

NORTHEAST DECISION SCIENCES INSTITUTE
Minutes of Officers and Board Meeting
San Diego, CA
November 24, 2002

Presiding: Shaw Chen

Present:

Rhonda Aull-Hyde	David Levine	Peggy Naumes	Minoo Tehrani
Shaw Chen	Mike Maggard	Sue Pariseau	Keith Willoughby
Mark Davis	Saeed Mohaghegh	Fariborz Partovi	Barbara Withers
Maling Ebrahimpour	Paul Mangiamelli	David Pentico	
Janelle Heineke	Larry Meile	Dan Reid	
Chris Kydd	Bill Naumes	Mohammed Tafti	

1. The officers and members of the board held a moment of silence in the memory of our friend, Bill Bistline.
2. Shaw Chen called the meeting to order at 4:35 p.m. The minutes of the March 21, 2002 meeting in San Juan, Puerto Rico was approved without changes.
3. Janelle Heineke reported on the progress of the 2003 NEDSI meeting in Providence, RI. A total of 161 paper submissions have been received. Further, 6 workshops/ panel discussions have been proposed. Janelle noted that she is now waiting for track chairs to provide a grouping of papers into specific sessions, as well as the names of particular session chairs and discussants. We should soon have the nominations for the respective paper awards.

Janelle also reported on the electronic submission process. Although this is our first attempt at using such a process, we have had reasonably good success with it. We have learned some lessons regarding this specific submission process, and are documenting our procedures for the benefit of future program chairs. Brief discussion was generated regarding data integrity issues with this process.

Janelle also noted that sessions during the 2003 meetings will commence at 1:00 p.m. on Thurs. March 27th and run all day on Fri. March 28th and Sat. March 29th.

4. The issue of discontinuing the use of discussants during the NEDSI meetings was explored. It was noted that the national DSI meetings have discontinued their use. After some discussion, it was decided to retain the use of discussants since some schools count this activity as "scholarship".
5. The national DSI meetings now accept non-referred abstract submissions for presentation during their meetings (although these are not included in the published proceedings). Mike Maggard made a motion that we adopt the national

policy regarding paper submission. In particular, David Levine and David Pentico spoke against the motion, suggesting that it would dilute the quality of NEDSI presentations. The motion was defeated by a majority of votes.

6. Recognizing that some authors submit abstracts to NEDSI (intending to hopefully complete the research prior to the meetings), Barbara Withers made a motion that we set some standards for evaluating the acceptability of an abstract submission. Paul Mangiamelli suggested that it is up to the respective track chairs to decide what constitutes an acceptable abstract submission (and, therefore, one suitable to be passed on to the reviewers). Barbara subsequently withdrew her motion. Larry Meile indicated that he will include some statements regarding the track chairs' responsibilities for assessing abstract submission quality in a future letter to the track chairs.
7. Larry Meile, VP of Programs and Activities, reported that 10 publishers have already committed to attend the 2003 NEDSI meeting. Further, \$4,190 has been committed by the publishers (in fact, \$2,540 has already been collected).

Larry distributed copies of a request for support letter, asking us to pass the request on to the appropriate decision-makers in our organization. Dan Reid suggested that we consider raising the conference registration fee instead of asking our schools to sponsor refreshment breaks, receptions or lunches. We decided to table this discussion until later in the meeting.

8. Larry Meile reported on the 2004 NEDSI meetings to be held in Atlantic City, NJ. A Thursday – Saturday conference is infeasible since hotel room rates are considerably higher on Friday and Saturday than during the other days of the week. A motion was made to use a Wednesday – Friday schedule (March 24th – 26th) for the 2004 meetings. It was unanimously approved.
9. We then discussed the registration fees to charge for the 2004 meetings. It was noted that our 2003 registration fee is \$125. If we increased our 2004 fees to \$150, that could bring in an additional \$5,000 (assuming 200 participants). Numerous comments were provided, in favor of or against the increase. In the end, we decided that we would vote on the fee increase during our March, 2003 officers and board meeting.
10. Maling Ebrahimpour indicated that he will have several of his undergraduate students participating in a session during the 2003 meetings. We discussed the registration fee they ought to be charged. A motion was made to let them come for free for their particular session (“to treat them as our guests”). This motion was approved unanimously.
11. Fariborz Partovi proposed Philadelphia as the location for the 2005 NEDSI meetings. He produced material regarding the area's hotel rates and historic sites. A motion to hold the meetings in Philadelphia was unanimously approved.

12. Shaw Chen mentioned that he hopes to have ideas for future locations, to be discussed at our next officers and board meeting.
13. Susan Pariseau, Northeast VP, indicated that the CMS scheduling system will be made available to all the regions at some future point.

Susan also pointed out that the separate regions have agreed to help promote national DSI. A check-off box (for requesting information regarding DSI) will be included on each regional conference registration form.

The national DSI will now award a “Distinguished Paper Recognition” in each track. This recognition will not carry a monetary award.

An ad hoc committee has been developed to explore the establishing of collegiate DSI chapters.

Susan further noted that Terry Williams, the DSI marketing representative, has done special mailings to obtain and maintain membership in the Institute.

A bylaw change is being considered by the national DSI. This change would permit a region to elect a temporary VP in case the current VP was unable to fulfill his/her duties.

The 2007 national DSI meetings will be held at a hotel/ spa facility in Phoenix, AZ.

14. Rhonda Aull-Hyde distributed copies of the treasurer’s report. Due to time constraints, there was no discussion of the report.
15. There was some discussion regarding Larry Meile fulfilling two responsibilities for the 2003 NEDSI meetings. This has arisen due to Larry’s willingness to serve, and another member not fulfilling his assigned duties.
16. A colleague of Minoos Tehrani will be serving as the 2003 NEDSI Placement Coordinator.

The meeting was adjourned at 6:05 p.m.

Respectfully submitted,

Keith A. Willoughby