



Council of University Transportation Centers

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Winter Business Meeting Agenda
Washington DC
Marriott Marquis
901 Massachusetts Ave NW
Room: Georgetown University
Sunday, January 8, 2017
2:00 pm to 4:00 pm

1. Call to Order: Hough called the meeting order at 2:00 pm.
2. Introductions
3. Minutes Approval of CUTC Winter Meeting: Philbrick called for comments on the Summer Meeting minutes. Please check the minutes for a few typos. Motion to approve was given by Randy (?). The minutes are approved as submitted – all in favor.
<http://www.mycutc.com/membership/meeting-minute-archives/>
4. Treasurer's Report: O'Brien reported that CUTC is financially sound. Currently, the banquet registration has brought in \$12,650. The banquet had approximately 50 walk-ins. The banquet had approximately 280 attendees. Sponsorship for the event totaled \$60,000 pledges with 8 from the private sector and 13 UTC's. Membership dues – invoices were sent to everyone at the end of the summer. All but 20 schools have paid their dues. Approximately 80% have paid via credit card.
5. Standing Committee and Task Force Reports
 - a. Membership: Eleferiadou reported that the membership map can be found on the CUTC website. She urges each UTC to review their information and let ARTBA know if there are any inconsistencies or errors. With the new competition – there are approximately 30 new schools. A letter will be sent to the new UTCs. Today, there are 7 or 8 universities present who are not members. Membership applications can be found on the website. She reminds the members that only those in good standing with CUTC may be eligible for awards.
 - b. Communications: Hough/Bhat. Bhat reported that the website is continuously updated. Information on the Summer Meeting can be found on the front page. Currently looking at ways to streamline the website.
6. Strategic Partners and Alliances
 - a. AASHTO RAC, SCOR: Elefteriadou/O'Brien
 - O'Brien reported that the AASHTO RAC meeting will be held July 24-27 in Louisville KY. The LTAP Center of UK will be hosting the meeting. Information on the meeting will be placed on the CUTC welcome page. Discussion ensued regarding DOTs and UTCs. DOTs would like to see more interaction – UTCs should meet regularly with their DOT. A concern was raised regarding the relationship between DOT and CUTC. Martin Pietrucha has a copy and will forward it to Hough. Philbrick commented that in 2013 Pietrucha put together a discussion on partnerships, which increased UTC participation. Shashi Nambisan put forward the idea of co-locating the CUTC Summer Meeting with AASHTO RAC. This has proven to be beneficial in the past. Melissa Tooley recommended that CUTC request a session at the AASHTO RAC meeting.
 - Elefteriadou reported she will be meeting with Jeff Paniati (executive director of ITE) during TRB.



- b. APTA: Hough / Volinski. CUTC is moving forward towards an MOU. Dialogue will continue after TRB.
- c. ARTBA Research & Education Division: Connolly/Bhat. Connolly reported that the meeting would be held on Monday morning 1/9 from 6:30 to 8:00 am. The Steinberg award would be given out, Dean Franks would discuss legislative affairs and a discussion on congressional outreach will occur.
- d. American Trucking Association: Szary reported that there is an interest in an MOU and discussions continue.
- e. ENO Foundation & Transportation Weekly:
 - O'Brien reported that an MOU has been drafted. The MOU does not preclude CUTC from participating in the LDC, which is an open process. The Women in Transportation Seminar (WTS) and the Conference of Minority Transportation Officials (COMTO) have two guaranteed spots. The preference is for a Master's level student. There is a potential to have a nomination from every CUTC member. Please contact O'Brien if you would like to be a reviewer. Alex Bond of ENO reported that they are excited about the partnership.

7. Old Business

- Discussion on gaining new members: Volinski/Hough. Hough reported that CUTC will begin reaching out to new schools who were selected in the FAST Act competition.
- Discussion on a new business class of membership: Volinski reported that it might be time to look at community colleges. But there is a concern that CUTC requirements might be too stringent for a community college. Hough posed a question – does it make sense to pursue different membership categories? O'Brien responded that the idea is worth investigating. Caldwell also mentioned that it will be interesting to see how the new administration regards research & development and Work Force Development.
- Spotlight Conference – The next conference will occur September 26-27 and the topic will be Rebuilding Infrastructure.

8. New Business:

- a. 2017 Summer Meeting – University of Buffalo – Joah Sapphire reported that the meeting will occur June 19-21. This will focus on Industry/University/Public partnerships. The university is currently developing site visits. Please go to the CUTC homepage for more information.
- b. Summer Meeting Proposals – Hough reported that the EC has been working on a document that would provide guidance and answer questions for schools interested in proposing to host a summer meeting. Dill has developed a draft and hopes to have it posted by the end of January. The EC is currently looking for hosts for 2018 and 2019. The deadline for proposals is April 7, 2017.
- c. National Safety Summit of USDOT University Transportation Centers. Caldwell reported that Carnegie Mellon University will host this summit on April 6, 2017 in Washington DC. This will be the third event of this type. http://utc.ices.cmu.edu/utc/summit_registration-2017.pdf

9. Future Meetings

- a. 2017 CUTC Summer Business Meeting: June 19-21, Buffalo NY
- b. Spotlight Conference: September 26-27. Topic – Rebuilding Infrastructure



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10. Adjournment: Hough – A motion to adjourn was heard and seconded by Nambisan. All in favor. Hough adjourned the meeting at 3:45 pm.