



TO: Participants in the **ISW Pre-Conference and Spring Institute – "Building Resilience in Times of Change"**

Pre-Conference: Wednesday, May 31 – Thursday, June 1, 2017

Spring Institute: Thursday, June 1 – Sunday, June 4, 2017

Location: Lac Le Jeune Resort & Nature Centre, Kamloops, BC

RE: Pre-Conference & Institute Details

This document confirms your registration for the ISW Spring Institute and provides information about:

- Start & End Times
- Agenda & Activities
- Special Dietary Requests
- Getting to Lac Le Jeune Resort & Nature Centre
- What to Bring
- Cancellation Fee
- Contacts for Questions

Workshop Start and End Times

Pre-Conference Participants Travelling from a Distance & Arriving Tuesday Afternoon/Evening, May 30

Please plan on arriving after lunch. You may check in when you arrive. If you will be arriving after 6:00 pm, please notify our Events Coordinator, Paula Gaube, as early as possible at events@iswnetwork.ca. Enjoy Tuesday evening and Wednesday during the day visiting with colleagues and/or checking out the facilities.

Other Pre-Conference Participants arriving Wednesday, May 31:

Please plan to have checked-in in time for dinner, scheduled for 5:30 pm on Wednesday, May 31. The Pre-Conference will start at 7:00 pm Wednesday. If you have to arrive later than 5:30 pm on Wednesday, please let us know in advance so we can hold your dinner for your arrival later in the evening (or not, but still let us know). **Please contact us if you will be delayed or if you need directions.** This cell phone number will be the contact on Wednesday afternoon and evening: **250-858-6791**.

The Pre-Conference will conclude on Thursday, at 3:00 pm.

Institute Participants arriving Thursday, June 1:

Please plan to have checked-in in time for dinner, scheduled for 5:30 pm on Thursday, June 1. The Institute will start at 7:00 pm Thursday. If you have to arrive later than 5:30 pm on Thursday, please let us know in advance so we can hold your dinner for your arrival later in the evening (or not, but still let us know). **Please contact us if you will be delayed or if you need directions.** This cell phone number will be the contact on Thursday afternoon and evening: **250-858-6791**.

The Institute will start on Thursday, June 1 at 7:00 pm, and conclude on Sunday, June 4 around mid-morning.

Pre-Conference Agenda and Activities

The Pre-Conference will run from 7:00 – 9:00 pm Wednesday, and from 9:00 am – 3:00 pm Thursday.

The Pre-Conference topic is Appreciative Resilience. It will be facilitated by Jeanie Cockell and Joan McArthur-Blair, senior ISW Facilitators and Trainers, and authors of *Appreciative inquiry in higher education: A transformative force*. You will have an opportunity to explore with them the ideas and practices they will share in their forthcoming second book, which focuses on Appreciative Resilience.

Institute Agenda and Activities

There will be some opportunities during the day for recreation and reflective time. However, sessions are scheduled during the evening hours, as well as during the mornings and afternoons. Participants in previous residential events have highlighted that it is important **NOT** to try to conduct regular business during the Institute.

The (Somewhat Emerging) Agenda

Much of the content for the Institute emerges from the talents, interests, and goals of the participants who are attending. Thank you for filling out the pre-institute survey asking you what you would like to learn and/or share. The planning group will have identified some sessions in advance (including the program for Thursday evening and Friday morning), and the group will build some of the agenda together on Friday morning based on what the members of the group agree that they wish to learn.

Participant-Led Sessions

Traditionally, some participants come prepared to offer short workshops or facilitate discussion sessions. These are usually 30 to 60 minutes long and a couple of sessions might run concurrently. Sessions this year will focus on building resilience in times of change in the context of teaching, learning, facilitating, or implementing the ISW. Some individuals may also share information about other faculty/teaching assistant development programs. Evening sessions often focus on reflection and/or creativity.

If you offered to facilitate/lead a session in the registration survey, this will go into the mix. On Friday morning, the group will confirm which sessions will be offered. If you have handouts for a session, please bring about 20 copies even though there may only be a smaller number attending any one session.

Celebration

On Saturday evening, we will hold a celebration. Several years ago, we used to bring gifts to give one another during this evening event. This year, we will create them on-site. (All materials will be provided.)

(Minimal!) Free Time

We will be meeting morning, afternoon, and evening. However, part of one afternoon will likely be open. Participants may opt to go hiking, use resort facilities or explore the area.

Special Dietary Requests

We will be having all of our meals at the Centre. If you have a restricted diet, please be sure to have outlined the exact nature of your dietary requests on your registration form.

Getting to Lac Le Jeune Resort & Nature Centre

Information about the Centre and how to get there is available at <http://laclejeunereresort.com/location.html>. There is no shuttle from the Kamloops Airport. A taxi from the airport to the Centre costs between \$85.00 – \$95.00. There may be options for some car pooling (**not** arranged through Lac Le Jeune Resort & Conference Centre). If you are interested in contacting others to arrange car pooling, please contact our Events Coordinator at events@iswnetwork.ca with your request, your contact information, and your arrival date, time and location. A week before the Institute, she will send an email to everyone who is interested, putting you all in touch with each other so that you can make your own car pooling arrangements.

Please be aware that if you make car pooling arrangements, you are responsible for your own safety, security, and insurance. The ISW International Advisory Committee takes no responsibility for these arrangements, beyond putting people in touch with one another. Please check your institutional and/or personal insurance policies to ensure that you will be covered as driver and/or passenger.

What to Bring for the Pre-Conference & the Institute

Personal Items

- Casual clothes for cool weather and hot, including a jacket for evenings;
- Comfortable walking shoes;
- Personal items (shampoo, special pillow, alarm clock, hair dryer, ear plugs if you are rooming with someone, etc.)
- Musical instrument – if you can conveniently bring it and wish to do so

Professional Materials (to bring to the Institute)

The ISW Spring Institute is built around sharing resources, ideas, and information. You may wish to bring one or more of the following:

- A book or article to share on a communal Resource Table;
- An NAF/TD (Non-Astounding Facilitation or Teaching Device) – a small practical idea that other facilitators or teachers might like to try;
- Note-taking materials;
- A T-shirt or other item(s) (approximately \$15 - \$20 value) from your institution or home community. These will be exchanged by those **who wish to participate**, likely on Saturday evening.

Cancellation

The numbers attending the Pre-Conference and the Institute affect planning of small group activities, and catering of meals by the Lac Le Jeune Resort & Nature Centre staff. If you need to cancel your participation, please contact our Events Coordinator, Paula Gaube (events@iswnetwork.ca), as soon as you are aware of needing to do so.

Please note the cancellation fees *applicable after April 28, 2017*:

- **Pre-Conference** only: \$85.00
- **Institute** only: \$125.00
- **Pre-Conference and Institute**: \$175.00

Contacts for Questions

We anticipate a rewarding and valuable experience at this year's ISW Spring Institute.

If you have questions before the Institute, please contact:

Program:

Jeanie Cockell

250-858-6791

jeanie@cockellmcarthur-blair.com

Registration/Transportation/Other:

Paula Gaube

ISW Events Coordinator

events@iswnetwork.ca

Yours sincerely,

The ISW International Advisory Committee