

North American Association of  
Summer Sessions  
**44th Annual Conference**



Sheraton Maui Resort  
Maui, Hawai'i

November 10-14, 2007

Photo: Cliff Diver at the Sheraton Maui Resort



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**Maui nō ka 'oi**  
(Maui is the best!)

*Skim along the surface or dive deep—it's your choice!*

*Set sail for Maui and you won't miss any of the exciting sessions included in this year's conference.*

The Conference has something for everyone—a rich mix of less formal or slightly more informal sessions. Some of your colleagues will articulate or, perhaps, pontificate; others will demonstrate. All we ask is that you participate. Some sessions will help you grapple with serious summer stuff; others are a bit more fanciful. There will be optional tours, things you can do on your own in the surf or on the turf, and other fun- and sun-related adventures...all the while you will be surrounded by the incredible natural beauty that is Maui!

**Affinity Group Dinners.** Join your colleagues for dinner at one of Lahaina's local restaurants. Look for sign-up sheets in the registration area to select a restaurant and become part of a dining group to bond, exchange experiences, and share summer stories and dessert. *(Monday evening)*

**Awards Reception and Banquet.** Don't miss this capstone event. Come dressed in Hawaiian casual, rub and bend elbows and break bread and commiserate with your colleagues about having to leave this island paradise. NAASS creative and innovative program winners will be announced, special prizes will be distributed, and a special Hawaiian dance troupe will entertain you on this last night of the conference. *(Tuesday evening)*

**Box Lunch Discussion Groups.** Eleven different thematically organized, facilitator-led, small discussion groups will "chew-over" a variety of issues while noshing a box lunch with your colleagues in one of the Maui Resort's beautiful outdoor settings. *(Tuesday early afternoon)*

**Consultation Corner.** Got a problem? Feeling isolated with no help in sight? Want some free advice? The Consultation Corner provides an opportunity for conference participants to discuss problems, possible opportunities, or tough decisions with practiced and grizzled NAASS "experts" who have "see it all before". One-on-one and small group discussions focused on coping with the institution; fitting summer sessions' mission to your institution's mission; internal marketing to your constituents; external marketing to your students; and dealing with student, parent, and faculty relationships are but a few of the general themes you can explore in a quiet and relaxed atmosphere with one of your summer sessions "therapists". *(Sunday morning)*

**Creative and Innovative Programs Session.** Continuing one of last conference's successes, this session will include short, prepared presentations about some of the creative and innovative programs submitted for review and evaluation by NAASS's Creative and Innovative Programs Committee. What used to be a casual viewing and discussion with participants will be a formal conference session. *(Tuesday morning)*

**Functional Forays Through Summer Sessions' Websites.** Do you have a website for your summer programs? Pretty or not, have you ever bothered to explore its *functionality*? Come listen to members of the NAASS Quality and Research Committee show how they went about testing NAASS member websites as summer session information resources. *(Tuesday morning)*

**Group Problem Solving.** If you've got a question, are trying to leap over or around a road-block, or just want to contribute your two cents worth to help a colleague, participate in one of the

group problem solving sessions and see a living example of the “power of many” at its networking best in these peer-facilitated roundtables devoted to a variety of general topics and issues.

*(Wednesday morning)*

**Hands-On Workshops.** These workshops are designed to be participatory so come to them with your sleeves rolled up! Learn-by-doing sessions will help you improve your Excel spreadsheet proficiency; teach you how to survive in the cauldron of summer; form on-campus partnerships; make a lei; use dashboard indicators or focus groups to find out where you are or where you want to go; provide you with guidelines about how to “do” on-line courses “right”; or even show you how to hula your way to health. *(Sunday evening; Monday afternoon; Tuesday afternoon)*

**The Legacy Series.** Many of our long-time colleagues will have retired recently, or plan to retire in 2007. Their vision and experience will be sorely missed. The Legacy Series asks our retired or soon-to-be retired colleagues to share their recollections and views about summer sessions past, present, and yet to come. Those ignorant of history may be doomed to repeat it! *(Sunday afternoon; Monday morning and afternoon; Tuesday morning and afternoon; Wednesday morning)*

**NAASS/WASSA New Administrators’ Workshop and Mentor Luncheon.** Continuing one of the favorites of past conferences, this workshop and mentor luncheon provide a valuable opportunity for new and almost new NAASS and WASSA Summer Session administrators to share experiences and learn together. The purpose of the workshop is to provide participants with an overview of summer session, its administration and planning, with the new administrator in mind. Although an additional fee is involved, this is a “must-do” event for those new to summer. *(Sunday morning and afternoon)*

**Panel Presentations.** Sit back, relax, and take good notes as your expert colleagues talk about and walk you through their “best of show” programs. Each panel is focused on a general “theme”—bread and butter, block-buster sessions; outreach programs designed to lure future matriculated students; travel-study programs; special programs offered to meet specific student needs; intersession courses and programs; and, when the outside wants to look within, how to prepare for administrative and/or committee review. *(Sunday afternoon and Monday morning)*

**Plenary Session.** Nominated for the Nobel Peace Prize as a result of her commitment to perpetuating Hawaiian cultural traditions and for her work to heal ethnic and cultural divisions among Hawaiians and between people of all cultures, come listen to Maui born resident and kumu (teacher) Roselle F. Keli’ihonipua Bailey talk about the islands’ wonderfully unique history and cultural traditions. *(Monday evening)*

**Summer Sessions On-The-Go.** Travel to summer session and continuing education conferences, inspections of off-campus learning center courses, programs, and sites; and travel-study programs have become a way of life for many of us. Two pairs of concurrently scheduled, 30-minute sessions, each led by an expert facilitator, are designed to deal with some of the “realities” of travel (e.g., how to pack efficiently and effectively, traveler “rights” when hotels or airlines let them down; methods to minimize the effects of jet-lag; best new electronic gadgets and methods for staying in contact while away from the office). *(Monday morning and afternoon)*

**Theresa Neil Research Presentations.** Four research programs supported wholly or in part by Theresa Neil Research funds are in progress, or have been completed. Come hear the research team leaders (Howard Martin; Bill Kops; Ralph Gallucci; John LaBrie) share their discoveries. *(Monday morning and afternoon)*

### Conference Registration

Conference registration and payment with credit card may be completed on-line using the following web address: <http://www.outreach.hawaii.edu/naass2007>. Conference registration can also be completed by mail (send to NAASS 44th Conference Registration, Bradley University, Division of Continuing Education and Professional Development, 1501 West Bradley Avenue, Peoria, IL 61625) or fax (309.677.3321), along with appropriate credit card payment. Registration and fee payment are due no later than Friday, October 5, 2007. All fees paid, less \$100 are refundable if the conference registration is cancelled via email or written correspondence before Friday, October 5, 2007.

### Registration Payment

The basic registration fee for NAASS members is \$500.00 USD (\$575 for non-members, which also includes a one-year NAASS membership). Western Association of Summer Session Administrators (WASSA) members who are not members of NAASS may pay the basic registration fee of \$500.00 USD if they have also registered and paid the fee for the WASSA Conference held November 7-10, 2007 at the Sheraton Maui Resort.

### Multiple Registrations

A reduced registration fee (\$475.00 USD) is available to any single institution sending three or more delegates to the conference. Hence, after the first two \$500.00 registrations from the same institution are paid, each additional registrant from that institution pays only \$475 USD per registrant. To insure proper credit, it will be helpful if multiple registrations from the same institution are submitted at one time.

The basic registration fee includes all conference activities and scheduled meals except for (1) the New Administrators' Workshop and Mentor luncheon on Saturday, November 10; (2) the three optional tours on Saturday, November 10; and (3) the two optional tours on Tuesday, November 13.

### Guest Tickets

If you wish to attend the conference with a guest, it is important that guest tickets be purchased in advance since certain conference functions such as tours require advance reservations and non-meeting social events will require name badges.

Tickets for guests are available to all non-meeting functions as indicated on the Registration Form. Tickets may be purchased for the (1) President's Welcoming Reception (\$40) on Saturday evening, November 10; (2) Plenary Session Lecture and Reception (\$67) on Monday evening, November 12; (3) the Award Banquet Reception and Dinner (\$110) on Tuesday evening, November 13; (4) one of the three optional tours (ranging in price from \$25-\$45) on Saturday, November 10; and/or (5) one of the two (\$15 or \$25) optional tours on Tuesday, November 13.



**Conference Hotel, Amenities, Reservations, and Rates**

The official conference hotel is the

**Sheraton Maui Resort** 2605 Kāanapali Parkway, Lahaina, Maui, HI 96761

**Reservation Phone Number:** 866.716.8109

**Hotel General Number:** 808.661.0031

**Fax Number:** 808.661.0458

Situated on a beautiful wide stretch of the white sands of Kāanapali Beach, the 23-acre Sheraton Maui Resort is just three miles from Lahaina, a historic whaling capital, and within walking distance of Whalers Village. The hotel resort is nestled against historic Black Rock and its beach has one of the best snorkeling spots on the island. The Resort has a 142-yard lagoon style pool and offers a daily series of complimentary guest health and fitness activities (e.g., yoga; aquacise; pilates; culture and history walks; etc.) and a wide range of family-based activities (e.g., scavenger hunts, raft races; hula and Haka warrior dance lessons, coconut husking and weaving, ukulele lessons; etc.) The activities available during the conference will be listed on the hotel website (<http://www.sheraton-maui.com/calendar.htm>).

There are a limited number of rooms reserved at the conference rate and reservations are on a first-come, first-served basis so we encourage you to make your reservations as soon as possible. The last day to secure an available room at the conference rate is Saturday, October 6, 2007, to complete your reservation online, follow the link from the conference website. You also make hotel reservations by phone (1-866.716.8109) but make sure you mention that you will be participating in the NAASS Conference to get the special room rate. The Sheraton Maui Resort requires an advanced, two-day lodging fee deposit to reserve a room.

The NAASS Conference rate at the Sheraton Maui Resort is \$199.00 USD per night for a Garden View room and \$210.00 USD per night for a Partial Ocean View room. There is also a conference reduced rate resort fee of \$10.42 per night and applicable state taxes of 11.41%.

The resort fee covers high speed internet access from each hotel room, wireless internet access in public areas of the hotel, daily self parking in the hotel parking garage, access to the fitness center, daily cultural activities and lessons, and entertainment and a free shuttle service to and from the Kāanapali Resort to the nearby city of Lahaina.

**Early Departure.** Guests will be charged one night's room and tax for checking out before their scheduled departure date. To avoid this fee, advise the Hotel at or before check-in of any change in the length of your stay.

**Reservation Cancellations.** Cancellations must be made at least seven days before check-in, or the reservation deposit of two day's room and tax will be kept by the Hotel as a cancellation fee.

### Extending Your Conference Stay

The conference room rate is being made available to all conference participants three days prior to the conference and three days after the conference. If you wish to extend your stay at the Sheraton Maui Resort, the full \$20/night resort fee will apply.

Rates are based on availability and reduced room rates are also available to conference participants at any of the other following Starwood Hotels in Hawai'i, but resort fees for these other Starwood hotels vary by location:

- Sheraton Waikiki on O'ahu
- Moana Surfrider, a Westin Resort on O'ahu
- Sheraton Princess Ka'iulani on O'ahu
- The Royal Hawaiian on O'ahu
- The Westin Maui Resort & Spa on Maui
- Sheraton Kaua'i on Kaua'i
- Princeville Resort on Kaua'i

If you are want to make reservations and take advantage of the reduced room rates at other Starwood Hotels, call 1-800.782.9488 and ask for the rate plan EXTEND.

### Sheraton Maui Resort Business Center

The "Business in Paradise" center is located on the 3rd floor of the hotel, near the conference meeting rooms. It is open Monday-Friday from 8:00 am-5:00 pm and Saturday/Sunday from 10:00 am-3:00 pm. Pre-paid computer time is \$20 per hour and photocopying is \$.25 per page.

### Transportation

**Air Transportation.** The Island of Maui is served by three airports. Kahului (airport code OGG) is Maui's largest airport and accommodates 95% of the flights in and out of Maui. Located on the north-central coast of Maui, Kahului Airport has many daily direct flights to and from U.S. and Canadian west coast cities. Air carriers servicing Kahului Airport include Air Canada; Aloha; American; ATA; Delta; Hawaiian; Northwest; United; US Airways; and West Jet airlines.

If you cannot find a direct connection from the U.S. or Canadian mainland to Kahului, you can first fly to Honolulu International Airport (HNL) on the island of O'ahu, and then take a 30-minute interisland connecting flight to Kahului (OGG). There are three interisland airlines that serve the Kahului Airport:

**Hawaiian Airlines** <http://www.hawaiianair.com>,

**Aloha Airlines** <http://www.alohaairlines.com>

**go!** <http://www.iflygo.com>

The two other Maui airports are Kapalua Airport (airport code JHM) and the Hāna Airport (airport code HNM). Kapalua is Maui's smaller airport and of the three airports is located closest to the Sheraton Maui Resort. However, the Kapalua Airport is serviced only by commercial service propeller air carriers and commuter/air taxi aircraft. There are fewer flights to and from the Kapalua airport and they tend to cost more than those to Kahului Airport. The Hāna Airport is a single runway airstrip on the east coast of Maui and is generally used only by people who wish to vacation in Hāna for an extended period.



**Ground Transportation between Kahului Airport and the Sheraton Maui Resort.** The conference hotel is 31-miles from the Kahului Airport. If you are traveling with colleagues or friends, we recommend coming together and arranging for ground transportation together.

**Shuttle Services.** Advance reservations with shuttle service companies are required and can be completed online. The shuttle services take approximately 1 hour to go from the Kahului Airport to the hotel and for the return trip. Pick up at the hotel is generally made about 3-hours prior to scheduled flight departure. The cost of the shuttle varies, depending upon the number of passengers. The current rates are listed below include tax but not a gratuity.

**Speedi Shuttle** (<http://www.speedishuttle.com>; 1-877.242.5777)

1 passenger	\$50.60	3 passengers	\$60.67
2 passengers	\$57.65	4 passengers	\$62.35

**Maui Executive Transportation** (<http://www.mauishuttle.com>; 1-800.833.2303):

1 passenger	\$41	3 passengers	\$50
2 passengers	\$46	4 passengers	\$52

**Taxi Services.** The Maui Airport Taxi (1-808.877.0907) provides service between Kahului Airport and Kā'anapali with a cost of approximately \$90.00 one-way (estimated cost does not include gratuity).

**Automobile Rental Companies.** Many of the major rental car companies (Alamo; Avis; Budget; Dollar; Enterprise; Hertz; National; and Thrifty Rent-A-Car) service the Kahului Airport. Advance reservations are highly recommended. For a list of the rental car agencies and reservation phone numbers, please see the conference website, Hotel and Travel Planning section.

**Maui Bus Service.** The Maui Bus is now operating in different areas of the island. The current bus schedule can accommodate travelers who arrive at the Kahului airport by 12 Noon or by 6:00 pm. Currently, the bus ride from the airport to Whaler's Village costs \$3 one-way, but two transfers and an approximate 2-hour ride (depending on the schedule) are involved, plus a short walk from Whaler's Village to the Sheraton Maui Resort. If you are considering this option, all baggage and carry-on items must fit and be placed under the passenger seat or on the passenger's lap. For more information on the Maui Bus, refer to the information on the conference website, Hotel and Travel Planning section.

**Weather**

Kā'anapali's average temperature for the month of November is 75°F and ranges between 67-86°F. Maui is notorious for its variable weather conditions across the island. Kā'anapali's and Lahaina's locations on the western, or leeward, side of the island make them generally warmer, drier, and sunnier than the rest of the island because they are somewhat shielded from the northeast trade winds. However, cool afternoon breezes are common at the Sheraton Maui Resort. Precipitation in Lahaina during the month of November averages 2.15 inches.



### Restaurants and Attractions

Information about Maui sites, quality dining, and other group and family activities will be listed in your conference packet available at the Conference Registration Center, located in the Waikapu on the Lobby Level of the Sheraton Maui Resort, as well as posted on the conference web site (<http://www.outreach.hawaii.edu/naass2007>). Assistance will also be available at the concierge's desk at the hotel.

### Dress Attire

Appropriate conference attire can best be described as "Hawai'i resort casual," which means dressing comfortably for a tropical environment, while looking nice. Aloha wear is the standard choice if you have it. For men, slacks, khakis, dress shorts (if you have the legs for it... ahhh who cares, bring the shorts anyway, you won't be the only one with shark-bait legs), along with short-sleeve, sport, and/or polo shirts...they all work well. While you will definitely want to pack your swimsuit, leave the dress suit and sport coat and tie at home unless you plan on eating at the toniest of restaurants. For women, anything goes, so bring what you like. If you have anything that's colorful or has floral print, you will fit right in. All attendees should bring a sweater or light jacket, in case the air conditioning is cranking in the meeting rooms, or if you are planning to explore upcountry Maui. A hat and sunscreen (SPF 30 or higher will do the trick for most people) are recommended and comfortable shoes are a must. Dress sandals, loafers, and walking/tennis shoes all fit the bill.

One last thing...for men: If you are going to wear shorts, pair them with either sandals, loafers/no socks, or tennis shoes/athletic socks. Do not wear shorts and knee-high black socks as this look will identify you as a tourist from the mainland and provide much amusement for the local populace.

### Additional Information

For questions and additional information about conference logistics, please contact:

Harriet Abe  
University of Hawai'i at Mānoa  
1-808.956.6780  
Email: [harriet.abe@hawaii.edu](mailto:harriet.abe@hawaii.edu)

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University of Hawai'i at Mānoa  
1-808.956.3411  
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**7:15 am-1:30 pm**

**Option 1: Haleakalā Tour** (Cost: \$45.00)

Visit Haleakalā, the "House of the Sun", the world's largest dormant volcano and Maui's most prominent landmark. Your tour begins with a trip through Maui's upcountry ranchlands, where you may spot Hawai'i's state bird, the Nēnē goose. As you make your way up the volcano's barren surface, you'll see dramatic views of the Pacific Ocean and West Maui Mountains. Along the way, your tour guide will tell you interesting facts about the volcano's history and geology, and how it plays an important role in Hawaiian culture. You'll see rare plants, like silverswords with their protective hair, growing on the upper slopes of Haleakalā. You'll make a stop at Haleakalā National Park where you'll see landscapes you can't find anywhere else in the world. Cinder cones and lava sculptures contain striking shades of red and yellow, reminiscent of its fiery past. At 9,700 feet you'll visit Haleakalā Visitor Center where you'll learn even more about this spiritual place where, according to Hawaiian legend, the demigod Maui tamed the sun in the mountain's summit basin. While we heartily recommend Haleakalā as a fascinating destination, be advised that this tour involves a lot of time riding in a bus.

*Comfortable, covered shoes, sunscreen, a hat, and jacket are recommended. Pick-up at the Sheraton Maui Resort is at 7:15 am (you'll want to eat breakfast before departing), the bus will return to the Resort at approximately 1:30 pm. A minimum of 40 participants is required for this tour to be offered; no more than 50 participants can be accommodated so enroll early if you are interested in this tour.*

**9:00 am-11:30 am**

**Option 2: Pineapple Plantation Tour** (Cost: \$25.00)

Spend a few hours with us and we'll show you why we say Maui Gold Pineapple is the world's best! Your Maui Pineapple Plantation Tour guides are veteran plantation workers, whose colorful commentary weaves the history of the area with current facts. A once-in-a-lifetime, authentic plantation experience, you will ride to fields being harvested; learn about the unique growing and harvesting cycle of the "King of Fruits"; view some of Maui's most spectacular scenery from the pineapple fields overlooking the ocean; learn some of the fascinating history about Kapalua's landmarks; sample pineapple cut fresh in the fields; and be invited to pick your own pineapple to take home with you!

*Comfortable, covered shoes (no sandals), sunscreen, and a hat are recommended. The tour begins at the Sheraton Maui Resort at 9:00 am and returns back to the Resort at approximately 11:30 am. A minimum of 6 participants is required for this tour to be offered; no more than 42 participants can be accommodated so enroll early if you are interested in this tour.*

**9:00 am-11:00 am**

**Option 3: Maui Ocean Center Tour** (Cost: \$30.00)

Take an hour guided tour with a Marine Naturalist to gain an appreciation of the Hawaiian ocean environment and how the ancient Hawaiians made use of this amazing resource. Your 90-minute visit to the Maui Ocean Center will be a journey of discovery through the extraordinary underwater world that lies beyond Hawai'i's surf-ringed shores—from the complex beauty of the Living Reef, to the vast,



blue realm of the Open Ocean. All of the marine life you will encounter—the coral, fish, and plant life—is alive and from Hawai'i. Drawing upon a quarter century of diving, researching and studying the world's tropical oceans, the Maui Ocean Center has sought to portray the integrity of the living ocean and its native habitats so that you may discern a deeper understanding of Hawai'i's seas—one of the most unique aquatic environments on earth.

*Vans taking members of the tour to the Maui Ocean Center will depart from the Sheraton Maui Resort at 9:00 am and return back to the Resort at approximately 11:30 am. A minimum of 15 participants is required for this tour to be offered; no more than 25 participants can be accommodated so enroll early if you are interested in this tour.*

### CONFERENCE COMMITTEE MEETINGS

- 1:00 pm Conference Registration Desk Opens
- 1:00 pm-3:00 pm North Central Conference on Summer Schools (NCCSS) Executive Board of Directors Meeting  
North American Association of Summer Sessions (NAASS) Standing Committee Meetings
- 3:00 pm-4:30 pm Conference & Program Planning Committee  
(Lytle—*chair*; Gunther; Harris; Heikel; M Nelson; Tanaka; Westcott)  
Creative & Innovative Awards Committee  
(Evans—*chair*; Free; Jennaway; Phillips; Wilcoxson)  
Information and Communications Committee  
(LaBrie—*chair*; Berger; Burrows; Guilford; Madrigal; Maloney; Ormrod; Shaw-Burnett; Suske; Williams)
- 4:30 pm-6:00 pm Membership Committee  
(Neidy—*chair*; Burrows; Day; Fuhr; Garcia; Heikel; Ingram; Leffler; M Nelson)  
Nominations & Elections Committee  
(LaBrie—*chair*; Kops; Maloney; McDonald; Murphy; Sibley)  
Quality & Research Committee  
(Barry—*chair*; Fanjoy; Kops; Lytle; L Nelson; Schejbal; Suske; Wasserstein)

### PRESIDENT'S WELCOMING RECEPTION

- 6:30 pm-7:30 pm President Karen Heikel offers you a gracious aloha and hearty welcome to the conference as she hosts this happy hour for conference delegates on the lawn of the resort. This is a good opportunity to tell stories of the day; rekindle friendships with colleagues, and get acquainted with new NAASS members. After this warm welcome, feel free to make dinner plans with other attendees at one of Kāanapali's or Lahaina's restaurants.



7:30 am-8:00 am **New Administrators' Workshop Continental Breakfast**

8:00 am **Conference Registration Desk Opens**

8:00 am **NAASS/WASSA New Administrators' Workshop**

*Presenter: Jon Neidy (Bradley University)*

The New Administrators' Workshop, open to NAASS and Western Association of Summer Session Administrators (WASSA) institutions, provides a valuable opportunity for new or almost new Summer Session Administrators to share experiences and learn together. The purpose of the workshop is to provide you with an overview of summer session, its administration and planning with the new administrator in mind. The morning sessions are planned to let you reflect and organize your thoughts and help answer some of the questions you may have about summer operations. As new administrators, you all come to summer sessions with different experiences and different perspectives. This highly interactive session will provide you with an opportunity to reflect on what you already know about your university, administration, faculty and programs, and merge your knowledge with new information about the uniqueness of the summer term.

The half-day session culminates with lunch at 12:30 pm when members of standing committees and the Administrative Council (the governing body of NAASS) will join you for lunch, thus starting the integration process. New administrators can immediately meet members of NAASS's and WASSA's large network of peers and mentors, all willing to share your concerns and discuss possible solutions. If you are planning on attending this workshop please be sure to register in advance.

Cost: \$100.00 *(Includes workshop materials, continental breakfast, and lunch).*

8:00 am-8:30 am **Official Opening Session of the 44th Annual NAASS Conference**

*Karen Heikel (Montana State University Billings) President of NAASS*

*Loy Lytle (University of California, Santa Barbara) President-Elect of NAASS*

*and Conference Program Chair*

*Peter Tanaka (University of Hawai'i, Mānoa) NAASS conference host*

8:45 am-9:45 am **The Consultation Corner 1: Institutional Constraints and Challenges**

*Consultants: Dana Dudley (Pepperdine University) and*

*Thomas Kowalik (Binghamton University-SUNY)*

One way of managing institutional constraints and challenges is to manage the way the administration perceives you. How do you provide administrators with a balanced view of the department without risking over-promotion or obscurity? Important aspects of summer sessions interactions with its home institution include finances; the extent to which the unit serves and extends the institutional mission; the quality of the learning experiences it provides for students, and how it fosters strong relationships with academic departments and support units.



- 8:45 am-9:45 am **The Consultation Corner 2: Defining Summer Sessions' Mission at Your Institution**  
*Consultants: M. Wayne Childs (Brigham Young University) and Douglas J. (Doug) Lee (University of Iowa)*  
The mission of summer sessions falls into three broad categories: things that you must do; things that you should do; and things that you want to do. There are varying degrees of latitude within each category but one of the enjoyable aspects of summer session administration is that you can often achieve all three. Strategic planning and assessment are crucial to defining summer sessions mission.
- 10:00 am-11:00 am **The Consultation Corner 3: Internal Marketing To Your Institutional Constituents**  
*Consultants: Stefan Gunther (The George Washington University) and Fay Thompson (University of Saskatchewan)*  
There are innovative and proven ways to raise summer sessions' institutional visibility including finding ways to increase awareness of what summer sessions offers, building relationships between administrative and academic departments, increasing its awareness among institutional officers, maintaining strong and effective working relationships among faculty, staff and, of course, students.
- 10:00 am-11:00 am **The Consultation Corner 4: External Marketing To Increase Student Enrollments**  
*Consultants: Michelle Bartlett (University of Alaska, Fairbanks) and Donna Shea (Boston University)*  
Marketing is the name of the game. Thinking outside the box attracts more students, promotes enrollments of continuing and visiting students, increases credit hours, and makes your campus a destination during the summer months. Outside marketing can include website optimization and pay-per-click campaigns, email, direct mail, catalogs, newspaper advertisements, radio, and posters. We'll share our experiences with all who come.
- 11:15 am-12:15 pm **The Consultation Corner 5: Maximizing Student/Parent Relationships and Interactions with Your Office**  
*Consultants: E. Mike Poe (Northwest Nazarene University) and Linda Schoepflin (Washington State University)*  
Successful summer sessions operations provide outstanding customer service. "Customers" include members of the campus community (students, faculty, staff) as well as the public (parents; alumni; members of the community). Making sure summer sessions' staff who interact with these customers are on the same page is extremely important. Doing it within the constraints of privacy laws (such as FERPA) can be challenging. One must also consider whether technology has improved or placed communication barriers between the customers served by the University.

11:15 am -12:15 pm **The Consultation Corner 6: Facilitating Faculty and Administrative Relationships**

*Consultants: William (Bill) McClure (University of Massachusetts, Amherst) and Sarab Ormrod (University of Cambridge)*

One of the most important challenges for summer sessions is to develop and facilitate appropriate professional relationships with faculty and campus administrators. Without achieving proper balance, summer session programs are in jeopardy. These relationships are the basis for either stressful or successful communications and partnerships, even though at times some teaching faculty can be just as difficult as administrators lurking in the institution's hierarchical pecking order. While there is no disagreement that faculty and administrator relationships must function smoothly and effectively, the trick is learning how this be done to the benefit of all.

12:30 pm-1:45 pm **New Administrators' Luncheon with NAASS and WASSA Mentors**

Members of the NAASS Administrative Council and standing committee members and WASSA officers and committee members join participants of the New Administrators' Workshop for lunch and lively discussions of what it is like to be involved in summer sessions administration.

2:00 pm-2:30 pm **The NAASS Legacy Series 1: "A Long View Of The Past—A Glimpse Of The Future"**

*Moderator: Michael Nelson (NAASS Executive Secretary)*

*Presenter: Clodus Smith (University of Maryland, College Park; Emeritus)*

The time was right and the need was great in the early 1960's for the formulation of an organization to assist institutions and administrators to speak with one voice within the higher education community. The development of a professional association for summer sessions and their administrators fulfilled that felt need for colleges and universities to provide quality year-round education and strengthen the role of its administrators. We will reflect on the times and circumstances surrounding the creation of NAASS/NACUSS from its inception during times of massive social changes of the mid-1960's and the organization's evolution into a self-sustaining, professional association that provides outstanding self-improvement opportunities to the leadership of summer programs.

2:45 pm-4:15 pm **Panel Presentation 1: Bread and Butter Summer Programs**

*Moderator: Sylvia Gamboa (College of Charleston)*

**"Ways To Ramp Up Revenue"**

*Panelist: Carol Switzer (Arizona State University)*

This presentation will explore options for both curricular mandates and "summer only" classes that provide significant revenue generation. As you Ramp up your Revenue, we'll discuss which models are the easiest to implement.

**“Bread and Butter Programs, Will Somebody Please Pass the Jam?”**

*Panelist: Thomas J. Venables (Rutgers–The State University of New Jersey, Camden)*

We cannot over emphasize the importance of year-long planning and preparation for a successful summer structure. The elements of creative marketing will only work if the fundamental offerings are sound and do-able and are focused on meeting the curricular needs of students. We all like the glitz and the glamor, but that might not be what students academically need. The not-so-secret-secret is to carve out a solid academic niche and do hat you do well.

**“Summer Sciences and Pre-Med Students”**

*Panelist: William Whobrey (Yale University)*

Yale University Summer Sessions offers a number of highly enrolled science courses, subscribed mostly by students who need to fulfill pre-med requirements. Which courses to offer, how to teach intensive science courses, and how to help mostly non-science students do well in these courses are questions that deserve careful consideration and good answers. We'll also take a look at some other summer programs in this area, then compare and contrast these with what pre-med advisors tell us we need to know in managing our summer science courses.

2:45 pm-4:15 pm

**Panel Presentation 2: Summer Credit-Bearing Outreach Programs**

*Moderator: Peter Tanaka (University of Hawai'i, Mānoa)*

**“Credit Bearing Pre-College Outreach: A Taste Of College”**

*Panelist: Tryna Luton (Oregon State University)*

Oregon State University Extended Campus offers three different credit programs for pre-college students: A Taste of College, Expanded Options, and College Courses for High School Students. We will explore the benefits of credit programs for high school students and hear about each program offered through Extended Campus, as well as a new dual credit program currently being created in collaboration with the colleges and departments of OSU at large.

**“Enhancing Institutional Visibility and Promoting Student Success”**

*Panelist: Elizabeth A. Hart (Brown University)*

Summer outreach programs can be a mechanism to introduce students to the benefits of your campus' quality academics, facilities and resources, outstanding teaching faculty, strong sense of community, and the like. In the process, outreach program students develop a certain familiarity and comfort level with your institution, and are exposed to the academic expectations of a college curriculum.

**“Three Years and Something to CHEER About!”**

*Panelist: Rasbeema Johnson (Fayetteville State University)*

The CHEER (Creating Higher Expectations for Educational Readiness) program, now in its third year, is a bridge program designed to ease the transition to the University, and better prepare the students for their baccalaureate studies. incoming freshmen participants get “head starts” on their college careers by tak-

ing foundation courses in mathematics and English composition. The program is supplemented with intensive academic support activities and participants receive a scholarship to cover costs.

4:30 pm-6:00 pm

**Panel Presentation 3: Summer Travel Study Programs**

*Moderator: Jon Matsuda (University of Hawai'i, Mānoa)*

**"The Alchemy of Travel-Study Program Development"**

*Panelist: Molly Schneider (University of California, Irvine)*

UC Irvine's summer travel-study programs have been increased by over 300% in the last four years. While travel-study programs have traditionally been oriented to the liberal arts, the majority of UC Irvine's students are biological science majors invested in programs of study that leave them with little academic flexibility or free time. One Summer 2007 travel study program hosted by a Chilean University who worked with our faculty to develop an appropriate biological sciences curriculum attracted 60 enrolled students, showing that travel study programs with tailored curricula may be quite attractive for targeted groups of students with special academic needs.

**"On the Road Again-Education with Travel is Fun!"**

*Panelist: William (Bill) McClure (University of Massachusetts, Amherst)*

We developed and offered a series of travel programs while I was at Binghamton University-SUNY over a ten year period. These non-credit travel programs, focused on non-matriculated adults, produced strong enrollments and revenue while creating a campus outreach opportunity with the community.

**"Summer Travel Study: A Unique Advantage for Students to Acquire Cultural Understanding and Awareness"**

*Panelist: Susan Sims (University of California, Los Angeles)*

Over the last few years UCLA has been very successful in expanding its mission of giving students a global education. Our Summer Sessions' Travel Study Programs facilitate this mission by providing students the opportunity to study abroad during the summer while earning credit toward their degrees. This presentation will highlight the innovative programs offered through UCLA Summer Travel Study and discuss the successes and challenges of offering over 30 programs around the world.

4:30 pm-6:00 pm

**Panel Presentation 4: Special Summer Academic Programs**

*Moderator: Florie Wilcoxson (University of Alaska, Fairbanks)*

**"Offering Simulcast Courses To Off-Campus Locations In Summer: Opportunities And Challenges"**

*Panelist: Robert G. Mann (University of California, Santa Barbara)*

Although 45% of UCSB's continuing students enroll in at least one summer term course on the main campus, many students from the Los Angeles area choose not to attend summer classes on campus because they return home to live with their families in summer. We decided to expand summer enrollment by



recruiting some of these students, as well as some pre-college students, to attend courses that were simulcast from the campus to a high school located in the West Los Angeles area. UCSB began this initiative in Summer 2003, and this talk will outline some of the opportunities, challenges, and misadventures of offering videoconferenced, off campus summer programs.

**“The Innovation Game: Engaging Your Partners in Program Innovation”**

*Panelist: Victoria Matthew (University of Massachusetts, Amherst)*

As summer administrators we are often charged with developing new and innovative programs. But what happens when schools, colleges and other partners don't want to play? This presentation will discuss our Outreach Program Innovation Fund and the way it has been used to develop new programming and incentives for faculty to teach online.

**“Improving Summer Enrollments After Flat & Declining Years—Balancing Online and On-campus Course Offerings”**

*Panelist: Bill Taylor (University of North Carolina, Greensboro)*

We have invested significant time and effort in balancing declining summer enrollments on campus with increases in distance enrollments. This has become increasingly important since all state schools in North Carolina lost state funding for summer sessions in 2006. We now have two summers of dramatic increases in distance enrollments in the face of flat or declining summer enrollments on the main campus.

6:15 pm-7:30 pm

**Hands-On-Workshop 1: The Art of Lei-Making**

*Presenter: Silla Kaina (Maui Kapalua Resort)*

Learn the mana'o (thought) behind the Hawaiian practice of making and giving lei. Discover the history, social protocols, techniques, and materials used in lei making and then spend some time making your own. (Maximum participants in session: 20—please indicate your interest in this session when you register for the conference).

6:15 pm-7:30 pm

**Hands-On-Workshop 2: “The Art of the Hula—For Those with Rhythm...or Not!”**

*Presenter: Alan Hunley (University of Hawai'i, Mānoa)*

Hula is often called the heartbeat of the Hawaiian people, so what better way to learn about the culture than through the dance. This is a Hands- and Feet-On workshop, so we will learn by doing. We will cover some of the basic steps and hand motions and finish by learning a simple, yet beautiful hula. Participants should wear comfortable clothes to move in (shorts and t-shirts are fine) and women should bring a pareo (or pareu) if you have one (if you don't know what a “pareo” or pareu is, you probably don't have one and you are probably a male!)

7:30 pm-8:30 pm

**NAASS Finance Committee Meeting**

*(Harris—chair; Gamboa; Garcia; Howie; Kalinowski; Nunes; Poe)*

7:30 pm

**Dinner On Your Own**



- 8:00 am **Conference Registration Desk Opens**  
Sign up for Affinity Group Dinners
- 8:30 am-9:00 am **The NAASS Legacy Series 2: "Evolving Lessons: Past, Present, and Future"**  
*Moderator: Thomas J. Venables (Rutgers-The State University of New Jersey, Camden)*  
*Presenter: Thomas Kujawski (Rutgers-The State University of New Jersey, New Brunswick)*  
How has Summer Session changed in the past 30-40 years? We will discuss changes by the central administration, evaluating proposed summer courses and schedules, managing summer sessions courses, interacting with department chairs and faculty, benefits of statistical data, and treating students with dignity and respect. It is because of students we have a summer session.
- 9:15 am-10:45 am **Panel Presentation 5: Intersession Programs**  
*Moderator: Lori Jenmarway (St. Louis University)*  
**"Living Through Two Different Stipend Models Simultaneously, One For Winter and a Different One For Summer"**  
*Panelist: Beth Laves (Western Kentucky University)*  
It seems that every school has a unique summer term faculty stipend policy-they seem to come in all different flavors and permutations. When we began a new winter term two years ago, we used a pro-rated faculty instructor stipend based on class enrollments. Since the summer term stipend model was different, the dichotomy has created some interesting and unexpected outcomes.  
**"Best Practices in Intersession Program Development and Implementation"**  
*Panelist: Debbie Miller (University of Arizona)*  
In this presentation we will touch on a few areas that we at the University of Arizona have found to be pertinent to a successful intersession. There are many factors to consider when implementing a shortened session, such as the availability of campus facilities and services; the appropriateness of the curriculum; faculty stipends; revenue structure; and a whole host of other variables. Our goal is to provide a few pointers that might be useful as you go about implementing an intersession program at your own institution.  
**"It'll be a Cold Day in Summer Session: Lessons Learned From Starting a Winter Session."**  
*Panelist: Douglas (Doug) J. Lee (University Of Iowa)*  
Trying to implement an Intersession Program can create campus divisions between summer session administrators, on the one hand, and faculty senate members, on the other. After experiencing these divisions first hand we will discuss what worked and didn't work for the intersessions program at the University of Iowa. You might find the lessons learned at the University of Iowa useful to those of you brave enough to try and implement an intersessions program at your own institution.

9:15 am -10:45 am **Panel Presentation 6: When the Outside Wants to Look Inside**

*Moderator: Anita McDonald (Pennsylvania State University, DuBois)*

**"Shining Stars: Preparing For an External Administrator Review"**

*Panelist: Sue Day-Perroots (West Virginia University)*

Your professional administrator reviews can be a pain to write. Unless you are very organized, the data collection alone can be extremely time-consuming. This presentation provides an example of an electronic review that has multiple purposes with shining results.

**"Instituting Change in Summer Session Format and Operations: A Case Study of Central Washington University"**

*Panelist: Kevin Nemereth and Geoff Foy (Central Washington University)*

The first part of the presentation will introduce the specific structural and operational changes that Central Washington University instituted for summer sessions, with a particular focus on the administrative process that mediated the university-wide agreement concerning the changes. The second part of the presentation will cover the data pertinent to the results of the institutional changes.

**"How to Successfully Engage Your Campus in Summer Programs"**

*Panelist: Kim Scalzo and Russell (Russ) Giambelluca (Rensselaer Polytechnic Institute)*

When Rensselaer Polytechnic Institute established Summer@Rensselaer in 2005, the Summer Programs Planning Committee (SPPC) was formed to ensure this would be successful. The SPPC has evolved to become both a strategic and tactical planning group which sets the directions for summer programs, identifies challenges and opportunities in the growth of summer programs, and ensures that all campus constituents impacted by Summer@Rensselaer are engaged in the planning and implementation of summer programs. In this session, we will describe the scope, charge, and membership of the SPPC as well as how and why it was formed. We will also discuss how this committee interacts with other campus planning groups and share some of the challenges and success stories resulting from the SPPC.

11:00 am-11:30 am **Summer Sessions-On-The-Go 1: "Travel 101. Cramming Is Not Just for Exams!"**

*Presenter: Carol Switzer (Arizona State University)*

This session will be crammed with information about efficient and effective luggage packing practices. Utilizing this information can increase your safety and security as well as terminate travel traumas. A demonstration of cramming three weeks of travel essentials into one medium piece of luggage will be supplemented by handouts about gizmos available to the well traveled Summer Session administrator.

11:00 am-11:30 am **Summer Sessions-On-The-Go 2: "Travel 102. What Can You Do When Airlines and Hotels Do You Wrong?"**

*Presenter: Harriet Abe (University of Hawai'i, Mānoa)*

As world travelers, many summer session administrators have heard the words "bumped", "lost", "delayed", "overbooked", "too much (or too big) luggage", "cancelled", "no reservation", "lost confirmation", "no record of your request", "bed bugs", and the like. This workshop is a place to share "on the road" war stories and horror shows when things go awry, and explore what rights travelers actually do have when they have been wronged. Put your trays in their upright position and fasten your seat belts for this workshop—it's guaranteed to be filled with light chop and moderate to heavy turbulence.

11:45 am-12:30 pm **Theresa Neil Research Fund Presentation 1: "Concentrate, Intensify or Shorten? Short, Intensive Courses in Summer Sessions"**

*Moderator: Loy Lytle (University of California, Santa Barbara)*

*Presenter: Howard Martin (University of Wisconsin, Madison)*

In this presentation we will review the history and literature of this long controversial issue, provide a focused bibliography, and offer suggestions on how summer session administrators can make the case for academic quality and integrity.

11:45 am-12:30 pm **Theresa Neil Research Fund Presentation 2: "Teaching in Summer Session: Searching for Faculty-Centered Best Practices"**

*Moderator: Martin Barry (Oregon State University)*

*Presenter: Bill Kops (The University of Manitoba)*

The literature on the topic of teaching and learning using intensive formats supports the notion that the quality of the learning experience is comparable to when the same subject matter is taught in a longer format, particularly when the instructional quality is high. My research provides information about how faculty, known for the high quality instruction, approach teaching in a compressed/intensive format, identify how these teaching strategies and approaches may differ from those used in full-length sessions, and propose "best practices" for teaching in Summer Session.

12:30 pm-2:00 pm **Regional Luncheons**

These luncheons provide an opportunity for current members to renew acquaintances with friends over lunch. For those of you new to summer session, here is a chance to meet and begin networking with colleagues from your own region. Many regions also conduct business of regional interest at the luncheons.

**Middle States Region**

*Presiding: Renate H. Guilford (George Mason University)*

Members from Delaware, the District of Columbia, Maryland, New Jersey, Pennsylvania, Virginia, and West Virginia.



**North Central Region**

Presiding: *Dennis L. Nunes (St. Cloud State University)*

Members from Illinois, Indiana, Iowa, Kansas, Kentucky, Manitoba, Michigan, Minnesota, Missouri, Nebraska, North Dakota, Ohio, South Dakota, and Wisconsin.

**Northeastern Region**

Presiding: *Thomas K. Ingram (Oswego State University of New York)*

Members from Connecticut, Maine, Massachusetts, New Brunswick, New Hampshire, New York, Newfoundland, Nova Scotia, Ontario, Prince Edward Island, Quebec, Rhode Island, Vermont, and England.

**Southern Region**

Presiding: *Kenneth (Ken) C. Burrows (University of North Carolina, Charlotte)*

Members from Alabama, Arkansas, the Bahamas, Florida, Georgia, Louisiana, Mississippi, North Carolina, Oklahoma, South Carolina, Tennessee, Texas, and the West Indies.

**Western Region**

Presiding: *Kerri M. Garcia (University of Nevada, Reno)*

Members from Alaska, Alberta, Arizona, British Columbia, California, Colorado, Hawai'i, Idaho, Montana, Nevada, New Mexico, Oregon, Saskatchewan, Utah, Washington, and Wyoming.

2:00 pm-2:45 pm

**Theresa Neil Research Fund Presentation 3: "Academic and Programmatic Effectiveness of the UCSB Freshman Summer Start Program: A Five-Year Study"**

*Moderator: Eric Cheek (North Carolina A & T State University)*

*Presenter: Ralph Gallucci (University of California, Santa Barbara)*

This research project evaluated the academic and programmatic effectiveness of the UCSB Freshman Summer Start Program (FSSP), a six-week long Summer Program designed to allow first-year students the opportunity to get an early start on their academic careers in an intellectually stimulating and socially supportive environment. FSSP helps students make a successful academic transition from high school to the University and seeks to improve first-year retention rates and decrease student time to degree.

2:00 pm-2:45 pm

**Theresa Neil Research Fund Presentation 4: "Show Me the Money: Revenue Sharing Schemes and Their Purpose and Effectiveness Within a Summer Program"**

*Moderator: Martin Barry (Oregon State University)*

*Presenter: John LaBrie (Simon Fraser University)*

Based on a survey and follow-up interviews of summer session offices, the research project was designed to better understand the scale and pervasiveness of revenue sharing plans within summer session operations. Other purposes of the study were to develop a lexicon by which these various schemes can be discussed;

examine the overall motivations, intent and purpose of revenue sharing schemes; and provide summer session administrators a "policy tool chest" to design revenue sharing plans that will have positive outcomes for the university and the summer session operation.

3:00 pm-3:30 pm **The NAASS Legacy Series 3: "The Sources of your Power"**

*Moderator: Bill Kops (The University of Manitoba)*

*Presenter: James (Jim) Murphy (University of North Carolina, Chapel Hill)*

As an administrator for summer sessions, how do you manage, control, direct, and change the summer term? Where do you get the power to do any of that? The speaker will reflect on some of the sources of power that he has experienced.

3:45 pm-4:30 pm **Hands-On-Workshop 3: "Becoming EXCELlent"**

*Moderator: Annette E. Day (St. Cloud State University)*

*Presenters: Harriet Abe (University of Hawai'i, Mānoa) and*

*Irene Pearce (University of California, Santa Barbara)*

We communicate with numbers and statistics, prepare budgets, and report our finances using those all-too-pervasive Excel spreadsheets. Have you ever wondered what you can use Excel for besides adding up columns of numbers? Have you ever fully realized the power of Excel spreadsheets to help you make better projections, fee-making decisions, or generated distribution shares for your revenue sharing plan? Although this is not a workshop intended for first-time Excel users, one part of the workshop will provide those familiar with some of the features of Excel with a more powerful tool to carry out their day-to-day work. Another part of the workshop will focus on some formatting tricks and routines to help you produce better-looking reports with greater oomph. You must bring along a laptop computer to the session (with an installed Excel application) or make prior arrangements to share one with another workshop attendee.

3:45 pm-4:30 pm **Hands-On-Workshop 4: "Summer Session Secret Weapon: Forming Strategic Alliances with Campus Representatives"**

*Moderator: Beverly Kalinowski (The College of New Jersey)*

*Presenters: Peter Perkins (State University of New York Institute of Technology) and*

*Russell (Russ) Giambelluca (Rensselaer Polytechnic Institute)*

While summer is an important academic activity on most campuses, there are often many apparent impediments to planning and delivering a successful and rewarding summer program. In this session you will be grouped with your colleagues to discuss some of the key impediments to successful execution of a summer program and focus on how strategic alliances or campus collaboration might be used to mitigate or eliminate those impediments. You will be given an opportunity to share your own experiences and to learn from others who have successfully engaged other campus offices to actively support summer programs. In addition, the co-leaders of this session may incorporate role-play to help visualize how this strategy can be implemented.



3:45 pm-4:30 pm **Hands-On-Workshop 5: "A Summer Sessions Life-Saving Survival Tool Kit"**

*Moderator: Shirley Douglas (North Carolina A & T State University)*

*Presenter: Kenneth (Ken) C. Burrows (University of North Carolina, Charlotte)*

Sisyphus' futile battle trying to roll his stone up the mountain only to watch it roll down again is child's play compared with our yearly challenge to put on the definitive summer program. Even if the new and inexperienced summer session manager's lot is not so mythic, it can be ruinously stressful and frustrating. We will share some absurdity-transcending, despondency-triumphing, even job-saving ideas and strategies, and have some fun while we're doing it. Participants should bring tersely phrased solutions or stratagems they have used successfully in managing stressful situations gracefully; or pleas for effective responses to particular frustrations. (Summer Sessions-related, examples only, please—time will not allow us to address personal, domestic, and/or family issues.)

4:45 pm-5:15 pm **Summer Sessions-On-The-Go 3: "Travel 103. Geek Gadgets for Globetrotters"**

*Presenter: Carol Switzer (Arizona State University)*

Receiving "geek" magazines and purchasing electronic items always gives pause to someone who's VCR always blinked 12:00. Technolust, combined with the desire to travel light, heightens the consuming quest for unique and easy-to-use electronic devices. How many adaptors do you travel with? This session will enlighten or entice participants with hands-on examples and discussion on how summer sessions administrators and staff can utilize the plethora of blueberries, blackberries, raspberries or pea pods to the best advantage for yourself and your institution. (Step 1—they are not edible).

4:45 pm-5:15 pm **Summer Sessions-On-The-Go 4: "Travel 104. Combating Jet Lag"**

*Presenter: Loy Lytle (University of California, Santa Barbara)*

Now that you've arrived in Maui—a place some consider paradise, or the next best thing to it—all you feel is fatigue and irritability exacerbated by a headache and/or stomach ache. You can't stay awake during exciting conference sessions like this one, but also can't fall asleep at your usual bed time. Desynchronization (jet lag) is common among people making rapid transits across several time zones. Although this session will probably not help you much if you experience jet lag traveling north to south in the same time zone, it will provide you with some tips and tricks you might try to ease east-west and west-east rapid time-zone shifts. (You might be surprised to learn that alcohol and caffeine may worsen the symptoms of desynchronization.)



5:30 pm-6:30 pm

**Plenary Session: "Hawai'i—Past, Present, and Future"**

*Moderator: Velma Panlasiqai (University of Hawai'i, Mānoa)*

*Speaker: Roselle Keli'ibonipua Bailey (Kumu Hula, Kabiko Halapa'i Hula Alapa'i)*

Ms. Bailey is the founder of Ka'Imi Na'auao 'O Hawai'i Nei (Institute Seeking Enlightenment of Hawai'i). A Maui born resident, Ms. Bailey has touched many lives with her heartfelt wisdom about Hawaiiana and cultural values. Her life's work focuses on teaching and preserving the Hawaiian culture, and she travels the world to help foster peace among people and its communities. Together, she and her husband have conducted international cultural exchanges throughout the world. In 2005, Ms. Bailey was nominated by 1000 Peace Women Across the Globe for the Nobel Peace Prize due to her commitment to perpetuating Hawaiian cultural traditions and healing ethnic and culture divisions among Hawaiians and between people of all cultures. In 2007, she has been selected as one of Kaua'i's Living Treasures as a tribute to her involvement with resurrection of Kaua'i's premier Hula temple, Keahualaka, the island's museums, historical societies, and chamber of commerce for over two decades. On Maui, she continues to be actively involved in various community planning endeavors [such as Kā'anapali 2020; Nā Wai 'Ehā (a group sought to protect water rights among communities); and Ka Ipu Kukui Fellows, a collaborative effort by Maui Community College focused on planning and working with tomorrow's community leaders].

6:30 pm-7:30 pm

**Plenary Speaker Reception**

7:30 pm-9:30 pm

**NAASS Administrative Council Meeting**

7:30 pm

**Affinity Group Dinners**

Join other NAASS members for dinner at restaurants in Whaler's Village or Lahaina. Look for sign-up sheets at the conference registration desk to select a restaurant. Catch the hotel shuttle or a conference van to transport you to the restaurant of your choice in Lahaina. Network and visit with colleagues and friends while enjoying the best of the surrounding restaurants and their cuisine.





- 8:00 am **Conference Registration Desk Opens**
- 8:00 am-8:30 am **The NAASS Legacy Series 4: "Big Dreams, Hard Questions"**  
*Moderator: John LaBrie (Simon Fraser University)*  
*Presenter: Ronald (Ron) L. Wasserstein (American Statistical Association)*  
As leaders, we should have goals and dreams for our programs. We are also all too aware of constraints and obstacles we face on the path to our dreams. How do we ask, and answer, the hard questions that might help us overcome the problems and achieve our goals?
- 8:45 am-10:00 am **Creative and Innovative Presentations and Poster Session**  
*Moderator: Cathy Evans (George Mason University)*  
Listen to short, prepared presentations by program finalists who submitted their programs for the NAASS creative and innovative award program. At the same time, view the poster session for the programs, and chat with your colleagues about how you might modify, adapt, and import their programmatic ideas to the benefit of the summer program at your home institution.
- 10:15 am-11:00 am **Functional Forays Through Summer Sessions' Websites**  
*Presenters: Martin Barry (Oregon State University) and Loy Lytle and Linda Marie Williams (University of California, Santa Barbara)*  
Some years ago Gary Penders (University of California, Berkeley; Emeritus) proposed that we might do well to analyze our institutional catalogs and websites from a functional as well as graphic design perspective. Members of the NAASS Quality and Research Committee developed an experimental protocol to carry out an on-line analysis of selected NAASS affiliated summer session websites, with the ultimate goal of taking the first step in designing a useful tool that members could use to assess the "functionality" of their print and electronic media communications. A progress report summarizing the results of this foray will be presented during this session.
- 11:15 am-12:00 pm **"Motivational Factors Affecting Student Decisions to Participate in Summer Sessions"**  
*Presenters: Thomas F. Kowalik and Donna M. Fish (Binghamton University, SUNY)*  
Building upon our research model to discern how students learn about summer session, the timing of their decision-making and their reasons for selecting a particular institution, you may ask, "So what do we do now?" This session provides a review of the research model we designed to answer these and other related questions, and explores the opportunities for enhanced program development, new marketing approaches, cross-campus collaborations and responsive student services that grow out of knowing your student's motives as the basis for meeting summer session and larger institutional goals.

12:15 pm-1:30 pm **Box-Lunch Discussion Group 1: Scheduling and Term Issues—  
How Many and How Long?**

*Facilitators: Robert Burns (Utah Valley State College) and  
Thomas Ingram (Oswego State University of New York)*

How many sessions can be effectively scheduled during a summer term, and what are the major issues that need to be taken into account in summer term class scheduling? Some issues—pedagogical impact (effects of schedule length on teaching and learning outcomes); faculty and student convenience (and interest); efficient use of existing classroom facilities; institutional facility maintenance and renovation projects; timing of examinations and other gradable academic products; and student employment schedules—are but some of the variables that need to be weighed in developing a multi-session summer curricular program.

12:15 pm-1:30 pm **Box-Lunch Discussion Group 2: Integrated, Student Based Marketing  
Campaigns—Design and Implementation**

*Facilitators: Cordelia A. Maloney (University of Illinois, Chicago) and  
Karen H. Sibley (Brown University)*

Student-based marketing means you meet your enrollee at the point of need and interest. Regardless of the size of your summer program, the audiences you seek to reach, or even your marketing budget, the most important thing you can do—each year—is systematically review your objectives, so that all of your marketing efforts proceed from solid, current information. It is also important to have a plan and stick to it—or if you don't, at least identify what changed to justify the deviation. Finally, good design really does matter, even when you use electronic media. If your budget is limited, you may have to be creative to find good, elegant, and appealing design at a price you can afford, but it's worth the effort. Then you need to get the marketing information out to students early and often, but the conundrum is this: how do you reach millennial students? Unlike their predecessors, millennial students seem to eschew print media, e-mail, and other "tried and true" marketing media that seemed to have worked well in the past.

12:15 pm-1:30 pm **Box-Lunch Discussion Group 3: To Dive or Not To Dive Into Total Online  
Summer Sessions Catalogs (No Printed Catalogs)**

*Facilitators: John Leffler and Paula Broadwick (Montclair State University)*

Some have taken the dive and no longer print and distribute summer course catalogs. Others are reluctant to "take the plunge" and rely heavily on web-based catalogs. Overcoming the fear of diving into the web, letting go of the printed catalog, embracing the technology; the initial planning and set-up will be discussed and debated. The advantages of web-based catalogs are obvious—they provide year-round visibility for Summer Sessions, real time information with 24/7 access, data and information bundling through web links, and flexibility and scheduling responsiveness that cannot be matched by print catalogs. Are there reasons to continue providing information using both media vehicles?



12:15 pm-1:30 pm **Box-Lunch Discussion Group 4: Profit Sharing Models**

*Facilitators: Steve Angelo (University of California, Los Angeles) and Karen Schuble-Williams (State University of New York, College at Brockport)*

Profit sharing is an important way to motivate departments to make the Summer Sessions program financially successful. So it's important that the revenue is shared directly with departments, rather than through higher administrative levels like deans or the central administration. Profit sharing is a useful tool for encouraging departments (and administrators) to: a) put courses on the books that students need and want; b) provide discretionary funding to departments helping to generate summer revenue, and c) provide a financial return to the institution. Join us to discuss the pro's and con's of profit sharing, identify models that work (and those that have not worked—we still learn from duds, too!). Do you have a profit sharing formula you'd like to share—bring it along as a handout and be prepared to share your enthusiasm with others who are still seeking the perfect model that satisfies their needs.

12:15 pm-1:30 pm **Box-Lunch Discussion Group 5: The Art of Summer Sessions Budget Management**

*Facilitators: Natalie Kokorudz (University of Illinois, Chicago) and Donald R. Howie (University of Mississippi)*

The financial expectations of faculty, department heads, chairs, the provost, and chancellor make effective management of summer school revenues and expenditures critical to the success of the summer term itself, and of the many programs that depend in whole or in part on summer school financial support. The job of a summer administrator might be a lot easier if managing a summer budget was an exact science. But good budget management is more of an art that requires both analytic and creative skills in response to the unique characteristics of your institution and the changing conditions in which you find yourself from year to year. We'll start our discussion with a few case study examples that demonstrate the intricacies of budget management (negotiating with data, responding to budget cuts, expanding course offerings).

12:15 pm-1:30 pm **Box-Lunch Discussion Group 6: Developing a Research Proposal for the Theresa Neil Research Fund**

*Facilitators: Martin Barry (Oregon State University) and Jack Johnson (University of Minnesota, Twin Cities)*

Developing Research to Strengthen Summer Sessions will provide participants with necessary information on submitting Theresa Neil Memorial Research Fund proposals. This session will also cover the benefits of research and data-driven decision making on program start up and evaluation.

12:15 pm-1:30 pm **Box-Lunch Discussion Group 7: The Institutional Art of Milking the Summer Session Cash Cow—Who Do You Pay and Why?**

*Facilitators: Deborah (Debbie) Harris (University of Arizona) and Dennis L. Nunes (St. Cloud State University)*

Does it seem like many of your campus departments have their hand out, wanting to get some summer "support" money? There are many justified expenditures that we as administrators must deal with, and, of course, those that are questionable. With the right budget model in place, Daffy Duck could not fail. But institutional financial needs and/or avarice, when combined with faculty desires to maximize their own salaries, may outstrip your ability to implement a budget model that insures future summer term success. What and how can you be the institutional dairy cow and, at the same time, fulfill your mission of offering high quality summer learning experiences for your students (at an affordable price) while making sure there is enough "milk" left to satisfy these other (seemingly unquenchable) thirsts?

12:15 pm-1:30 pm **Box-Lunch Discussion Group 8: Working with Universities Overseas to Internationalize Your Campus**

*Facilitators: Sarah Ormrod (University of Cambridge) and Lilieth Nelson (University of the West Indies)*

On offer in this discussion group are a set of 'overseas' listening ears and a different perspective or two on how you might usefully work with overseas universities to help 'internationalize' your campus or the experience of your students during pursuit of their degrees. From the viewpoint of our universities—which proudly invite US students as well as many other nationalities—we might be able to offer perspectives on how to prepare your students for an "international" experience at home or abroad. There are many issues that should be addressed in working with universities overseas to help internationalize your campus, including establishing curricular standards and equivalences; resolving issues of credit transfers, pre-requisites, and curricular reintegration; achieving balance between academic interaction and cultural immersion; dealing with issues of risk management, security, and personal responsibility; and providing appropriate pre- and post-departure student orientation programs. We are also receptive to sharing horror as well as success stories during the discussion session!

12:15 pm-1:30 pm **Box-Lunch Discussion Group 9: Forming On- and Off-Campus Partnerships**

*Facilitators: Kerri M. Garcia (University of Nevada, Reno) and Vykuntapathi Thota (Virginia State University)*

On- and off-campus partnerships are vital to a successful Summer Session. Positive, effective on-campus partnerships are the most essential. How well do we work with campus entities that matter to summer programming at all levels: administration, academics, students and student services? How do you connect with your Deans, academic department chairs, department representatives (secretaries and other



staff), enrollment services, cashiers, bookstore, financial aid, students, student government and student organizations. ... and more? What does your summer programming do to connect with off-campus partners? Who are those partners? Come to this lunch box discussion group and share your case histories, individual experiences, and innovative solutions that you care to share with the group.

12:15 pm-1:30 pm **Box-Lunch Discussion Group 10: Private Universities and Summer Sessions**  
*Facilitators: Joan Roberston (College of St. Catherine) and Libby Rittenberg (Colorado College)*

Many of the same issues facing summer sessions administrators at large public universities also affect summer terms offered by private universities and colleges. However there are significant differences that bear discussion. For example, the summer term at the college of St. Catherine was largely focused on meeting the needs of its continuing students, but it has now decided to expand summer enrollments. That has brought its own unique set of challenges related to calendar, faculty, financial aid, and facility use issues, as well as how to position the college in a competitive marketplace. Colorado College uses a unique blocking scheduling plan, in which students take one-course-at-a-time in the fall, winter, and summer terms. The summer term at Colorado College also boasts an extensive study abroad program and, like the College of St. Catherine, it has an extensive summer outreach program designed to increase enrollments among non-matriculated students. Small colleges and universities generally have fewer resources available to support new summer programs, as well as offer support services to non-traditional students. Hence, while private colleges and universities may oftentimes be smaller, the problems of administering summer programs may have larger scope and present more (or at least unique) challenges.

12:15 pm-1:30 pm **Box-Lunch Discussion Group 11: Summer Sessions' Programs for High School Students and Teachers: Problems, Possibilities, and Outcomes**  
*Facilitators: Kay Fiset and John Fiset (Syracuse University)*

Two primary focal points for this discussion group will be assessing the importance of Summer Sessions' role in offering professional development opportunities for high school teachers, and the problems inherent in managing residential populations that include under-age students. Our lunch box topic presents a great opportunity to discuss problems, explore solutions, and brainstorm possible additions or improvements in summer programs designed for high school students and teachers.

1:30 pm-2:00 pm **The NAASS Legacy Series 5: "Diving Deeper Into the Functions of Marketing"**  
*Moderator: Doug Au (University of California, Berkeley)*  
*Presenter: Gary Penders (University of California, Berkeley; Emeritus)*

Yes, there is one primary reason to engage in marketing your summer program. But there are other reasons, too, which may be as important, if not more important, than what you are thinking. Who else are you talking to? What are you saying?



2:15 pm-3:00 pm **Hands-On-Workshop 6: "Developing 'Dashboard' Predictive and Real-Time Summer Sessions Indicators"**

*Moderator: Margaret Shaw-Burnett (Buffalo State College)*  
*Presenter: Thomas W. Fuhr (SUNY Potsdam)*

A proposed "dashboard" for Summer Session administrators and staff will be presented that promises a much more efficient and just-in-time analysis of key measurements related to course schedule, enrollment, student drops, etc. Participants will be encouraged to react to and present their own suggestions for further refinement of this "dashboard."

2:15 pm-3:00 pm **Hands-On-Workshop 7: "Best Practices in Implementing and Maintaining Online Programs"**

*Moderator: Ronald E. Trebon (University of Oregon)*  
*Presenter: Tryna Luton (Oregon State University)*

The workshop will provide participants with information on options for the development and implementation of credit, non-credit, workforce development, and/or pre-college programs. Some of the topics we will cover will include online content management systems, collaborating and integrating with other college departments, revenue sharing models, and evaluation of courses.

2:15 pm-3:00 pm **Hands-On-Workshop 8: Using Focus Groups and Online Surveys to Grow a New Winter Term**

*Moderator: Barbara Shaw (University of the Pacific)*  
*Presenters: Beth Laves and Jennifer Perry (Western Kentucky University)*

After three years of planning and two winter terms behind us, we have learned a great deal about the power of information in shaping a successful special session. We will share our experiences with focus groups and online surveys used to assess Winter Term policies, procedures and marketing strategies. Using discussion questions and small group activities, we help workshop participants gain an understanding of what goes into using focus groups and online surveys for assessment purposes. Our objective is to motivate participants to begin using these tools as they develop implementation and assessment plans for new sessions.

3:00 pm-6:00 pm **Explore Maui on Your Own or Participate in One of the Following Two Guided Tours:**

**Tour No. 1: Pineapple Plantation Tour** (Cost: \$25.00)

Spend a few hours with us and we'll show you why we say Maui Gold Pineapple is the world's best! Your Maui Pineapple Plantation Tour guides are veteran plantation workers, whose colorful commentary weaves the history of the area with current facts. A once-in-a-lifetime, authentic plantation experience, you will ride to fields being harvested; learn about the unique growing and harvesting cycle of the "King of Fruits"; view some of Maui's most spectacular scenery from the pineapple fields overlooking the ocean; learn some of the fascinating history



about Kapalua's landmarks; sample pineapple cut fresh in the fields; and be invited to pick your own pineapple to take home with you!

*Comfortable, covered shoes (no sandals), sunscreen, and a hat are recommended. The tour begins at the Sheraton Maui Resort at 3:00 pm and returns back to the Resort at approximately 5:30 pm. A minimum of 6 participants is required for this tour to be offered; no more than 42 participants can be accommodated so enroll early if you are interested in this tour.*

**Tour No. 2: Lahaina Art Gallery Tour** (Cost: \$15.00)

The historic whaling village of Lahaina is the hub of Maui's west side and is a ten-minute drive south of the Sheraton Maui Resort. In addition to numerous cultural sites, restaurants and shops, this quaint town is home to art galleries that display the works of local, national, and international artists. Enjoy a leisurely stroll down Front Street as we gallery hop, perhaps with ice cream cones in hand.

*Comfortable shoes are recommended. The tour begins at the Sheraton Maui Resort at 3:00 pm and returns back to the Resort at approximately 5:30 pm. A minimum of 10 participants is required for this tour to be offered; no more than 22 participants can be accommodated so enroll early if you are interested in this tour.*

6:00 pm-7:00 pm  
7:00 pm-9:30 pm

**Awards Banquet Reception**

**Annual Awards Banquet and Entertainment**

Don't miss this annual event. Come dressed in Hawaiian casual, rub and bend elbows and break bread and commiserate with your colleagues about having to leave this island paradise. NAASS creative and innovative program winners will be announced and special prizes will be distributed, on this last night of the conference.

**WEDNESDAY (PŌ'AKOLU),  
NOVEMBER (NOWEMAPA) 14, 2007**

8:00 am-9:00 am  
9:00 am-10:00 am

**Buffet Breakfast**

**Annual NAASS Business Meeting**

NAASS standing committee reports will be delivered, old and new business is addressed, and the 2006 fiscal year financial outcomes and 2007 fiscal year budget projections will be presented to, reviewed by, and voted on by the membership.

Outgoing president Karen Heikel turns over the presidential gavel to incoming president Loy Lytle and the new slate of NAASS officers are announced.

10:00 am-10:30 am

**The NAASS Legacy Series 6: "New Ways of Thinking Summer Sessions"**

*Moderator: Karen Heikel (Montana State University Billings)*

*Presenter: Victor Kobayashi (University of Hawai'i, Mānoa)*

A discussion, with audience participation, of various innovations that might make summer a very special period for students—including the use of online distance learning and special on-campus events.



10:45 am-11:45 am **Group Problem Solving 1: Administrative Issues**

*Presenters: Richard Russo (University of California, Berkeley) and Robert G. Mann (University of California, Santa Barbara)*

Poorly administered summer programs, no matter how creative and exciting they might be, can be damaged irreparably. Excellent "customer service" and sound administrative policies, procedures, and practices are important determinants of the success of a summer program. Hence, it is important that summer session administrators take the lead in helping shape institutional policies and practices in ways that best serve all summer term constituents (faculty, students, and staff).

10:45 am-11:45 am **Group Problem Solving 2: Budget Related Issues**

*Presenters: Heather Harroun (Saint Mary's University) and Jessica Madrigal (The Johns Hopkins University)*

Well-managed budgets are crucial, especially in these tight times. They are the key to the overall financial health of the summer session operation, but also important to other institutional units who share the summer session financial largesse. As with everything in life...there must be balance (literally and figuratively) in the budget process! If you've got budget problems, your dollar doctor colleagues will be there to prescribe the treatment.

10:45 am-11:45 am **Group Problem Solving 3: Program Development and Administration**

*Presenters: W. Kenneth Bulls II (Winston-Salem State University) and Erroline Williams (Duquesne University)*

The first step in new program development is to know your market and know what is needed to draw student enrollments. The second key step is to culture academic and administrative investment in new programs so that others buy-in because they thought it was their idea to begin with. The last step in successful programming is to marshal the appropriate staff support and other resources needed to nourish new programs, as well as sustain older ones. The general concepts are easy—the devil is always in the detail. Bring your market research ideas, and enlist your experienced colleagues to help you identify and exorcise the demons in route to ironing out the details of successful program development and management.

10:45 pm-11:45 pm **Group Problem Solving 4: Strategic Planning and Interfacing with the Institution**

*Presenters: M. Wayne Childs (Brigham Young University) and Renate Guilford (George Mason University)*

Improvement is all about strategic planning and assessment, so how do you do it? If you fail to plan, you plan to fail. So... what's in a plan? Lord Kelvin (1906) said that "you can't improve it if you can't measure it" and Jack Welch (former CEO of General Electric) said that "you get what you measure". So, assessment depends on measurement—measuring where you are, and being able to measure where you are once you get there. To what extent are colleges and universities adept at strategic planning? For that matter, how good are you at it? Come to this session and get some expert advice from those colleagues who are expert strategic planners.





10:45 am-11:45 am **Group Problem Solving 5: Collective Bargaining, Faculty Salary, and Contract Administration Issues**

*Presenters: Marlys Boote (University of Iowa) and Evelyn Goldsmith (Kent State University)*

There are as many summer session faculty compensation, collective bargaining, and "teaching contract" policies and practices affecting compensation as there are stars in the sky. Come to this session and learn from the experiences of others about how they resolved and/or evolved new compensation practices or negotiated new collective bargaining agreements better suited to the needs of their summer term. Since contracts are legally enforceable agreements between two or more parties, when was the last time you took a faculty member to court when he/she reneged on one or more aspects of the agreement? Do summer session administrators issue "contracts" or in reality do they generate one-sided agreements with summer instructors?

10:45 am-11:45 am **Group Problem Solving 6: Marketing a New Idea or Program**

*Presenters: Sue Day-Perroots (West Virginia University) and Allyson Morris (Regis University)*

One of the most difficult tasks Summer Session administrators encounter is creating and implementing effective marketing methods to promote a new idea or program. Whether marketing campaigns are paper-based, online, or involve "special events", the critical key to success entails up-front research. At the very least, thorough analyses of programmatic need; target audience demographics; potential or real competition; institutional resources available for academic delivery and student support services; should be carried out prior to program launch. With this research, as well as a complete description of the program in hand, the creativity begins. Marketing is matching the message with the intended audience in a memorable manner. Data collection on the effectiveness of message delivery is critical. This session will provide participants with a fantastic opportunity to hear from and interact with colleagues about marketing strategies that have worked (and ones that have not), and how your new program might be marketed to best advantage.

10:45 am-11:45 am **Wrap-Up Round Table for New Administrators**

*Presenters: Karen Heikel (Montana State University Billings) and Loy Lytle (University of California, Santa Barbara)*

The NAASS Past President and President will meet with participants in the New Administrators' Workshop to poll them about what changes can be made in the workshop and conference program to better meet the needs of new administrators.

12:00 noon **NAASS 44th Annual Conference Adjourns**

12:00 pm-2:00 pm **NAASS Administrative Council Meeting**

The following members are expected to attend their respective committee meetings on Saturday afternoon, November 10 (see page 9) or, in the case of the Finance Committee on Sunday evening 7:30 pm-9:30 pm, November 11 (see page 15).

### Conference and Program Planning Committee

Loy D. Lytle, *Chair*  
 Stefan Gunther  
 Deborah (Debbie) J. Harris  
 Karen L. Heikel  
 Michael U. (Mike) Nelson  
 Peter Tanaka  
 Timothy C. Westcott

### Creative and Innovative Awards Committee

Cathy M. Evans, *Chair*  
 Claudette Free  
 Lori Smith Jennaway  
 Sandra Buike Phillips  
 Florie A. Wilcoxson

### Finance Committee

Deborah (Debbie) J. Harris, *Chair*  
 Sylvia H. Gamboa  
 Kerri M. Garcia  
 Donald R. Howie  
 Beverly Breslin Kalinowski  
 Dennis L. Nunes  
 E. Mike Poe

### Information & Communications Committee

John G. LaBrie, *Chair*  
 Molly W. Berger  
 Ken C. Burrows  
 Renate H. Guilford  
 Jessica Madrigal  
 Cordelia A. Maloney  
 Sarah J. Ormrod  
 Margaret Shaw-Burnett  
 Patricia L. (Trish) Suske  
 Linda Marie Williams

### Membership Committee

Jon C. Neidy, *Chair*  
 Ken C. Burrows  
 Annette E. Day  
 Thomas W. Fuhr  
 Kerri M. Garcia  
 Karen L. Heikel  
 Thomas K. Ingram  
 John H. Leffler  
 Michael U. (Mike) Nelson

### Nominations and Elections Committee

John G. LaBrie, *Chair*  
 Bill J. Kops  
 Cordelia A. Maloney  
 Anita D. McDonald  
 James L. Murphy  
 Karen H. Sibley

### Quality and Research Committee

Martin D. Barry, *Chair*  
 Allan G. (Al) Fanjoy, Jr.  
 Bill J. Kops  
 Loy D. Lytle  
 Lilieth H. Nelson  
 David Schejbal  
 Patricia L. (Trish) Suske  
 Ronald L. (Ron) Wasserste

# North American Association of Summer Sessions 44th Annual Conference



## 2007 CONFERENCE REGISTRATION FORM

For online registration and payment, see [www.outreach.hawaii.edu/naass2007](http://www.outreach.hawaii.edu/naass2007)

*Registration deadline: Friday, October 5, 2007*

(PLEASE PRINT)

Please check one:     NAASS Member     Non-NAASS Member

\_\_\_\_\_  
First Name                                      Last Name                                      Title

\_\_\_\_\_  
Institution

\_\_\_\_\_  
Mailing Address

\_\_\_\_\_  
City    State/Prov                                      Zip/Postal Code

\_\_\_\_\_  
Telephone                                      Fax

\_\_\_\_\_  
Email

\_\_\_\_\_  
Website

\_\_\_\_\_  
Name Preferred on Badge

\_\_\_\_\_  
Name of Guest

### DISABILITY ACCESS

Persons with disabilities and related access needs should contact Harriet Abe at 808.956.6780 or [harriet.abe@hawaii.edu](mailto:harriet.abe@hawaii.edu) for information/support by October 5, 2007.

### CANCELLATION POLICY

All fees paid, less \$100, are refundable if the conference registration is cancelled via email or written correspondence before Friday, October 5, 2007.

*For registration assistance, please contact Candy Hall at 309.677.2374 or 1-866.880.9607 or [cdh@bradley.edu](mailto:cdh@bradley.edu).*

**REGISTRATION** (select one)

- NAASS Members .....\$500  
(Includes all conference activities except tours and New Administrators' Workshop)
- WASSA Members and WASSA Conference Participants .....\$500  
(Includes all conference activities except tours and New Administrators' Workshop)
- NON-NAASS Members .....\$575  
(Includes all conference activities except tours and New Administrators' Workshop) Any non-member institution paying the \$575 registration fee is automatically granted a one-year membership in the Association.
- Additional registrants from the same institution after the first two .....\$475  
Fill out a separate registration form for each additional registrants from the same institution and submit all registration forms and payment together.
- Honorary Lifetime Member .....\$ 0

**NEW ADMINISTRATORS' WORKSHOP**

**Sunday**

- New Administrators' Workshop (Includes breakfast, lunch and materials) .....\$100

**TOURS**

**Saturday** (Select only one from the list below)

- Haleakala Tour (maximum of 50 participants) .....\$45
- Pineapple Plantation Tour (maximum of 42 participants) .....\$25
- Maui Ocean Center Tour (maximum of 25 participants) .....\$30

**Tuesday** (Select only one from the list below)

- Pineapple Plantation Tour (maximum of 42 participants) .....\$25
- Lahaina Gallery Tour (maximum of 22 participants) .....\$15

**TOTAL FOR REGISTRANT** .....\$ \_\_\_\_\_

(Add your registration, workshop, and tour selections)

**RECEPTIONS/BANQUET FUNCTIONS**

Please indicate the functions you plan to attend and indicate dietary preference when asked.

**Saturday**

- President's Welcoming Reception, 6:30 pm

**Monday**

- Regional Luncheon, 12:30 pm (Select one region)  
     \_\_\_ Middle States \_\_\_ North Central \_\_\_ Northeastern \_\_\_ Southern \_\_\_ Western
- Plenary Speaker Reception, 6:30 pm

**Tuesday**

- Box Luncheon Discussion Group, 12:15 pm \_\_\_ Indicate if Vegetarian Option is preferred
- Awards Reception and Banquet, 6:00 pm \_\_\_ Indicate if Vegetarian Option is preferred

**Wednesday**

- Buffet Breakfast, 8:00 am

**CONFERENCE SESSIONS**

In order to schedule these sessions appropriately, please indicate if you are interested in the following:

**Sunday** (Select no more than one if you are interested in any below)

- Hands-On-Workshop 1: The Art of Lei Making (maximum of 20 participants)
- Hands-On-Workshop 2: The Art of Hula (maximum of 25 participants)

**Wednesday** (Select no more than one if you are interested in any below)

- Group Problem Solving 1: Administrative Issues
- Group Problem Solving 2: Budget Related Issues
- Group Problem Solving 3: Program Development and Administration
- Group Problem Solving 4: Strategic Planning and Interfacing with the Institution
- Group Problem Solving 5: Collective Bargaining, Faculty Salary, and Contact Administration Issues
- Group Problem Solving 6: Marketing a New Idea or Program

**METHOD OF PAYMENT FOR REGISTRANT**

Credit Cards:  VISA  MasterCard  Discover

Credit Card Number \_\_\_\_\_

Exact Name on Credit Card \_\_\_\_\_

Expiration Date \_\_\_\_\_ Authorized Signature \_\_\_\_\_

**TOTAL AMOUNT CHARGED:** \$ \_\_\_\_\_

**Checks:** Please make your check payable to *Bradley University*

**Purchase Orders:**

Purchase Orders need to be made out to *Bradley University* and the following information must be filled in:

Purchase Order Number \_\_\_\_\_ Institution Name \_\_\_\_\_

Contact Person \_\_\_\_\_ Phone Number \_\_\_\_\_

**CONFERENCE GUESTS**

Guests are invited to participate in all tours, but reservations and payment must be made in advance on this form.

**TOURS**

**Saturday** (Select only one from the list below)

- Haleakala Tour (maximum of 50 participants) .....\$45
- Pineapple Plantation Tour (maximum of 42 participants) .....\$25
- Maui Ocean Center Tour (maximum of 25 participants) .....\$30

**Tuesday** (Select only one from the list below)

- Pineapple Plantation Tour (maximum of 42 participants) .....\$25
- Lahaina Gallery Tour (maximum of 22 participants) .....\$15

**RECEPTIONS/BANQUET FUNCTIONS**

Guests are invited to participate in the following reception and banquet functions, but reservations and payment must be made in advance with this registration form.

**Saturday**

- President's Welcoming Reception, 6:30 pm .....\$40

**Monday**

- Plenary Speaker Reception, 6:30 pm .....\$67

**Tuesday**

- Awards Reception and Banquet, 6:00 pm \_\_\_\_\_ Indicate if Vegetarian Option is preferred .....\$110

**TOTAL FOR GUEST:** .....\$ \_\_\_\_\_

**METHOD OF PAYMENT FOR GUEST**

Credit Cards:  VISA  MasterCard  Discover

Credit Card Number \_\_\_\_\_

Exact Name on Credit Card \_\_\_\_\_

Expiration Date \_\_\_\_\_ Authorized Signature \_\_\_\_\_

**TOTAL AMOUNT CHARGED:** \$ \_\_\_\_\_

**Checks:** Please make your check payable to *Bradley University*

**SUBMIT REGISTRATION and PAYMENT INFORMATION**

**Via Mail:** Bradley University, Continuing Education, 1501 W Bradley Avenue, Peoria, IL 61625

**Via Fax:** 309.677.3321



**N**ORTH  
**A**ERICAN  
**A**SSOCIATION OF  
**S**UMMER  
**S**SESSIONS

## **44th Annual Conference**

November 10-14, 2007

Maui, Hawai'i

### **Conference Hosts**

University of Hawai'i at Mānoa

Harriet Abe

1-808.956.6780

Email: harriet.abe@hawaii.edu

Alan Hunley

1-808.956.3411

Email: hunley@hawaii.edu

### **Sheraton Maui Resort**

2605 Kā'anapali Parkway

Lahaina, Maui, HI 96761

1-808.661.0031

### **Web**

<http://www.outreach.hawaii.edu/naass2007>



The Administrative Council is the governing body of the Association and shall consist of (a) the officers of the Association: the President, the President-Elect, and the Treasurer; (b) one Vice President from each of the geographic regions designated as Association Regions in the bylaws; (c) three at-large members; and (d) the immediate past President. (Article V, Section I of the Constitution).

Members of the Administrative Council are expected to attend the Council meetings on Monday evening (7:30 pm-9:30 pm), November 12 (see page 22) and Wednesday afternoon (12:00 pm-2:00 pm) November 14 (see page 31).

**President**

Karen L. Heikel (thru 2007)  
Montana State University-Billings

**President-Elect**

Loy D. Lytle (thru 2007)  
University of California, Santa Barbara

**Past President**

John G. LaBrie (thru 2007)  
Simon Fraser University

**Treasurer**

Deborah (Debbie) J. Harris (thru 2007)  
The University of Arizona

**Middle States Region Vice President**

Renate H. Guilford (thru 2008)  
George Mason University

**North Central Region Vice President**

Dennis L. Nunes (thru 2008)  
St. Cloud State University

**Northeastern Region Vice President**

Thomas K. Ingram (thru 2007)  
Oswego State University of New York

**Southern Region Vice President**

Ken C. Burrows (thru 2007)  
University of North Carolina, Charlotte

**Western Region Vice President**

Kerri M. Garcia (thru 2008)  
University of Nevada, Reno

**At-Large Members**

Barbara H. Gotshall (thru 2007)  
Colorado State University

Heather B. Harroun (thru 2008)  
Saint Mary's University

Allyson I. Morris (thru 2007)  
Regis University



**NORTH  
AMERICAN  
ASSOCIATION OF  
SUMMER  
SESSIONS**

## **44th Annual Conference**

November 10-14, 2007

Maui, Hawai'i

### **Conference Hosts**

**University of Hawai'i at Mānoa**

Harriet Abe

1-808.956.6780

Email: harriet.abe@hawaii.edu

Alan Hunley

1-808.956.3411

Email: hunley@hawaii.edu

### **Sheraton Maui Resort**

2605 Kā'anapali Parkway

Lahaina, Maui, HI 96761

1-808.661.0031

### **Web**

<http://www.outreach.hawaii.edu/naass2007>



Sunset view from the conference location, Sheraton Maui Resort,  
photographed by Karl Miyake