



Minutes of STC Meeting at Washington

Date : 15 January, 13:00 – 16:00
Venue : Cosmos Club, Washington,D.C.

Boltze, M. (MB)	Stone, J. (JS)**	Jara-Dias, S. (SJD)
Ülengin, F. (FU)	Musso, A. (AM)	Madanat, S. (SM)
Çelebi, D. (DÇ)*	Pringle, C. (CP)*	Hayashi, Y. (YH)
Dablanc, L. (LD)	Perkins, S. (SP)	Huzayyin, A. (AH)
Candemir, Y. (YC)	Gifford, J. (JG)	May, A,D (ADM)
Crozet, Y. (YCr)	Vickerman, R. (RV)	Pan, H.(PH)
Macario, R. (RM)	Jare-Diaz, S.(S, J-D)	Oum, T. (TO)
Marsden ,G. (GM)		
Krueger, P. (PK)*		

*observer

** secretary

Apologies:

Bonnafous,A.(AB), Dresner, M.(MD), Mohan, D. (DM), Miyamoto, K.(KM), Orrico, R.(RO), Rothengatter, W.(WR), Tzieropoulos, P.(PT)

Attended only SCC:

Kopp, A. (AK), Oh, J.

1 Minutes of STC Lyon meeting in 22 July 2014 (YH)

The minutes of Lyon are approved.

2 Arising Issues: Second term of President

AH gave information about the rules. He said that according to the rules, the position of president can be renewed once. We should select a nomination committee who will come up with their recommendation if Yoshi does not want to continue after Shanghai. YH said that by the help of Manfred and all the others the society is changing and he expressed the will to continue if there is no objection from the STC members. YH left the room asking ADM to chair on this topic. JG said the process should be revised to be gentler. TO asked what was the procedure used for ADM. ADM said that a nomination committee was established and they asked ADM if he wanted to continue. AH said that we have a new procedure for nomination. RM mentioned that to ask the STC chair his opinion to continue only after one year and a half seems to be very soon. She suggested to change this rule. ADM said that, as there are no questions about Yoshi's second term, he proposed that STC submit a recommendation to the General Assembly to accept YH to continue as President for a second term (2016 -2019) and that ADM, YH and AH should come up with a proposal for a more considered approach for the nomination in the next term starting from 2019. This was agreed unanimously.

<Action: ADM, YH, AH>

3 Conference and Publication

3.1 Selected Proceedings of WCTR Rio (RM)

RM explained that Rio selected proceedings had only just been prepared and were being transferred to Leeds secretariat. The new secretariat should check if the files are complete and permit searching. Subject to this they will place them on the website and announce to all WCTRS members.

<Action: ADM and JS>

3.2 Progress on WCTR 2016 Shanghai (Non-scientific matters) (HP)

HP introduced the schedule of the conference (see page 11 of tabled material for details). He mentioned that there will be many rooms available for the conference. He has also introduced the financial plan (see page 14). They did not make major changes from the initial proposal. There will be three categories: Delegates from Group A (developed countries), Delegates from Group B (intermediate countries) and Delegates from Group C (developing countries). MB asked if the cost to edit and publish the Selected Proceedings is included and HP answered that it was. Depending on the negotiations with Elsevier, approximately \$20 per individual will be spent for the Selected Proceedings. For the gala dinner €60 will be charged in addition. HP said that a dinner in international standard service would cost more. ADM

asked how the classification of Groups for different fees are made. HP mentioned that the membership categorisation is made based on UN categorisation. YH asked to have consistency between the conference list and UN categorisation.

HP explained a three-tier structure of the local organizing team: Local Organising Committee (President is Prof. Gang PEI, President of Tongji University), Local Scientific Advisory Committee and the Conference Directorate (CDT, see page 18 for detail). YH said that the domestic people from different universities/organisations and various fields should be involved in the conference. JG said that China Transportation Association should be part of such an involvement .

TO asked if they took into account the risk of Euro devaluation. YCr said that the currency may be adopted to keep the money close to Chinese currency which moves almost proportionate to American dollar. MB asked if such a change will have an implication on the part that will be paid to Elsevier. ADM said that there will be an exchange in between for this purpose. JG underlined that it is less risky to pay in dollars. SM agreed. MB said the conference rate in dollar will be more secure. Therefore he suggested to express both conference and membership fees in US dollars and propose it to Elsevier. It was agreed that ADM, YC, AH and YC should check that there was no reason not to switch to US dollars. Subject to that, a new pricing structure in US dollars would be agreed and disseminated. MB informed that it was agreed with Elsevier to inform them about the pricing structure by end of January, at the latest, to open the registration for the conference on the website.

<Action: ADM, YCr and YH>

3.3 Site Selection for 15th WCTR 2019 (AH)

AH said that LD wanted to resign because of a new conflict of interest. AH asked AM to take her role. According to the procedure, the results of the preliminary bids were specified at Lyon (4 sites at that time), then the steering committee comments were incorporated in September and the final bid presentations today were 40 min presentation and 20 minutes for questions. SJD and AH suggested that each of the two sites should be reinvestigated in terms of logistics, infrastructure and budget. According to the rules, the site selection committee will send their comments to the candidate venues to see how they will respond to these comments. In Shanghai they will give their recommendation for approval by the steering committee. In January 2016 there will be the signing of the memorandum of understanding. AH underlined that both of the two candidates were losers before. Therefore they have to be very carefully evaluated.

<Action: AH, SJD and AM>

4 Publicity

4.1 Newsletters

The second newsletter preparation is almost done. PK has already explained the current situation in detail to the Scientific Committee. No additional information to give at the STC members.

<Action: PK, MK, DÇ>

4.2 Leeds headquarter Web-site (PK, ADM)

The details were given at the Scientific Committee meeting. See 6.2 below for a fuller discussion.

4.3 Linkage with Elsevier Web (WCTR Shanghai 2016, SIG info, event info, WCTRS-Y, etc) (MB, Philip Krueger, ADM)

The details were given at the Scientific Committee meeting. No additional information at STC committee

4.4 Appealing WCTRS/Dupuit etc. prizes and JTRP prize in official journals(SJD, RV, RM)

YH said the value of the wctrs prizes are very high in a way that only one or two papers are selected as WCTRS prize. He asked if the editors in chief can provide information about the prizes in their journals. RV said that this is an open question. It is decided that the banner of the conference and of the society should be put to the two journals in electronic and paper persions in order to attract people.

MB said that he was using the banner of WCTR 2016 Shanghai in his email signature. He underlined that it is possible to copy it from his mail. He also underlined that we have many marketing materials and he asked the Steering Committee members to distribute them as widely as possible.

<Action: RV, RM, all STC Members>

5 Society Membership and Marketing

5.1 WCTRS Leaflet: Translations to various languages (MK, LD)

YH and MK prepared the English version of the leaflet. Some CARS have translated it to local languages. The good starting point will be to have all people to have access to all the translations. LD said that we need to standardize the format with a professional input and she asked if we have a budget for this. YH will talk with ADM to decide on this

<Action: LD, YH, ADM>

5.2 Scheme for increasing individual membership via CARs (KM, LD)

LD said that we have currently 900 members. Some of the countries such as Russia and India, South Africa are not well represented. China has only 20 members. We need also a very special focus on Africa. We will ask Marianne if she can strongly promote in Africa otherwise somebody else should be assigned. SIGs are important to attract new particiapnts. They have attracted more than 200 members[Manfred: please check the number]. The call for abstracts will lead to an increase in the number of registrations. Therefore the CARs should be active to send the call for abstracts. We especially need to activate the African CARs. LD has prepared a letter (see Page 28). The mailing address should be changed from Lyon to Leeds. The senders should be the names of WCTRS President, SCC Chair and CAR. We have to send out

this as soon as possible, attached with newsletter and leaflets, both in English and local language. RM said that she can contract Portuguese speaking people.

LD, JS and ADM had had an extended discussion about ways of boosting membership. These are listed on p44 of the briefing materials, and were agreed by STC.

<Action: LD, KM, JS, the CARS>

5.3 Institutional Membership (DM, YH)

YH said that at the Lyon meeting the criticism was that WCTR will be too much commercialized if the originally proposed plan was introduced. Therefore DM and YH proposed a new scheme named “Organisational membership” (see details in pages 33-34 in tabled Material) which consists of two separate categories 1) Organisational member (fee is 8 times of individual members and gives 10 individual memberships), and 2) Supporting member. AH mentioned that according to the WCTRS regulations the members can be individuals, special enterprised members and organisational members, though now the number of organisational members is zero. It was decided therefore to introduce a second category which is named “Supporting Organisational member”.

ADM is concious about the operational aspect of this proposal for the secretariat. He stated that he needs a couple of months to specify this.

JG said that there are restrictions on the activities that the organisational members can do in USA. GM underlined that the lifetime membership should be considered very carefully. MB mentioned that after 10 years these memberships may be considered as a burden for the society, especially if they include financially relevant benefits (such as free booth at the conference). ADM said that they will need to review the operation and come back to the Steering Committee before the Shanghai meeting.

YH suggested that the “Organisational member” status should be specified and start as quickly as possible while “Supporting Organisational member” could start later after examining the priveleges are feasible. YH/DM and ADM/JS will review the operational requirements and report back to STC.

<Action: YH, DM, ADM>

6 Organisation and Management of WCTRS

6.1 Continuity of legal headquater (ADM, YCr, PT)

As mentioned in Lyon, Panos will retire in 2016 and he has found as the successor, Prof. Michelle Bierlaire from the Lausanne university, the Head of EPFL’S Transportation Center and head of the TRANSP-OR Laboratory.(see the details on page 35). STC favoured this continuous responsibility of EPFL for legal headquarter. YH said Panos may continue for a while together with his successor. He will let them decide. We may invite one as observer during the transitional stage.

<Action: YH >

6.2 Start of Leeds secretariat (ADM)

YH said that the Secretariat is moved to Leeds. The new secretary, Jennie Stones, is introduced.

ADM mentioned that JS had started as Secretary. JS and ADM will work immediately on the web site issue. They tried to retrieve data from the database of Lyon. PK will visit Leeds to check the website and collaborate on this issue. The intention is that all those who enter Lyon website are automatically directed to Leeds website. One issue which remains to be resolved is restrictions on access. It is preferable to use the same restriction used in Lyon because otherwise there will be additional costing. The STC members agreed on this. ADM outlined the expected sequence of events:

- JS, ADM, PK will check content on the Leeds website, which will go live by 23/1
- the Leeds website team will then implement access restrictions
- users of the Lyon website will be diverted to the Leeds website
- subsequently JS will review content in fuller detail with owners of individual pages, and seek direct access for them for editing purposes
- PK will prepare a revised specification for website enhancements, which will be circulated to STC for comment
- on this basis, ADM/JS will seek quotes for the enhancements and seek STC's approval by 28/2
- the aim is to have the enhanced website in place by the Shanghai meeting.

STC discussed the problem of the wctrs.org website. Jean-Noel had reported that this had been hijacked four years or so ago; however, it now had some current information. ADM/JS would investigate ways of closing it down. They would only seek a generic website domain once this had happened.

ADM said that they will need a young member to take responsibility for facebook. DC is volunteer for the social network. MB said that it should be coordinated with Elsevier team. ADM also underlined the importance of putting the archived material to the web (see the details on pp 36-39).

<Action: ADM, JS, PK, PC>.

6.3 Society finance and budget plan (YCr, ADM)

YCr said that the situation is good (see details on page 14). A final payment of 5,900 Euros had recently come from Rio. Therefore the budget will cover all the expenses for a two-year period. Therefore he suggested to keep the same level of membership fee and he said that he will transfer the money to Leeds.

6.4 Membership fee (ADM, YCr)

ADM explained the current situation on fees as well as the proposals for the membership fees (page 43). It is possible to make an increase of up to 20% . YH said that we need such an increase in order to allow new initiatives such as hiring more expert people for the website preparation, archive making etc.

YCr suggested to propose \$50 /year rather than €40 /year We will explain that we are changing the currency. YH proposed \$160. However YCr said that it is not possible to divide it by three. LD also mentioned that the previous suggestion is simple and phycological. Therefore it is decided to use \$150 for regular members, \$90 for members from developing countries and \$60 for students.

<Action: JS, ADM>

6.5 Establishing Publicity Subcommittee (YH)

YH mentioned that the editing newsletter and website are conducted by Editorial team consisting of young members. YH proposed to establish a new subcommittee for publicity to give a higher power to request articles and contents to meet the increasing need to promote membership in the framework of STC. The chair should be a member of STC, and thus YH asked Laetitia to take the role, who has been working intensively as supervisor to the Editorial team. The members consist of five members at the starting; Laetitia: Chair, Editor-in-Chief: Masanobu, Editor in charge of WCTRS Website: Philip, Newsletter: a new appointment to be confirmed, Dilay: Social Media (Facebook,etc.).

LD and YH will choose a suitable person for newsletter as a replace of Dilay, current responsible person.

<Action: LD, YH, ADM, MB>

7 Committee Structure and Membership

YH explained the revised structure of STC; 1) Directorate under the management of Secretary General and 2) Scientific Committee under the management of SCC Chair. YH mentioned WCTR-Y and DL will move from Directorate to SCC in the future. MB favoured to be relocated after WCTR Shanghai. YH and STC agreed.

YH asked the list of EB-JTRP membership from the journal editorial board. RV said that he has already sent to YH and that the editorial board membership issue is, in reality, under the responsibility of the editors, who advise SCC and STC of any planned changes. YH accepted this and told that it is important for STC members to know who editorial members of each official journal are.

In the Steering Committee, it is necessary to decide on replacing one of the editors (Society editor). Asish Verma, Assistant Professor at IISC Bangalore, India was proposed and approved to be the new editor for special issues.

RM mentioned that the process of finding two successors for associate editors of the journal of Case Studies in Transportation is undergoing. The candidates are Zong Tian (USA) and Doina Olaru (Australia). RM is requested to provide the current list of CSTP editorial board.

<Action: RM, RV, MD>

8 Education

8.1 WCTRS Young Researchers Initiative, WCTRS-Y Edition-2 (AH))

AH said that we have currently 40 applicants. The applicants will be eligible for publication in addition to prize. He asked STC members to inform their PhD and post doctorate students on this issue. MB said that the CMS has a clear process and that several things are already fixed. It will be difficult to integrate WCTR-Y to the CMS. For example, the deadlines should also be coordinated. We have to work on this urgently. MB said that if there is no need to integrate the processing of abstracts and papers then there is no problem of having different deadlines. AH said that he is right. They both will think about it.

<Action: MB, AH>

8.2 WCTRS-DL(Distance Learning) (RM)

RM mentioned that the subcommittee is working. The proposal concerning the funding as well as the program will be finalized and will be given for approval to the STC. YC said that FU and YC are in the advisory committee. DC mentioned that the EMIT assembly is conducted in Turkey where the information about WCTR-DL is shared. We have the support of that side as well. RM is gaining significant support from the industry. YC said in order to get collaboration from the industry, he will prepare an ad hoc committee with FU.

<Action: RM, DC, YC, FU>.

9 International Liaison

9.1 ITF (SP)

SP gave information about the ITF summit , a new corporate board with WCTRS in ITF that will discuss the future projects with the companies.

9.2 TRB (JG, JO)

JG said WCTR has a location in TRB meetings for 10 years. Additionally the fact that Dan Sperling will lead TRB may be a good opportunity for us to collaborate. YH said that George Gioannapoulos will also help on this issue as Co-Chair of International Cooperation Committee.

9.3 EASTS (KM, JO)

YH mentioned that there will be special sessions at the Phillipines meeting to be held in 11-14 September in Radison Blu Hotel, Cebu, Phillipines. He will ask KM to inform the STC members by e-mail.

<Action: YH, KM, JO>.

9.4 CODATU (KM, AH)

RM mentioned that the new CODATU meeting will be held in Istanbul and several STC/SCC members will attend the meeting to organise special session by SIG H5 (Co-chairs: Kazu Miyamoto and Varameth Vichiensan) and panel by Presidents of CODATU, WCTRS and EASTS by Kazu.

9.5 WB (AK)

YH will take information from AK. RM mentioned that there will be 2 events within Turkey, 1 event in South America and plenty of other organisations.

<Action: AK, YH>

9.6 Others (SLoCat, NECTAR,etc.) (ADM, YH)

Although it was not mentioned at the meeting, WCTRS continues cooperations with SLoCat (CLimate change NPO) and NECTAR. The joint session proposal of special session has been proposed by Karst Geurs, Chair of NECTAR. He is requesting a reduced registration fee for participants from a partner organisation. This will be taken and decided by ADM, YH and PH.

<Action: ADM, YH, PH>

10 Date and Venue of the Next Meetings

Shanghai, Tongji University – Jun/Jul 2015

Mon 29 Jun 2015	Morning: SSSC, any other meetings [AH to decide the time] Afternoon: Visit to Conference Sites at Tongji University
Tue 30 Jun 2015	10:00-12:30 h SCC 13:30-16:00 h STC
Wed 1 Jul 2015 + Thu 2 Jul 2015	SIG Meetings and Seminars

Washington, D.C. – Jan 2016

Thu 14 Jan 2016	08:00-09:30 h Editorial Boards 10:00-12:30 h SCC 13:30-16:00 h STC
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Shanghai, Tongji University – Jul 2016

Sat 09 Jul 2016	14:30-16:15 h Editorial Boards 16:30-18:30 h STC
Sun 10 Jul 2016	08:30-10:30 h SCC

Wed 13 Jul 2016	13:30-15:00 h Price Sub-Comm
	15:30-17:30 h STC (new)
Sun 10 Jul 2016	WCTR-Y
11-15 Jul 2016	WCTR

SIG joint conference [TO , PH: collect proposals and organise the conference]

. <Action: PH, TO, MB, YH >