



Minutes of STC Meeting

Date : 22 July 2014, 12:00 - 14:45

Venue : LET, Lyon

Boltze, M. (MB)	Bonnafeous, A. (AB)	Candemir, Y. (YC)
Crozet, Y. (YCr)	Dresner, M. (MD)	Hayashi, Y. (YH)
Huzayyin, A. (AH)	Jara-Dias, S. (SJD)	Kopp, A. (AK)
Macario, R. (RM)	May, A.D. (ADM)	Miyamoto, K. (KM)
Mohan, D. (DM)	Musso, A. (AM)	Nakamura, H. (HN)
Orrico, R. (RO)	Oum, T. (TO)	Pan, H. (HP)
Perkins, S. (SP)	Rothengatter, W. (WR)	Tzieropoulos, P. (PT)
Ülengin, F. (FU)	Vickerman, R. (RV)	Çelebi, D. (DÇ) *
Kii, M. (MK) *	Pringle, C. (CP) *	Zhang, L. (LZ) *

*observer

Apologies:

Dablanc, L. (LD), Gifford, J. (JG), , Madanat, S. (SM), Marsden, G. (GM),
Oh, J. (JH), Vanderschuren, M. (MV)

0. Minutes of STC meeting in Washington in 16 Jan, 2014 (YH)

The minutes was approved.

1. Emerging Issues (PT) : Continuity of legal headquarter

PT underlined the location problem concerning the headquarter. The location was initially in Switzerland due to tax exemption opportunity. However, after the retirement of PT, nobody wanted to take over. Currently, the society is working under Suisse law. YC said that the society is legally registered in Switzerland and it is time to also move not only the secretariat but also the headquarter from Switzerland to UK. The problem is the tax exemption. TO mentioned that it may be easier to

find someone in Switzerland. It may be possible to look someone from Swiss universities. WR agreed with TO.

<Action: ADM, YC, PT >

2. New STC membership (YH)

YH said that at Washington meeting we had decided that the next secretary general and the secretariat will be moved to Leeds. YH circulated the e-mails to all the members and the decision of starting the secretariat officially in Leeds was approved. There will be a transition period from Lyon to Leeds. Two new STC members are also newly authorized through e-mail circulation. Dinesh Mohan will be in charge of corporate membership. Greg Marsden will be the liaison to Secretariat from the University of Leeds.

3. Reform and Membership of SCC (MB)

MB gave information about the changes in SCC Membership.

- Eiichi Taniguchi from Japan (Kyoto University) is a new full member of the SCC. Chair of potential new SIG B6 on „Humanitarian Logistics in Disasters”.
- Geetam Tiwari (Chair SIG C4, former SIG 3) changing from Associate SCC member to Full SCC member.
- Mark Hansen from USA (UC Berkeley) is a new full member of the SCC and new TAM A.
- Anming Zhang is changed to SCC associated membership and Co-TAM A.

Other Personal Information

- Jason Cao of the University of Minnesota to be Session Track Organizer for ST F1a.
- Marin Marinov from UK (Newcastle University) is a new Co-chair for SIG A3 on Rail Transport.

4. Membership and marketing (KM, LD)

4-a) Renewal request of membership for absentees @Rio (LD)

KM gave a summary of activities. Current membership record is analysed in detail. KM and LD have sent reminders to all the members who have not renewed their membership. We have 16 members who have renewed. In total 19 former members have renewed but this is a low number.

4-b) Scheme for increasing individual membership (KM, LD)

Following the letter the signature of the president sent in February 2014, KM requested CARS to send another letter translated in local languages with a signature of each CAR. For those who are not renewing, MB suggested to ask the SIG chairs to send a questionnaire and ask for the reason of withdrawal in order to increase the membership. RO has prepared an initiative idea to improve the membership in Latin America. RO wants to increase the relationships with other local societies in Latin America. Subsequently, joint seminars may be developed with them. MB said that he received some feedback about the difficulty of downloading and filling the membership form in pdf. YH asked JN-B to put the membership form in word format to the web. PT said that in order to create membership it is necessary to offer something. It is necessary to clarify the advantages of being a member on the web page. DM underlined that the members do not feel members if they are not doing

anything for the society. He suggested to ask them to contribute to voting on some important decisions etc. He suggested to put a column to the web and ask the members to which SIG each member would like to participate. MB suggested to automatically renew the membership after three years. TO said that the new SIGs will have a potential of new members TM mentioned that MB's idea of automatic renewal of membership is a good idea if it will be possible to get money automatically. TM also said that the reduced registration fees may be good. KM's subcommittee should discuss this. YH said that the reduction of membership fee when becoming a member between the conferences is half and this may be attractive. KM has concerns about the developing countries. AH said that it is already one third. AB reminded that the main part of the memberships come from the participation of the conference. This depends on the quality of attracting people of good quality. YH mentioned that the publication of A and B papers in special issues may be attractive for young members.

<Action: KM, LD, FU, JN-M, CARS, NEW SIG Chairs> → review the list of CARS.

4-c) Corporate Membership (DM, YH)

DM gave the summary of the memorandum that he prepared. Corporate membership involves a certain amount of fees that will provide advantages with respect to individual memberships. They will have the option of displaying their logos on the website. Corporate names can be listed in a different page. Some of the members objected to this item. A strong apprehension was about the possibility of losing the academic control over the society and of having the corporate dominance over the society. In fact this issue occurred in medicine. Basically it is decided to change the name to institutional membership and think about profit making organisations to become member subsequently. The institutional members should have all material access. They may get the proceeding to the same price. These are the main issues to be decided.

YH said that the corporate membership was first mentioned at HN's time. It is necessary to understand why private companies do not know the existence of our society. YH underlined that we are not pure mathematicians and we have a society to contribute to. We have to make them aware of our society. We have to recruit the practitioners. One way of doing is corporate membership. ATRS is having much tighter contact with the industry. We should learn from them.

YC proposed YH will ask small groups to examine whether it is feasible for them to join our society. Some categories may be possible. DM said that we have to decide whether the institutional membership will be different from the private firm membership. RO said that the sponsorship is different from membership. AH said that at HN time, there were individual efforts to increase the institutional membership. But institutional members such as private firms always ask the benefit. TO said that the industry should know what WCTRS is doing. We need to have a program which is practitioner oriented. Corporate membership committee should approach the companies one by one. It may be a good idea to start with a small group and produce a report.

DM said that when they ask the companies to be a member of the society, they answer that they are confronted similarly by many other societies. There should be at least one person within the company who should be interested in what WCTR are doing. ADM asks if he wants a decision before January. YH will organize a group activities and ADM said that some electronic approval may be necessary.

<Action: DM, YH>.

5. Publicity

5-a) Web and Newsletters (YH, Editorial Team: MK, PK, DC)

This issue was already discussed in the scientific committee. MK gave a small summary. The newsletter is well designed. The secretariat in Leeds will be responsible to put the newsletters to the web. ADM said that there are 3 parts: Web team, secretary and web technicians. The web technicians will work at Leeds to make changes in the web site.

<Action: ADM>

5-b) Appealing WCTRS/Dupuit etc. prizes and TP prize (SJD, RV)

<Action: RV, RM, MK>

5-c) Linkage with Elsevier Web (SIG info, event info, WCTRS-Y, etc)

Our prizes are not well known to others. What can be done? RV said that both of the two journals have a link to WCTRS. The information that is given there is important. Transport policy prize should be more highlighted.

<Action: RV, RM, CP, MK>

5-d) International Liaison (RM, SP, KM, JO)

There should be a page in the web where international relations will be highlighted. It is necessary to make more visible what WCTR is doing in other events. RM said that they distributed a summary of the activities to the STC members. SP mentioned about the special sessions that they organized with TO at ITF. AK informed about the climate change issue and the collaboration opportunities with the world bank.

<Action: SP, YH, TO>

6. Conference and publication

6-a) Progress on WCTR2016 Shanghai (Non-scientific matters) (HP)

HP has presented at the scientific committee. He gave the schedule of **14th WCTR Shanghai** to be held on **10-15 July 2016**. There will be two afternoons for technical visits. Sunday will be the young initiative congress. ADM asked if we have to approve the proposed fees for the conference now or January. YH said that it will be necessary to agree the membership fees by January. We could increase the fees by up to 25 percent. Society membership fee and registration fees should be decided together.

<Action: YC, ADM, YH>

6-b) Selection of CMS and negotiation with bidder (ADM,MB, FU)

ADM gave the summary about the process of CMS approval conducted so far (page 78). MB, ADM and FU had an initial meeting and they are at the point where they can recommend approval[cannot understand!!] but there are still some points to be negotiated. A legal advice is taken. The signature will be at the beginning of September. Detailed document is already sent to the STC members. They should read it and give information to ADM. ADM asked if it is possible to spend 11 or 12 hundred euros for the final checking? YC said that we have enough budget for this. The STC agreed on this.

*<Action: **ADM**>*

6-c) Site Selection for 15th WCTR 2019 (AH)

AH informed the STC that the SSSC has found that the four bidders, who submitted Preliminary Proposals, before the announced deadline, were found eligible to present their bids in Lyon in the session that will follow this meeting taking place in the same room between 15:00 hrs to 19:00 hrs. Those are from Gothenburg, Vienna, Toulouse and Bombay. The colleagues from Calgary though expressed interest they did not submit a Proposal. AH invited all members of the STC to attend this special session of the presentations in order to incorporate their views when deciding on the short listed bidders to be invited to submit Final Proposals for the Jan 2015 meeting in Washington, DC.

The above mentioned session was held as planned and extended until 19:40 hrs. Fifteen colleagues of the STC were able to attend in the start of the session and only eight remained until the end as well as YH and the SSSC colleagues AH and SJD. The four presenters were treated absolutely equally in the time slots given to each for the presentation and the Qs & As period. After the end of the presentations, a closed discussion was held between the STC members when AH and SJD asked each member to give his/her impression, etc. Later the SSSC exchanged heavily with those colleagues representing the STC and a unanimous decision was reached after a detailed and thorough reporting on the reasons: “short list and invite Bombay & Gothenburg to submit Final Bids in a special session in Washington DC, Jan 2015 and apologise to the colleagues of Vienna and Toulouse”. The two short listed candidates will receive comments from the SSSC by the end of Sept 2014 to enhance their final bids in view of: the submitted preliminary proposals, Lyon presentations, the discussions with the STC after the presentations, views of the SSSC and the bidder’s level of observance of the advertised Site Selection Criteria.

*<Action: **AH and SSSC**>*

7. Society Management

7-a) Society finance and budget plan (YCr)

(p. 104) YC said that WCTR is in a comfortable situation. More than 10,000 Euros from Brasil. The money was transferred from Brasil to Italy and further to France to eliminate tax. However, he said that the secretariat charge will be higher at Leeds.

7-b) Audit (AM)

AM has realised the audit and approved that the financial statement presents the real structure of the budget of the society.

7-c) New Secretariat (YH, ADM)

ADM said that he made an appointment for the new secretary . There is already one candidate. If there are doubt there is an open position to apply. **<Action: ADM>**

8. Education

8-a) WCTRS Young Researchers Intuitive, WCTRS-Y Edition-2 (AH)

AH draw the attention that this Initiative is abbreviated as WCTRS-Y and not WCTR-Y; and that Edition-2 will be similar to Ed.-1 and consist of the one-day conference (Y-I), the four PhD Students' Grants (Y-II) and the Online Facility (Y-III) for WCTRS young members. As decided by the STC meeting in Jan 2014 for Ed.-2, the PhD student grants will remain the same as in Rio with a total of Euro 10000, the honoraria for the three volunteers of Y-I will be Euro 3000 and for the two volunteers of Y-III will be Euro 1000. AH then asked about the arrangement during the transition period of the secretariat as all the applications will be handled though the Website. ADM said that they will maintain the current website until March. As for the fees for the new applicants, the STC decided to keep the membership fee for the potential new young applicants who will want to join WCTRS-Y equal to half amount (1 and ½ years) similar to those who will apply for the period Jan 2015 to 31st May 2016 even if they apply before 31st Dec 2014 and that they will pay the same fee as that for the half period before Rio 2016 (Jan 2012 to 31st May 2013).

<Action: AH and Secretariat >

8-b) WCTRS-DL(Distance Learning) (WR)

WR made a summary of the WCTRS-DL activities during the last years. Having had workshops in Istanbul twice, in the first one, 1) the roles and responsibilities of the host university and WCTRS are defined, and 2) tentative study program is provided, and in the second workshop 39 logistics issues were detailly examined.

WR proposed to establish a Sub-Committee and an Advisory Board on WCTRS-DL with the following names suggested: Sub-Committee: Rosário Macário (Chair, assisted by Vasco Reis), Michael Browne, Dilay Celebi, Gernot Liedtke. Advisory Group: Werner Rothengatter (Chair), Yücel Candemir, Ali Huzayyin, Yoshi Hayashi, and Füsün Ülengin, Romulo Orrico, Haixiao Pan and Dinesh Mohan.

YH suggested changing the name of the task group ("sub-committee"), since it refers to permanent bodies in the organization. WR claimed that the task requires serious works, strong commitment and a dedicated backing through the STC such that it needs to be treated by a sub-committee. He added that the issues of the sub-committee can change over time (further study programs, other host universities) which will require appropriate adjustments of tasks and memberships . YC commented that this is a risky activity but WCTRS has to take this risk to observe the returns, and this definitely requires a sub-committee. AM suggested to agree on this initiative now, and expect a report in every meeting.

YH agreed with establishment of the "Distance Learning (WCTRS-DL) Sub-Committee" and STC approved the suggested members of both bodies and with establishing a section of the WCTRS website for WCTRS-DL.

<Action: RM, WR >

9. Schedule for actions

The following time guideline is set up for STC members' actions:

- 15 November : Intermediate report on each action is requested to be sent to Yoshi
- 15 November - 10 December: Comments on Intermediate reports by all STC members
- 10 December – 8 January: Finalisation of reports
- 8 January: Submission of final reports to Yoshi for editing the materials to be tabled in the Washington meeting

10. Date and venue for next meetings

14(Thu) January 2015 in Washington at Cosmos Club

- 8:00 - 9:45 Editorial Board meeting of Official Journals
- 10:00-12:30 Scientific Committee meeting/
- 2nd Round Interview of Bombay & Gothenburg for Final Bids in a separate room
- 12:30-13:30 Sandwich Lunch
- 13:30-16:00 Steering Committee meeting

President Reception on 13(Wed)

- 18:00-19:30 somewhere at the Walter E. Washington Convention Center or nearby (Room to be announced)

<Action: JG, JN-B>