

ALPHA PHI OMEGA
SECTIONS 94/96 CONFERENCE

“The Best Conclave of All Time”

March 23–25, 2012
Alpha Chi Chapter, MIT

March 30, 2012

Dear Travellers,

Thank you for your visit to our campus last weekend! We are delighted to report that it was a smashing success, and your presence was the best part. Let March 23–25, 2012 go down as The Best Conclave Of All Time.

This packet includes everything required for your trip through the spacetime continuum, and you turned in the necessary materials to us by March 1, 2012. With the skills you gained by attending our Conclave, we know you will be able to travel back in time to ensure we receive everything by then. Unfortunately, money-growing trees will not be developed until 2213 and cannot survive on our current soil, so we must require a fee of \$40 per person for your registration, but as you know it was well worth it—the weekend of worthwhile workshops, superb service, and fun food and fellowship constituted a splendiforous experience for all.

On Friday the twenty-third, each of you received a folder full of information about the weekend, and enjoyed an evening of fellowship, board games, and snacks. On Saturday morning, after being welcomed to our campus and Conclave, you learned from informative workshops (including LEADS courses Launch and Discover), had lunch at one of the many fine establishments in Cambridge, and in the afternoon continued with service and fellowship events, culminating in a bountiful banquet and delightful dance. We particularly enjoyed seeing such excellent time-travel-themed costumes.

If your present, past, or future selves should have any questions, please email us at apo-timelords@mit.edu or call **617-600-TIME** (-8463). We're glad to have seen you!

*With best wishes,
Alpha Chi Chapter, Spring 2012*

Registration Checklist

✓ **Information gathered**

Ask your chapter members who's coming, what LEADS course (if any) each person wishes to take, and what size T-shirt (if any) they want. You'll need this information, along with general contact info for your chapter, in order to register. You can pass the included registration form around at a meeting if you like.

✓ **Registration completed online:** at <http://apo.scripts.mit.edu/conclave/>
Strict Deadline: March 1, 2012, 11:59pm EST

We know things sometimes get lost in the mail, your school takes forever to act on that check request, etc. Thus, we're asking you to send in your registration electronically. If for any reason you can't register online, you can scan the registration form and email it to conclave-registration@mit.edu. As a *last resort*, you can mail in your registration to us with your payment, but it must then be *received* by March 1.

Your chapter is financially responsible for the entirety of your registration. We cannot offer refunds if someone is unexpectedly unable to come.

Any registration not **received by 11:59pm on March 1** is subject to a \$5 per person late fee and will be honored only to the extent that ability permits; we may be unable to provide souvenir glassware, T-shirts, etc, for late registrations. **NO EXCEPTIONS!**

✓ **Payment sent in**

Postmark/Request Deadline: March 1, 2012

The online registration form will tell you how much to send in, or you can calculate it manually using the attached sheet. We are only able to accept checks. Please make checks payable to **Alpha Chi Chapter of Alpha Phi Omega**. Mail them to:

Alpha Phi Omega, W20-415
77 Massachusetts Ave
Cambridge, MA 02139

Please either put your chapter name on the memo line or send an email with information about how to identify your check to conclave-registration@mit.edu.

If your school requires that you request the check from your student activities financial office, that's fine, but please email us proof of the check request by March 1.

✓ **Hotel rooms registered:** at <https://resweb.passkey.com/go/c5c1100c>
Group Rate Deadline: March 1, 2012

We have secured a group hotel rate at the Hyatt Regency Cambridge, just west of the MIT campus. More information is available below.

✓ **Alcohol policy forms signed**

Bring one form for each attendee to Conclave, and turn them in at the registration desk.

Registration Form

Chapter: _____

School: _____

Please designate one person in your chapter who will be coming to Conclave as a primary contact below. We will send relevant information to them via email, including a confirmation of registration, and will contact them if we need anything from you.

Contact Name: _____

Contact Email: _____

Contact Cell Phone: _____

Registration will be open from 7pm to 11pm on Friday night, and from 8am to 9am on Saturday morning. If you arrive later on Saturday, you can register upon arrival, but you will miss some of the Conclave workshops and LEADS courses (which begin at 9:30am). Approximate arrival and departure times help us ensure that Registration is staffed with enough people that you won't have a long wait in line.

Arrival Method: _____ (car, bus, train, plane, dirigible)

Registration Time: _____

Departure Time: _____

Other Notes: _____

Registration costs \$40 per person and T-shirts cost \$8 each (available sizes: S, M, L, XL, XXL; all are unisex).

Registration: _____ × \$40 = \$_____

T-shirts: _____ × \$8 = \$_____

Total: \$_____

Please make checks payable to **Alpha Chi Chapter of Alpha Phi Omega** and mail to *Alpha Phi Omega, W20-415, 77 Massachusetts Ave, Cambridge, MA 02139.*

Alcohol Policy

(photocopy, fill out and bring one per attendee to Registration)

MASSACHUSETTS INSTITUTE OF TECHNOLOGY EVENT ALCOHOL POLICY

*As disseminated by Alpha Chi Chapter of Alpha Phi Omega, for Sectional Conference event
“The Best Conclave of All Time” and use of the MIT campus*

The Alcohol Policy for this event will be in accordance with the laws of the Commonwealth of Massachusetts and the regulations established by the Institute at all times. No alcohol will be permitted at any events at “The Best Conclave of All Time.” Students found in violation of Massachusetts law will be subject to disciplinary action by MIT, APO, the student’s home university, and civil authorities.

MIT observes all laws and regulations governing the sale, purchase, and serving of alcoholic beverages by all members of its community and expects that these laws, regulations and procedures will be adhered to at all events associated with the Institute. The unlawful possession, use, manufacture, distribution, or sale of illicit drugs or alcohol by any MIT student or employee on MIT property or as part of or in connection with any MIT activity is prohibited. This includes activities on the MIT campus, in MIT independent living groups, in any work area, and at off-campus functions sponsored and supported by MIT or any of its affiliated groups.

The acquisition, possession, transportation and consumption of alcohol by individuals under 21 years of age is prohibited by law and Institute policy.

I, _____, willingly accept the above noted information as the Alcohol Policy for “The Best Conclave of All Time.” I understand that while I am on the MIT campus, even when not directly participating in a Conclave event, I am a guest of the Alpha Chi chapter and my actions directly impact the relationship of AX, APO, and MIT. In accordance with the Standard Policy of Risk Management for APO, I recognize that a violation of this agreement shall be deemed a violation of the membership policies of Alpha Phi Omega National Service Fraternity.

Printed Name

Signature

Date

References:

- “The Standard Policy of Risk Management: Alpha Phi Omega National Service Fraternity”;
http://www.apo.org/site/site_files/RM_Standard_Policy.pdf
- MIT’s Mind + Hand Book;
http://web.mit.edu/mindandhandbook/policy/drugfree_campus_workplace.html

Getting to Campus

These directions will get you to the main entrance to MIT at 77 Massachusetts Avenue, Cambridge, MA 02139. (If you're using a GPS, you can just plug that address into it.) Directions from there to the hotel, registration, and parking lots are in the next section.

Driving from points North (via I-93 S or I-95 S)

1. If you are taking I-95, take the I-93 South exit (exit 37).
2. From I-93 S, take exit 26. A long ramp will lead you to Storrow Drive.
3. Follow the signs to Back Bay along Storrow Drive West, approximately 1.5 miles, to the Route 2A exit. This is a left-side exit.
4. Turn right onto the Harvard Bridge and cross the river. Continue straight along Massachusetts Avenue once you are across the bridge. You are going approximately north, and you will see the main MIT buildings on your right.
5. Vassar Street is the first intersection you come to (with a Bank of America ATM on the far side and before the railroad tracks); Albany Street is the second (after the railroad tracks). See directions in the next section ("Getting Around Campus").

Driving from points South (via I-93 N or I-95 N)

1. If you are taking I-95, take the I-93 North exit.
2. From I-93 N, take exit 26. A long ramp will lead you to Storrow Drive.

3. Follow the signs to Back Bay along Storrow Drive West, approximately 1.5 miles, to the Route 2A exit. This is a left-side exit.
4. Turn right onto the Harvard Bridge and cross the river. Continue straight along Massachusetts Avenue once you are across the bridge. You are going approximately north, and you will see the main MIT buildings on your right.
5. Vassar Street is the first intersection you come to (with a Bank of America ATM on the far side and before the railroad tracks); Albany Street is the second (after the railroad tracks). See directions in the next section ("Getting Around Campus").

Driving from points West (via I-90 E/Mass Turnpike)

1. Follow I-90 East to the Cambridge/Brighton exit (exit 18).
2. Following the signs to Cambridge, cross the River Street Bridge.
3. Continue straight about 1 mile to Central Square.
4. Turn right onto Massachusetts Avenue and continue for about a half mile. You are going approximately south.
5. Albany Street is the intersection just before the railroad tracks. Vassar Street is the intersection just after the

railroad tracks. Past Vassar Street, you would see the main MIT buildings on your left, and then the Charles River. See directions in the next section (“Getting Around Campus”).

Arriving by Train from the North

1. Take the Downeaster from Portland or UNH to Boston’s North Station.
2. From North Station, follow signs to the subway (T), buy a ticket at one of the fare vending machines (\$2 per person per trip) and get on the Green Line to any inbound destination (anything but Lechmere or Science Park).
3. Go three stops, get off at Park Street and transfer to the Red Line towards Alewife (outbound). The transfer is free.
4. Go two stops and get off at Kendall/MIT.
5. When you get out of the station, cross the street (Main St) and then turn right.
6. At the next intersection (Ames St), turn left.
7. Proceed half a block to the bend in the road. Registration is in the very pointy concrete building on your right-hand side.

Arriving by Train from the West or South

1. Take the Lakeshore Limited or Commuter Rail from Springfield, Worcester, or Providence to Boston’s South Station.

2. From South Station, follow signs to the subway (T), buy a ticket at one of the fare vending machines (\$2 per person per trip) and get on the Red Line inbound towards Alewife.
3. Go four stops and get off at Kendall/MIT.
4. When you get out of the station, cross the street (Main St) and then turn right.
5. At the next intersection (Ames St), turn left.
6. Proceed half a block to the bend in the road. Registration is in the very pointy concrete building on your right-hand side.

Arriving by Blimp

Take the blimp to the tall building with all the glass windows (the Hancock tower). Head north over the Charles River and land on top of the large, convex, concrete structure on the north shore of the river (the Great Dome of MIT). Watch out for police cars on the roof. Call us when you get there so we can come get you down. Make sure you get clearance from Logan Tower on 128.8 before entering the class B airspace that surrounds the Boston airport.

Arriving by TARDIS

Set your device to the following coordinates: 42.3597 N, 71.0883 W, 43 meters MSL, Friday, March 23, 2012, 23:59 UTC. This will set you down on the top of the Small Dome of MIT, which has been pre-cleared as a safe TARDIS landing zone. Call us when you get there so we can come get you down.

Getting Around MIT

MIT has an excellent interactive map at <http://whereis.mit.edu/> — use it! You can enter any building number or name in the search box at the top and it will be plotted on the map. The directions below assume you are looking at a map.

All buildings and rooms at MIT are numbered; 66-168 means room 168 (which is on the first floor) in building 66. Each room is marked with the full room number, so you can tell what building you're in by looking at the room numbers.

While room numbers are fairly orderly, building numbers bear little relation to their locations, so you are encouraged to carry a map. One is included in this packet, and each attendee will receive one with registration.

Most buildings are connected, and it is possible to walk from one side of campus to the other without going outside. Buildings drawn as touching on the map are almost always connected, and there are some additional basement tunnels, including one from the basement of 56 to the basement of 54. Using these is an excellent way to avoid the weather, and also an excellent way to get lost—again, use a map.

Conclave workshops will be held on the first floor of buildings 66 (the triangular one) and 56 (its long rectangular neighbor). For the opening ceremony and joint section meeting, we will use a lecture hall in building 54 (also known as the Green Building), which is just south of 56 and 66 and is the tallest building on campus.

Registration (Friday 7pm-11pm and Saturday 8am-9am) will take place in **66-168**, which is the first door on your left after entering through the pointy side of building 66. Breakfast (Saturday 8am-9am) and the opening ceremony (Saturday 9am-9:30am) will take place in **54-100**. Building 54 is on stilts, so after entering it following the posted signs, you will need to take the stairs or elevator up one level to the first floor, labeled “LL” in the elevator.

If you get lost, ask anyone you see how to get where you're going (we're friendly!), or call **617-600-TIME** (-8463) to ask Conclave HQ for assistance.

Massachusetts Avenue (“Mass Ave,” where the driving directions above have gotten you) runs approximately north/south (really it's more northwest/southeast), just west of the main academic buildings; building 7 is the main entrance to MIT at 77 Massachusetts Ave. Memorial Drive runs approximately east/west, along the Charles River.

The Hyatt Regency hotel, where we're offering a group rate, is on the far west side of campus, just east of building W98.

Directions from Mass Ave to the Hyatt

1. Proceed west along Vassar Street.
2. Pass a large grassy area (Briggs Field) on your left. After the field, take the third left onto Amesbury Street.

3. The Hyatt is ahead on your right.
4. To get to the W98 lot (for free parking), turn right onto Memorial Drive. The lot will then be just after the Hyatt on your right.

Directions from the Hyatt to Mass Ave

1. Proceed west along Memorial Drive.
2. Make an immediate right turn onto Vassar Street.
3. Follow Vassar Street for 0.8 miles until you reach Massachusetts Avenue.

Directions from Mass Ave to Registration/Workshops

1. Proceed east along Vassar Street.
2. After passing a building on your right (the Stata Center) that looks like it came out of a Dr. Seuss book, turn right onto Main Street. This is the first light after Mass Ave.
3. Proceed for one block along Main Street, then turn right onto Ames Street.
4. Proceed to the bend in the road. Registration and workshops are in the very pointy concrete building to your right. Some parking (metered and 2-hour-limited during the day, free after 6pm) is available along Ames Street; more (always free) is available in the Hayward Lot (see below).

Directions from Registration/Workshops or the Hayward Lot to the Hyatt

1. From the Hayward Lot, proceed south along Hayward Street, turn right onto Amherst Street, and turn left onto Ames Street.
2. From Registration/Workshops, or following #1, proceed south along Ames Street.
3. When Ames Street ends, at Memorial Drive, turn right.
4. Follow Memorial Drive for 1 mile. The Hyatt will be on your right.

Directions from Registration/Workshops to the Hayward Lot

1. Proceed south along Ames Street.
2. Make the first left onto Amherst Street.

3. Make the second left onto Hayward Street.
4. The Hayward Lot is ahead and to your left.

Parking Information

Parking around MIT is either scarce or expensive. We're doing our best to obtain additional parking, and will notify you about it when we obtain it. Even so, you should be prepared to walk a bit (about a quarter mile or 5 minutes) between your car and your destination.

Parking at the hotel is \$35 per night, but the lot in front of building W98 (right next to the hotel) is free, and there is also some free parking along Memorial Drive.

The closest free parking to the Conclave space is the Hayward Lot surrounding buildings E33 and E34. Two-hour meter parking (free and time-unlimited after 6pm) is available along Ames Street south of Main Street, and public pay parking (\$22 per day) is available northeast of the intersection of Ames Street and Main Street.

Hotel Information

We have arranged with the Hyatt Regency Cambridge for up to 40 rooms per night. The group rate is \$119 per room per night, not including 14.45% combined state and local taxes. The hotel does not permit more than 4 guests in a room.

You may book your rooms by visiting <https://resweb.passkey.com/go/c5c1100c>; this link is customized and will automatically give you our group rate. The reservation system does not allow you to book more than one room at a time. If you have a large delegation, you can book multiple rooms by making multiple distinct bookings. You may also book by calling the hotel at 617-492-1234 and telling them you want the "MIT-Alpha Phi Omega" group rate; however, online reservations are strongly preferred.

Depending on your schedule, you may book for Friday night, Saturday night, or both. Note that checkout must be before noon and checkin after 4:00pm.

All bookings must be made by March 1. Any bookings made after March 1 will be at the hotel's prevailing rate, not our group rate.

If you do not wish to use the Hyatt, you are welcome to find accommodations elsewhere. Be aware, though, that Boston is an expensive city for hotels, and you should not expect to find significantly lower rates without driving a ways.

Some reasonable alternative hotels, with representative prices for rooms around the time of Conclave, are below.

- **Le Meridien Cambridge:** 20 Sidney Street, Cambridge, MA 02139
<http://tinyurl.com/267qrv> (617) 577-0200 \$225/night
1.5 miles from campus

- **Marriott Kendall Square:** 2 Cambridge Ctr, 50 Broadway, Cambridge, MA 02142
<http://tinyurl.com/2hvcn> (617) 494-6600 \$199/night
Adjacent to campus, east side
- **Best Western Hotel Tria:** 220 Alewife Brook Pkwy, Somerville, MA 02144
<http://tinyurl.com/88a7rea> (617) 491-8000 \$159/night
5.5 miles from campus, 15-25 minute drive depending on traffic

A more extensive list is available from MIT at <http://web.mit.edu/visit/hotels.html>.

MIT Campus Map

Welcome to MIT

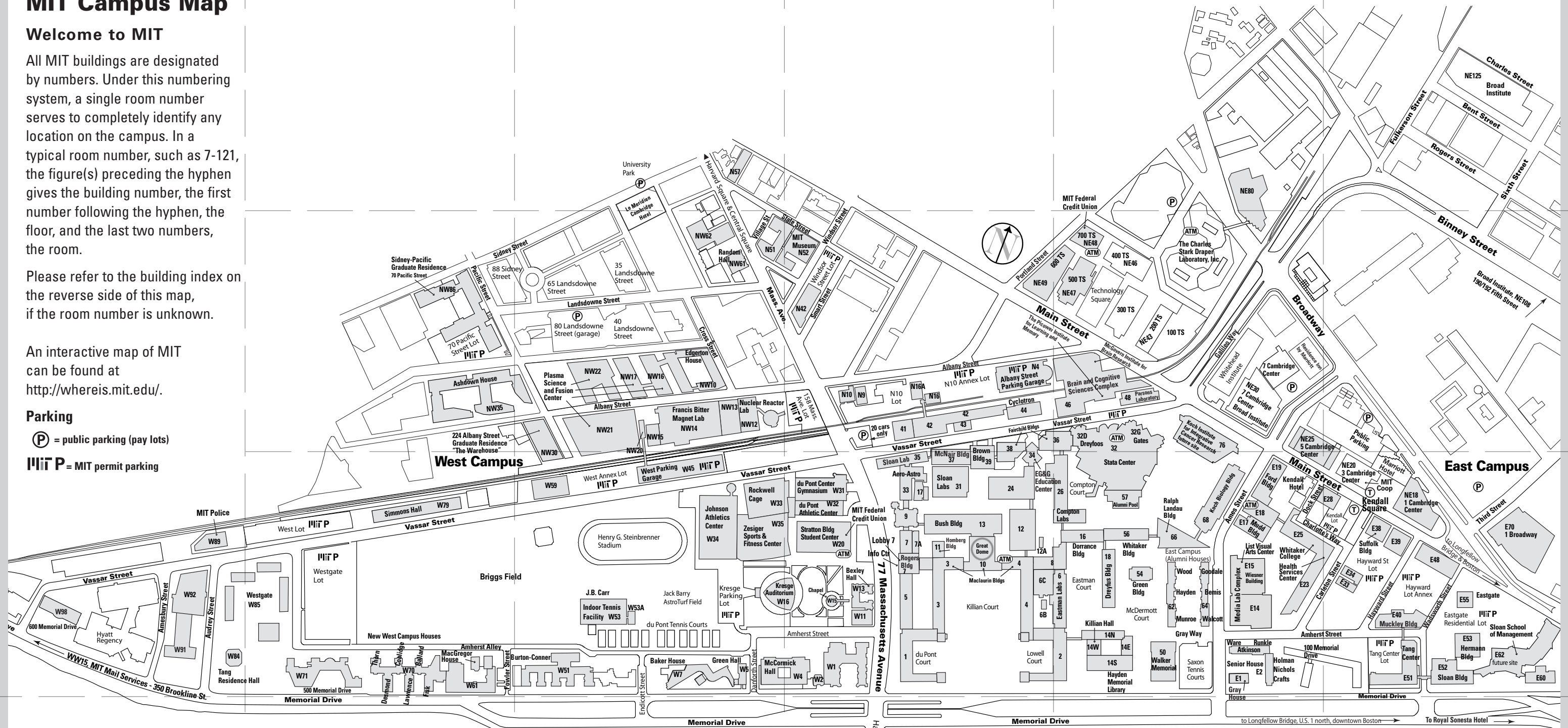
All MIT buildings are designated by numbers. Under this numbering system, a single room number serves to completely identify any location on the campus. In a typical room number, such as 7-121, the figure(s) preceding the hyphen gives the building number, the first number following the hyphen, the floor, and the last two numbers, the room.

Please refer to the building index on the reverse side of this map, if the room number is unknown.

An interactive map of MIT can be found at <http://whereis.mit.edu/>.

Parking

- P** = public parking (pay lots)
- MIT P** = MIT permit parking



revised January 2010