**WCTRS Steering Committee Meeting**

**Wednesday 3rd February 2021**

3pm-6pm Greenwich Mean Time

**Held virtually via Zoom**

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| **D R A F T**  **MEMBERS**   |  |  |  | | --- | --- | --- | | Tae Oum (Chair) | Haixiao Pan | Raghu Raghuram | | Ali Huzayyin | Hideki Nakamura | Roger Vickerman | | Anming Zhang | Holger Dalkmann | Romulo Orrico | | Antonio Musso | Hongchang Li | Rosario Macario | | Aseem Kinra | Jose-Luis Irigoyen | Sergio Jara-Diaz | | Ashish Verma | Krishna Rao | Shaoxuan Liu | | Catherine Morency | Laetitia Dablanc | Shinya Hanaoka | | Chunyan Yu | Lori Tavasszy | Steve Perkins | | Emma Pickering | Maria Attard | Susan Shaheen | | Fusun Ulengin | Martin Trepanier | Yafeng Yin | | Gopal Patil | Martin Dresner | Yoshi Hayashi | | Greg Marsden | Masanobu Kii | Yücel Candemir | | Haijun Huang | Pierluigi Coppola |  |   **OBSERVERS IN ATTENDANCE**   |  |  | | --- | --- | | Binyam Reja | Jose-Holguin Veras | | Changmin Jiang | Junyi Zhang | | Chuntao Wu | Kun Wang | | Erin Lee | Niraj Harjani | | Guowei Hua | Pushpa Choudhary | | Gayathri H | Tatiana Sansonova | | Helena Cybis | Varamath Vichiensan |   **APOLOGIES**   |  |  | | --- | --- | | Chikage Miyoshi | Marianne Vanderschuren | | Jaehak Oh | Tony May | | Jonathan Gifford | Trevor Heaver | | Michel Bierlaire | Werner Rothengatter | |

**Matters before the Meeting**

1. **New STC members**

In October 2020, Tae Oum nominated Professor Yafeng Yin (University of Michigan), Professor Hong Chang Li (Beijing Jiaotong University) and Professor Chunyan Yi (Embry Riddle Aeronautical University) to become full members of the STC. Members were asked to vote by online ballot and email. All three nominations were confirmed, with the following results.

Yin- 24/24 votes

Li- 22/24 votes, 1 vote against, 1 abstain

Yi- 23/24 votes, 1 abstain

In January 2021, Tae Oum nominated Professor Raghu G. Raghuram (National Rail and Transportation Institute, Vadodara), Professor Aseem Kinra (University of Bremen) and Dr Chikage Miyoshi (Cranfield University) to become full members of the STC. Members were asked to vote by online ballot and email. All three nominations were confirmed, with 23/23 votes for each candidate.

1. **New SCC members**

In January 2021, Lori Tavasszy nominated Professor Junyi Zhang (Hiroshima University) and Professor Aseem Kinra (University of Bremen) to become full SCC members. STC members were asked to vote by online ballot and email. Both nominations were confirmed, with 26/26 votes for each candidate.

1. **Secretariat Evaluation Committee**

On 4th January 2021, Tae Oum launched a call for Expressions of Interest for Institutions to host the WCTRS Secretariat from January 2023, with a deadline of 18th January 2021. After this deadline, he nominated Professor Greg Marsden (University of Leeds/ Current Secretary General), Professor Susan Shaheen (UC-Berkeley) and Professor Martin Dresner (University of Maryland) to form the Secretariat Evaluation Committee.

1. **Education License Initiative**

On 29th October 2020, Tae Oum contacted all STC members by email to ask them to vote on the approval of the redrafted WCTRS Transport Analyst (and Supply Chain Management) Education and Licence program plan. This redraft was done following a number of questions and suggestions were raised at the STC meeting in June 2020, and was informed by surveys that were sent to prospective students of the programs in China and in the rest of the world.

26 out of 34 eligible STC members voted.

22 voted to approve, 3 voted against approval, and 1 voted to abstain.

**Meeting**

**1. Site selection for WCTR 2025 (Ali Huzayyin): 15 min**

a. Update on Progress (Ali Huzayyin; Antonio Musso, Sergio Jara-Diaz)

This item was for full members of the Steering Committee only, as it related to the process of selecting the site of the next WCTR, which at this stage is confidential.

**2. Minutes of STC meeting Friday 26th June 2020 (Greg Marsden, Tae Oum): 5 minutes**

Ali Huzayyin raised a query about the minutes, and was in contact with Emma Pickering after the meeting to provide corrections.

All of the actions for the previous meeting have been concluded, are included on the agenda of this meeting, or have been deliberately postponed due to the Covid-19 pandemic.

**3. President’s Matters: 50 minutes**

Tae Oum welcomed the new members of the Steering Committee, and gave a special welcome to the members of the Secretariat Evaluation Committee.

a. Task Forces Update - Tae Oum

* + 1. Covid-19 (**Yoshi Hayashi**; Tae Oum): **10 min**

Yoshi Hayashi informed members that after the COVID-19 Task Force was formed in April 2020, the activities began with the preparation and release of policy recommendations to national governments and international organisations. In May-August 2020, people were requested to act as Country and Topic Representatives to survey the impacts of Covid-19. In Sept-Oct 2020 calls for papers for two Special Virtual Issues of *Transport Policy* were prepared, one on passengers and one on freight transport, logistics and supply chains. The Task Force also proposed of a hand book in the WCTRS/Elsevier series about pandemics and their impacts on transportation, which has been accepted and has an expected publication date of June 2021. This is not an academic but a policy orientated document.

The Task Force held the first conference on the pandemic in the transport sector, which was held entirely online from 7th-11th December 2020. The e-conference lasted for 5 days, with 60 presentations given in two sessions a day, each with six presentations.

Yoshi Hayashi thanked Junyi Zhang for his hard work on the Task Force Activities, and Tae Oum thanked them both.

* + 1. Subway Benchmarking (Xiao Luo/**Haixiao Pan**, **Pierluigi Coppola**, Yoshi Hayashi/Tae Oum): **10 min**

Haixiao Pan informed members that some preliminary information on the performance and efficiency of the metro systems in cities in China has been gathered, and provided a sample of the data. Haixiao noted that Tae Oum has suggested the methodology that is being used, which is the Multilateral Productivity Index. Comparisons will be made with data from Europe and other areas. The Task Force is also studying the characteristics of Metro passengers.

Tae Oum noted that there had been some delays, but now the work of the Subway Efficiency Benchmarking Taskforce is well underway, and there will hopefully be some results by the end of the year.

Pierluigi Coppola reported that a collaboration has been established with the Association of European Transportation to contribute to the Benchmarking Taskforce. The AET has started with a database including data from 40 major European cities from 2011-2018, and has been enriching this database with support from the European Metropolitan Transport Authority. The AET will then start applying the Multilateral Productivity Index model, and hope to have some results for the next meeting.

* + 1. Education & Licence Initiative (Tae Oum; Martin Dresner, Guowei Hua/Hong Chang Li, Yafeng Yin, Aseem Kinra): **10 min**.

Tae Oum introduced Martin Dresner and Guowei Hua as the Co-Chairs of the Taskforce, with advice from Beijing-Jiaotong University (BJTU), and with Hong Chang Li, Yafeng Yin and Aseem Kinra making major contributions.

Tae stated that at the June 2020 meetings of the SCC and STC some serious questions were raised about how the Education License Programs. A Call for Expressions of Interest was launched for other institutions, but there were no responses, so BJTU has been selected. BJTU will take on the financial responsibility of recruiting and paying up to eight instructors for the courses. WCTRS will receive 10% of revenue from the first year, 15% from the second year, and 20% from the third year onwards. From the second year, the WCTRS will provide some compensation to the major contributors to the Task Force.

The Task Force has around 26 members, of which about half are from the WCTRS SCC. There are 6 members from the BJTU, led by Guowei Hua. The Steering Committee includes the Co-Chairs, Hong Chang Li, Yafeng Yin, Aseem Kinra, Anquiang Huang and Kun Wang.

Martin Dresner reported that Aseem Kinra and Yafeng Yin led sub groups who developed topics to be included in the capstone courses. BJTU have been given these topics, and will have the opportunity to make some adjustments, as the first cohort is most likely to consist of Chinese students.

Guowei Hua presented the task list for the first student cohort of the programme. This includes having the promotional literature completed by February 1st, the website to go live by March 1st, beginning students’ registration from April 1st, signing teaching contracts with teaching faculty for capstone courses by April 1st, and to complete the course syllabi and materials by August 1st. A progress report will also be presented to the WCTRS STC at the June/July 2021 meeting.

* + 1. Distance Education Sub-Committee: Progress Report (**Rosario Macario**): **5 min**

Tae Oum apologised that the Steering Committee has not previously provided full support to this initiative. There has now, however, been some progress.

Rosario Macario reported that the WCTRS’s partners at the Istanbul Technical University have now been able to secure sponsorship to launch a professional course, the ‘International Course on Logistic Management’. The first part of this pilot course has been successfully completed, and the second part will begin on 17th February 2021. The course is supported by the Turkish Association of Freight Forwarders.

Tae Oum invited Rosario Macario to comment from her experience on the Chartered Education & Licence Initiative. Rosario stated that the two initiatives are very different, and that there is a place for both within the work of the Society. She noted that there is currently a high demand for distance learning, particularly due to the COVID-19 pandemic, and for lifelong learning.

Tae Oum congratulated Rosario Macario on getting the pilot course underway, and thanked her for her hard work on this initiative.

1. Presidential Nominating Committee: **15 min**

This item was for full members of the Steering Committee only, so Tae Oum asked all associate members and invited guests to leave the meeting for this item.

**4. Progress report on WCTR2022 Montreal (Catherine Morency; Martin Trepanier; Greg Marsden): 20 min**

a. Conference contingency plans and alternative scenarios - Managerial and logistic matters (Catherine Morency, Martin Trepanier): **10 mins**

Catherine Morency gave some general context to the current preparations for WCTR Montreal. At the time of the meeting, Quebec remained in almost complete lockdown, with many companies that may have been able to act as sponsors facing financial difficulty, and uncertainties about future academic and professional travel. The team are therefore waiting for further information on when things such as regular travel may resume, and when companies may be in a better position to consider sponsorship.

The conference contract with the ‘Palais des congrès’ is secure, but is dependent upon a minimum food order and number of presential participants, which the conference team are currently negotiating. The team are currently in negotiation with the Palais about possible reductions to minimums and the number of rooms to be used. The team have also enquired about alternative dates in 2023, and there are some dates available.

The team is currently identifying hotel accommodations for attendees, and attempting to forecast how many will be needed, but do not foresee any issues, even if the conference goes ahead in 2022 and attendance numbers are uncertain, as there are numerous hotels in Montréal.

The conference team has compiled three potential scenarios for the Montréal conference.

1. Presential Only Conference in 2022

This would be the most easy to organise under the current terms of the contract with the ‘Palais des congrès’, although there may be issues with sponsorship. It would be the most interesting option for attendees, but it would be much less accessible, and would be a much smaller conference that would need to be budgeted accordingly. Canadian participants should be able to attend, and theoretically so should participants from Europe and the United States. However, the constantly changing nature of the pandemic makes this hard to predict, and there are currently significantly increased delays in the processing times for visa applications in Canada, which will make visiting incredibly difficult from some countries.

1. Fully online Conference in 2022

This option would make the conference accessible to all those who cannot travel to attend a conference, which should significantly increase the overall attendance. It could be a very cheap or very expensive option depending on what software is used. It will also impact the contract with the ‘Palais des congrès’, although some of the rooms could be used to host and record the online events. There will be issues with time zones differences for the international audience, which would effect the scheduling and length of the event.

1. Hybrid Conference in 2022

This will be the most costly and complicated format to organise. A fully hybrid conference will be very costly, and will be highly complex to schedule, which will result in a great deal of work. Catherine noted that this kind of conference is likely to become more common in future, and suggested that possible options could include 3 weeks of virtual activities based around a 5 day in person presential conference, which would take place in the second week.

Preliminary cost estimates for recording options include CAN $80,000 for 250 people in the plenary session (with social distancing) for four days, and CAN $60,000 for 50-75 people in a small room (with social distancing) for four days. It would be too expensive to record every room, even at a smaller conference. Connecting to a platform like Zoom might incur costs from CAN $5,000- $20,000. The team will be exploring other virtual conference solutions such as the one provided by EasyChair.

Catherine noted that there is a WCTR Montréal Task Force who are meeting regularly to discuss the different scenarios and the developing situation, who will make a recommendation to the STC on how to proceed.

b. Financial projections for the WCTRS under alternative Montreal Conference scenarios (Greg Marsden): **5 mins**

Greg Marsden noted that there were two costs to be considered; the costs of running the WCTR Montréal and the knock on impacts to participation and membership.

The financial balance for the Society at the end of 2020 was £181,083, with increased income from membership and Elsevier, and decreased staffing and meeting costs. There is a stable income from Elsevier, and costs could be saved if necessary by cutting back on some of strategic activities of the Society.

Greg presented a model for the Society income for the various scenarios for WCTR Montréal, and highlighted that the critical need for the Society was membership uptake.

Greg requested a general approval from the STC for the current budget, and stated that once decisions about the conference has been taken and the risks assessed, a more comprehensive budget would be proposed.

Tae Oum noted that particular efforts need to be made to prevent a 50% reduction in participation at the conference, and consequentially membership of the Society.

c. Marketing/promotion (Catherine Morency, Martin Trepanier): **5 mins**

The Conference Team are not currently promoting the WCTR Montréal, as it is currently unclear what the final format will be. The conference website is live and available, so as soon as decisions have been taken promotion will begin in earnest.

**5. WCTRS-Y progress report (Laetitia Dablanc) – 5 min**

Laetitia Dablanc thanked Catherine Morency and the WCTR Montréal their work in preparing the different conference options, and assessing how to go forward.

Laetitia reported that the WCTRS-Y is running to plan, with the call for particiation being launched in November 2020. The deadline for applications is 28th February 2021, so there are no details available yet, but Laetitia thanked all the STC members who will review applications in advance.

Tae Oum stated that Laetitia Dablanc has been doing excellent work in leading the WCTRS-Y initiative.

**6. Report from WCTRS Elsevier Journals meeting (Greg Marsden, Haijun Huang): 10 min**

Tae Oum noted that Greg Marsden and Tony May made the major contribution to

the negotiations with Elsevier.

Greg Marsden reminded members that an annual meeting is held in January with the President, Secretary General, the Editors-in-Chief, the Book Series lead and Elsevier to review the relationship.

Elsevier are very pleased with the progress of both journals in 2020. Each journal has seen an increase in submissions that is above average for the average journal in Transportation. In January 2022 the new contracts with Elsevier will begin (running until 2027). For *Transport Policy*, this will mean revenue generated by the amount of articles that are published: for *Case Studies in Transport Policy*, revenue will continue to be generated by downloads and subscriptions. Publishing will currently continue in a Hybrid format, with the opportunity each year to review the situation and propose a change to full Open Access. In this case, the Steering Committee would be consulted.

There are four titles published in the Book Series, with an additional title due to be published in March, and a proposal just accepted from the COVID-19 Task Force.

The Special Issue of Procedia from WCTR Mumbai has also now been published, with 293 papers. Greg Marsden thanked Fusun Ulengin and Ozay Ozaydin for their work on this issue.

Maria Attard presented the update for *Case Studies in Transport Studies* on behalf of Rosario Macario. Maria reported that submissions to the journal had increased by 60%, accepted papers had increased by 25% and published papers had increased by 50% in 2020. The review times have also been decreased, with the number of papers which are desk-rejected increasing.

Maria noted that there was a substantial increase in submissions from Asia and South America, but also a very high rejection rate of these papers, mostly due to poor English or a lack of quality data. This has increased the work of the journal.

Haijun Huang presented the update for *Transport Policy*. The journal published 189 papers in 15 volumes in 2020. The average desk rejection rate for papers was 61% with an average turnaround of 2.5 weeks: the average acceptance rate was 21%, with the average time from submission to final editorial outcome being 19.1 weeks. The journal received 1024 submissions in 2020, a 20% increase from 2019.

The journal CiteScore for 2020 was 6.5, and the 2019 Journal Impact Factor was 3.382, an increase on the previous year. The greatest number of papers were submitted from Asia.

Members of the Editorial Board were replaced in 2020, and the number of members of the Advisory Board were increased. Haijun noted that Ashish Verma’s term as Editor of Special Issues ended in December 2020, and a new Editor is being sought.

Greg Marsden and Tae Oum thanked Haijun Huang, Maria Attard and the teams involved on working on the journals in what has been a very difficult year.

**7. Report from Secretariat (Greg Marsden): 10 min**

a. Audit 2020 (Antonio Musso): **5 min**

Antonio Musso stated that he conducted an audit of the WCTRS finances for 202 based upon financial statements and bank movements, by comparing real outcomes with forecast ones, and a comprehensive list of payments and bank reconciliations. This audit was conducted under common auditing standards, requiring the examination of the documentation supporting the amount presented, and evaluating the overall financial statement. Antonio stated that in his opinion the financial statements fairly represents the financial situation of the Society. Antonio thanked Emma Pickering and Greg Marsden for their support and cooperation in collecting the information needed for the audit.

b. Conference fees (Greg Marsden): **2 min**

Greg Marsden thanked Emma Pickering for her hard work during her first year with the Society. He noted that she has accomplished a great deal during difficult circumstances and despite being new to the Society.

Greg noted that ordinarily the STC would discuss and agree the membership fees for the 2022-2025 period. The General Assembly at Mumbai gave the STC permission to increase the membership fees for 2019-2022 period by up to 20% should changes in the Society’s financial position require it. The fees, however, have not been raised since 2013.

One of the ways to reduce the risk of loss of membership would be to use the GA’s permission to raise the fees. Broadly speaking this would result in a $20,000 (USD) increase, which is not a lot in comparison to the annual income received from Elsevier. The increase in fees may also discourage members from joining, particularly if the conference proceeds as a hybrid or entirely virtual event. The Secretariat therefore recommends that a decision on membership fees is deferred until the format of the WCTR Montréal is confirmed. Comments and feedback were welcomed.

1. Website development (Emma Pickering): **3 min**

Emma Pickering reported that since the June 2020 STC meeting, the Secretariat sent a short questionnaire on website usage to all STC and SCC members, and to a random sample of half the current membership. There was a good response rate to this questionnaire, and the data was used, along with resources from the University of Leeds, to write a first draft redesign proposal. This draft was sent to the WCTRS website working group, which was formed from SIG leaders and recommended members. A second draft of the proposal was then sent to a colleague working in website design and management. The colleague hosted a two hour workshop in October 2020 for Emma Pickering and Greg Marsden to discuss the proposal in detail and to go through the process of approaching contractors for the project.

One of the main points that came out of all discussions was content management and navigation through the website, particularly for new or potential members. Emma therefore began going through the website and providing recommendations for edits and redrafts of content to those with responsibilities for different areas, such as SIG leaders. This process is still ongoing, and at the time of the meeting Emma was finishing a final proposal to be sent to the website working group for final comment, and then to providers.

Tae Oum noted that the websites of other major academic societies should be consulted for examples of good and best practice. He also thanked Emma Pickering for her work on the website, Emma and Greg for their work in the Secretariat, and Antonio for conducting the audit.

**8.** **Country and Regional Rep Council: 20 min**

a. Krishna Rao (India): **2 min**

Krishna Rao thanked Tae Oum for generating the CARs Council Initiative to connect with the Society members.

Krishna introduced the four CARs India members, and their task to retain as many of the over 346 current Indian members into the next conference cycle. He noted that Pushpa Choudhary and Emma Pickering had compiled an Indian Members mailing list, which will be maintained by Pushpa. The 120 members who signed up to this list provided their choices of SIGs to join, and the information will be provided to SIG chairs to induct them. Krishna also requested the help of Hideki Nakamura in encouraging the SIG Chairs to get these members inducted.

Krishna also reported that the India CARs were looking to increase their CAR representatives by two to help develop and run local WCTRS events.

Tae Oum thanked Krishna, and thanked Pushpa and Emma for their work on the Indian Members mailing list.

b. Haixiao Pan/Hong Chang Li (China): **2 min**

Haxiao Pan reported that the China CARs had diversified the channels for promoting the WCTR when the conference details are confirmed. The China CARs have been working with the CCTA, and while a formal agreement of cooperation is needed, future collaborations may include a Special Issue of *Transport Policy* and a special session at WCTR Montréal. Haxiao also discussed the possibility of created Chinese-language promotional and brochure materials for WCTR Montréal, although a person is yet to be assigned to this work.

Tae Oum thanked Haxiao Pan for his contribution.

1. Shinya Hanaoka (Japan): **2 min**

Shinya Hanaoka is the CAR for South East Asia, and is one of the representatives of EASTS (Eastern Asia Society for Transportation Society) the central Society for 19 Domestic Societies based in Asia and the Pacific. Shinya introduced the 9 Domestic Societies from South East Asia, of which the Societies in Indonesia, The Philippines and Thailand are the most active.

Tae Oum noted that the Domestic Societies would be a good resource for collaborations and extending the WCTRS membership, and thanked Shinya for his presentation.

1. Varameth Vichiensan (Thailand): **2 min**

Varameth Vichiensan noted that the Thai branch of EASTS is TSTS (the Thai Society for Transportation and Traffic Studies), and introduced the ATRANS (the Asian Transportation Research Society), another domestic society based in Thailand which has many senior and retired academics and government officers as members. The Engineering Institute of Thailand also has a Transport and Traffic Committee, which conducts research on these topics. There are study projects currently underway from all of these organisations.

Varameth noted that some members of these Societies participated at WCTR Shanghai and WCTR Mumbai, and should be invited to take part in WCTR Montréal as well. Holding the conference online will make it more accessible to researchers and students who cannot afford to travel to Montréal in person.

Tae Oum thanked Varameth for his presentation.

1. Romulo Orrico (Brazil/ Latin America): **2 min**

Romulo Orrico stated that the intention of the Latin America CARs was to disseminate all information about WCTR Montréal through the professional and scientific transport associations in their countries, and through their universities. Romulo drew member’s attention to the plans to hold a virtual meeting with all Latin America CARs to discuss plans for dissemination and for WCTRS sessions at regional conferences in Latin America.

Romulo also reported on the development of cooperation agreements between WCTRS and relevant and recognised Latin American Transport Associations in each country, to share information, promote events and activities, and organise workshops and sessions on themes of common interest.

Tae Oum thanked Romulo Orrico for his presentation and his work organising the cooperation agreements.

f. Jose Holguin-Veras (PANAMSTR) (Pan-American Society of

Transportation Research): **2 min**

Jose Holguin-Veras reported that the main goal of PANAMSTER is to foster transportation education and research across the Americas. The next conferences of the Society will be held in Lima, Peru in August 2021, in Guayaquil, Ecuador in August 2022, and then most likely in San Diego, USA in August 2023. The Lima conference will provide opportunities for engagement with WCTRS, such as the coordination of research efforts and scheduling of joint sessions.

Tae Oum thanked Jose Holguin-Veras for his presentation.

1. Marianne Vanderschuren (South Africa/ Africa): **2 min**

Marianne Vanderschuren sent her apologies, as problems with her internet connection meant that she could not present her report.

**9. Reports from International Partners (Tae Oum): 20 min**

a. **ITF** (International Transport Forum) (Steve Perkins): **2 min**

Steve Perkins reminded members that the main point of interaction between the ITF and WCTRS is the annual summit. The 2020 summit was postponed to 2021 due to the COVID-19 pandemic, and will now hopefully take place on 25th-26th May 2021 on ‘Transport Innovation for Sustainable Development’, with a strong COVID-19 element. This event is most likely to be a hybrid event, with virtual events taking place in the fortnight preceding the main summit. If the summit can be held in person then the Pre-Summit research day will be held on 25th May, but if it will be a hybrid event then the Pre-Summit will take place virtually on 13th-14th May. The authors of papers submitted for 2020 will be contacted about presenting, and the new call for papers will be launched in mid- February.

Lori Tavasszy confirmed that he would be able to act as the WCTRS correspondent for organising the Pre-Summit day again in 2021. Lori also noted that there are currently many projects on COVID-19 taking place through WCTRS, which would coordinate well with this event.

b. **TRB** (Transportation Research Board) (**Susan Shaheen**): **2 min**

Susan Shaheen reported that TRB re-organised last year, with the International Committee being transformed into the International Coordinating Council (ICC), of which Tae Oum is a member and the representative of the WCTRS. This provides good connections for coordination and cooperation between the two organisations, particularly for WCTR Montréal. Susan also noted that there were a number of ICC events at the TRB conference in 2021, including workshops on the impacts of COVID-19.

Tae Oum thanked Susan Shaheen for her remarks.

c. **WB** (World Bank) (**Binyam Reja,** Shinya Hanaoka, Jose Luis Irigoyen, Tae Oum): **2 min**

Jose Luis Irigoyen reported that following the difficult circumstances presented by the COVID-19 pandemic, the biggest challenge for the sector will be to come up with big ideas to address both climate change and the continuing fallout from the pandemic, particularly in countries facing financial constraints. He also commented that a policy-centred task force in the WCTRS is a good initiative, and the current priorities would be building back better, making logistics and supply chains more resilient, public transport and mobility, and cross-border activity to support economic recovery. The biggest transformation this year has been in the Asian infrastructure of the investment bank, with a corporate strategy being developed to address climate change and other issues. The WCTRS could play a role in helping developing the tools to support institutions with these issues, such as new appraisal methodology for project investment, and partnering with other organisations on project work such as the Urban Subways Benchmarking initiative.

Binyam Reja noted that there is now a new Knowledge Unit at the World Bank, meaning that now is a good time to discuss partnerships with organisations such as the WCTRS. The primary focuses of the Knowledge Unit are the decarbonisation of transport, which is a major agenda item for both developed and developing countries, especially in a post-COVID 19 world, and on what post-COVID mobility and green recovery will look like for developing countries.

The World Bank is hoping to set up Centres of Excellence at Universities in Africa to support policy makers and institutions, and is starting a publication series, which they would like to open to other societies and organisations.

Tae Oum thanked Jose Luis Irigoyen and Binyam Reja for their comments, and congratulated Binyam on his new role in the World Bank.

d. **EASTS** (Eastern Asia Society for Transportation Studies) (**Jaehak Oh**, President): **2 min**

Jaehak Oh was not present at the meeting.

e. **CODATU** (Cooperation for urban mobility in the developing world) (**Varameth Vichiensan**, Ali Huzayyin): **2 min**

Varameth Vichiensan noted that the CODATU conference was supposed to take place in November 2020, but has been postponed until 13th-15th September 2021 due to the pandemic. Ali Huzayyin commented that this conference would take place in Dakar.

Varameth also informed members that SIG H5 usually runs a special WCTRS session at the CODATU conference, and plan to do so again at the next conference

Tae Oum thanked Varameth Vichiensan and Ali Huzayyin for their comments.

f. Linkage with **UNFCCC-COP** (United Nations Framework Convention on Climate Change-Conference of Parties), **SLoCat** (Partnership on Sustainable, Low Carbon Transport) (Yoshi Hayashi, Holger Dalkmann): **2 min**

Holger Dalkmann stated that the COP26 was postponed due to the pandemic, and should now take place from 1st-12th November 2021. Holger also reported that SLoCat are currently running a number of different campaigns, including one on Transport National Determined Contributions, which all countries must submit as part of their National Climate Plans. SLoCat were also supportive of sharing the work of the COVID-19 Task Force on their website.

Work has begun on the WCTRS registration with the UNFCC, and work on developing and identifying opportunities to contribute to events will begin soon, particularly with the COVID-19 Task Force.

Tae Oum thanked Holger Dalkmann for his presentation.

1. **CCTA-WCTRS** collaboration issue (**Hong Chang Li**; Tae Oum): **2 min**

Hong Chang Li noted that the CCTA is a large national level organisation in China, with over 2,000 members. The Association is currently working to raise its international profile, which will provide opportunities for cooperation with the WCTRS. Hong Chang stated that it is important for the CCTA and WCTRS to draft and sign a strategic cooperative agreement.

Tae Oum thanked Hong Chang Li for his presentation.

1. Other possible initiatives

No other initiatives were discussed due to time constraints in the meeting.

**10. Publicity (Maria Attard, Ashish Verma): 10 min.**

a. Social Media (**Maria Attard**) – Facebook, Twitters, YouTube, etc **5 min**

Maria Attard noted the news briefings are managed by Emma Pickering at the WCTRS Secretariat. The news and information that are sent to the Secretariat then feed into the Society’s Social Media, including Facebook and Twitter, which is managed by Maria Attard. The number of followers on these platforms are continuing to grow. Maria also noted that the SCC discussed setting up a LinkedIn page for the Society.

Maria recommended that in the run up to the conference the activities on Social Media be increased, as it is the most effective way of quickly sending information, but that all information should also be sent to the Secretariat. In the run-up to Montréal there will also be a greater involvement of the Young Volunteers. Maria also noted that the Task Forces were very active on Social Media.

Tae Oum noted that Maria Attard was now in sole charge of Social Media accounts for the Society to prevent confusion or duplication in the future.

b. WCTRS Research Newsletter and handling member email requests – monthly (**Ashish Verma**) **5 min**

Ashish Verma informed members that he had been asked to lead the production of a monthly Research Newsletter by Tae Oum. He will be assisted in this by Gayathri H. Ashish noted that he had attended a meeting with Greg Marsden and Emma Pickering to discuss the potential contents and format of the newsletter. It was decided that the newsletter would be distributed in a HTML format to increase its accessibility for all readers, and that it would initially be produced on a monthly basis. Potential contents can include important grant opportunities, information about the research activities and outcomes of various Society groups, and research articles or blog pieces from members. The first issue of the newsletter will be distributed in late February 2021.

Ashish also informed members that at the meeting with the Secretariat a policy on emails and information circulation from the WCTRS was discussed, to help manage the number of requests that are received. Points that were discussed were formulating clear one-to-one understandings with partner organisations on the mutual distribution of information, to contact CAR and SIG members from different regions to verify information in cases of confusion or potential conflict, and to have a more regular news briefing sent out by Emma Pickering, unless a request was very urgent.

Tae Oum requested that Ashish Verma draft some proposals for a formal email policy for the next STC meeting.

**ACTION: Ashish Verma to draft some proposals for a formal email policy and email agreements with partner organisations**

**11.**  **Any other business**

Yoshi Hayashi commented on the remarkable progress of growing the Society membership in different regions, and the development of collaborations with partner organisations, many of whom were represented in the meeting.

Tae Oum thanked everyone for attending and participating in the meeting.