
GENERAL INFORMATION

- There is no registration fee for the winter workshops, however each person must pre-register. No onsite registrations will be accepted.
- Attendees are responsible for their own travel, accommodations and meals.
- Dress is business casual for the entire event. Relax, learn, network, enjoy.
- You may find weather information for Huntsville, Texas at www.weather.com.
- We suggest you use get directions from the airport to your chosen hotel, and from your hotel to the University from the University website or from a site such as Mapquest (www.mapquest.com) or Google Maps (www.maps.google.com).
- Please arrive Monday, January 6, 2014 by 8:30 a.m. Central Time to sign in and pick up your badge. After a short welcome and orientation meeting at 9:00 a.m. participants will go to their classrooms to begin their workshops.
- Classes on Monday, January 6, 2014 will end between 5:00 – 6:00 p.m. Subsequent days may start/end at different times – your workshop leader will advise on the first day of class.
- The workshop sessions are 4 days in length.
- There will be breaks mid-morning and mid-afternoon, and for lunch which can be purchased on your own in local facilities (including the university hotel on campus – the only dining facility open on campus at this time of year).
- You will be advised of specific room locations for your workshop during the orientation meeting the first morning.
- The exercises you will complete while at the workshop will be copied / distributed. All content will be available for download on the University Alliances Community (UAC) prior to the workshop.
- Please familiarize yourself with the University Alliances Community discussion threads (organized by discipline within the members-only private area). After this workshop session, content-related questions will be addressed through these threads.

Sam Houston State University

Location:

Sam Houston State University
College of Business Administration
Smith Hutson Business Building
1821 Avenue I
Huntsville, TX 77341

Contact:

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Recommended Airports:

- **Houston Bush Intercontinental Airport (IAH)**
 - IAH is located on the north side of Houston, a straight 65 minute drive to Huntsville on Interstate 45.
- **Houston Hobby Airport (HOU)**
 - This is located on the south side of Houston and requires negotiating through downtown Houston to come north to Huntsville, a 90+ minute drive (depending on traffic)

Ground Transportation

There is no direct public transportation from either of the airports to Huntsville.

Hotels:

SHSU University Hotel

1610 Bobby K. Marks Drive
Huntsville, Texas 77341
Phone: 936-291-2151
Website: www.shsuhotel.org

This is the “conference” hotel, located on campus, with 50 rooms blocked off with a SAP rate of \$69.95 plus tax. The hotel is a two block easy walk to the Smith Hutson Business Building. As a guest, you can park at the hotel without university parking stickers. The university hotel price includes a hot breakfast for hotel guests. Below

are the instructions for making online reservations for the hotel:

- 1) Go to www.shsuhotel.org
- 2) Click on "Check Rates & Availability"
- 3) Select dates for arrival and departure
- 4) Click on "Click here for special rates"
- 5) Enter group code "**2014SAPWINTER**"
- 6) Click "Check Availability"
- 7) Select room type and continue to put in your guest information (total price does not include tax)

Holiday Inn Express Hotels & Suites

128 South Interstate 45
Huntsville, Texas 77340
Phone: 936-295-4300
Located about 3.5 miles from campus

Comfort Suites Huntsville

631 Interstate 445 South
Huntsville, Texas 77340
Phone: 866-538-0336
Located about 3 miles from campus

Directions:

For maps and directions to the campus please see: www.shsu.edu/map

Class Location:

Smith Hutson Business Building

Parking:

Participants who are staying at the University Hotel can park at the hotel for no additional cost. Other participants may park for free in any university parking lot. Vehicles will not be ticketed as long as they are properly parked and not parked in a designated handicapped or reserved spot.