

National Association of HBCU

Title III Administrators, Inc.

2019 PROJECT DIRECTORS TECHNICAL ASSISTANCE WORKSHOP JUNE 16-21, 2019

Registration Form

Registrant: Mr. _____ Ms. _____ Mrs. _____ Dr. _____
Name:

Your Official Title:

Institution:

Address:

City: _____ State: _____ Zip: _____

Office Number: _____ Email Address: _____

Registration Fee:

MEMBERS:

Pre-Registration: _____ \$400.00 (By December 31, 2018);
Registration _____ \$425.00 (January 01 - May 15, 2019)
Late Registration _____ \$450.00 (After May 15, 2019)

NON-MEMBERS:

Pre-Registration: _____ \$450.00 (By May 15, 2019);
_____ \$500.00 (After May 15, 2019)

Management Concepts _____ \$550.00 (Separate Registration: Limited to the First 40
paid registrants)

Note: It is requested that you register with a check or money order.

Registration and fees may also be paid by credit card by using the link below:

[Book your group rate for HBCU National Association of HBCU Title III Administrators](#)

All costs related to your participation in this workshop are chargeable to your Title III grant.

**Items covered by the registration fee include receptions, continental breakfast, and costs of meeting rooms, refreshments, admission to workshop sessions, and other workshop-related expenses.*

Please mail this completed form and registration payment, by Friday, May 19, 2018 to:

Ronald E. Range

Director, Title III

Shelton State Community College

3401 ML King Jr. Blvd.

Tuscaloosa, AL 35401

rrange@sheltonstate.edu

Phone: 205.391.2644

Fax: 205.391.2613

***MAKE CHECKS/MONEY ORDERS PAYABLE TO THE: NATIONAL ASSOCIATION OF HBCU TITLE III ADMINISTRATORS, INC. Please use the following Tax ID EIN: # 38-3729346**

Payment received by: _____

*National Association of HBCU
Title III Administrators, Inc.*
**2019 PROJECT DIRECTORS TECHNICAL ASSISTANCE WORKSHOP
JUNE 16-21, 2019**

HOTEL INFORMATION

**Jackson Marriott
200 East Amite Street
Jackson, MS 39201
(601) 969-5100**

King or Double Bed – Standard Rooms Single \$119.00 Double \$119.00
*

All guestroom rates are quoted exclusive of applicable state and local taxes (which are currently 11.75%) or applicable service, or hotel specific fees in effect at the Hotel at the time of the meeting.

Guest room rate will be available to Group 3 days pre/post based on Group room availability

*To ensure the convention rate, your attendees must identify the group name (National Association of HBCU Title III Administrators) and make their reservation by the cut-off date.

GUARANTEED RESERVATION

All rooming lists and reservations are on a 4:00 p.m. hold unless otherwise stated. A non-guaranteed reservation will be cancelled by 4:00 p.m. if a guest has not arrived. It is strongly suggested that reservations be guaranteed by a first nights deposit, a major credit card or guaranteed by purchase order. Also note that after check-in, should you depart earlier than the agreed upon departure date, an early check out fee of one night room and tax will be added to that guest room account.

PLEASE NOTE: Check in time is 4:00PM / Check out time is 11:00AM **Self Parking:** \$Complimentary per day

Reservation must be made by Saturday, May 26, 2019. In the event that an individual reservation is cancelled 72 hours prior to arrival, the deposit is refundable. If an individual reservation is cancelled within 71 hours of the arrival date or the guest fails to check in on the arrival date, the credit card will be charged for the first night's room and tax or the deposit will be forfeited. Reservations can be made by calling the hotel directly or by using the link below:

[Book your group rate for HBCU National Association of HBCU Title III Administrators](#)

2019 TECHNICAL ASSISTANCE WORKSHOP

*Title III: Focusing on HBCU Excellence through Transformation,
Innovation, Transparency, Leveraging and Effectiveness.*

JUNE 16-21, 2019

JACKSON MARRIOTT HOTEL

JACKSON, MISSISSIPPI

COMMITTEE MEETINGS

SUNDAY, JUNE 16, 2019

2:00 p.m. – 3:00 p.m.	Executive Committee Meeting (Closed Session)	Board Room
3:00 p.m. – 5:00 p.m.	Executive and Workshop Planning Committee Meeting	Board Room
6:00 p.m. – 9:00 p.m.	Executive and Workshop Planning Committee Dinner	TBD

PRE-CONFERENCE WORKSHOPS

MONDAY, JUNE 17, 2019

8:30 a.m. – 4:00 p.m.	Pre-Conference Workshop <i>Management Concepts: Federal Updates</i> (Advanced Registration Required)	Newbury
9:00 a.m. – 4:00 p.m.	Task Force Training Development Leadership?	TBD
1:00 p.m. – 4:00 p.m.	Conference Registration	Mezzanine Foyer

TUESDAY, JUNE 18, 2019

7:30 a.m. – 8:45 a.m.	Regional Coordinators Breakfast <i>Management Concepts Performance Measurement</i> (Advanced Registration Required)	Newbury
7:30 a.m. – 8:45 a.m.	Continental Breakfast	Mezzanine Foyer
8:30 a.m. – 5:00 p.m.	Conference Registration	Mezzanine Foyer
9:00 a.m. – 5:00 p.m.	HEALTH FAIR Hinds Community College - Utica Campus	Mezzanine Foyer

9:00 a.m. – 10:00 a.m.

Opening Plenary

TBD

Presiding

Dr. Erick Akins, President

National Association of HBCU Title III Administrators, Inc.
Title III Director
Title III Grant Management
St. Philip's College
San Antonio, Texas

Purpose and Occasion

Dr. Demetria Johnson-Weeks, Vice President and Conference Chair

National Association of HBCU Title III Administrators, Inc.
Executive Director
Title III and Sponsored Programs
Summer of Success Academic Coordinator
Texas Southern University
Houston, Texas

Welcome

Name

National Association of HBCU Title III Administrators, Inc.
Director
Title III and Sponsored Programs
Texas Southern University
Houston, Texas

Greetings

Dr. Demetria Johnson-Weeks, Vice President and Conference Chair

National Association of HBCU Title III Administrators, Inc.
Director
Title III and Sponsored Programs
Texas Southern University
Houston, Texas

Introduction of Speaker

Dr. Demetria Johnson-Weeks, Vice President and Conference Chair

National Association of HBCU Title III Administrators, Inc.
Director
Title III and Sponsored Programs
Texas Southern University
Houston, Texas

Keynote Speaker

Dr. Demetria Johnson-Weeks, Vice President and Conference Chair

National Association of HBCU Title III Administrators, Inc.
Director

Title III and Sponsored Programs
Texas Southern University
Houston, Texas

Closing Remarks
Dr. Erick Akins
Title

10:00 a.m. – 10:15 a.m.

Break

10:15 a.m. – 11:30 a.m.

The New Title III Administrators Workshop
(1-3 or 5 years of experience)

Introduction of Mentorship Program
Presenter: Mr. Samuel Melton
Director
Title III and Sponsored Programs
Texas Southern University
Houston, Texas

Introduction of Regional Coordinators & Duties
Mrs. Jeanette Moss-Smith
Director
Tuskegee University
Tuskegee, Alabama

The Nuts and Bolts of Title III Administration
Interactive Session
Presenter: Dr. Margaret Martin-Hall
Director of Development and Title III Programs
University of Arkansas at Pine Bluff
Pine Bluff, Arkansas

11:30 a.m. – 1:00 p.m.

Lunch (*On Your Own*)

1:00 p.m. – 2:15 p.m.

Annual Regional Meetings
Pending other sessions

Intentionally Blank

For Tuesday sessions

DRAFT

CONFERENCE WORKSHOPS

WEDNESDAY, JUNE 19, 2019

7:30 a.m. – 8:45 a.m.	Continental Breakfast	Mezzanine Foyer
8:30 a.m. – 5:00 p.m.	Conference Registration	Mezzanine Foyer
9:00 a.m. – 10:00 a.m.	General Session	

Opening Plenary

Presiding

Dr. Erick Akins, President

National Association of HBCU Title III Administrators, Inc.
Title III Director
Title III Grant Management
St. Philip's College
San Antonio, Texas

Purpose and Occasion

Dr. Demetria Johnson-Weeks, Vice President and Conference Chair

National Association of HBCU Title III Administrators, Inc.
Executive Director
Title III and Sponsored Programs
Texas Southern University
Houston, Texas

Greetings

Mayor or City/State Official -

Welcome –Dr. Akins

Introduction of Speaker –

Ronald Range

WEDNESDAY, JUNE 19, 2019 (CONT'D)

Speaker – not confirmed

Benny Thompson- pending Range and Akins

Closing Remarks

Dr. Erick Akins, President

10:00 a.m. – 10:15 a.m.

Break

10:15 a.m. – 12:30 p.m.

The Comprehensive Development Plan ()

What are all the Assurances and Certifications non-proposal forms for?

The Eight Parts of the CDP:

Part I: The Comprehensive Development Plan

Introduction

Mission Statement

Vision Statement

Overview of the University

The Challenges and Opportunities

Long Range Plan

Strategic Goals

Conclusion

Institutional Priorities

Part II: Abstract of Activities

Part III: Activity Objectives and Performance Indicators Form

Part IV: Implementation Strategy and Timetable Form

Part V: Activity Budget Forms

Part VI: Individual Activity Budget and Narrative Form

Part VII: Budget Summary (Ed 524)

Part VIII: Ed 524 Summary Page

Presenters

Facilitator

12:30 p.m. – 1:30 p.m.

Luncheon or Lunch on Your Own –

1:30 p.m. – 2:30 p.m.

Focus Area Topics and Presentations
(Concurrent Sessions will be repeated on the second hour)

1. Fiscal Stability Sessions *2

TBD

Presenter:

Name
Title
School Name
City, State

Facilitator

Name
Title
School Name
City, State

2. Academic Quality

TBD

Presenter:

Name
Title
School Name
City, State

Facilitator

Name
Title
School Name
City, State

3. Student Services

TBD

Presenter:

Name
Title
School Name
City, State

Facilitator

Name
Title
School Name
City, State

4. Institutional Management

TBD

Presenter:

Name
Title
School Name
City, State

Facilitator

Name
Title
School Name
City, State

2:30 p.m. – 2:45 p.m.

Break

2:45 p.m. – 3:45 p.m.

(Concurrent Sessions will be repeated on the second hour)

1. Fiscal Stability Sessions *2

TBD

Presenter:

Name
Title
School Name
City, State

Facilitator

Name
Title
School Name
City, State

2. Academic Quality

TBD

Presenter:

Name
Title
School Name
City, State

Facilitator

Name
Title
School Name
City, State

3. Student Services

TBD

Presenter:

Name
Title
School Name
City, State

Facilitator

Name
Title
School Name
City, State

4. Institutional Management

TBD

Presenter:

Name
Title
School Name
City, State

Facilitator

Name
Title
School Name
City, State

3:45 p.m. – 4:00 p.m.

Break

4:00 p.m. – 5:00 p.m.

Pending new session or extend what we have on this day or end at 4:00

6:30 p.m. – 9:00 p.m.

Welcome Reception
Meet the Candidates

TBD

Greetings
Dr. Erick Akins, President

Entertainment

THURSDAY, JUNE 20, 2019

7:30 a.m. – 8:45 a.m.	Continental Breakfast	Mezzanine Foyer
8:30 a.m. – 5:00 p.m.	Conference Registration	Mezzanine Foyer
9:00 a.m. – 10:00 a.m.	General Session	
	President’s Round Table Discussion	TBD

Convener: Dr. David Beckley
President
Rust College
City, Mississippi

Facilitator: Dr. Roslyn Clark Artis

Discussants

10:00 a.m. – 10:15 a.m. Break

10:15 a.m. – 11:30 a.m. **DEPARTMENT OF EDUCATION** **TBD**
Status of the Annual Performance Report (APR)
Endowments

Presenters – Pending Erick Akins
Dr. James Laws
Sheryl Wilson

Facilitator

11:30 a.m. – 11:45 a.m. Break

THURSDAY, JUNE 20, 2019 (CONT'D)

11:45 a.m. – 1:45 p.m.

Luncheon

TBD

Title III: Focusing on HBCU Excellence through Transformation?

Presiding

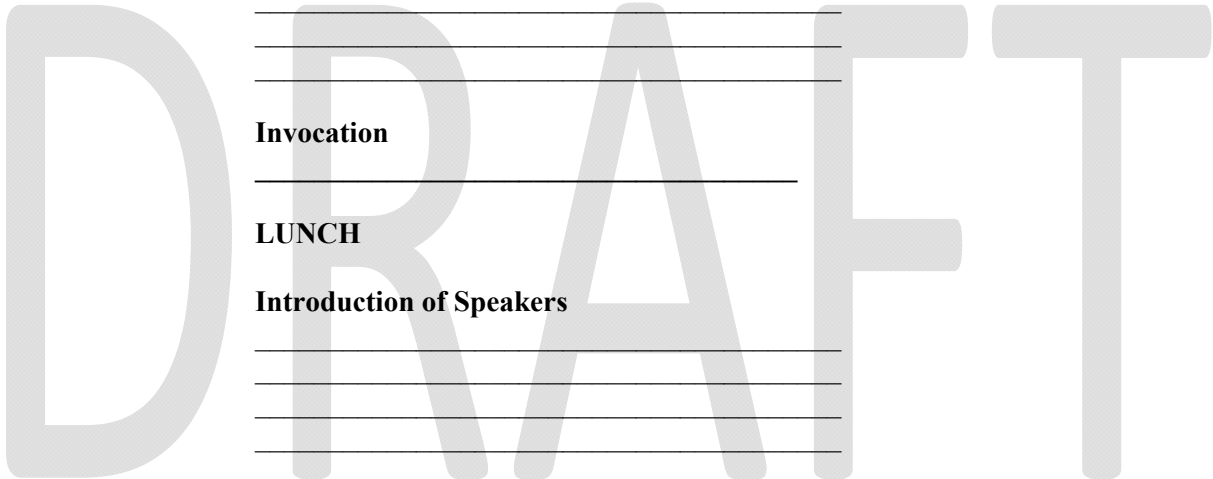
Greetings

Invocation

LUNCH

Introduction of Speakers

Speakers



THURSDAY, JUNE 20, 2019 (CONT'D)

1:45 p.m. – 2:00 p.m.

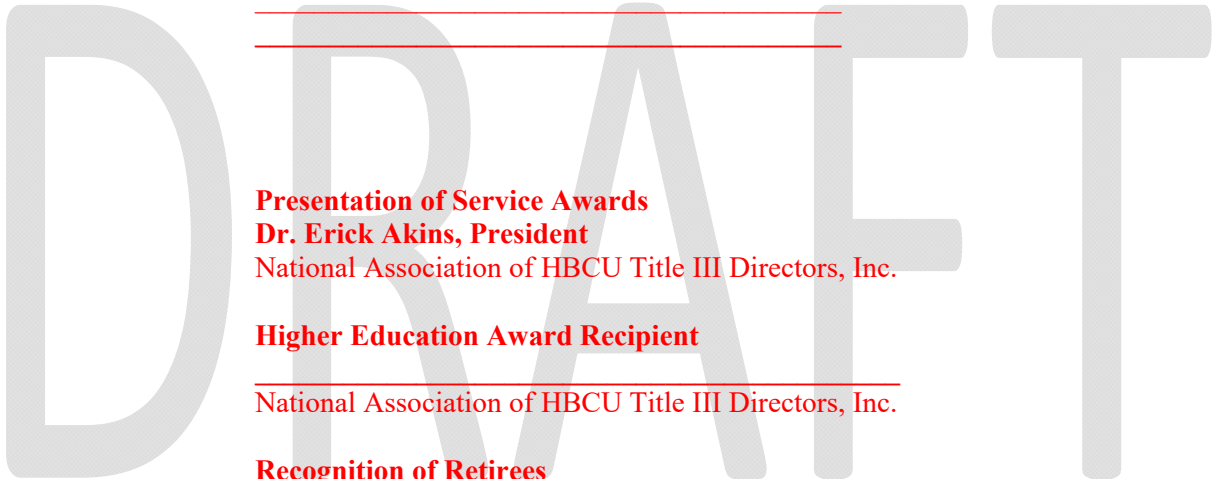
Break

2:00 p.m. – 3:00 p.m.

**Washington Updates:
TMCF and /or UNCF**

Facilitator

Discussant



**Presentation of Service Awards
Dr. Erick Akins, President
National Association of HBCU Title III Directors, Inc.**

Higher Education Award Recipient

National Association of HBCU Title III Directors, Inc.

**Recognition of Retirees
Dr. Erick Akins, President**

NAME	INSTITUTION
_____	_____
_____	_____
_____	_____

**Closing Remarks
Dr. Erick Akins, President
National Association of HBCU Title III Directors, Inc.**

THURSDAY, JUNE 20, 2019 (CONT'D)

____ p.m. – ____ p.m.

President's Advisory Meeting

Facilitator

Discussants

Questions and Answers

____ p.m. – ____ p.m.

Break

**NATIONAL ASSOCIATION OF HBCU TITLE III ADMINISTRATORS, INC.
BUSINESS MEETING**

____ p.m. – ____ p.m.

**Presiding
Dr. Erick Akins**

**Roll Call
Mr. Ronald Range**

Minutes of the June 2017 Meeting

Nominations Committee Report

Assessment Committee Report

Scholarship Committee Report

Bylaws Committee Report

Strategic Planning Committee Report

Membership Committee Report

Treasurer's Report

THURSDAY, JUNE 20, 2019 (CONT'D)

Old Business

New Business

Election Committee Report

Adjournment

____ p.m. – ____ p.m.

Group Photo

Samuel T. Rhoades and Ronald Range

FRIDAY, JUNE 14, 2019

SPIRIT DAY

SCHOOL / FRATERNITY / SORORITY

WEAR YOUR SCHOOL/FRATERNITY/SORORITY T-SHIRT

____ a.m. – ____ a.m.

Continental Breakfast

____ a.m. – ____ a.m.

Facilitator

____ a.m. – ____ a.m.

Plenary Session

Open Dialogue/Feedback Forum
(All Attendees)

Facilitator

Participants

Executive Committee and Membership

____ a.m. – ____ p.m.

Campus Tour (Walking Tour of Two Campuses)
Host Institutions

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