

PROPOSAL FOR SC SUMMER 2008 WORKSHOP
COMPUTATIONAL BIOLOGY FOR BIOLOGY EDUCATORS
HOUSTON COMMUNITY COLLEGE SOUTHWEST

Proposed Dates: *July 13-19, 2008 OR July 26-August 2, 2008*

We have a dedicated team of 3 biology professors who are very excited about the possibility of hosting this workshop. They are ready and willing to reach out to other area colleges and universities as well as area high school and middle school teachers. Our proposed dates reflect the times of greatest availability for our faculty as well as generally acknowledged off times for local high school and middle school faculty, to help insure a good turnout.

The workshop will be held at our West Loop campus, which has just undergone a network upgrade and has a 1 Gb WAN connection. This campus is less than a mile from the Hampton Inn, where previous attendees have stayed. Feedback from two previous workshops with NCSI have indicated that this hotel is very satisfactory and reasonable. We have not locked in a rate yet since we don't have dates, but once we do, I expect it to be in the neighborhood of \$80 per night.

In addition to our biology team, we will provide:

- full tech and network support
- a computer lab with 20 computers (PC, Win XP, full Internet access)
- attached workroom in computer lab with scanners, CD/DVD duplicators, color laser printer
- open wireless access and support
- classroom (seats 25) with overhead projector (wouldn't you rather have an Elmo?)
- ceiling-mounted computer projection units in both rooms
- laser printers in both rooms (no charge for printing)
- Break room for refreshments
- Photocopying facilities, whiteboards, and office equipment
- Light refreshments for a morning and an afternoon snack for each day of the workshop

Meals will be catered by local restaurants as in the past, and special diets can be accommodated if we are notified in advance (see budget spreadsheet).

We will provide a driver for a van to transport workshop attendees from the hotel to the campus (see budget spreadsheet).

We will need stipends for the program coordinator and assistants and tech support (see budget spreadsheet):

- Douglas Rowlett, coordinator
- Linda Comte, assistant coordinator
- Charlotte Hamilton, assistant coordinator
- Roland Fields, tech support

Please let me know if you need any further information.

Sincerely,

Douglas Rowlett, Ph.D.
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