

## **Description of Project**

The National Orientation Directors Association (NODA) is an organization that Waterloo Orientation (through the Orientation & Special Events Manager) has been an active member of for over a decade. NODA is divided into nine “regions” (geographically) and hosts ten conferences a year – the “Annual Conference” and nine “Regional Conferences”.

These Regional Conferences are truly an opportunity for student staff and volunteers to share ideas about each other’s programming, and come up with solutions for the various problems they encounter. Ideas Waterloo Orientation has brought home from this conference include the Orientation Leader Dance and the Ask Me program. The Orientation & Special Events Manager also supplies additional activities and goal-planning opportunities to ensure the team is getting the most out of their experience.

The conference also hosts a Professionals Stream and has a very small network of Orientation professionals who come together to share ideas about problems they’ve encountered and areas they excel in.

The Region 7 (Ontario, Michigan, Indiana, Ohio) Conference is in Terre Haute, Indiana on March 16-18, 2012. In 2013 the Conference rotates back to Ontario (since the last Ontario Regional hosting here at the University of Waterloo in 2008). In 2013, I anticipate costs to be fully covered for all conference attendees from Waterloo due to proximity.

NODA’s mission, vision, and values are as follows:

**Mission:** The mission of the National Orientation Directors Association is to provide education, leadership, and professional development in the fields of college student orientation, transition and retention.

**Core Purpose:** To create a community of practice that defines and enriches the fields of orientation, transition, and retention.

### **Core Beliefs and Values:**

- We are an inclusive community of practitioners and scholars; building, fostering and sharing an environment that promotes connections of people and ideas for peer-to-peer learning.
- We value learning and innovation through the research, acquisition, formation and dissemination of scholarly knowledge, and the sharing of new and emerging best practices.
- We value diversity of ideas, institutions, and individuals.
- We practice integrity and model ethical behavior through adherence to professional standards.
- We take pride in the history and future of our services, programs, and resources.
- We practice leadership; providing opportunities for professional growth and development both on institutional campuses and within the Association.

## **Promotion of Project**

This type of conference is best geared toward current members of the Federation Orientation Committee (32 students + 2 student staff). All have been informed of the conference and told of the benefits of the conference, and all but one has shown interest in attending. 11 of the 33 students are in need of additional funding in order to take advantage of this opportunity.

## Itemized Budget

	Cost	Amount Requested Per Team		
		Cross Campus	Engineering	Environment
<b>Registration<sup>1</sup></b>	\$95 CAD	\$0	\$0	\$0
<b>Accommodation<sup>2</sup></b>	\$65 CAD	\$0	\$0	\$0
<b>Transportation<sup>3</sup></b>	\$150 CAD	\$0	\$150 CAD	\$150 CAD
<b>Food Stipend<sup>4</sup></b>	\$30 CAD	\$0	\$0	\$0
<b>Travel to Waterloo<sup>5</sup></b>		\$650 for one return-trip flight from Calgary	\$650 for one return-trip flight from Edmonton	
<b># of students attending</b>		6 total (1 applicable)	6	4
<b>Total Funding Requested</b>		\$650 CAD	\$1550 CAD	\$600 CAD

<sup>1</sup>The registration cost for all students are covered by their Faculty (or by central funding for the Cross Campus team). The actual price is \$90 USD, but I have buffered the budget to allow for exchange rate changes.

<sup>2</sup>Final Accommodation Costs will depend on the amount of students who attend and the exchange rate at the time of payment. \$95.00 CAD is the highest the per person cost would be to cover quadruple or triple accommodation for two nights, but it will more likely be closer to \$65.00 CAD considering the amount of students who would be attending. All accommodation costs for the students requesting additional funding is covered by their Faculty (or by central funding for the Cross Campus team).

<sup>3</sup>Transportation Costs – Travel for all delegates from Ontario is being coordinated by Waterloo Orientation (the Orientation & Special Events Manager, specifically). There are 66 delegates total (37 from Waterloo Orientation, pending funding). With this total the shared travel portion is anticipated to be \$150/person (this includes overnight accommodation for the bus drivers).

<sup>4</sup> Food stipends covers meals not covered by the registration fee. These costs are covered by the student's Faculty (or by central funding for the Cross Campus team).

<sup>5</sup>Travel to Waterloo – two students are on co-operative work terms in Alberta (one in Calgary, one in Edmonton). They would like to attend the conference, and are currently considering the options of flying to Waterloo or flying to Indianapolis. The flights from Alberta to Indianapolis are ~\$850 each, so flying to Waterloo and then partaking in the bus trip would still be cheaper for them, and would overall decrease the per person share of the bus.

Both the Dean's Office in the Faculty of Engineering and the Faculty of Environment has been able to pledge \$200 per person to cover travel expenses, but the per person expenses are closer to \$350 (not including flight related costs for students out of province). The Faculty of Engineering has 6 students (because of the need for representatives on the satellite campus) so their contribution to the conference is actually proportional to that of other faculties. The Faculty of Environment has pledged an additional \$200 this year from their pledge in 2011.

Please note: Becky is extremely available to answer any questions you may have about this request. She can completely understand that it is confusing. This great elaboration is the best support she can provide for the budgeted requests.

Students Attending (CC indicates the Cross Campus representative from the Faculty, funded centrally; OPA denotes student staff, funded centrally)

<b>Name</b>	<b>Student ID</b>	<b>Faculty</b>	<b>Program</b>	<b>Funding from Faculty</b>
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