

ACCIS 2017 New Directors' Workshop

<u>Sun, July 30</u>		<u>Event</u>			
through 1:45pm		Check-in/luggage storage for those at Hotel Indigo-Vinings			
2:30 PM - 5:45 PM		Leave Hotel Indigo-Vinings for OPTIONAL trip to Center for Civil and Human Rights (shuttle, mix of cars/Lyfts)			
7:30 PM		Opening dinner at Paces & Vine, 4300 Paces Ferry Rd SE			
<u>Mon, July 31</u>		<u>Location</u>	<u>Event</u>	<u>Topic</u>	<u>Topic</u>
before 8:00 AM		Breakfast on your own (\$10 toward bfast at hotel included in block room rate)			
8:00 AM		Leave Hotel Indigo-Vinings for Westminster (1424 West Paces Ferry Rd NW, Atlanta, GA 30327)			
8:30 AM		Pressly 2/3	Mingling, Get Settled, Get Coffee (commuters: please arrive by this time)		
8:45 - 9:30 AM		Pressly 2/3	Introductions, Ice Breaker, What We Hope to Get		
9:45 - 10:45 AM		Pressly 2/3	Group Session 1: Finding Your Philosophy and Aligning with Your School's Mission & Culture		
11:00 AM - 12:00 PM		Pressly 2/3	Group Session 2: Internal Communication & External Communication		
12:00 - 12:45 PM		Pressly 2/3	Casual Buffet Lunch / Check Messages		
1:00 - 1:45 PM	Scott Hall, Rooms TBA	Round Table 1	College Counseling & Diversity, Inclusion, and Belonging	Familiar Faces in Shared or New Roles: Co-Directorships and/or Moving from Associate to Director	
2:00 - 2:45 PM	Scott Hall, Rooms TBA	Round Table 2	Your School Profile Led by Erin Ainor (NH) & Michelle Rasich (UT)	Board Reports, Part 1: Data-Mining	Making partnerships across your campus (1 of 2)
3:00 - 3:45 PM	Scott Hall, Rooms TBA	Round Table 3	Internal & External Communication (reprise)	Budgeting & Supervising	Work/Life Balance
4:00 - 4:45 PM	Scott Hall, Rooms TBA	Round Table 4	Financial Aid, Merit Programs, Honors Programs	Making partnerships across your campus (2 of 2)	Adding to Your Team: A Conversation on Hiring
4:55 - 5:20 PM		Back to Hotel Indigo-Vinings ... head to shuttle by Adams Gate after the end of Round Table 4			
6:00 PM - ??		Dinner on your own ... and then "Office Hours" at lobby bar at the Hotel Indigo-Vinings			

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Tues, August 1	Location	Event	Topic	Topic	Topic
before 8:00 AM		Breakfast on your own (\$10 toward bfast at hotel included in block room rate); Check-out of hotel			
8:00 AM		Leave Hotel Indigo-Vinings for Westminster (1424 West Paces Ferry Rd NW, Atlanta, GA 30327)			
8:30 AM	Pressly 2/3	Mingling, Get Settled, Get Coffee (commuters: please arrive by this time)			
8:45 - 9:45 AM	Pressly 2/3	Group Session 3 -- Data-Driven Decision-Making for your Office (different than Board Reports)			
10:00 - 10:45 AM	Scott Hall, Rooms TBA	Round Table 5	Board Reports, Part 2: Storytelling	Identifying a Team of Mentors	Embracing a New Role on the School-Wide Leadership Team
11:00 AM - 11:45 AM	Scott 217	Group Session 4 -- Goal setting + Let's Put a Bow on It: What are Your Unasked Questions?			
until 12:30 PM		"Grab & Go Lunch" and departures ... Lyft/Uber instructions below for those with close flights			

Cell numbers:

Emmi Harward (757) 593-7759 (staying at Hotel Indigo) & Steve Frappier (314) 662-1854

Campus Map: Westminster is a 180-acre campus with unnamed roads. The main entrance at 1424 West Paces Ferry Road NW 30327 just "appears" around the bend. There's no large sign, but also no security gate. Drive right in.

- **Keep left** at the fork, **turn right** at the first stop sign (after seeing the Physical Plant)
- Visitor Parking will be on the left (park wherever, it's unenforced)
- Walk slightly uphill to **Adams Gate** (the car-pool circle/pedestrian walkway of the Upper School)
- **Pressly Hall** is the 2nd building on the right (rooms 2&3 are on the lower level, Library Side); **Scott Hall** is the 2nd building on the left, with Rooms 217 and others on main level, left-side

If using **Lyft/Uber** to/from campus, typing in "Askew Hall" should pre-populate within each app (the "pin" is at Adams Gate).