

OPTIONAL TOURING

Following the close of the seminar at noon on Friday, June 18, a coach will carry states-side and other interested folk back to the Travel Inn at Gatwick via visits to Bath and Wells enroute. Most will likely choose to lodge at Gatwick on Friday, Saturday, and Sunday nights—enabling further exploration of London and its environs on Saturday and Sunday—before boarding a Monday morning flight for home. Others may wish to join a week-long “Highlights of Britain” tour on Saturday morning or simply go off on their own for self-paced vacation days in Britain before returning home. Information will be provided upon request for making these extended connections following the seminar.

For Registration Form, fee payment, and further information about the Rendezvous contact:

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THE INTERNATIONAL RENDEZVOUS OF INSTRUCTIONAL ADMINISTRATORS IS PRESENTED BY

The National Council of
Instructional Administrators (US)
and
The Association for
College Management (UK)

CO-HOSTED BY:

Colorado Northwestern Community College
and
The Further Education Development Agency

The International Rendezvous of Instructional Administrators

**The Further Education Development
Agency (FEDA)'s Coombe Lodge
Blagdon (Near Bristol) England**

June 13-18, 1999

***Toward Improving
Community
College—Further
Education College
Instruction***

***Sponsored By
NCIA
&
ACM***

COME TO THE RENDEZVOUS!

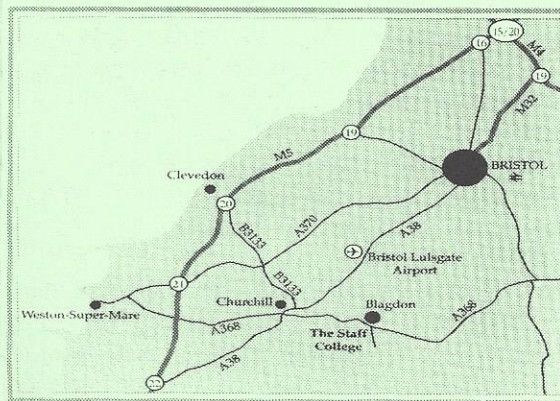
Greetings from the National Council of Instructional Administrators, the largest of the professional councils affiliated with the American Association of Community Colleges (U.S.). Following several successful years of NCIA's Rocky Mountain Round-Up of Instructional Administrators and the Texas CONFAB, with the co-sponsorship of the Association for College Management (UK), NCIA is going international with this highly satisfying model of professional development. We invite you to join up to 50 of your colleagues this summer for the first International Rendezvous of Community College/Further Education College instructional managers scheduled for June 13-18, 1999.



**CALL FOR AN
APPLICATION TODAY**
(970) 675-3224

THE SITE

The International Rendezvous will be staged at the Further Education Development Agency's country house retreat training center in the Village of Blagdon near Bristol, England. The Rendezvous will meet in the Coombe Lodge of FEDA, using the attractive, nearby Aldwick Manor (Butcombe Farm) Cottages for additional lodging space as needed. For those driving, Coombe Lodge may be reached from the M5 via A38 and A368 into the Village of Blagdon about 15 miles southwest of Bristol. From the M4, the Lodge may be approached via the M32 through Bristol, onto the A38, then east on A368 to Blagdon. Those flying with regional carriers may fly into the Bristol (Lulsgate) Airport from which local transportation to Blagdon can be arranged. Trans-Atlantic passengers will fly into Gatwick Airport where a coach will transport them to the West Country.



WHO SHOULD ATTEND?

Anyone directly or indirectly involved in Community College/Further Education College management of instruction is welcome including:

- ◆ Program Coordinators
- ◆ Faculty Leaders
- ◆ Division Directors/Department Heads
- ◆ Deans/Asst. Deans/Assoc. Deans
- ◆ Vice-Presidents/Vice-Principals
- ◆ Continuing Education Professionals
- ◆ Coordinators of Business/Industry Training
- ◆ Coordinators of Distance Learning
- ◆ CEO's - Previously Instructional Managers

Administrator teams from 5-6 nations are expected to attend. Rendezvous enrollment is limited to 50 participants, so please register early.

THE SEMINAR

States-side participants—and any other colleagues who care to join the group at this point—will assemble at the Travel Inn adjacent to Gatwick Airport on Friday/Saturday, June 11-12. Those arriving on Friday will take the Gatwick Express (Train) into London on Saturday for a full day's sight-seeing while others are coming in. On Sunday morning, a coach will take the group—via a point of interest or two—to Coombe Lodge, FEDA's country house retreat training center nestled in the lovely Mendip Hills overlooking Blagdon Lake. Other local regional participants will join the group at this time. A participant induction desk will be operating in the lobby of Coombe Lodge commencing at 10:30 a.m. The Coombe Lodge will be our home for the five-day International Rendezvous of Instructional Administrators.

The seminar will formally begin with lunch on Sunday, June 13. During the first two days—Sunday afternoon into Tuesday morning—panels of each nationality will present to the whole group their higher/further education systems—mission, clientele, patterns of teaching/learning, institutional organization/funding, current trends/challenges—with plenty of time for interaction and discussion. Thus, these first two days will stage a substantive experience in comparative further education. On Tuesday afternoon, the group will take a mid-week break for an excursion to Cotswold Villages and Stratford upon Avon. On Wednesday morning, the Rendezvous will move into the "Master Teacher Seminar" format which has become so popular among community college professionals in the United States in recent years. Each participant will have brought a successful administrative process/technique and a daunting administrative challenge to share with colleagues. Self-agendizing as they go, the participants will spend the remainder of their time in small-group break-out sessions, exploring the most critical themes, issues, and functions with which they deal from day to day as instructional managers. The Rendezvous will close with lunch on Friday, June 18.

Thus, this highly interactive approach to a professional seminar is based on the belief that there are leaders within our Community Colleges/Colleges of Further Education who can and should share their expertise and experience. Clearly the goals of the International Rendezvous include:

- ♦ gaining a grasp of the institutional settings/processes through which our colleagues of other nations do their work
- ♦ stimulating creative problem solving
- ♦ celebrating leadership innovations and accomplishments
- ♦ creating/strengthening national and international networks of colleagues and friends
- ♦ linking colleges of common cause toward future exchange and sharing
- ♦ growing professionally

Based upon prior experience with this seminar format, there is deep assurance that every participant will leave the Rendezvous with new friends, new ideas, new approaches to old problems, and a revitalized sense of professional mission for the days ahead.

Spouses are welcome to attend the Rendezvous with their mates. At Coombe Lodge, a spacious lounge, well-stocked bar, cheerful dining room, outdoor swimming pool, tennis courts, and crochet beckon on the grounds. Picturesque walks and drives are within minutes of the door. Spouses may share meals with Rendezvous participants and will accompany on all excursions in the area. Additional shopping trips to Bristol can be arranged during the week.

WHAT TO BRING

- ◆ Bring a cap/shirt with your college logo to wear at social gatherings. Wear casual clothes throughout the seminar. Bring comfortable walking shoes. Bring plenty of business/professional cards for networking with colleagues.
- ◆ Bring up to 50 copies of any publication or description(s) of programs/services at your institution of which you are proud and want to share with others.
- ◆ Bring a favorite book/article on leadership/management or teaching/ learning to share with colleagues.
- ◆ Bring an open creative mind, a sense of humor, and a willingness to "open up" and share.
- ◆ Bring successful leadership techniques and challenging management problems you wish to discuss.



THE STAFF

Don Bass, veteran facilitator of the Texas Round-Up for Great Teaching and the Rocky Mountain Round-Up of Instructional Administrators will serve as lead facilitator. NCIA Past President Carlton Williams will function as seminar manager. Tutors of the FEDA and leaders of the ACM will contribute to select sessions. Other veteran participants of the Rocky Mountain Round-Up for Instructional Administrators and the Texas CONFAB will guide various break-out discussion sessions.

REGISTRATION AND FEES

For Trans-Atlantic folk and others who wish to join the group at Gatwick Airport, in addition to airfare, the total costs for participants will be £485/\$825 U.S. The costs for spouses will be £295/\$495 U.S. These figures will cover all expenses of the six days/five nights of the seminar itself (ground transportation, food, lodging, seminar fee) except for dinner on the mid-week excursion away from Coombe Lodge. Participants should plan for an extra £100/\$170 U.S. per day/night for food, lodging, transport, sight seeing at Gatwick/London before and after the seminar. For those who wish to join the group at Coombe Lodge on Sunday, June 13, the costs for participants will be £435/\$740 U.S. The costs for spouses will be £275/\$460 U.S. Again, these figures cover all expenses of the six days/five nights of the seminar itself except for the mid-week dinner away from the lodge. In addition, local/regional participants should also plan for the costs of transport (air, train, taxi, car) to get to and from Coombe Lodge, near Bristol, in the West Country.

To assure yourself a slot in the Rendezvous, call/fax/write ASAP for a Registration Form and additional instructions. Return the Registration Form with your personal deposit check for £100/\$170 U.S. (spouses £50/ \$85 U.S.) by March 31 while you are arranging for your college's full payment of the seminar fee. (This personal deposit check will be refunded to you in full upon your arrival at Coombe Lodge and after your full payment of the seminar costs have been received. If it becomes necessary for you to cancel your registration, the deposit will be returned to you up until May 1.) Then, follow through by mailing your seminar fee in full as soon as possible.