



Council of University Transportation Centers

CUTC Business Meeting Agenda Lincoln, Nebraska June 4, 2014 1:00 – 3:00 p.m.

1. Call to Order: Pietrucha at 1:05 p.m.
2. Minutes Approval: Volinski: Minutes for the 2013 Summer Business Meeting and 2014 Winter Business Meeting were approved. Minutes can be found on the CUTC website.
 - I. 2013 Summer Business Meeting Minutes http://mycutc.com/wp-content/uploads/2013/10/Membership-Business-Meeting_Minutes.pdf
 - II. 2014 Winter Business Meeting Minutes <http://mycutc.com/wp-content/uploads/2014/01/January-12-2014-Business-Meeting-Minutes.pdf>
3. Treasurers Report: Hough: Overall CUTC had a good financial year. Approximately 14 schools have outstanding CUTC dues. Schools who have not paid for three years will no longer be CUTC members. CUTC members should consider being sponsors of the upcoming 2015 CUTC banquet.
4. Standing Committee and Task Force Reports
 - a. Membership: Volinski: Two new membership applications were vetted and approved by the Executive Committee prior to the 2014 CUTC Summer Meeting. The EC recommends that CUTC members approve the application of these two new schools. ALL IN FAVOR
 - i. Ohio State University UTC
 - ii. University of Texas Pan American-University Transportation Center for Railway Safety (UTCRS)
 - b. Nominating Committee & Executive Committee Ballot: Pietrucha acknowledged Farkas and Volinski for their work on the Nominating Committee. Pietrucha presented the slate of CUTC Officers and Executive Committee Members for 2014-2015 and asked the membership to vote on the ballot as is. ALL IN FAVOR
 - c. Workforce Development Task Force: Collura: Open to help UTCs who are interested in hosting a regional summit
 - d. Communication Task Force: Hough: Will have a conference call at the end of June to discuss the website and different ways that CUTC can communicate with its members
 - e. Student Awards Committee: Pietrucha: Call for student nominations and award reviewers will go out by the end of June. Encourage students to submit their work for recognition and CUTC members who are faculty should consider volunteering their time to review the papers that are submitted each year for these awards.
5. Strategic Partners and Alliances
 - a. ARTBA Research & Education Division: Melissa Tooley: ARTBA Student Transportation Video Contest deadline is Aug 1. CUTC members should encourage their students who are currently enrolled in a post-secondary, college or graduate school program to enter. Visit <http://www.artba.org/video-contest/> for additional information. CUTC will also send an email to remind you about the competition and inform you of the contest rules and requirements. ARTBA RED meeting will happen on June 9 at the ARTBA Federal Issues Program and TCC Fly-in in Washington D.C. ARTBA RED is working on a research, education and training policy. Also working on a Reauthorization policy statement. Pietrucha commented that both CUTC and ARTBA RED were working behind the scenes advocating that research education remain within the Highway Trust Fund.
 - b. AASHTO RAC, SCOR: Pietrucha: RAC will meet in July. Also encouraged CUTC members to get involved with AASHTO
 - c. ITS America: Adams: nothing new to report. Adams suggested that ITS America be removed from the agenda unless there is significant change in the strategic partnership. You don't have to be a member to get information from them. They will have their annual meeting in Detroit.
 - d. ITE: Elefteriadou: nothing new to report: Elefteriadou suggested that ITE be removed from the agenda unless there is significant change to the partnership or if there is something new to report. They are a strong partner but CUTC needs to find ways to strengthen the relationship with them.



- e. Federal Transit Administration: Hough: It seems that the new leadership at FTA is more open to research. They are still interested in working with universities.
- f. APTA: Hough/Volinski: APTA continues to be involved with CUTC. They recently did a webinar on “Developing Mentorship Programs: Successful Models and Pilots” in which Jill Hough was a presenter. Webinar featured success stories about mentorship programs conducted by the academic community in partnership with the public and private sector and an internal mentor program developed by a public transit agency. On Aug. 20 at 2 p.m. there will be a webinar on internships.

6. New Business

- 2015 Roadway Safety Simulation Conference-October 6-8. Hosted by University of Tennessee and University of Central Florida. Contact Dr Essam Radwan Ahmed.Radwan@ucf.edu
- Volinski: CUTC Executive Committee will review the CUTC bylaws to allow multiple centers from one university to become members of CUTC.
- Pietrucha asked members in attendance if it would be beneficial to have a CUTC 101 session at the next Summer meeting for new UTCs
- Nambisan: Recognized new attendees to the CUTC meeting. Thanked the nominating committee for getting the slate of officers out to the membership in time for a vote. Encouraged members to participate in CUTC events, programs and committees. Thanked the University of Nebraska- Lincoln team for their hospitality and for hosting a great conference.
- CUTC member opened discussion on if CUTC should consider adding an award for undergraduates who are doing great research projects. What are some of the incentives? Pietrucha proposed that the member send a one page proposal for the new student award to the executive committee for consideration.
- Pietrucha led a discussion on the New Faculty Award. Each year the review process for this award gets more challenging due to the quality of the nominees. He asked the membership for ideas on establishing new guidelines to judge the nominations. Suggestions/comments included:
 - It might be difficult to add CUTC related activities as criterion since junior faculty is less involved with CUTC.
 - Perhaps consider having more than 1 winner and lessen the value of the honorarium
 - Having more than 1 winner could lessen the importance and prestige that is associated with the award.
 - Add 2 letters of recommendation from students
 - CUTC should also consider changing how winners are recognized. We don't currently send notification letters to dept. heads of the schools of those who win.
- Request for 2016 Summer Meeting proposals will go out in July
- 2015 Summer Meeting in Rutgers-June 1-4- looking into the possibility of technical tours at Port Elizabeth, New Jersey Turnpike and at Google

7. Future Meetings

- a. ARTBA Federal Issues Program and TCC Fly-in: June 9-11, 2014, Washington D.C.
- b. ARTBA RED meeting: June 9, 2014, Washington D.C.
- c. Winter meeting and Awards Banquet: January 10-11, 2015, Washington, DC
- d. 2015 Summer Meeting, Rutgers University June 1-4,2015

8. Adjournment: Pietrucha at 2:20 p.m.