

NACA Huge Leadership Weekend
John Newcomb Tennis Ranch
New Braunfels, TX
May 31 – June 3, 2012

Dear Participant,

We are excited you will be joining us at the 2012 Huge Leadership Weekend! The staff has been actively working to ensure that you have an exciting opportunity in New Braunfels. The enclosed information and delegate registration documents will help finalize your preparations for the weekend.

The mission of Huge Leadership Weekend is to provide students with continued development and growth in areas of citizenship and service, effective programming, ethics and character, interpersonal skills, organizational development, and personal development. Huge Leadership Weekend strives to serve new and seasoned professionals in a dynamic environment which fosters communication, discussion, and cognitive enhancement on a focused topic or interest.

Huge Leadership Weekend is comprised of two workshops tracks:

- Leadership Academy
- Professional Development Workshop

Huge Leadership Weekend Leadership Academy focuses on 6 key principles. These key principles are shared through educational presentations, group activities, one-on-one contact sessions, and small group mentor activities. Our goal is to create a balanced educational experience and to provide participants useful and effective leadership skills and tools. More information about each track and the 6 key principles are enclosed in this packet.

Remember the real value of this institute is entirely up to you. We ask that you review the information in the enclosed documents and provide us with information requested including summer address, travel plans, and any special needs. Each participant attending must complete and return a Delegate Information Form. In addition, the Staff Advisor or summer contact for the institution must complete and return the *Institutional Contact Information Form*. **It is important that all forms arrive to the NACA Office no later than Thursday, May 3, 2012.**

If you have any questions about Huge Leadership Weekend, please contact me via phone: 570-320-2400, ext. 7450 or email: shillis@pct.edu.

On behalf of the Huge Leadership Weekend staff, we look forward to seeing you in New Braunfels!

Sincerely,



Sara Hillis
2012 Huge Leadership Weekend Coordinator

Huge Leadership Weekend Workshops Tracks

Leadership Academy

This track is for student leaders with various levels of leadership experience. Students will continue to gain and improve on skills necessary to their role as student leader on their respective campuses.

Professional Development

This workshop is created for college professionals working in student activities and/or leadership development. Workshop presentations are designed to enhance skills in working with students in leadership roles and to introduce new developments, hot topics, and other related skills. Graduate Students are encouraged to attend the Professional Development workshops. The Professional Development track will have opportunities to interact with the Leadership Academy. However, the focus of the track will be on professional development and not necessarily the information that students participating in the Leadership Academy are learning.

Huge Leadership Weekend Principles

- Citizenship/Service focuses on the responsibilities of striving to uphold community standards and being an effective member of a group and/or community, as well as the role of serving others.
- Effective programming enhances skills necessary in successfully planning, implementing, and assessing campus sponsored programs.
- Ethics and Character is the study of moral standards and the distinctive qualities that set good leaders apart.
- Interpersonal Skills develop skills and enforce behaviors that involve positive relationships between others.
- Personal Development encourages participants to better understand oneself and to strengthen personal skills.
- Organizational Development studies individual organizational skills and the skills needed to effectively lead groups.

Our Host: John Newcombe Tennis Ranch

www.newktennis.com

Program and Housing Registration

Upon arrival on Thursday, May 31, participants may check-in between 1 p.m. – 3 p.m. at the Main Lodge to receive conference materials and room keys.

Check-Out and Departure Times

Check-out is any time before 10 a.m. on Sunday, June 3 at the Main Lodge. Those flying and using the shuttle should make sure to schedule flights to depart San Antonio International Airport (SAT) after 12:00 p.m. to ensure making the flight.

Directions to Main Campus (by car)

www.newktennis.com/map.html

Transportation to and from Airport

Huge Leadership Weekend will not provide transportation to and from the airport. Delegations are responsible for all transportation.

Airport Express is a single/shared ride shuttle company based at the San Antonio Airport. They can be contacted by phone at 210-281-9900 or their website <http://www.saairportshuttle.com/>.

Shuttles depart the airport every 15 – 30 minutes. Tickets can be purchased at the baggage claim area. They recommend that passengers make reservations on their website at <http://www.saairportshuttle.com/>.

Fees are based on the number of passengers. One person is \$69; there is a \$20 fee for each additional person. Completing the online reservation process gives an exact amount.

To make a reservation online, select “Book Online”, then One Way or Round Trip. The next screen asks for Flight Information. For Drop-off Location, select “New Braunfels” from the Outside San Antonio drop down menu.

Payment is not required for an online reservation if the passengers would rather pay in person.

Reservations to return to the airport can be made at the ticket booth or as part of the online reservation system.

Alcohol Policy

Absolutely no alcoholic beverages, illegal substances, drug paraphernalia, fireworks, knives or guns are allowed on site.

Smoking

Smoking is prohibited in any of the buildings.

Attire

Dress for the weekend is casual. There is always the chance of an occasional rain shower; so wet weather gear is suggested as well. In addition, please make sure to bring closed-toe sneakers that will need to be worn for specific on-site activities. The pool will also be available at scheduled times so swim wear is encouraged. Since temperatures in classrooms are always unpredictable, it is recommended that you bring clothes you can layer for additional comfort. In the month of June, New Braunfels average High is 86 degrees and average Low is 62 degrees.

Campus Map

See attachment.

Lodging, Parking & Keys

Huge Leadership Weekend participants will be housed in rooms at John Newcomb Tennis Ranch. Housing facilities are updated, air-conditioned, and include restrooms/showers. All linens and towels are provided. Rooming assignments will be made to encourage networking with other delegates. Keys will be distributed upon check-in.

Meals

Meals will be provided on-site beginning with dinner on Thursday, May 31 and ending with breakfast on Sunday, June 3. Delegations should make their own arrangements for lunches on travel days (Thursday and Sunday). If flying, please note that all SAT food vendors are inside the security area and the shuttle will not be making lunch stops. Please grab a bite to eat before exiting the security area as there are not food options within walking distance of the institute site.

What to Bring

- Toiletries
- Shower shoes
- Tennis shoes
- Meeting materials – pens, paper, etc.
- Camera (disposable, nothing expensive)
- Sunscreen
- Bug spray
- Flashlight
- Comfortable clothing and shoes appropriate for the weather and meeting rooms– it is usually warm in Texas during HLW (around 80 degrees in the afternoon) and meeting rooms are typically chilly (sweatshirt and jeans)
- Swim suit
- Cell phone (these must be turned off throughout scheduled workshop times)
- Snacks for the evening
- Your SMILE!

What NOT to Bring

- Alcohol and drugs
- Expensive jewelry, etc.
- Dressy clothing – this is a casual weekend...be comfortable!

Special Needs

Any special accommodations or dietary requirements should have been requested on your institute registration form. Every effort will be made to accommodate participants' special needs.

Contact Names and Numbers

For general Huge Leadership Weekend questions, such as the schedule, policies, and the weekend's content, please contact Sara Hillis, Huge Leadership Weekend Coordinator at shillis@pct.edu or 570-320-2400, ext. 7450.

For other questions, please contact the NACA Office at 803-732-6222.

Once at John Newcombe Tennis Ranch, please contact Sara Hillis at 903-461-8246 with any questions or concerns.

Refund Policy and Cancellation

Refunds for registration will be made only for requests received in writing at the NACA Office prior to the early registration deadline (April 20, 2012). No refunds will be given after this date, however, delegate substitutions may be allowed if the request is submitted no later than 4 weeks prior to the start of the institute (May 3, 2012). A \$100 administrative fee will be charged for any cancellation.

Please DO NOT contact John Newcombe Tennis Ranch regarding registration questions. Please direct your questions to the NACA Office at 803-732-6222.

Huge Leadership Weekend
May 31 – June 3, 2012

John Newcomb Tennis Ranch

New Braunfels, Texas

Thursday, May 31

1:00 p.m. – 3:00 p.m.	Check-In/Registration
3:15 p.m. – 4:00 p.m.	Welcome/Opening Session
4:00 p.m. – 4:40 p.m.	Introducing Social Change Model
4:45 p.m. – 6:30 p.m.	Mentor Group #1
6:30 p.m. – 7:30 p.m.	Dinner
7:30 p.m. – 8:45 p.m.	Consciousness of Self
9:00 p.m. – 10:15 p.m.	Congruence
10:20 p.m. – 12:00 a.m.	Evening Entertainment

Friday, June 1

7:00 a.m. – 8:00 a.m.	Early morning exercise (optional)
8:00 a.m. – 9:00 a.m.	Breakfast
9:00 a.m. – 9:30 a.m.	Mentor Group #2
9:30 a.m. – 10:45 a.m.	Commitment
10:50 a.m. – 11:00 a.m.	Wrapping up Self Component of the Social Change Model
11:10 a.m. – 12:00 p.m.	Mentor Group #3
12:00 p.m. – 1:00 p.m.	Lunch
1:00 p.m. – 2:15 p.m.	Collaboration
2:20 p.m. – 3:40 p.m.	Breakout Sessions
3:40 p.m. – 6:00 p.m.	Free time
6:00 p.m. – 7:00 p.m.	Dinner
8:00 p.m. - until	Compass Course
	Mentor Group #4

Saturday, June 2

7:00 a.m.	Early morning exercise (optional)
8:00 a.m.	Breakfast
9:00 a.m. – 10:15 a.m.	Common Purpose
10:15 a.m. – 10:30 a.m.	Wrapping Up Others Component of the Social Change Model
10:30 a.m. – 10:45 a.m.	Break
10:45 a.m. – 12:00 p.m.	Controversy with Civility
12:00 p.m. – 1:00 p.m.	Lunch
1:00 p.m. – 3:00 p.m.	Free Time
3:00 p.m. – 4:15 p.m.	Citizenship
4:20 p.m. – 4:50 p.m.	Wrap Up Societal/Community Values Component of the Social Change Model
5:00 p.m. – 6:00 p.m.	Breakout sessions
6:00 p.m. – 7:00 p.m.	Dinner
7:00 p.m. – 8:00 p.m.	Mentor Group #5
8:00 p.m. – 9:30 p.m.	Closing Ceremony
10:00 p.m. – 12:00 a.m.	Evening Entertainment - Pool Party

Sunday, June 3

8:00 a.m. – 9:00 a.m.	Breakfast
8:00 a.m. – 10:00 a.m.	Check Out

*This form is to be completed by each delegate attending.
(Make copies as necessary)*

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Delegate Information Form

Please return this form by email or fax to Dionne Ellison by **Thursday, May 3, 2012.**

This will assist the staff in accommodating requests.

Dionne Ellison

Education and Research Coordinator

NACA

Office: 803-217-3479

Fax: 803-749-1047

dionnee@naca.org

Important Information about You

Name: _____

College/University: _____

Phone Number: _____ E-mail: _____

Street: _____

City: _____ State: _____ Zip: _____

Emergency Contact: _____ Phone Number: _____

Travel Plans

I am traveling to New Braunfels, TX via:

Air Personal Car School Van/Car Other

Arrival Date: _____ Arrival Time: _____ AM/PM

Air carrier and flight number: _____

Departure Date: _____ Departure Time: _____ AM/PM

Air carrier and flight number: _____

Remember, check-in is Thursday, May 31 from 1:00 p.m. – 3:00 p.m.

Check-out is Sunday, June 3 any time before 10:00 a.m.

Housing Information

I am: ___Student ___Staff

I am: ___Male ___Female

Organization Representation (please check what organization you represent)

___Student Government

___Residence Life

___Campus Activities (Programming Board)

___Other: _____

___Greek Life

Thank you for providing us with this information.

We look forward to seeing you in New Braunfels, TX.



Behavioral Expectations Agreement

Institute: _____

General Notice

Participants of the above named NACA Institute are expected to conduct themselves in a responsible manner consistent with federal and state laws and host institution policies. Violation of law or policy while at the NACA Institute will result in the immediate dismissal from the program and notification of the delegate's institution, and may result in criminal or civil prosecution. Institute fees are non-refundable.

By signing this form, I agree that I will not participate in the following activities:

1. Use, possession, or distribution of alcohol or illegal drugs during the duration of the institute.
2. Sexual assault or indecent exposure. Sexual assault is defined as the implied use or threatened use of force to engage in any sexual activity against another person's will.
3. Behavior which threatens the emotional or physical well-being and/or safety of participants including but not limited to any form of fighting.
4. Unauthorized use of any fire safety equipment including the activation of alarms or extinguisher without immediate cause.
5. Use or possession of weapons.
6. Skip educational sessions or planned activities.

Process

Alleged violations will be reviewed by institute staff. If it is found that it is more probable that a violation has occurred than not, the delegate will immediately be dismissed from the program. A formal incident report will be filed and forwarded to the NACA Office.

By signing below, you acknowledge that you have read and agree to abide by these guidelines.

Signature of Delegate Date

Institute Coordinator Date

Printed Name

Delegate Institution