



**Council of University  
Transportation Centers  
Summer Meeting 2020**

# WEBINAR PROTOCOLS

- All participants muted with video off
- Contribute comments/questions via “Question” box
- Approval of Business Meeting minutes and Officer Elections to be conducted by online survey (URL in “Question Box”)

# JUNE 9 WEBINAR, 2PM – 5PM (EST)

## University Transportation Centers (UTC) Directors’ Meeting

- Diana Furchtgott-Roth, Deputy Assistant Secretary for Research and Technology, USDOT
  - Welcome & Open Discussion
  - COVID-19 and the Impact on USDOT Operations
- Steve Polzin, Sr. Advisor for Research and Technology, OSTR, USDOT
  - Impacts on UTC Operations Resulting from COVID-19.
- Caesar Singh
  - General Discussion
  - UTC Program Continuity of Operations
  - UTC Budget Submissions and SAPRs

# CUTC Business Meeting

1. Call to Order: O' Brien
2. Attendance
3. Minutes Approval: McGinnis
4. Treasurer's Report: Rilett/O'Brien/Black
  - 2020-21 Forecasting for membership and sponsorship
  - Planning for TRB 2021
5. CUTC Management Contract: O'Brien/Black
6. Standing Committee and Task Force Reports
  - Membership:
    - Community and Tribal Post-Secondary Outreach: O'Brien
    - New CUTC members: O'Brien
  - Workforce Development Task Force: O'Brien
  - New Initiatives Pilot Program progress report: McGinnis
  - Communications: Bhat
  - Awards: Nixon/Bhat/Hassan/McGinnis
  - Federally Sponsored Centers: Hunter/Rilett
  - Nominations: Philbrick

7. CUTC Officer and Executive Committee Elections: Philbrick/O'Brien
8. CUTC/RETRC Spotlight Conference: Tooley
9. CUTC Webinar Series: O'Brien
  - Copyright Issues
  - Workforce Development
  - Proposed
    - Admin series
    - Student-focused series inc TRB prep
    - Leadership in a Distributed Environment
    - Sponsorship Effort
10. Strategic Partners/Alliances:
  - AASHTO: O'Brien
  - ARTBA Research & Education Division (RED): Philbrick/Black
  - ENO: O'Brien
    - LDC
    - Webinar
  - ITS America: O'Brien
  - TRB: O'Brien
  - APTA: Sriraj
  - ITE: Knodler/ McGinnis
  - Possible strategic partnerships:
    - ASCE: Wang
    - Transportation Research Forum: Sriraj

11. CUTC Self-Assessment: Hunter/McDonald/O'Brien
12. CUTC 2019-20 Recap: O'Brien
13. Future Meetings: Kack
  - 2021 CUTC Summer Meeting: Big Sky, Montana
  - 2022 CUTC Summer Meeting: Florida International University
14. Adjournment: Bhat

# June 10 WEBINAR, 3PM – 5PM (EST)

## Grant Administrators' Meeting

- Attendees: Grant Administrators (highly encouraged), all other CUTC members are welcome to attend
  - Welcome – Caesar Singh
  - UTC Spending & FY2020 Continued Funding – Amy Stearns
  - SAPR Drafting Recommendations (Tips and Techniques) – Denise Dunn
  - UTC Webinar Update – Robin Kline
  - UTC Report to Congress Update – Dawn Tucker-Thomas
  - Public access update – Leighton Christiansen

# CUTC MANAGEMENT CONTRACT

- CUTC established in 1979
- CUTC-ARTBA Alliance formed in 2001
  - Contract developed in 2003 with subsequent amendments
- Contract for meeting minutes and newsletter enacted with separate third party in 2007
  - Absorbed in ARTBA contract in 2008
- Scope expanded over time
  - Budget and finance/IRS
  - Membership and dues
  - Communications inc website (award submittal)
  - Meeting coordination
  - Webinars
  - Banquet
  - Sponsor coordination



# CUTC 2019-20

- Membership expansion
- New sponsorship levels reached
- New Initiatives
- Launch of webinar series
- Continuation of Eno LDC relationship
- Expansion of existing partnerships (e.g. TRB, AASHTO)
- Needs assessment