



New Directions in Higher Education: Where Do We Go From Here?

Legislative Advisory Committee Annual Meeting • The Westin Seattle • Seattle, WA • September 13-14, 2011

Logistics

Registration

Participants should register for the meeting by completing the online form at <http://www.regonline.com/wichelegislativeadvisorycommitteeanualmeeting2011> **no later than Thursday, August 18, 2011**. The meeting begins with a full breakfast on Tuesday, September 13 at 8:00 am and ends with an optional group lunch on Wednesday, September 14, at 12:00 pm.

Meeting and Hotel Location

The Westin Seattle

1900 Fifth Avenue

Seattle, WA 98101

Phone: 206.728.1000/Fax: 206.728.2007

<http://www.starwoodhotels.com/westin/property/overview/index.html?propertyID=1055>

A block of rooms has been reserved for this meeting at the rate of \$179 for a single or double room plus 15.6% tax. **Please indicate your room requirements during the registration process; WICHE will make your hotel reservation and send you a confirmation number.** WICHE will cover the cost of your hotel room, but you will be asked to present a credit card for other incidental expenses above and beyond the cost of the room. Quoted rates will be offered, based on availability, for three days before and three days after the above dates at your own expense should you choose to extend your stay for personal reasons. Please be sure to register before August 18. After this date, the discounted rate may not be available.

Air Travel

Seattle-Tacoma International Airport is the nearest major airport and is approximately 15 miles (20 minutes) from the Westin Seattle. Reimbursement for airline or rail travel is limited to the amount of economy/coach travel. We encourage travelers to seek the lowest cost fare possible. Please make your own airline reservations as early as possible to secure the best price but not later than two weeks prior to the meeting. Please obtain advanced approval for any costs related to unusual travel requirements.

Ground Transportation

We recommend taking the GrayLine Downtown Airporter which departs from SeaTac Airport twice an hour daily from 6:30 am to 9:00 pm. GrayLine Downtown Airporter serves the Airport outside Door 00 on the Baggage Claim (lower) level. Reservations and additional information are available at [GrayLine Airport Express](#).

Rental cars are reimbursed only if they are the least expensive option available or if unique circumstances of the business travel justify the rental. If a rental car is chosen for personal reasons, WICHE will reimburse the traveler up to the amount of a roundtrip shuttle trip between the airport/depot and the WICHE business destination. WICHE will not pay for nor is responsible for insurance, damage, or liability associated with the rental car.

Dress

Dress for the meeting is business casual, and we always recommend wearing comfortable shoes.

Recreation

The average September temperature in Seattle is 61°, so please pack accordingly. Downtown Seattle is easily walkable and waiting to be explored. Shopping, dining, arts and visitor attractions are within steps of hotels and inns. The city is surrounded by pristine waterways, two mountain ranges and three national parks. To the west lies the only temperate rain forest in the continental U.S. To explore the city's attractions and activities, please visit the Seattle Convention & Visitors Bureau at <http://www.visitseattle.org/>.

For additional information, please contact Cheryl Graves at cgraves@wiche.edu or 303.541.0269.