

MINUTES
Council of University Transportation Centers (CUTC)
Executive Committee
29 June 2009
University of Massachusetts Transportation Center
Amherst, Massachusetts

1. Call to Order: President Randy Machemehl convened the meeting at 7:32p.m., with the following individuals in attendance:

Teresa Adams, CFIRE/UW Madison
Stephen Albert, Montana State University
Dock Burke, TTI/SWUTC
John Collura, UMASS Amherst
Rod Diridon, MTI
Gen Giuliano, University of Southern California/METRANS
Bob Johns, University of Minnesota CTS
Randy Machemehl, CTR/UTAustin
Robert Paaswell, New York University
Bob Plymale, RTI/Marshall
Laura Spitz, ARTBA
Curt Tompkins, USDOT/RITA/UTC Program

2. Minutes Approval: The minutes from the May 2009 Executive Committee Meeting were approved.

3. Treasurer's Report: Giuliano was briefed by Alison Black prior to the meeting. Regarding the winter meeting, the Keck Center cost more than anticipated, but other than that everything is mostly on track. Dues money has been received from Oklahoma and Delaware. Receipts of \$29,400 are expected. \$44,000 in dues has not been collected. Dock Burke noticed a potential error in the records for the University of New Orleans. Other suggested corrections have been noted to Laura Spitz. Alberts noted that the banquet will be tighter this year in terms of sponsorship and suggested the ExComm get involved in requesting dues money from universities who are currently in arrears. [Thanks to Alison for her thorough work on the budget.] **Request for an official request from CUTC to RITA to increase its annual donation from \$13,000 to \$18,000.** Request for a letter from CUTC to the Keck Center to express appreciation for the efficiency of the winter membership meeting (due to the fact that it may not be financially possible to use the space next year). ARTBA will need to research other possible meeting spaces for the next year. Diridon requested confirmation about several CUTC banquet sponsors who appear to be in arrears, according to the budget. He also expressed concern that he will not be able to request banquet sponsorships next year from those he has solicited from in the past. The possibility of getting ARTBA more involved in the sponsorship process—going through the ARTBA membership—was also discussed. Stephen Alberts will take the lead on the charge.

4. Standing Committee Reports:

a. Finance: The two year membership option should be promoted, as it was agreed upon at the prior meeting.

b. Federally Supported Centers: No report at this time. Adams will be serving a sabbatical at the U.S. Department of Transportation.

c. Membership: Auburn College of Engineering has submitted an application, which was approved and accepted.

d. Nominating Committee Report & Elections: A paper ballot was mailed erroneously. Votes will be made in person at the general membership meeting.

5. CUTC Position on Reauthorization: Moved for later discussion. Returned to this item at 9:09pm. CUTC received a request from Oberstar to come and share the CUTC position on reauthorization. Oberstar had several concerns: how to stop the proliferation of the UTCs and how to redirect the UTC focus. Oberstar requested a written document. However, it is difficult to develop a cohesive statement from an organization that contains such diverse viewpoints. A copy of the paper was available in the distributed materials. It is thought that the current position is very safe, and generally acceptable to the entire membership. Albert suggested polling the current UTCs to see what the current “themes” or “patterns” are coming out of the centers, which would then shape what the CUTC position actually is. Johns suggested that it may be impossible to ever have more detailed or complex position without alienating some of the members of the CUTC—perhaps it is more important that we are heard.

6. Agency/Organization Reports:

a. U.S. DOT Modal Administrations: No substantial report at this time.

b. TRB Update: No substantial report at this time.

c. Distance Learning Certificate Program: More emphasis on marketing is needed, especially with the state departments of transportation. Ownership, membership and participation needs to be opened up to the entire CUTC membership. Diridon suggested that RITA would possibly like to be involved in the program, as RITA has its own distance learning certificate.

7. Ad Hoc Committees

a. Awards: Nominating information has gone out for all awards. A letter was mailed and information is available on the website as well. First call was on June 18 and second call will be July 15. There has also been activity in regards to requesting a panel for reviewing the applications. Albert suggested an award for non-tenured research staff members, for consideration in the future.

b. Annual Banquet: Sponsorships are going to be critical this year (see previous discussion).

c. Newsletter: A suggestion for including a digital newsletter three times a year was made. However, more communications need to be made, in general.

d. Work Force Summit: A detailed presentation will be made at the general membership meeting. The strategic investment by Federal Highways has been tremendous.

e. International CUTC: There are many universities in Europe (particularly the University of Sweden) and China that are interested in joining. It could be a significant learning experience for all parties involved.

8. Strategic Partners' Liaisons

- a. **ARTBA Research & Education Division:** No report at this time.
- b. **AASHTO RAC, SCOR:** Machemehl will be attending the RAC meeting in Orlando, Fla. CUTC has a slot on the Tuesday evening and Wednesday morning programs.
- c. **APTA:** Research and Technology Committee is aware of CUTC's activities.
- d. **LTAP:** Albert suggested more collaboration between the two groups, as they are ultimately the groups that will be implementing UTC research down to a local level.

9. Update on ARTBA Activities

- a. **Updated Workplan:** Updated workplan is available in the distributed materials. Of particular note are the dates for the banquet activities.
- b. **Website:** Nearly ready to launch the website. It is up-to-date and all obsolete information from the old website has been purged.
- c. **Member Survey:** Survey went out with the ballot. There have been a few responses. Membership will be reminded to complete the survey.

10. Future Meetings

- a. 2009 Fall Executive Committee Meeting, October 6-9 (TBD), Charleston, S.C.
- b. 2010 Winter Meeting (Executive Committee Meeting and General Membership)
- b. 2010 Annual Summer Conference, TTI, June 7-9, College Station, Texas
- c. 2011 Annual Summer Conference, Portland, Ore.

11. New Business: Bob Johns made the case for library information systems, and making transportation information accessible. Johns suggested an ad-hoc committee, to get CUTC librarians together. It was also suggested to create a student journal that the national transportation review would host, allowing the students to have stake in the journal. It was suggested that most focus should really be on the library issue. Bob Plymale moved that Bob Johns be the leader of the committee. Plymale, Adams and Albert will be involved. Committee will be called "Library Partnerships" for the time being.

12. Adjournment: President Machemehl adjourned the meeting at 9:33p.m. (due to facility being shutdown).