

2019
CONCLAVE



DIVE • INTO • FELLOWSHIP

Maine Maritime Academy

APO R1, R2 and R3 Sectional Conference

March 29th to 31st

Hosted by Phi Epsilon

Hello!

We are glad you are planning on coming to Maine, and we look forward to greeting you for 2019 Conclave for sections R1, R2 and R3 at Maine Maritime Academy. Our theme this year is “Dive into Fellowship” so prepare to have a whole lot of fun!

This packet includes all the information you will need to plan your upcoming stay at our institution. We have put together the schedule, information on housing arrangements and general conference information. We are all very excited to see you.

Sincerely,

Phi Epsilon & Maine Maritime Academy

Payment:

When registering, everyone should have chosen between the payment of Check or Credit Card. Please make sure you have followed the link provided to you for credit card payment, if that was how you have chosen to pay. All brothers will need to have verified payment to attend the conference. If you are planning to pay with check, but fail to bring one of the day of, you will be required to pay online at Check-In, in order to attend the conference.

For Checks:

Make Checks out to Maine Maritime Academy; on the Memo line please list Conclave 2019.

Checks may be mailed to:

ATTN: Amanda Manning
Maine Maritime Academy
1 Pleasant Street
Castine, ME 04420

Alternatively, Checks may be brought to the event.

Online Payment Available at:

<https://commerce.cashnet.com/mmaempay?itemcode=EM-APOCONREG>

Check-In Information:

The Check-In table will be at the Alford Student Center. All registrants regardless of where they will be staying will check in here.

To check-in you will need:

- A Valid Photo ID issued by State or Federal Government (If you have any issues with this, please contact us directly)
- Payment for the event (If you have not already paid online)

Each individual member will need to check-in, one person cannot check in for the group. At Check-In you will be issued an official conference ID badge, this badge must be with you at all times when you are on campus, including at the banquet. This badge is what will allow you on and off the ship.

After checking-in, please follow the checklist that fits your housing option.

I am staying on the Ship; I need to do this to complete my Check-In...

- Collect all belongings from vehicle
- Head to the Waterfront with an MMA representative
- Check-in with Ship Familiarization table at Payson Hall
- All belongings being brought onto the ship will need to be searched
- You will need to complete a Ship Familiarization Presentation
- You will need to complete a Ship Tour with an MMA representative
- You will need to move your belongings into your assigned room
- Lock up any valuables in rooms with provided locks, as the rooms themselves do not lock

I am staying in the Field House; I need to do this to complete my Check-In...

- Collect all belongings from vehicle
- Head to Field House with an MMA representative
- Set up belongings in back-half of field house
- Recognize that while the field house will be closed to MMA students, it will not be a secured area when people are not there, and valuables should be secured in your vehicle or in MMA's public locker rooms located downstairs. We will provide locks for lockers if needed.

I am staying in Leavitt Hall; I need to do this to complete my Check-In...

- Collect all belongings from vehicle
- Pick up keys at Check-In
- Move into room on 3rd floor of Leavitt Hall

I am staying Off-Campus:

- You are welcome to arrive and participate in activities Friday Night, but you do not need to register until Saturday Morning
- Check-In for those staying off campus will be open from 7 am to 9 am on Saturday Morning

Lodging Information

Anyone staying on campus during Conclave that is intoxicated or under the influence of alcohol as exhibited by impaired functioning, disruptive or belligerent conduct, non-responsiveness to directions from public or Academy officials, or other evidence of impaired functioning will be subject to removal from MMA lodging with no refund.

I am staying on the Ship; this is what I should know:

We are very excited to share the unique experience of staying on a MARAD vessel, while you are here at MMA. With that being said, this ship is not owned by MMA, and is a United States government owned ship. Due to this, there are specific rules that must be obeyed at all times. These are not Academy rules, but both student and professional staff representatives will enforce them. Any one in violation of the rules will be asked to correct the violations, and if this is not possible will be removed from the ship. We also have some things for you to keep in mind during your stay:

- The rooms on the ship do not have key for the doors, you will be provided a padlock to secure your items within the closet in the room.
- Rooms can be locked when inside the room.
- You will be provided with a ship map.
- Phi Epsilon brothers and MMA Watch standers will on the ship and will be available for questions throughout the night.

The Rules!

The following rules are highlighted from an official United States Maritime Administration document. (Full document can be found at the end of this packet.)

- The Following Items are not allowed on the Ship (or anywhere else on campus!):
 - Alcohol
 - Tobacco
 - Juuls
 - Any non-prescribed drugs
 - Weapons

- The only authorized locations for unaccompanied visitors are the housing areas on the ship, the engine rooms and controls rooms as well as other areas are strictly off limits. These areas will be shown to you on the ship tour.
- Do not climb on or disturb masts, stacks, booms, winches, mooring lines, anchor chains, lifeboats, antennas, or rigging.
- Closed-Toe Shoes will be needed at all times.
- You will need to stay in your assigned room at night, room changes are not authorized for safety reasons.
- Quiet hours will be observed at Midnight to 6 am, please be in your own rooms at this time.
- Only designated Head (restroom) facilities shall be used.
- Watch your step. 'Slip and Fall' accidents cause more injuries aboard ship than any other single cause. Be especially careful around ladders, doorways, and hatches.
- You will need to sign a liability waiver upon arrival to the Academy, a copy of this waiver is also included in this packet.

I am staying in the Fieldhouse, what should I know?

- All your belongings can be secured in the Public Locker rooms on the bottom floor of the field house.
- There are lounges downstairs with TVs and couches
- We will provide you with cots, you will need to bring your own bedding
- If you are able to access the ship, you will be allowed aboard for activities and to hang out with other brothers, but you must leave the ship by midnight and be in the field house
- There are showers in the public locker rooms you will allowed to use, towels will not be provided

I am staying in Leavitt Hall:

- Leavitt Hall is like a hotel room and has all the basic amenities
- There is an elevator to provide access to the third floor

Suggested Packing List:

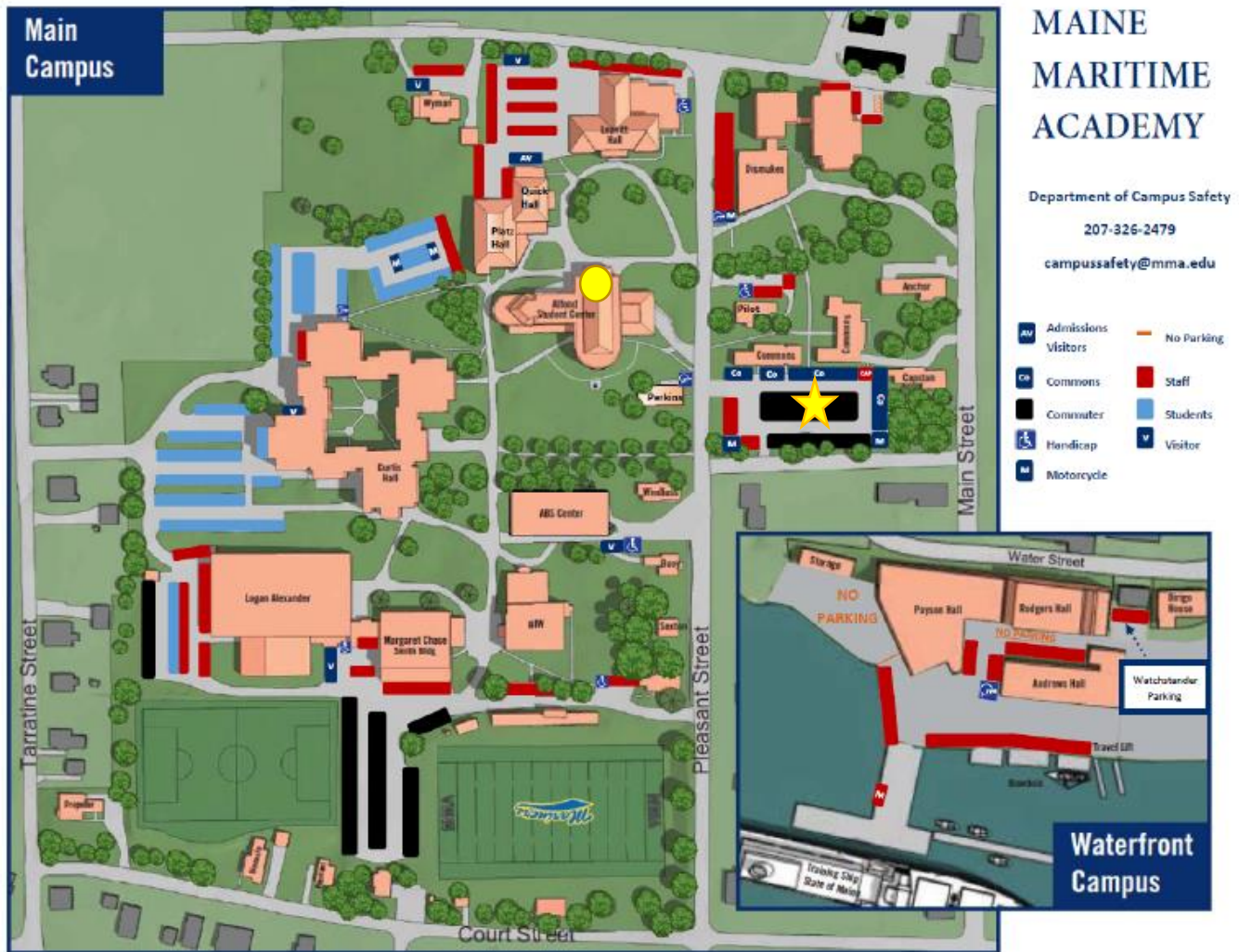
- ✓ Blanket, sheets, or Sleeping Bag, and towels (Only provided in Leavitt Hall)
- ✓ Warm Clothing – Winter weather jacket, Sweatshirts, Long Pants, Long Sleeve Shirts. It can get cold on the ocean in Castine! However, sometimes it's warm. Plan for both!
- ✓ Sleep Clothes
- ✓ Closed toed shoes – This is required on the Waterfront and the ship.
- ✓ Formal Clothing for Banquet
- ✓ Cell Phone Charger
- ✓ Backpack
- ✓ Flashlight (for both Field house and Ship)
- ✓ Personal care products: including toiletries, medication, glasses/contacts, etc.
- ✓ Snacks or anything else you need for the weekend!

Parking

When arriving at MMA there will be signs directing you to parking. Parking will be available in our commuter lot (yellow star below) which is adjacent to Alfond Student Center. The lot is labeled with black commuter parking signs and runs parallel to Stevens Street. When this lot fills, cars will be directed to park in the commuter lot next to our football field near the Field House and the staff parking near Leavitt. Confused? Don't worry there will be plenty of signage, permits are not needed.

Check-in Location

Alfond Student Union Lobby (Yellow circle below.)



Directions to Campus:

From the South and West (2 options)

Option #1** – Take Interstate 95 to Exit 113 in Augusta

Follow signs to Route 3, Belfast

Follow Route 3 East to Belfast, 43 miles. Route 3 merges with Route 1 North

Continue on Route 1 North/Route 3 to Bucksport , 18 miles

One mile past Bucksport McDonald's, turn right on Route 166

After 8 miles, continue on Route 166 until stop sign

Take a right and follow 166 into Castine

The Admissions Office is located in Leavitt Hall, the brick building directly after Pleasant Street, on the left

-OR-

Option #2 – Take Interstate 95 to Bangor, Exit 182A (Old Exit 45), I-395

Take I-395 to Exit 4, then Route 15 South to Bucksport

Follow Route 15 South to Bucksport, 18 miles, which merges with Route 1 North/Route 3

One mile past Bucksport McDonald's, turn right on Route 166

After 8 miles, continue on Route 166 until stop sign

Take a right and follow 166 into Castine

The Admissions Office is located in Leavitt Hall, the brick building directly after Pleasant Street, on the left

NOTE: Option #2 has more interstate highway driving but is 35 miles longer than Option #1.

IF YOU ARE COMING FROM THE NORTH OR EAST AND WOULD LIKE DIRECTIONS THEY CAN BE FOUND AT [Directions to MMA](#)

Friday Schedule

4PM to 11 PM – Check-In at Alfond Student Center

5PM to 11 PM- Ship Familiarization at Payson Hall (Required for those staying on TSSOM.)

5 PM to 11 PM- Ship Tours, given by MMA representatives (Required for those staying on TSSOM.)

6 PM to 12 PM- Board Games and Video Games available in Ship Lounges

7 PM to 9 PM- Trivia

9 PM to 10 PM- Bingo

12 AM to 6 AM - Quiet Hours observed on Ship and in Field House, lights will be out in the Field house at this time.

Saturday Schedule

7 AM- Wake UP! – Lights will be turned on in the Field House at this time

8 AM to 8:30 AM - Breakfast at the Mess Deck (Provided with Registration Fees)

8:30 to 9:00 AM- Welcome Ceremony in Delano Hall

9:00 AM to 9:50 AM- Workshop Session Block 1

10:00 AM to 10:50 AM- Workshop Session Block 2

11:00 AM to 11:50 AM- Workshop Session Block 3

12:00 PM to 1:00 PM- Lunch on the Mess Deck (Provided with Registration Fees)

1:00 PM to 1:50 PM- Workshop Session Block 4

2:00 PM to 3:30 PM- All Conference Meeting

3:30 PM to 4:30 PM- Sectional Meetings

4:30 PM to 7:15 PM- Break to get ready for Banquet

7:30 PM- 9:00 PM- Formal Banquet on Mess Deck

9:00 PM to 11 PM- Casino Night

Midnight to 6:00 AM- Quiet Hours observed on Ship and Field House

Sunday Schedule of Events:

- Breakfast will be on your own, and will need to be paid for by the individual, there are options in town, as well as on your travels back. The mess deck will also be available starting at 8 AM, the fee for this is \$6.

8 AM to 11 AM- Check Out, every member must check out with us individually if staying on campus, you must check out of your rooms on the ship by 11 AM as well as out of the Field house. Check-out will be at the Field House and Ship respectively.

If you are unable to leave during the designated time, please contact MacKenzie Philbrick at Mackenzie.philbrick@mma.edu to make other arrangements and accommodations.

Maine Maritime Tobacco Policy:

Maine Maritime Academy is a smoke and tobacco free campus. Smoking and tobacco are not permitted anywhere on our campus, this includes the waterfront area. If you would like to use tobacco or smoke, there are designated stations just outside of campus.

Banquet/Evening Entertainment Information:

Have you ever been to a formal dinner with a maritime twist? If you have not now you will. We want to see you in whatever you deem as “Formal”, (ball gowns/tuxes not required but allowed), dress up and be proud! Dinner will be buffet style. Practice your fine dining skills, but don’t forget this is meant to be fun. Awards will be given, instructions on finer dining will be provided. During the Banquet, Maggie Katz will deliver an amazing keynote presentation!

Immediately following dinner, we invite you to participate in our CAB (Campus Activities Board) sponsored evening entertainment of a Casino Night. This fun packed night requires no money, just a good old-fashioned poker face. Prizes will be given out and you will have a chance to interact with other MMA students!

Local Attractions

Danny Murphy's- Local Pub located down near MMA's waterfront. Food will be served until 11 pm Friday night; the pub will be open until 1 pm.

T&C Grocery- Normal Operating Hours 11 AM to 9 PM, grocery store/deli items available

For Additional Things in Castine, Please Follow this [link](#)

Map of Campus

A Copy of this map is also available at [Maine Maritime Map](#)



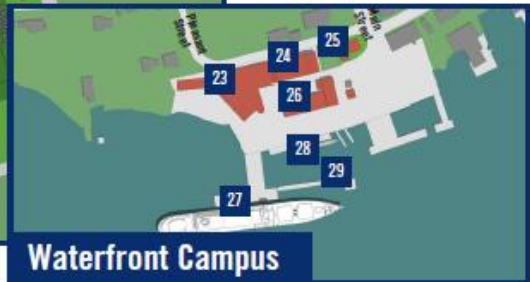
LOCATION KEY

Main Campus

1. Dismukes Hall: Classrooms, Labs, Faculty Offices
2. Delano Auditorium
3. Leavitt Hall: Robert S. Walker Admissions & Financial Aid Center, Administrative Offices, Guest Rooms
4. Wyman House: Alumni & Advancement Offices
5. Abbott House: President's Residence
6. Captain Quick Alumni Hall: Career Services & Continuing Education
7. Platz Hall: Nutting Memorial Library
8. The Harold Alford Student Center: Dining, Conference Rooms, Staff Offices, Classrooms
9. Pilot House: Loeb-Sullivan School of International Business & Logistics
10. The Commons: Residential Complex
11. Perkins House: Faculty Offices
12. Windlass House: Campus Safety & Faculty Offices
13. ABS Center for Engineering, Science, and Research: Classrooms, Labs, Faculty Offices
14. Buoy House: Center for Student Success
15. Curtis Residence Hall: Residential Complex
16. Campus Bookstore
17. Public Works & Central Receiving
18. Oakey Logan Alexander Physical Education Center
19. Margaret Chase Smith Building
20. Bath Iron Works Center for Advanced Technology: Classrooms, Labs, Faculty Offices
21. U.S. Navy ROTC
22. Ritchie Field

Waterfront Campus

23. Payson Hall: Classrooms, Labs, Faculty Offices
24. Rodgers Hall: Classrooms, Labs, Faculty Offices
25. Dirigo House: Faculty Offices
26. Andrews Hall: Classrooms, Labs, Faculty Offices
27. Training Ship State of Maine
28. Schooner Bowdoin
29. Tug Pentagoet



Castine, Maine 04420 | 800-464-6565 | mainemaritime.edu

For the health and wellbeing of our community, the Maine Maritime Academy campus and vessels (ashore and afloat) are smoke- and tobacco-free.

Waterfront Campus