

Dear Friends of MWACS,

Would your school or community like to host the 2012 MWACS Conference?

If so, please answer the following questions and email your answers back to me by October 1, 2011 so that we can discuss and vote on all proposals at the MWACS business meeting during the 2011 ACSUS meetings in Ottawa.

- 1) Name and address of school and/or hotel that would host the conference
- 2) Names of individuals willing to commit to perform the necessary on-site planning for the conference
- 3) Please describe the available airport(s) for the conference.
- 4) Please describe the type and approximate cost of travel options from the airport to the conference site.
- 5) Please provide an estimate of the costs of available housing (hotel or dorms) available for participants (both faculty and graduate students) at the conference.
- 6) Please describe the necessity and expense of ground transportation at the conference cite (e.g., taxis from housing to rooms where talks will be held and meals will be provided).
- 7) Please describe the various attractions in the area that might increase the number of participants by serving as possible excursions for people attending the conference.
- 8) Please describe the types of rooms and a/v equipment that will be available for the conference, and the approximate cost of these facilities. The conference will probably need about four rooms for concurrent sessions with seating for at least 30 people, as well as a larger room for plenary talks with seating for at least 75 people. The large room may or may not be the same room in which meals are served.
- 9) Please describe how meals and snacks will be provided, and an estimate of the cost of these items. Although the exact schedule of the conference is flexible, please make figures based on three meals and two snacks per day for 2 days.
- 10) Please list the best weekend for you to hold the conference. MWACS conferences are usually held in October or November. If you are at a University with a major football program, please try to avoid scheduling the conference on a weekend with a home game. I think the partial 2012 schedules are already available online.
- 11) Please write a short summary (500 word maximum) of why this would be the best location to hold the 2012 MWACS Conference.

Sincerely,

Craig T. Palmer  
MWACS President