What to Do, What to Bring & What to Wear for the 2015 Fall Leadership Retreat

Retreat and Luggage Check-in - Friday 9/11/15, Bluebonnet North in the E.H. Hereford University Center

Retreat Check-in & Luggage Drop Off: Retreat check-in will open at 8:00 a.m. on Friday, September 11, in the University Center (UC) inside the Bluebonnet Ballroom. You must be checked in by 1:00 p.m. There are almost 300 students to check-in, so don’t wait until the last minute or you could be fined the no-show fee if you are not checked in by the time the Welcome Reception begins.

Luggage: Pack only what you need, as detailed below. Be prepared to carry your entire luggage on your own. If you have told us you need a special accommodation, we will have helpers in place to assist you.

Releases and Waivers: All required waivers will be given to you at check-in on Friday, September 11, and must be signed and returned during check-in. If you are a minor, you must email Julia Clark at juclark@uta.edu for a copy of all forms that MUST include a parent or guardian signature. You must return these at check-in on Friday, September 11. Please note that we cannot transport you without signed copies of these forms.

Driving and Transportation Policy

Transportation is by chartered bus only-you CANNOT drive yourself to the retreat at Lakeview due to University liability policies.

You will receive team assignments during check-in and will be riding with your team on the busses. Attendance is taken on the bus before we leave, so it is necessary that you be on your assigned bus. If you are not on your assigned bus when it is time to leave, you will not be attending the retreat and will be considered a no-show, which will

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result in the no-show fee being charged to your MyMav account. There are no opportunities for you to arrange a ride to Lakeview.

No outside persons, friends or relatives are allowed to come onto the retreat site. (If you forgot a crucial item, please let your staff facilitator be aware of your situation.)

Retreat Structure

The Leadership Retreat begins with the Welcome Reception, followed by the educational sessions on campus. Once you arrive at the Welcome Reception, you cannot leave to go to class, etc. We provide class excuses so you can fully attend the retreat. If you are not at the Welcome Reception or educational sessions, we will assume you have left the retreat, and you will be charged the no-show fee.

The Division of Student Affairs has a zero tolerance policy for hazing, harassment or derogatory remarks towards any person or organization. If you hear or see this type of behavior, please report it to your small group leader or a staff member. If you partake in this behavior, you will be sent home from the retreat at your expense and will be charged the appropriate fees for forfeiting your participation at retreat.

This retreat site is expansive compared to our retreat sites in the past. If you leave the retreat site, we will assume you also would like to leave the retreat in general and go back to Arlington, which will be arranged.

Other Important Information

Closed toe shoes: Due to activities that require lots of movement, all participants must wear closed toe shoes over the weekend. No flip flops or sandals are allowed except for use in showers.

Casual dress is encouraged for the entire retreat. Please take note of the weather (cold and rainy) and dress appropriately. If you get chilled easily, bring a light jacket or sweater for inside the air-conditioned facility.

Cancellations: PLEASE remember that you are not registered if you have not made payment or indicated which campus organization is sponsoring you. Refunds will not be given for cancellations. However, another student may attend in your place if they are the same gender. Please contact The Leadership Center at leadership@uta.edu, (817) 272-9220 or by visiting the offices in B160 located in the Lower Level of the UC no later than Friday, September 4 by 5:00 p.m. to make substitution arrangements. Cancellations or Substitutions after September 4, 2015 and no-shows will result in a fee of $160.00 charged directly to your MyMav student account. Sponsoring organizations will be charged for their students who cancel or no show. They will then be responsible for collecting payment from their students.

Alcohol and Drugs Policy: Really? Don’t even think about it. Many have tried before you and have failed. When caught with alcohol or drugs, no matter what time of the day or night - you have to endure an hour drive with a faculty or staff member in silence back to campus and your name is submitted to the Office of Community Standards. Trust us – it’s not fun.
**Excuse letters:** If you have a conflict due to classes, exams or assignments, please remember that we have excuse letters available for you to provide to your professors. Please remember that this letter does not guarantee an excused absence, but we suggest you use the letter when discussing your attendance at the retreat with your professors. Letters may be obtained from The Leadership Center at leadership@uta.edu or by visiting the offices in B160, located in the Lower Level of the UC.

**Return to campus:** We will depart Lakeview Camp and Conference Center mid-morning, on Sunday, September 13, 2015, arriving on campus around 12:30 p.m.

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**Packing Guidelines**

As you’re gearing up for the Fall Leadership Retreat, here are a few suggestions on how you should pack. **Come prepared for the weather!** Also take into account planned recreation. You **DO NEED** to bring your own linens and prepare for community bathrooms.

Quantities suggested are for a 2 day trip.

**NECESSARY:**

- **Reusable Water Bottle** *(there are water fountains for filling up your own bottle, we are not providing a water bottle for you)*
- Nominal spare cash and change for snack and soda vending machines. There is also an on-site late-night café.
- Labeled drinks and personal snacks (most cabins have a refrigerator to use)
- 1 sleeping bag or sheets/blanket for a twin bunk bed
- 1 pillow
- 2 washcloths/1-2 towels
- Shower shoes
- 2 comfortable, casual outfits (appropriate shorts, jeans, t-shirts, etc.)
- 1-2 pairs of closed toe shoes
- 3 pairs of socks
- Pajamas (It can get cold at night in the cabins and lodges!)
- 1 light sweater/jacket (can get cold at night or cold in AC)
- 1 poncho and/or umbrella
- 1 insect repellent and sun screen
- 1 pair of sunglasses
- Small Flashlight
- Any prescription medication in original labeled container *(if required/needed): headache, cold, allergy, etc.* We are not able to provide any medication to you.
- 1 set of personal toiletries: toothbrush and paste, floss, soap, shampoo, conditioner, hair dryer, comb and brush and any other personal needs.
- **A positive attitude and lots of energy!**

There is not a laundry facility available for your use nor a convenient store on-site, so please be mindful about items that may be needed over the weekend that cannot be readily purchased. In regards to cell phones, please bear in mind that reception at the retreat site is very poor.
OPTIONAL:  

- ✓ Bathrobe & slippers
- ✓ Camera
- ✓ Snacks
- ✓ Swimwear for indoor pool
- ✓ Personal journal

PLEASE DO NOT BRING:

- ✗ Personal computer (sleeping area is not secure)
- ✗ Alcohol/Drugs
- ✗ Valuable jewelry
- ✗ Weapon, knives, fireworks
- ✗ Alarm Clocks

**LODGING:** The accommodations at Lakeview Camp and Conference Center are cabin style lodging which includes bunk beds in an open style room, shared bathrooms and a common dining area. You will be sharing a room and bathroom with multiple people of the same gender. The phone number is (972) 923-3811.

**RECREATION:** You will have free time each night. There is a specific study hall set up, so you can bring class projects, homework, etc. Feel free to bring games, cards, etc.

**Questions?** Contact The Leadership Center at 817-272-9220 or leadership@uta.edu