



Executive Committee Meeting Minutes

January 7, 2023

Held at the Renaissance Downtown Washington DC Hotel

Attendance [**Bold indicates attendance at this meeting**]

- **David Kack, Montana State**
- Camille Kamga, City College
- **Shauna Hallmark, Iowa State**
- **Susan Handy, University of California-Davis**
- **Marwa Hassan, Louisiana State University**
- **Noreen McDonald, UNC Chapel Hill (Vice President)**
- **Hillary Nixon, Mineta Transportation Institute**
- Larry Rilett, Auburn (Past-President)
- P.S. Sriraj, University of Illinois at Chicago (Secretary)
- **Patrick Szary, Rutgers University (President)**
- **Constantine Tarawneh, University of Texas Rio Grande Valley**
- **Traci Ulberg, MNW (Executive Director)**

Call to Order by Pat Szary, President

Treasurer's Report: Marwa reported that CUTC was in good standing with a balance of \$252,650. Winter Banquet funds continue to come in and deposits have been made to the Renaissance to cover banquet expenses.

Events Preparation Committee:

Pat remarked that student videos would be used this year (first time in a live event) – everyone was excited to watch. This year marks a new venue and new format. As mentioned previously, Constantine suggested including posters next year as part of the reception.

- **Winter Business Meeting Agenda** - The EC reviewed the agenda and discussed items on the agenda for tomorrow's business meeting. Roles and responsibilities were reviewed.
- **CUTC Peer Exchange (Admin) Roundtable** – New item that many members may not know about so the Business Meeting will be a great opportunity to share the word
- **New Professionals/Faculty Award Winners**– Discussion centered on maintaining involvement of awardees in CUTC and engaging them in our initiatives. This year's award winner is on the TRB New Faculty Committee. Constantine will follow-up with her.

Activities Coordination Committee

- **Early Career (Junior Faculty) Support/Initiative.** Constantine reported that prospects for next year (2024) look good. *Tarawneh*



- **ASCE New Professionals Workshop Update.** Chandra Bhat and Larry Rilett continue to work on it. Neither was able to attend this meeting so further discussion was tabled.
- **Fall/Winter Webinars (updates)**
 - Changing the TIDE Webinar – no new updates. Sriraj was looking at wrapping up the white paper.
 - Native American Seminar
 - Shauna Hallmark surveyed EC about potential speakers prior to Christmas. Due to the holiday, not much feedback was received, so she will solicit additional feedback from the broader membership during the Business Meeting.
 - Webinar will be scheduled after the new center announcements (new TTAP center designations just came out). Likely mid-2023.

Awards Committee

It was decided to discuss Group Project Award at the Business Meeting. Marwa will solicit input there and coordinate with Traci to send a survey out to the entire membership.

Hilary mentioned that the Student review process needs to be reviewed. This year several (mostly newer) Student Award reviewers dropped out making it a very difficult review process. After much discussion, it was proposed that Student Award reviewers receive a 50% discount off their CUTC Banquet registration. Awards Committee will continue to look into it and provide suggests in February EC Meeting.

Hilary will cover the “In Memoria” process during the Business Meeting.

New Initiatives Committee

Pat suggested that we meet with current winners to discuss success, suggestions for improvement, etc. The award amount is small and because of that some schools use it for match. Constantine suggested that we consider allowing it to be used for Research Undergraduate Experience (REUs) such as students exchanges and/or travel. Could be used as motivation to get more students to participate.

Pat asked if anyone wanted to look into revamping/ensuring that it meets the needs of CUTC. It was suggested that we take it up in another EC and have a dedicated discussion for finding better solutions.

Strategic Partners/Alliances

A discussion on interest for a 3-year commitment for a strategic liaison will be initiated at the Business Meeting. Following TRB, Traci will send out a Strategic Liaison Survey to the membership.



- **AASHTO RAC:** Shauna mentioned that we need a closer relationship with AASHTO. Recent feedback from some states regarding their UTCs and the relationship between research and application has not been positive.
- **ARTBA Research & Education Division (RED):** Pat presented the latest MOU for discussion. He indicated that the MOU included the CUTC/ARTBA Spotlight Day on the Hill. This activity could be perceived as lobbying, but our mission is education and tech transfer. Previously, CUTC had participated in Transportation Week. Concern was expressed that we can't be seen as lobbying. However, if we are seen as improving transportation or the transportation system that would be okay. Pat will discuss with Allison Black to make some adjustments to the language.

ARTBA RED has also asked CUTC to consider including the Steinberg award in our awards banquet. After a brief discussion it was felt that additional discussion would need to be held and that there was too short of notice for this year.

Next Meeting(s): Traci provided the dates/times for the coming year's meetings. It was suggested that a "theme" be added to each meeting to provide additional time and focus to particular topics of discussion. February and March themes are indicated below.

- February 10, 2023, 11:00 am CT (Zoom) – New Initiative Project
- March 10, 2023, 11:00 am CT (Zoom) – Student Award Resolution
- April 14, 2023, 11:00 am CT (Zoom)
- May 12, 2023, 11:00 am CT (Zoom)
- June 22, 2023, time/room pending, Miami, Florida
- July 14, 2023, 11:00 am (Zoom)
- August 11, 2023, 11:00 am (Zoom)
- September 8, 2023, 11:00 am (Zoom)
- October 12, 2023, 11:00 am (Zoom)
- November 10, 2023, 11:00 am (Zoom)
- December 8, 2023, 11:00 am (Zoom)

Action Items

- Constantine will follow-up with the New Faculty Award Winner regarding CUTC participation in the 2024 TRB New Faculty Workshop
- Award Committee to look into student award reviewer motivations
- Traci to send Strategic Partners Survey to members
- Traci and Marwa to send Group Award Survey to members
- Pat to follow-up with ARTBA on revised MOU language



Adjourned at 4:00 pm ET