



Council of University Transportation Centers

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Summer Business Meeting Agenda

Los Angeles, CA

University of Southern California Town and Gown Ballroom

Wednesday, June 8, 2016

2:15 pm to 4:00 pm

1. Call to Order: Volinski called the meeting to order at 2:35 p.m.
2. Minutes Approval: Elefteriadou: 2016 Winter Meeting Business Meeting Minutes were approved without revisions or additional comments and can be found at <http://www.mycutc.com/membership/meeting-minute-archives/>
3. Treasurer's Report: Philbrick reported that CUTC's finances are in the same net position as this time last year. Sponsor fund for the banquet are still being collected – approximately \$23,000 are still outstanding. Congratulated President Volinski for his leadership and efforts at securing sponsors for the CUTC banquet. Sponsor funds total \$72,500. President Volinski thanked Chandra Bhat for all of his help in finding private sponsors for the annual banquet. The contracts office at FHWA has contacted CUTC that an unpaid invoice for payment of meeting support at the Work Force Development Conference (21012) is due to CUTC in the amount of \$15,000. Paperwork has been completed for these funds and sent to FHWA. Invoices will be sent out to in the next couple of weeks – these will reflect the new \$800 dues, an increase of \$200. 5 universities have not paid their membership dues for the 2015-2016 year.
4. Standing Committee and Task Force Reports

- Membership: Hough: Five new membership applications were vetted and approved by the Executive Committee (EC) prior to the 2016 CUTC Summer Business Meeting and sent to the general membership for comment. No negative comments were received.
 - Western Michigan University
 - Old Dominion
 - Vanderbilt (Vector)

Two schools were approved for membership during the 2016 CUTC Winter Business Meeting:

- University of Alaska Fairbanks – Center for Environmentally Sustainable Transportation in Cold Climates
- Western Michigan University

Two schools are currently in the process. Rowan University was approved for membership by the EC and sent to the general membership on June 1. The EC requested any comments regarding Rowan University. No comments were voiced. An application was received from Howard University and missing document has been requested.

Three schools have received a membership application package:

- Louisiana Tech (consortium member of Southern Plains Transportation Center (SPTC))
- Main Maritime Academy
- University of New Mexico

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- Communications: Hough encouraged everyone to use the Listserv as a way to communicate/share ideas with membership. A link to join the Listserv will be resent to the membership. Hough requested that each university check their own information and send any revisions or updates to Connolly. If any members see an area that requires updating, improvement or addition please contact Connolly.

5. Strategic Partners and Alliances

- AASHTO RAC, SCOR: Elefteriadou: The University of MD will be sponsoring a session at the July 25-28th meeting. O'Brien stated that USC has also been approached to sponsor a panel.
- APTA: Cooperative Agreement: Volinski reported that APTA is currently under interim leadership. The NY Transportation Authority has left APTA. While the interest in a cooperative agreement remains, CUTC will not move forward with the MOU until new leadership has been chosen.
- ARTBA Research & Education Division: Connolly reported that ARTBA is always looking for ways to highlight CUTC research to contractors, design and engineering firms. In March, a webinar on autonomous vehicles was given by professors at the University of Utah. The RED Spotlight, found in the ARTBA magazine (TB), continues to garner interest and discussion. Two articles are placed in each bi-monthly magazine. CUTC members are encouraged to let staff know of any research that should be highlighted in the magazine. Bhat encouraged members to let their students know about the ARTBA student video competition. One award will be given to a high school student and one award to a university student. An email invitation will be sent out to the membership. Any member that would like to judge the contest, contact Bhat.
- American Trucking Association: Nambisan reported that the organization is still interested in forging a relationship and a written MOU with CUTC.
- ENO Foundation: O'Brien: ENO is still interested in developing a partnership with CUTC. New leadership took charge in April. More information will be forthcoming during the next CUTC meeting.

6. New Business

- 2017 Summer Meeting: Connolly reported that 4 proposals were received from the University of Oklahoma (SPTC), the University of Buffalo (Transinfo), the University of Minnesota (CTS) and the University of Arkansas (MarTREC). Volinski thanked all of the universities for their applications and noted that the judging was very close. The winner of the 2017 Summer Meeting is the University of Buffalo. A member of their consortium provided an overview and short video of the expected meeting site. The meeting will occur June 19-21, 2017.
- Election of Officers and EC Members: Nambisan reported that ballots had been emailed out to the membership with the Summer Meeting Agenda. A motion to accept the slate of candidates was made by Ralph Hodek of Michigan Tech. Seconded by the University of Ohio. As there was no further discussion, the motion carried. It was suggested that there be a change to the bylaws for an automatic succession of chairs. The 2016-2017 Officers and Executive Committee Members are:

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- Jill Hough, President
- Lily Elefteriadou, Vice President
- Karen Philbrick, Secretary
- Tom O'Brien, Treasurer
- Joel Volinski, Immediate Past President
- Patrick Szary
- Chandra Bhat
- Jennifer Dill
- Laurie McGinnis
- Stan Caldwell
- Musharraf Zaman

7. Old Business

- Private Sponsorship for the Awards Banquet: Volinski thanked everyone for sponsoring this year. By attracting private sponsors, CUTC has lessened the burden of sponsorship currently carried by a few schools. The dues increase and new members will also alleviate some of the need for sponsorship. Work will continue in attracting private sponsors.
- New Members: Volinski noted that once universities know that they will be funded under the new grants, it is expected that a number of new schools will wish to be members of CUTC.
- New Business Class of Membership: Volinski stated that this topic has been discussed in the past and will now be taken up by the EC.

8. Recap of CUTC 2015-16: Volinski thanked everyone for their continued support of the EC. Some accomplishments of the previous year should be noted: bylaws were changed to allow the EC to make the decision on new membership applications and allow the general membership to comment; the new CUTC website was approved; Listserv installed; and, four private sponsors provided funding for the banquet. Volinski encourages the membership to think of ways that the students have more time with sponsors. Volinski thanked Nambisan for all of his help, guidance and institutional knowledge. He also welcomed two new Directors to the EC: Stan Caldwell and Musharraf Zaman.

9. Future Meetings

- Spotlight Conference: December 1-2, 2016
- 2017 CUTC Annual Awards Banquet and Business Meeting: January 7-8, 2017, Washington D.C.
- 2017 CUTC Summer Meeting: June 19-21, 2017

10. Adjournment: Volinski adjourned the meeting at 3:37 p.m.