

# **Surviving in Today's Economy and Forseeable Future**

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## **ACAP's Annual Conference**

**San Diego, California  
March 28 – 30, 2010**

### **About the conference:**

ACAP's 2010 Annual Conference will feature a keynote speaker, plus four separate workshop programs in depth over three days, presented by skilled professionals:

- **Security and Safety at Colleges**
- **Mail Centers and Postal Service at Colleges**
- **Parking and Campus Transit**
- **Excellence in College Food Service**

### **Conference Agenda**

**The Association of College Administration Professionals**

***P.O. Box 1389, Staunton, VA 24402 Tel. 540- 885-1873/Fax 540-885-6133, E-mail [acap@cfw.com](mailto:acap@cfw.com)***

**Sunday, March 28, 2010**

11:00 a.m. - 1:00 p.m.

**Registration** – Salon A Foyer

1:00 p.m. - 2:00 p.m.

**Welcome and Keynote Address** – Salon D

Speaker: **Dr. Mohammad Qayoumi**, President, California State University East Bay

Topic: **Surviving in Today's Economy and Forseeable Future**

Dr. Qayoumi has faced the severe problem of budget cuts, cost reductions, increased students, having to do more with less money. His presentation will provide insights and recommendations to administrators at all levels on how to survive in today's economy and in the foreseeable future.

**Four Programs in Session**

**Sunday March 28: 2:00 p.m. – 4:30 p.m.**

**4:30 p.m. – 5:30 p.m. – Reception – Cabrillo Ballroom**

**Monday March 29: 9:00 a.m. – 4:00 p.m.**

**12:00 p.m. – 1:00 p.m. – Luncheon – Rio Vista Pavilion**

**Tuesday, March 30: 9:00 a.m. – 11:00 a.m.**

**(Continental Breakfasts will be served on Monday and Tuesday mornings)**

**Program 1 Security and Safety at Colleges - Sierra 5&6**

This workshop is designed for the administrators responsible for security and safety at their institutions. Discussed will be goals, timelines, membership, structure, budgets, deadlines, performance, final reports, and current status of the "task force" approach to campus security; how community policing can enhance communication with your student, faculty and staff; proactive strategies and problem solving techniques; management and leadership issues in campus law enforcement, the position description, mentoring, skilled leaders, training, turnover, retention, etc.; how to identify "students of concern" in order to reduce disruptive and potentially dangerous behaviors on campus; protective action recommendations to senior university executives, plus much more will be discussed and presented by four highly experienced campus police and safety officers.

**Presenters:**

**Chief James T. McBride, M.P.A.,C.L.E.E.**, Director of Public Safety & Chief of Police, Lakeland Community College

**Lisa Sprague**, Associate Director of University Police, Florida State University

**Dustin Olson**, Assistant Chief of Police, University of Nevada Las Vegas

**Sgt. Yvonne Meyer**, Department of Public Safety, Parkland College, IL

**Program 2 Mail Centers and Postal Services at Colleges – Salon A&B**

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This very practical and informative workshop for both large and small institutions is designed for the administrators and managers responsible for the mail centers and postal services at colleges. It will be of particular interest to the chief business officers and to the director of mail services, as well as key members of their staff. The workshop will focus on general management, including strategic planning, performance measurement and benchmarking, information technology, recharge systems, plus operational issues, marketing and customer services, outsourcing and employee issues. The workshop will be conducted by four of the nation's most experienced professionals.

**Presenters:**

**Ed Talley**, Manager, Postal & Shipping, Northern Arizona University

**Lianne C. Fenn**, Assistant Director, Institutional Services, Mail Services & Rapid Copy Center, University of Albany

**Thomas Roylance**, Assistant Director of Print & Mail Production Center, Brigham Young University

**Lance S. Whitson**, Vertical Market Manager, Colleges & Universities

**Program 3**    **Parking & Campus Transit--Partnering with Local Transit Systems – Salon E**

The workshop will focus on the factors that make up a good parking and transportation service at several institutions and on dealing with the various problems associated with these operations. There will be discussion on keeping parking and transportation self-supporting and revenue producing. This workshop is designed for the administrator responsible for the parking and transportation services at colleges and universities. The workshop presenters are from Penn State University, University of Utah, Cal Poly State University, and George Washington University.

**Presenters:**

**Larry J. Cohen**, CAPP, Director, Parking Services, The George Washington University

**Alma Allred**, Director of Commuter Services, University of Utah

**Cindy Campbell**, Associate Director of University Police, Cal Poly State University, S.L.O.

**Doug Holmes**, CAPP, Assistant Director Parking & Transportation Services, Penn State University

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## **Program 4    Excellence in College Food Service – Salon F&G**

This very practical and very exciting workshop is designed for the persons responsible for the college food service on campus. It will be of much interest to the Director of Food Service and other key food service personnel, as well as to the Director of Business Services and Auxiliary Services. The workshop will focus on all the great things going on in college food service today, as well as what is ahead, things like food courts, training programs, product testing, healthy menu items, nutrition consultation, wellness initiatives, strategies and tactics, development of a strategic plan, an analysis of competition, strengths and weaknesses, going green and sustainability, student involvement with change and choices, keeping meals and ideas fresh and enticing, keeping the operation self-operated, customer satisfaction, current trends, and much, much more. This workshop could be the most important and exciting one ever presented on college food service.

### **Presenters:**

**David Prentkowski**, Director of Food Services, University of Notre Dame

**Russ Meyer**, Director of Housing & Dining Services, The University of Nevada, Reno

**Joseph Michela**, Director of Auxiliary Services, University of Minnesota Duluth

**Liz Abrahamson**, Food Operations Manager, University of Minnesota Duluth

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### **Board of Trustees**

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## **Conference Information**

**Conference Information** - The conference is being held at the San Diego Marriott Mission Valley Hotel. The dress code for the workshop is casual.

**Registration & Payment Information** – Complete and return the registration form and payment by mail or fax as soon as possible. If unable to send payment along with your registration form, please include a copy of your purchase order or use your Visa or Master Card (**American Express not accepted**). A receipt or confirmation of registration along with hotel information will be mailed to you. If you register later than one business week prior to the conference, please call the ACAP office for conference status, instructions, and directions. Please allow mail-processing time. **The Registration Fee is \$375 per person (does not include hotel) if received by March 15 and \$400 after that date.** The registration fee includes continental breakfasts, lunches and hand out materials.

**Hotel Arrangements** - There is a block of single or double rooms reserved at the San Diego Marriott Mission Valley Hotel for the rate of **\$149**, until **March 5**. **You will need to make your own reservations and tell them you are with ACAP.** The hotel address is 8757 Rio San Diego Drive. Direct number for hotel: 1-619-692-3800.

**Cancellations** - If we must cancel the conference for any reason, full refund will be honored. If you must cancel your registration, full refund will be honored if the ACAP office is notified 4 business days prior to the conference.

**Hand-Outs** - Please bring 60 copies of brochures, flyers, policies, handbooks, and other publications that you feel would be informative and of interest to other attendees. These materials will be very valuable to take back to your college.

**Note: Contact ACAP for more information and in-depth description of any of these four programs.**

**ASSOCIATION OF COLLEGE  
ADMINISTRATION PROFESSIONALS**

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San Diego Marriott Mission Valley Hotel  
San Diego, California  
March 28-30, 2010

## Registration Application

**Registration Fee: \$375 per person**

**Late Registration Fee: \$400 (postmarked after March 15, 2010)**

Print or type

Name \_\_\_\_\_ Title \_\_\_\_\_

E-mail \_\_\_\_\_

Name \_\_\_\_\_ Title \_\_\_\_\_

E-mail \_\_\_\_\_

Name \_\_\_\_\_ Title \_\_\_\_\_

E-mail \_\_\_\_\_

Institution Name \_\_\_\_\_

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

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Telephone ( ) \_\_\_\_\_ Fax ( ) \_\_\_\_\_

Form of Payment: Check: Amount \$ \_\_\_\_\_ (Made payable to: ACAP)

Credit Card: Visa \_\_\_ M/C \_\_\_

Card Number: \_\_\_\_\_ Exp. Date: \_\_\_\_\_

Purchase Order # \_\_\_\_\_

**Federal ID No. 54-1741196**

Mail or fax **workshop** registration and your payment to address listed below.

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