chapel Hill
Chairperson, Creative and Innovative Awards Committee

10:00-11:15 a.m.  CONCURRENT PANELS

Panel 1  The Catalog Clinic
Hampton Room
This clinic is always a highlight of the Annual Conference.
It features practical tips and techniques for catalog
construction and production. Panelists illustrate their points
by examining and highlighting catalogs submitted by the
membership.

Panelists: Donna R. Bafundo, George Mason University
Donna Scarboro, The George Washington University
Donnell G. Mueller, SUNY at Buffalo

Recorder: Janet Rochl, Eastern New Mexico University

Panel 2  Research Forum
Capitol Room
This is a new feature, a chance to hear the latest research
of our members being discussed. The Research Committee
has chosen a few examples for presentation — for the infor-
mation they contain and for the models they may provide
for others interested in undertaking research of their own.

Topic 1: Differentiating target populations for various
types of advertising and tracking return on dollars spent.
The study is already in progress. Study methods used and
results will be reported upon.

Topic 2: Differences in learning outcomes between short
sessions and regular semesters. Control of content and pre-
sentation of course material is monitored by faculty
participants.
10:00-11:15 a.m.  CONCURRENT PANELS

Panel 2  Research Forum . . . continued  Capitol Room

Topic 3: Student surveys and existing data analysis to determine who attends summer term, why they attend, and whether attendance in summer has an impact on the total amount of time students spend at Boston University.

Chair:  Harland E. Samson, University of Wisconsin-Madison
Presenters:  Suzanne Crawford, Bowling Green State University
            Kathryn Gould Cullivan, Bradley University
            Sybil P. Smith, Boston University
Recorder:  Roger B. McCannon, University of Minnesota, Duluth

11:30-12:30 p.m.  CONCURRENT SESSIONS

Session 9  Follow-up on The Catalog Clinic:  Hampton Room
Basic Design and Layout
A professional graphic design team with extensive institutional experience will present an overview of the nuts-and-bolts of catalog development. Topics will include good design and layout, effective use of type and color, and presentation & integration of thematic focus. Concrete examples will be shown of how to transform a bland page into a lively page, all the while staying within a limited budget.

Chair:  Sybil P. Smith, Boston University
Panelists:  Chris Triebert and Carol Ross, Triebert-Ross Design
Recorder:  Quentin P. Currie, East Stroudsburg University

Session 10  Pre-College Summer Programs  Cabinet Room
Panelists will present model summer programs designed to expose students to educational and career opportunities, provide access and support for academically under-prepared traditional and non-traditional students, and help college-bound students with a disability to prepare for their college experience.

Chair:  Joan M. Donnelly, Keene State College
Panelists:  Marshall Mitchell, Washington State University
            Thomas M. O'Shea, Syracuse University
            J. L. Peter Ward, Mount Union College
Recorder:  Ronald L. Wasserstein, Washburn University of Topeka
11:30-12:30 p.m. CONCURRENT SESSIONS

Session 11 Effects of the New Americans with Disabilities Act on Summer Sessions
The new Americans with Disabilities Act is one of the most far-reaching pieces of legislation to come out of Washington in recent years. We are especially fortunate to have as our speaker a specialist from The George Washington University, who is a thoughtful and knowledgeable expert on obligations and opportunities implied by the act.
Chair: Jo Linder-Crow, Gallaudet University
Presenter: Christy Willis, Coordinator for Disabled Students Services The George Washington University
Panelists: Students from The George Washington University
Recorder: John H. Leffler, Montclair State College

Session 12 Hurdles Facing New Administrators ... or Questions You Forgot to Ask
One year (or more) into administration, some of our summer session administrators find themselves less naive and far wiser. A few of the newer directors have agreed to share stories and insights with the rest of us.
Chair: J. David Stewart, Ohio University
Leaders: Denis J. Cassivi, University College of Cape Breton E. Kimball Milling, Ithaca College Jane Schoenfeld, Brandeis University
Recorder: Judy F. Hirschman, Kent State University

12:30 p.m. LUNCH AND AFTERNOON ON YOUR OWN

1:30 p.m. OPTIONAL TOUR TO MOUNT VERNON
(See "Extracurricular Activities" on page 5.)

7:00-8:00 p.m. BANQUET RECEPTION Garden Court

8:00 p.m. CONFERENCE BANQUET Blue Room
Special presentations are to be made and entertainment will be provided by the Howard University Gospel Choir. After the banquet, night owls can gather and travel in groups to local bistros. Others may opt for after-dinner drinks and coffee in the Garden Court. And, yet, still others ...

Presiding: John F. Cudd, Jr., President of NAASS
THIRD DAY: Monday, November 23

8:00-8:30 a.m.  BREAKFAST BUFFET  Diplomat Room

8:30-9:15 a.m.  ANNUAL BUSINESS MEETING  Diplomat Room
    Committee reports are delivered, new and old business
    will be addressed, and the 1993 budget is to be adopted.
    Presiding: John F. Cudd, Jr., President of NAASS
    Reporting: Dori Beeks, Treasurer of NAASS
    Alton L. Taylor, Chairperson - Conference Site Selection
    Committee
    Michael U. Nelson, Chairperson - Membership Committee
    Thomas S. McLeRoy, Chairperson - Nominations and
    Elections Committee
    Hazel W. Harris, Chairperson - Publications Committee
    Kathryn Gould Cullinan, Chairperson - Research Committee
    Recorder: Michael U. Nelson, Executive Secretary of NAASS

9:30-10:45 a.m.  CONCURRENT ROUNDTABLES WITH LOCAL LEADERS

    Roundtable 1  Grants Roundtable  Congressional Room
    An opportunity to have an informal discussion with
    representatives of some of the granting agencies head-
    quartered in Washington, D.C.
    Chair: R. Clinton Parker, Appalachian State University
    Recorder: Jane S. Norton, Seton Hall University

    Roundtable 2  Cultural Resources Located  Executive Room
    in Washington, D.C.
    Few cities have the riches of Washington, D.C., in the arts.
    Some of those resources could prove useful to administra-
    tors or may suggest local resources which could be used
    to enhance their own summer programs. This roundtable
    will provide an opportunity to meet some arts adminis-
    trators and to discuss possibilities for program development.
    Chair: Melvin Bernstein, University of Maryland-College Park
    Recorder: Sherry L. Volk, Dominican College of San Rafael

11:00 a.m.-noon  COFFEE & DANISH WITH VISITORS  Garden Court
    FROM THE TWO ROUNDTABLES

12:00 noon  29TH ANNUAL CONFERENCE ADJOURNS

12:30-2:00 p.m.  Administrative Council Meeting  Chairman's Room

1:00-4:00 p.m.  North Central Conference on  Presidential Room
    Summer Schools Board of Directors Meeting
President
John F. Cudd, Jr.
North Carolina State University

Northeastern Regional Vice President
Sybil P. Smith
Boston University

President-Elect
Nancy M. Tischler
The Pennsylvania State University

Southern Regional Vice President
Furney E. Brown, Jr.
Saint Augustine’s College

Past President
Thomas S. McLeRoy
University of Wisconsin-Whitewater

Western Regional Vice President
Sharon E. Alexander
University of Montana

Treasurer
Dori Beeks
Western Oregon State College

At-Large Member
Lee W. Kneerim
Connecticut College

Middle States Regional Vice President
John R. Papinchak
Carnegie Mellon University

At-Large Member
Anita D. McDonald
University of Arizona

North Central Regional Vice President
Charles N. Kaufman
University of South Dakota

At-Large Member
R. Clinton Parker
Appalachian State University

* * * * *

Executive Secretary
Michael U. Nelson
11728 Summerhaven Drive
St. Louis, Missouri 63146-5444
Conference Location:

OMNI ♦ SHOREHAM HOTEL

2500 CALVERT STREET, N.W.
WASHINGTON, D.C. 20008-9980
Tel. (202) 434-0700
Name ____________________________________________

Institution ____________________________________________

Institutional Address _______________________________________

City __________________________ State/Province ____________

Zip/Postal Code ___________ Telephone (____) ____________

If spouse/guest will attend, his or her name: __________________________

BASIC REGISTRATION FEE (see page 3 for inclusions) $ ________.

$205.00 for NAASS members

*$290.00 for non-members

$175.00 for additional registrants from the same institution after the first two (see page 3)

*Any qualified non-member institution paying the $290.00 Basic Registration Fee will be automatically granted a one-year membership in the Association.

WORKSHOP FOR NEW ADMINISTRATORS (see other side) ____________.

$45.00 for all participants

EXTRACURRICULAR ACTIVITIES (see pages 4 and 5)

Friday: Tour of Old Town Alexandria, dinner, and Washington by Night

$45.00 each ........ No. of tickets (____) ____________.

Sunday: Tour of Mount Vernon

$20.00 each ........ No. of tickets (____) ____________.

ADDITIONAL TICKETS FOR SPOUSE OR GUEST

Saturday: President's Reception

$16.00 each ........ No. of tickets (____) ____________.

Sunday: Creative Awards Breakfast

$14.25 each ........ No. of tickets (____) ____________.

Sunday: Conference Banquet Reception

$14.00 each ........ No. of tickets (____) ____________.

Sunday: Conference Banquet

$48.00 each ........ No. of tickets (____) ____________.

Monday: Breakfast Buffet

$21.00 each ........ No. of tickets (____) ____________.

TOTAL ENCLOSED .................. $ ____________.

Registration deadline: Friday, November 6, 1992

Please complete both sides.
Submission of fees: Make checks payable (U.S. currency) to "The American University/NAASS" and mail together with this Conference Registration Form to: NAASS Conference, Office of Summer Sessions, Asbury 309, The American University, Washington, D.C. 20016-8126. The Form may also be faxed to (202) 885-1072. NOTE: All but $20.00 of the submitted fees are refundable if written notice of cancellation is received before Monday, November 9, 1992.

Please provide the following information to help us with potential session sizes and meal counts.

1. I wish to participate in the Public ____ Private ____ section of the New Summer Session Administrators' Workshops.

2. I plan to attend the following sessions (please circle):

   Saturday morning: 1 2 3 4
   Saturday afternoon: 5 6 7 8
   Sunday morning: Panel 1 Panel 2
   Sunday morning: 9 10 11 12
   Monday morning: Roundtable 1 Roundtable 2

3. I plan to attend the following food functions during the Conference.

   Yes  No  Saturday's Regional Lunchcon
   (specify region) ____________________________

   Yes  No  Sunday's Creative Awards Breakfast

   Yes  No  Sunday's Conference Banquet

   Yes  No  Monday's Breakfast Buffet

4. I prefer a low-fat/low-cholesterol/low-salt meal option.  Yes  No

5. I am interested in child care.  Yes  No

Method of payment:

[  ] Check made payable to "The American University/NAASS."

[  ] VISA or [  ] Mastercard No. ____________________  Exp. Date: ______

Signature: ________________________________  Date ______

For registration information, call (202) 885-2421.

Please complete both sides.