



Association
of American
Colleges and
Universities

10th annual **Greater Expectations Institute:** *Leadership to Make Excellence Inclusive*

Participant Guide

June 15-19, 2010 ♦ *Vanderbilt University* ♦ *Nashville, Tennessee*

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Where and When

WHERE

The Greater Expectations Institute will be held at Vanderbilt University in Nashville. Lodging will be provided at the Hank Ingram House. The meeting rooms will be in the Hank Ingram House, the Commons Center, and the Gillette House—all on the east end of campus. Opening day activities will occur in the Student Center on the west end of campus.

WHEN

Please plan to arrive in Nashville by 2:00 p.m. on Tuesday, June 15. Institute programming will begin at 4:00 p.m. on June 15 and will conclude at 11:45 a.m. on Saturday, June 19. Team members are asked to remain for the duration of the Institute.

Team members participating in the pre-Institute workshop on Tuesday, June 15 from 9:00 a.m. – 1:00 p.m. are asked to arrive in Nashville on Monday, June 14. Please note that the workshop will end with a networking lunch from 12:00 – 1:00 p.m. on June 15.

Important Campus Locations

Hank Ingram House (Location for lodging, some meeting rooms, and team meeting spaces)

"Hank's House" provides modern features in a classic building. The first floor (basement) includes a laundry room, an adjoining study space, and two music practice rooms. Participants will stay in rooms on the second through seventh floors. Floors 3-6 each include a large study area and six shared bathrooms with showers. The seventh floor has a study area and three shared bathrooms with showers. The building is fully air conditioned. Corridors and common areas are carpeted. Rooms have tiled floors.



Important Campus Locations (continued)



Student Life Center (Location for Opening Plenary, Reception, and Opening Night Dinner)

Opened in April 2005, the Student Life Center complements the services provided by Sarratt Student Center and provides a large social space, the 9,000-square-foot Commodore Ballroom—where the Institute opening will be held, as well as multiple-function rooms, meeting space and student lounge area.

The Commons Center (Location for some meeting rooms, meals, and team meeting spaces)

The Commons is the first phase of College Halls at Vanderbilt, a residential college system designed to create a vibrant living and learning environment. Completed in 2008, the Commons serves as home for all first-year students at Vanderbilt, with 10 residence halls—including Hank Ingram and Gillette houses, The Commons Center—a dining/recreation facility where most Institute sessions and meals will be held, and a residence for the dean of The Commons.



Gillette House (Location for some meeting rooms)

Built in 1963 and named in memory of Peabody trustee Frank E. Gillette, this dormitory has been partially renovated.

Preparing for the Institute

Campus Inventory: We believe that teams can maximize their time at the Institute by advance preparation. Team leaders will be receiving instructions for the *Campus Inventory for Pre-Institute Reflection* within the next days. We ask team leaders to complete the inventory and schedule a time for team reflection and conversation about its contents. Additionally, it is important that all team members be familiar with their team's Institute application and goal statements.

Advance Readings: The Institute readings for each team member will be sent to the Team Leader within the next few days. A portion of these readings will be on flash drive and a portion will be in hard copy. Team leaders are asked to distribute the readings to all team members as soon as possible.

Supplies: Each team will be working toward an action plan throughout the Institute. By the end of the Institute, each team will be asked to produce and submit a written report that details your plan of action. Reports are to be submitted electronically, and we ask that at least one person on each team bring a laptop computer and a CD-ROM or flash drive in order to complete this assignment. If this presents a problem, please contact Nakia Bell to discuss alternatives.

Attire: Dress for Institute is casual and comfortable. We recommend that you check the local weather reports to help you pack accordingly. Dorm rooms and session rooms will be air conditioned, so please be sure to bring clothing that will keep you comfortable and shoes suitable for walking

Travel

All participants are responsible for arranging travel to and from Vanderbilt University. The campus, located a mile and a half southwest of downtown Nashville, is approximately a thirty-minute drive from Nashville International Airport. The campus is within a half-day's drive from Atlanta, Birmingham, Louisville, Memphis, and Knoxville.

Arrival and Departure Dates: Please be sure to indicate your arrival and departure dates and times on the [online Institute registration form](#) by May 21, 2010.

Dining and Entertainment: Visit <http://www.vanderbilt.edu/nashville/> for more information about getting around Nashville.

Parking Information: Parking is available on Lot 77, near the Commons Center. Parking passes will be available on a first come, first served basis and may include a \$10 per car, per day fee. Please let Nakia Bell know if you require a parking pass. Please note that we cannot guarantee availability for spaces that are requested less than 1 week before the Institute.

Ground Transportation:

Cabs and Taxis

Allied Cab Co. – (615) 242-7070

Nashville Cab Co. – (615) 883-2323

Airport Shuttle

InShuttle – (615) 255-3519 inshuttle.com

Accommodations: Hank Ingram House

General Information: Lodging is provided for the nights of June 15-18 (or June 14-18 if you are participating in the pre-Institute Workshop) at the Hank Ingram House. Participants may bring additional guests, at a cost of \$50 per additional guest, and can share a double room (two twin beds). If you will be bringing guests, please let Nakia Bell know. Guests will be responsible for their own meals and incidentals.

You are responsible for your own room key and will incur any charges for lost keys. Each participant will be given one (1) room key and one (1) residence hall access card at check-in. If keys and/or access cards are not returned at check-out, a fee of \$50/room key, \$25/access card will be charged to the participant.

Requesting Additional Room Nights: If you would like to secure a room night that is not covered in the Institute fee or the pre-Institute workshop fee, please contact Nakia Bell for more information. You will be charged \$50 for each additional room night.

Special Accommodations: Please be sure to indicate your arrival and departure dates and times on the [online Institute registration form](#) by May 21, 2010. Also, let us know in advance if you require special accommodations by contacting Nakia Bell.

Room Amenities Include: Each room has two twin beds, two desks, two desk chairs, two open closets, an air conditioner, a waste bin, and a recycle bin. Bathrooms are shared, and there are three bathrooms to each wing of floors 3-6. Each floor will be designated as a female floor or a male floor.

Because we are staying in residence halls, you may be more comfortable if you pack personal items. The following items will be provided in the room: a pillow, bed linen, and a towel.

Other Items you might consider bringing:

- Greater Expectations Institute Advance Readings
- ALL** personal toiletries, including soap and shampoo
- Extra bath towels/bathrobe
- Extra pillow
- Hangers
- Extra blanket
- Warm Pajamas for the night time
- Sweater for the daytime
- Rain gear and/or umbrella
- Alarm clock (There is no “wake up” service.)
- Comfortable shoes or sneakers
- Cool and casual/semi-casual clothing
- Shower shoes
- Portable iron

Internet connection on Campus: There is free wireless internet in the Hank Ingram House and the Commons Center. Upon check-in, you will be given the opportunity to sign a user agreement in order to receive a username and password to access the wireless connection.

Laundry: Washers and dryers are located on the first floor (basement level) of the Hank Ingram House and will be available throughout the duration of the Conference. Machines are quarter operated.

RESIDENCE HALL CHECK-IN AND INSTITUTE REGISTRATION

Check-in for the residence halls and registration will be available starting Monday, June 14 at the Hank Ingram House. You will receive your building entry card, key, and Institute packet at this time.

Institute Registration and Residence Hall **Check-In Hours:**

Monday, June 14, 12:00 – 5:00 p.m.

Tuesday, June 15, 10:00 a.m. – 3:00 p.m.

If you will be checking in after hours, please contact the on call staff person at 615-343-8699.

Residence Hall **check-out:** Saturday, June 19 from 10:30 a.m. – 1:30 p.m.

The AAC&U Staff office: Hank Ingram House, Room 208

The opening plenary begins at 4:00 pm in the Student Life Center, 310 25th Avenue South, Vanderbilt University, Nashville, TN.

Other Services

Important Phone Numbers

Dorm attendant: (615) 343-8699

Campus Police: (615) 421-1911

There are call boxes around campus.

Copy Services: We urge you to think ahead and do any photocopying you need to do prior to arriving. However, if you do find yourself needing copy services, there are a few options:

Sarratt Student Center (on campus)

2301 Vanderbilt Place, on Vanderbilt's campus | (615) 322-2425

West End Kinkos (near campus)

2308 W End Ave. Nashville, TN 37203 | (615) 327-2120

Open 24 hours

UPS Store (near campus)

2817 West End Ave., #126 Park Place, Nashville, TN 37203-1453 | (615) 327-0407

Regular Hours of Operation: Monday – Friday, 8:00 a.m. – 7:00 p.m.; Saturday, 10:00 a.m. – 5:00 p.m.

If you do make copies before the Institute and would like to send them in advance, you may send them to the FedEx Kinkos or UPS Store. The location, hours, and contact information are above.

Gym: Participants can access the gym on campus free of charge. Some activities carry additional fees; please visit the website below for more information.

Student Recreation Center

Location: Children's Way between 25th Avenue South and Natchez Trace Drive | (615) 343-6627

Web site: www.vanderbilt.edu/campusrecreation/member/fitnesscenter

The 132,000-square-foot Student Recreation Center on is one of the most popular places on campus. Two levels of modern facilities house courts for basketball, volleyball and badminton; six racquetball and two squash courts; a weight room; a wood-floor activity room; an indoor track; an aerobics room; classrooms; and a large social area used for parties, receptions, and meetings. Adults and children challenge their stamina and skill on the two-story-high rock climbing wall in the Rec Center lobby, under the careful guidance of experienced climbers. In an average week, more than 15,000 students, faculty, and staff members and their families use the Rec Center.



Vanderbilt University Campus Map

for the

2010 Greater Expectations Institute: Leadership to Make Excellence Inclusive

The maps below are snapshots of sections of Vanderbilt University where the Greater Expectations Institute activities will be held. For an interactive map of the entire Vanderbilt University campus, visit <http://www.vanderbilt.edu/map/>.

