

GENERAL MEETING INFORMATION

Conference Registration: Registration may be made online or by returning the conference registration form, along with payment covering your registration fees, to the Institute's Home Office. All registrations must be made or postmarked by October 20, 2003, to avoid a late fee of \$20. Requests for cancellation refunds will not be accepted after October 20th.

Registration will be held in the Marriott Ballroom of the Marriott Wardman Park Hotel. Registration hours during the conference are:

Friday, November 21 st	5:00 p.m. – 7:00 p.m.
Saturday, November 22 nd	7:30 a.m. – 5:00 p.m.
Sunday, November 23 rd	7:00 a.m. – 5:00 p.m.
Monday, November 24 th	7:30 a.m. – 5:00 p.m.
Tuesday, November 25 th	7:30 a.m. – 3:00 p.m.

Hotel Reservation Information: Mail your completed hotel reservation form directly to the Marriott Wardman Park Hotel, or you may make your reservations online. The Marriott requires a one night's deposit to confirm and guarantee your sleeping accommodations. For assured reservations, deposits will be accepted by check, money order, or by the following major credit cards: American Express, Discover, Diners Club, Enroute, JCB, MasterCard, or Visa, with expiration date, and must be received by October 20, 2003. (Reservations after this date -or after the room block is full- are subject to availability.) Failure to submit a deposit can result in cancellation of your reservation by the hotel.

If for some reason your plans change, you must cancel your reservations with the hotel 72 hours prior to arrival or you will be billed for the first night's room charge plus tax. Also, should you be making your reservations without the DSI form, it is necessary that you mention the Decision Sciences Institute in order to secure the special room rates and a room being held within our room block. Check-in time is 3:00 p.m. Check-out time is 12:00 p.m.

Marriott Wardman Park Hotel
Attention: Group Reservations Department
2660 Woodley Road, N.W.
Washington, D.C. 20008
Reservations: 1-800-228-9290
(202) 328-2900
FAX: (202) 387-5397
Online Reservations: <http://www.marriotthotels.com>

Placement Services: Job Placement services will operate in the Marriott Ballroom during the following hours:

Saturday, November 22 nd	12:00 p.m. – 7:00 p.m.
Sunday, November 23 rd	9:30 a.m. – 4:30 p.m.
Monday, November 24 th	7:30 a.m. – 4:30 p.m.
Tuesday, November 25 th	7:30 a.m. – 11:30 a.m.

See online placement instructions. For further information contact: Gerry Campbell, Fairfield University, Charles F. Dolan School of Business, Department of Information Systems and Operations

Management, 1073 North Benson Road, Fairfield, CT 06430-5195; phone: (203) 254-4000, ext. 3118/fax: (203) 254-4105/e-mail: gcampbell@mail.fairfield.edu

Exhibitors: Major book publishers and representatives of computational equipment will exhibit in the Marriott Ballroom during the following hours:

Sunday, November 23 rd	9:30 a.m. – 5:00 p.m.
Monday, November 24 th	7:30 a.m. – 5:00 p.m.
Tuesday, November 25 th	7:30 a.m. – 11:30 a.m.

Please plan to visit the exhibitors' booths and receive information on the latest books and the newest equipment and software.

Course Technology
CRESH-Center For Remote Enterprise Systems Hosting (in conjunction with PeopleSoft)
Duxbury
Elsevier, Inc.
Emerald
Hawkes Publishing/Quant Systems, Inc.
INFORMS
Interpretive Software, Inc.
Ivey Publishing
John Wiley & Sons, Inc.
McGraw-Hill/Irwin
Minitab, Inc.
Prentice Hall
South-Western, Thomson Corporation
W.H. Freeman & Company

Annual Meeting Welcome Reception: A Welcome Reception will be held on Saturday, November 22, from 5:30 p.m. to 7:00 p.m. in the Foyer of the Marriott Ballroom. This event will be an opportunity to connect with your colleagues early in the Annual Meeting. The reception will be a cash bar with light snacks.

Annual General Business Meeting: The Annual General Business Meeting is open to the membership and will be held on Sunday, November 23, from 4:30 p.m. - 5:00 p.m. Presiding are President Barbara B. Flynn, Wake Forest University, and Treasurer Julie E. Kendall, Rutgers University-Camden. Please make every effort to attend this meeting.

President's Reception: The President's Reception, honoring Barbara B. Flynn, will be held Monday, November 24, from 6:00 p.m. - 7:00 p.m. Everyone is encouraged to attend.

"The Capitol Steps": The Institute's Ad hoc Committee on Social Events for the 2003 Annual Meeting has arranged for The Capitol Steps, a troupe of congressional staffers-turned-comedians, to perform at the Marriott on Monday, November 24, from 6:45 p.m.-7:30 p.m. This is a show that no one will want to miss! For more information about this comedy troupe, go to www.capsteps.com

Regional Activities: The Institute's six Regions are planning to hold separate events in the Marriott on Sunday, November 23, from 4:30 p.m. – 6:00 p.m. Please check the Special Events schedule in the final program for the locations of these regional events.

Tour Program: HERITAGE TOURS LTD. (HTL) Washington's foremost tour company operating in the D.C. area since 1976, has been selected by DSI to present an exciting, customized variety of tour programs during our conference week. You may link into their web site from www.decisionsciences.org or go to <http://www.heritagetoursltd.com/dsi/> to register for these tours. HTL will be on site at the Marriott to distribute tour tickets for those who have pre-registered and will release additional seats if space is available.

2003 Proceedings Format: The 2003 Annual Meeting *Proceedings* will be produced in CD-ROM format only. The CD-ROM *Proceedings* is included in the conference registration fee for all registered attendees who wish to receive the *Proceedings*. Additional CD-ROM *Proceedings* can be purchased at the additional cost of \$25.00, but must be ordered by no later than October 1, 2003.

Local Services: Tours, rental cars, dining, entertainment, babysitting and child care services can be arranged by Heritage Tours, Ltd. which will operate a tour desk in the registration area during the conference.

Media Resources: Sessions at the Institute's Annual Meeting are organized around different types of sessions ranging from paper presentations, workshops, tutorials, to panel discussions. As in the past, each session room will be equipped with a standard overhead projector and screen and a few writing pens.

Again this year, the SAP University Alliances and Innovation Institute has made it possible to offer LCD projectors to presenters at the conference. LCD projectors will be available for all presentations free of charge at the DSI Annual Meeting. It is only through the generosity of SAP that we are able to provide this valuable service to our members. The rental cost of providing projectors for the entire program is quite substantial, so please take the time to thank the SAP representatives at the meeting.

The Marriott Wardman Park Hotel has a local media company in the hotel. If you would like to rent and pay for other media equipment, you are encouraged to contact Jonathan Holland with Projection Presentation Technology at (202) 328-2982. You should contact Jonathan directly for the specific charges and individual payment arrangements.

CPE Credit Available: Continuing Professional Education (CPE) credit will be available to all CPAs attending the 2003 Annual Meeting. CPE forms will be available at the conference registration desk in Washington, D.C. The forms will be similar to those used at AAA national and regional meetings.

The "paperboy problem" of the annual meeting meal functions: The registration process for meal functions during the Annual Meeting is really the classic "paperboy" problem of inventory theory. When people pre-register in late spring or the summer, they indicate whether they will attend the Sunday buffet lunch and/or the Tuesday awards luncheon. As the meeting approaches, many change their minds because of airline reservations, or even because of the weather on the day of the meal function. History shows that anywhere from 40 to 91 percent of the people who say they will attend the meal function actually do so. For example, at a recent Institute Annual Meeting, 877 people said they would attend the Tuesday awards luncheon. The Institute committed to the hotel for 625 meals, but only 385 people actually ate a meal. The result was that the Institute was charged \$25 for each of the 240 meals not eaten, for a total loss of \$4,000. If we had committed for all 877 meals, the loss would have been even larger \$12,300. The Board does not believe that we are good stewards for the membership if we allow such waste, and so we seek that illusive middle ground where everyone gets served without too many wasted meals. It is the Institute's policy that if a person is unable to be seated at a meal function, he or she will be reimbursed if they present the meal ticket to the Institute's staff at the time of the meal function.

CONTRIBUTORS AND SPONSORS

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- Alpha Iota Delta
- Bentley College
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- CUBICORP (www.cubicorp.com), Fort Lauderdale, Florida
- DePaul University, Department of Management
- Drexel University, LeBow College of Business
- Duxbury
- Fairfield University, Charles F. Dolan School of Business, Department of Information Systems and Operations Management
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- SAP America
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- University of Delaware, Alfred L. Lerner College of Business and Economics
- University of Utah, David Eccles School of Business
- Wake Forest University, Babcock Graduate School of Management

ACKNOWLEDGEMENTS

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Host Institutions

The University of Delaware and Drexel University