

**Council of University Transportation Centers (CUTC)
Summer Membership Meeting
June 13, 2011
10:15-11:30am
Portland State University
Portland, Oregon**

1. Call to Order

CUTC President Steve Albert called the meeting to order at 10:09am PDT.

2. Minutes Approval

Minutes from the January 2011 general membership meeting in Washington, D.C., were approved.

3. Treasurer's Report

In Martin Pietrucha's absence, Laura Spitz gave the treasurer's report. CUTC is currently working on collecting over \$30,000 in outstanding dues, including \$18,000 from RITA. This number also includes outstanding banquet sponsorships.

4. Standing Committee Reports

a. Treasurer's Report: As previously discussed.

b. Membership: An application for membership from the University of Pittsburgh has been received. The Executive Committee has reviewed and approved the application. Membership for the University of Pittsburgh was approved.

c. Nominating Committee Report & Elections: A ballot for 2011-12 was distributed. There are two open slots for general nominations.

5. Ad Hoc Committees

a. Awards: General membership is encouraged to start thinking about nominations in terms of student awards. Also, CUTC is considering developing new award.

i. Professional Staff Award: This award would be specifically for non-tenured staff and researchers. Due to the nature of the award, it would be under the purview of the Executive Committee and not the Awards Committee. However, the general description is currently being redrafted.

ii. Lifetime Achievement Award: The Executive Committee has decided to move forward with approaching Bill Millar as the 2012 nominee.

b. Annual Banquet: Due to the response from the UTC center directors in attendance, CUTC will continue the "Student of the Year" program, and the banquet will proceed as planned.

c. Newsletter: The most recent newsletter had a "workforce development" theme, and was distributed electronically.

d. Workforce Summit: Was discussed at length in a previous panel, and there will be additional development sessions later in the week, to help finalize the agenda and other materials.

e. International CUTC: Martin Pietrucha is seeking assistance in garnering international members for CUTC.

f. Future Meetings Committee: A postcard was distributed with relevant information. The proposed site for the 2013 meeting is the University of Memphis in Tennessee. Also, Steve Albert proposed a more formal nomination process for future meetings.

g. Discussion of Finance Alternatives: A memo developed by Martin Pietrucha was distributed, and opened for discussion to the general membership. While it is hoped the event sponsorships would close the gap, others proposed raising the dues by 50%, or \$200—this is the option recommended by the Executive Committee. It was also suggested to allow vendor groups to attend summer meetings, and other events. Additionally, it was proposed that CUTC needs to be less dependent upon the annual banquet as its only source of income. A motion was made and seconded to increase the CUTC membership dues by \$200. It was approved.

6. Strategic Partners' Liaisons

a. ARTBA Research & Education Division: ARTBA is currently hosting a video competition, and information has been distributed via email. The winner will be announced at TransOvation in September 2011. Melissa Tooley also discussed the new women leaders in transportation design and construction award program.

b. AASHTO RAC, SCOR: Several members of the CUTC Executive Committee have been actively involved in AASHTO RAC.

c. APTA: Bill Millar is retiring at the end of October 2011. A successor has not been determined, but the decision will be made in August. APTA has also created a higher education subcommittee, which includes a program that links up graduate students with transportation professionals.

d. LTAP: No report at this time.

e. FTA: Joel Volinski will be working on developing the CUTC/FTA relationship in the future.

f. ITF America: No report at this time.

g. ITE: No report at this time.

7. CUTC New Initiatives: There are no new initiatives at this time.

8. Future Meetings

a. CUTC Fall Executive Committee Meeting: October 2-5, Monterey, Calif.

b. CUTC Winter Executive Committee Meeting: January 21, 2012, Washington, D.C.

c. CUTC Annual Banquet: January 21, 2012, Washington, D.C.

d. CUTC General Membership Meeting: January 22, 2012, Washington, D.C.

e. 2012 Annual Summer Conference (Date TBD): Michigan Tech, Houghton, Mich.

f. 2013 Annual Summer Conference: University of Memphis, Tenn.

9. New Business

Steve Albert provided a brief summation of his term as CUTC president. Gen Giuliano gave a brief speech on her goals as incoming CUTC president.

10. Adjournment:

CUTC President Steve Albert adjourned the meeting at 11:14am.