

Council of University Transportation Centers
Business Meeting Agenda
Marriott Marquis Georgetown University room (M1), Washington, D.C.
Sunday, January 10, 2016
1:30 p.m. - 4:00 p.m.

1. Call to Order: Volinski called the meeting to order at 1:40 p.m.
2. Minutes Approval: Elefteriadou: 2015 Summer Business Meeting Minutes were approved without revisions or additional comments
3. Treasurer's Report: Philbrick reported that CUTC's finances are in good shape. Congratulated President Volinski for his leadership and efforts at securing sponsors for the CUTC banquet. Sponsor funds total \$72,500. There are currently 85 members in CUTC and there are 4 schools that have not paid dues. CUTC will send a letter to the schools requesting that they settle the outstanding balance immediately.
4. Standing Committee and Task Force Reports
 - a. Membership: Hough: Two new membership applications were vetted and approved by the Executive Committee (EC) prior to the 2016 CUTC Summer Business Meeting. The EC recommends that CUTC members approve the application of these two new schools. ALL IN FAVOR
 - University of Alaska Fairbanks – Center for Environmentally Sustainable Transportation in Cold Climates
 - Western Michigan University
 - b. Bylaws: Pallme : Proposed changes to Dues, Fees, and Assessments section of the bylaws. The proposed change will allow EC to approve applications for CUTC membership as they are received and provides for a pro-rated schedule of dues for new members depending on what part of the year the application is approved. CUTC. The changes were approved after discussion. Members requested that the EC incorporate a 30 day comment period for new member applications prior to reviewing any applications.
 - c. Communications: Hough encouraged everyone to use the Listserv as a way to communicate/share ideas with membership. ARTBA shared a video they produced for CUTC and asked for revisions, comments and possible future uses of the video to recruit new members. The decision was made to post the video to the CUTC website.
 - d. Annual Banquet: Volinski expressed that for the first time in CUTC history, a sitting USDOT Secretary (Anthony Foxx) delivered the keynote address at the CUTC banquet. For the first time in three years, there were 4 private sponsors for the event in addition to 23 universities. Over 330 people attended the event; almost 50 more than last year. In short, it was a great way to kick off the TRB Annual Meeting and a wonderful way to recognize and reward excellence in our field of transportation research and education. A few expressed that although the event was memorable, CUTC needs to think about changing the format of the event so that the students of the year are not "afterthoughts". The students don't get enough recognition at the banquet. CUTC should ask OST-R to provide additional information on SOY so that the information can be shared with sponsors prior to the banquet.
 - e. Awards: See Awards summary provided by Awards chair Sue McNeil.
5. Strategic Partners and Alliances
 - a. AASHTO RAC, SCOR: Pietrucha: CUTC needs to revitalize its relationship with AASHTO. CUTC members should really consider participating in the AASHTO RAC meetings.

- b. APTA: Cooperative Agreement: Hough reported that students from UTCs can attend APTA meetings at no cost. Those interested in taking advantage of this benefit must contact APTA staff directly as it is not advertised on the website or on registration materials.
- c. ARTBA Research & Education Division: Connolly reported that ARTBA is highlighting the research of CUTC members in their magazine. The information is currently being pulled from the CUTC Member Highlight section of the CUTC website. Schools are contacted and asked to share additional pictures or information about their research for the “RED Spotlight” Section of the ARTBA magazine. CUTC members were invited to attend the ARTBA RED 6:30 a.m. meeting –Jan 11- were former CUTC president Teresa Adams will be presented with the Steinberg Award. Also there will be a legislative update and review of the FAST ACT will be discussed.
- d. American Trucking Association: Nambisan reported that the organization is still interested in forging a relationship and a written MOU with CUTC.
- e. ENO Foundation: O’Brien: ENO is still interested in developing a partnership with CUTC but would prefer to wait to establish a written MOU until a President is selected.

6. Old Business

- a. Alternatives to cover operational costs and modification of Membership Dues: Volinski opened discussion to gauge member interest in raising dues by \$100. The goal is to raise dues by \$100 so that CUTC’s annual expenses are shared by all and not just the few schools who graciously sponsor the CUTC banquet. If approved by the full membership, the increased dues would take effect July 2016. Members in attendance agreed that a \$200 increase in dues was justified.

7. New Business

- a. 2017 Summer Meeting Call for Applications: CUTC will issue request for proposals to host the 2017 and or 2018 Summer Meetings.
- b. 2016 Summer Meeting at METRANS: O’Brien asked those in attendance to complete a survey to help identify hot topics for the upcoming Summer Meeting at METRANS.
- c. Discussion of new membership category for affiliate centers: This new classification was proposed as a way to extend membership to universities that have faculty engaged in transportation research, but do not meet the current criteria that describes a “university transportation center”. Discussion on the issue revealed that there were differences of opinion among the membership. While a straw vote indicated a slight majority in attendance approved of the establishment of a new class of membership, a sizeable minority was not as supportive of the proposal. Some stated that they would rather not have what they regarded as “second class membership.” Others noted that the nature of transportation research is much more multi-faceted than in the past, calling for expertise from a variety of disciplines that don’t necessarily work together in a distinct organizational unit in a university; the proposed new membership class might still not accommodate those universities and perhaps CUTC should recognize a changing landscape where centers aren’t necessarily the appropriate administrative organization to focus on. The point was made that our organization is named the “Council of University Transportation Centers” and that most of the topics in our meetings cover issues of how our centers can be improved. Another point was made that we should encourage universities to establish centers if at all possible. Discussion was tabled on the matter, and a subcommittee was established to further review this proposal.

d. Initial Discussion regarding potential Business Class Membership and ways to interact with the business community associated with CUTC: Members suggested that CUTC draft a white paper and present ideas at the Summer Meeting.

8. Future Meetings

a. ARTBA Federal Issues Program and TCC Fly-in, May 9-11, Washington D.C.

b. 2016 Summer Meeting, METRANS June 6-9, 2016

9. Adjournment: Volinski adjourned the meeting at 3:45 p.m.