

**Region X – Transportation Consortium
May 14-15, 2007
Moscow, Idaho**



**Meeting Agenda
Idaho Commons, Clearwater Room
University of Idaho campus**

Monday , May 14		Tuesday, May 15	
11:30 am	Gathering	8:30 am	Distance education
12:00 noon	Lunch	12:00 noon	Lunch
1:30 pm – 4:30 pm	Pooled fund process Memorandum of understanding	1:00 pm	Roundtable: National education conference Student conference Research priorities Possible collaborations Next steps/next meeting
6:00 pm	Dinner Fireside Grill	3:00 pm	Optional lab tours

Possible Outcomes

Person #1

1. Collaborative research program and funding commitments.
 - what is process and timeline for RFP? and who is the lead?
 - is this "official," and are we really going to do something?
 - date of RFP release and process for decision making?
 - how do we measure outcomes (and know that we are successful)?
2. Distance education and prototype/pilot course to be delivered in spring 2008.
 - what course? who will lead? what is process for moving forward?
 - how do we measure outcomes?
3. Memorandum of understanding providing more structure to our group.
 - official or unofficial (i.e. do just the participants sign it or involve university contracting?) --can we just have one "group" with subcommittees? rather than just universities having one "group" and a larger group including DOTs

Person #2

1. I would like to see the 4 state DOTs agree on a lead state and an initial annual commitment level to a pooled fund - what we've been calling the Northwest Transportation Research Consortium (NTRC). Agreeing on those two issues will allow the lead state to begin the process of securing FHWA approval and obtaining a project number. I'm not sure that can be accomplished at the meeting unless we have agreement from all four states, and I have concerns that (a) at least one state will not be present and (b) leadership is still in transition at two programs, and the interim research Directors may not be prepared to commit.
2. I would like to have a discussion that includes both DOTs and UTCs, to examine the process through which we can bring UTC funding to the table for projects done under the NTRC Pooled fund. My concern is to find a way to meet everyone's project selection requirements without running two selection processes in series. I would hope to come away with a straw man model of the process.

Person #3

I would like to begin to formalize our relationship as you indicate in item 3. However, we could form a Northwest group following the CUTC model where we establish an organization and we all join. This may be more easily accomplished than a MOA. We are beginning to develop a transportation graduate program. I'd like to have a better idea how we can support each other in this effort.

Possible Outcomes

I'd also like to look at our sharing laboratory facilities among Universities. Our combined labs rival any in the nation. Not only should we collaborate as PI's, I'd like to see grad students collaborate.

Person #4

What research are we going to collaborate on and what will that collaboration look like? Collaboration is easy on multi-million dollar projects but when there is not enough money to support multiple PIs then collaboration tends to break down. If we can't get specific on actual projects we should at least reach consensus on a research topic and the order of magnitude of the project and then set a time to get back in touch to develop the details of the project.

Also, what distance learning course should we deliver and who will do the work? Will it be just a pre-recorded course or an actual on-line course? Who are the instructors and what part will each cover? I don't know much about distance learning but I hope Ed McCormack will be able to attend and he has taught several on-line courses that were successful.

Person #5

Finalizing the MOA/MOU. Take "back home" for signatures.

Develop team for widespread implementation of distance education (including coordination of all available schedules from UTCs and Universities for web-based publication on each DOT's website.)

Person #6

I'm wondering what it is that we need in order for our partnership come together in a way that others can see - that results that can demonstrate the transportation system benefits from our effort. I know it's early for the latter part of that but, if that's the goal (is that the goal?) then what does that take? What are our challenges to getting there. I know I'm just too busy to attend to this much. Do we need to revisit the goal? Do a strengths, weaknesses, opportunities and threats exercise?

I'm also curious about where we're at with the yellow pages of technical expertise.

Have the UTCs entered or are they intending to enter projects into Research in Progress? Where do reports go.... Are we all connecting with Libraries? Didn't we plan on having a discussion about workforce and education?

Possible Outcomes

Person #7

We thought that there are two ways to proceed on the distance education: 1) develop one course with the participation of all three universities (UI, PSU, UW), 2) offer a series of three courses, each one of which is available at one of the universities but not at the other two.

We didn't have a preference but thought that it might be easier and quicker to show results if we did #2.

In regards to #1, we know that there have been some discussions about jointly developing a course in simulation models. There have been some changes here and TransNow has a post doc arriving in the fall and the plan is for him (Ryan Avery) to develop the UW simulation models course. There could be an on-line version of that which is developed in cooperation with UI and PSU.

There exists a Critical Infrastructure Protection on-line course that Ed teaches through the Dept. of Urban Planning. It covers all types of infrastructure and focuses on security. It has been offered in the past (one or two years) and seems to be successful. Ed is planning on extracting material from it to make a Transportation Infrastructure course that would also be an on-line course. It will have a broader focus than just security or infrastructure protection. If there is interest in this, he can provide some more thoughts on what this will cover.

There is an on-line pavement design course that exists and it is taught by Joe Mahoney of the UW.

Ed plans to develop an on-line version of the Freight course that he teaches.

That is what the UW has to offer in the way of existing or proposed on-line transportation courses. We thought it might be useful to have this information in advance.

We can discuss this further via e-mail or just wait until we get together for that. (I know everyone is busy.)

Pooled Fund Process

Item 1. Pooled Fund Process

Issues:

1. Transportation pooled fund draft
2. Commitment of funds from states
3. Commitment of funds from UTCs

Pooled Fund Process

Northwest Transportation Consortium

3rd DRAFT
October 23, 2006

Proposal

To establish a Transportation Pooled Fund (TPF) project amongst the four states in the Northwestern United States to develop regional solutions to common transportation problems.

Its purpose is to pool the financial, professional, and academic resources of the region and to use them to conduct research and develop improved methods of dealing with common problems in the planning, design, construction, maintenance, management and operation of transportation systems in the participating states. Further, this project seeks to foster inter-regional growth in knowledge, skills and abilities amongst the academic partners in the region to produce superior research.

The consortium is further intended to be used to promote the interest in transportation related fields within the research institutions in the region and to leverage funding of the University Transportation Centers (UTC).

The program is intended to supplement, not to replace, ongoing state, federal, and university research activities and other national programs such as the National Cooperative Highway Research Program.

Membership

The membership of the TPF project includes:

- Washington State Department of Transportation
- Oregon State Department of Transportation
- Idaho Transportation Department
- Alaska Department of Transportation and Public Facilities

Other state departments of transportation (DOT) may review problem statements selected by the members and choose to provide funding. They will have the option to appoint a voting member to the Technical Committee for a project to which they have pledged funds.

Affiliate Members

The Northwest University Transportation Centers will serve as affiliate members who may review, comment and advise on the Northwest Transportation Consortium. The UTCs are not voting members because their universities will compete for the available funding.

Pooled Fund Process

Eligible Research Institutions

Researchers from the universities affiliated with the UTCs in the region may submit proposals to Requests for Proposals distributed by the Northwest Transportation Consortium. The research institutions include:

- Transportation Northwest (TransNow) – led by the University of Washington. Also includes Washington State University.
- National Institute of Advanced Transportation Technology (NIATT) – at the University of Idaho.
- Alaska Transportation Research Center (ATRC) – at the University of Alaska, Fairbanks
- Oregon National Transportation Center (not sure of official name) – led by Portland State University. Also includes Oregon State University, University of Oregon, and Oregon Institute of Technology.

These universities may engage subcontracts amongst them. The universities may also subcontract to other universities or other organizations when technical expertise is needed or the established partnership will substantially improve the quality of the research and anticipated outcome.

Funding

It is proposed that each state contribute \$25,000 per year to the TPF project for a total of \$100,000 per year. This funding is eligible to be used as match by a University Transportation Center (State Planning and Research, Local Technical Assistance, or state funding).

The researchers must demonstrate a 50% match as a part of their proposal. The UTCs are encouraged to include participation in this collaborative project in their strategic plan as a possible means to expedite approval of matching funds if they are part of the UTC team that is awarded the project. The UTCs are also encouraged to waive the match requirement for subcontract amounts in excess of \$25,000.

This means that the total value of research conducted under this agreement will be \$200,000 per year.

Individual projects will be managed as separate TPF projects for purposes of fiscal clarity.

States may sponsor additional projects through the Northwest Transportation Consortium with the approval of ¾ of the voting members.

The UTCs agree to waive overhead rates on subcontracts.

Pooled Fund Process

Project Identification, Solicitation, and Selection

The oversight committee will be comprised of the four state DOT Research Directors. Recommendations for topics of study will be made to the TPF oversight committee by the Region X UTCs and DOTs. The Members are encouraged to conduct a biannual workshop(s) to discuss research needs and expertise. The workshop(s) will be conducted in collaboration with the Region X UTC/DOT Consortium.

The state DOT members will identify and prioritize research problem statements. The problem statements will represent a research need commonly shared by the DOTs and for which technical expertise exists within the . The state DOTs will be attentive to the technical expertise within the regional- eligible UTCs when selecting projects for solicitation.

A request for proposal to address the problem statement will be circulated to the UTCs in the region.

Proposals will be rated by DOT representatives with technical expertise in the field of the proposal and by technical peers from other research institutions. It is intended that the process meet the peer review requirements of the UTC Program.

Performance measures and management techniques will be utilized to assure ongoing success of the program.

Principal investigators will be allowed to revise and resubmit proposals based on feedback received.

Project Management

The NWTC will identify a Project Lead to serve as the point of contact for the project.

The UTC will meet the reporting requirements of the UTC and SPR programs and, specifically, the requirements of the organization through which the project is funded.

Background

The new federal transportation authorization (SAFETEA-LU) provides a significant increase in federal transportation research dollars to the four University Transportation Centers (UTCs) located in the Pacific Northwest (University of Washington, Portland State University, University of Alaska Anchorage, and University of Idaho). It is anticipated that over \$8 million per year will be available for transportation research from these four UTCs for FY's 2006 through 2009. SAFETEA-LU requires a 50% non-federal match for these dollars.

Pooled Fund Process

The four DOTs and UTCs are holding regular meetings to maintain awareness of each other's activities and to discuss additional ways to promote collaborative projects within the region. This TPF project is proposed as one mechanism to identify research needs of common interest to the state DOTs and common capability amongst the research institutions and to leverage resources.

This proposal is modeled after the New England Transportation Consortium (NETC). The NETC was formed in 19xx (<http://www.netc.umassd.edu/#top>) and has proven to be successful for the participating states. Unlike NETC, the Northwest Transportation Consortium seeks specifically to leverage UTC funding.

Pooled Fund Process

To Do List

Develop TPF 'solicitation'. Make commitments/obligations.

Establish bylaws or procedures for operation, including voting membership and roles and responsibilities for lead and partner roles.

Develop MOA.

Establish a review process for work in progress

Potential Rating Criteria

Eligibility:

- Researchers eligible for UTC funding from one of the four northwest UTCs.
- Proposal meets the 50% match requirement.
- Proposal addresses the subject of the RFP.
- Research that directly addresses the RFP.

Rating:

- Include USDOT in the rating process.
- Includes researchers from more than one university in the UTCs.
- Technical Merit.
- Regional perspective/awareness of differences and similarities in states
- Aware of ongoing research efforts
- Probability of success
- Plays to the strengths of one or more of the affiliated universities

Memorandum of Understanding

Item 2. Memorandum of Understanding

Issues

1. What should be included?
2. Who should sign?

Memorandum of Understanding – NUTC

May 2, 2006

Northwest Universities Transportation Consortium Statement of Intent

As we prepare for our third decade, the Northwest Universities Transportation Consortium hereby rededicates itself to the principles of excellence in research, education, and technology transfer to industry and government, which have guided us since our foundation, by support of this Statement of Intent.

Statement of Intent

We, the members of the Northwest Universities Transportation Consortium, pledge ourselves to be guided by the following principles:

1. Our mission is to serve industry and government by supporting transportation research, education, and technology transfer in the Northwest Region so as to enhance freight and passenger mobility, contribute to the prosperity and safety of our region and the nation, enable our faculty to reach their full potential, train the next generation of transportation professionals, support equal opportunities for all, and serve the common good of the UTCs in Region X.
2. We shall focus our efforts on issues of national concern with a particular emphasis on the unique problems and opportunities that are specific to our region.
3. Membership in the Consortium shall be available to any university in our region with a transportation research and/or education agenda.
4. Membership in the Consortium shall be the voluntary choice of each member university.
5. We intend to collaborate with state, regional, and local transportation organizations, as well as with one another.
6. The Federal Regional Center for Region X shall provide support to Consortium universities by serving as a focal point to coordinate and assist transportation research, education, and technology transfer throughout our region and by supporting students and faculty at our member universities through communication and coordination activities and other means of maximizing effectiveness of our collective services and programs.
7. The Federal Regional Center for Region X shall help Region X UTCs coordinate their programs with our regions's needs and initiatives.
8. Based on our experience during the first two decades of our existence, we shall make operations more efficient by restructuring our operating guidelines.
9. We intend, over the next year, to more formally organize this Consortium.

Memorandum of Understanding – Regional Centers

FEDERAL REGIONAL UNIVERSITY TRANSPORTATION CENTERS CONSORTIUM

Memorandum of Understanding

The Federal Regional University Transportation Centers were established in 1988 to develop university research and educational programs that would enhance mobility of freight and people through the creation of knowledge and the development of human capital. Since that time the University Transportation Centers Program has become a complex web of 60 different universities, some competitively selected and others designated by Congress. Further, Congress has designated other centers and funded major research programs at other universities outside of the University Transportation Centers Program. As a result of the legislative process the program seems to have lost coherence over the past 18 years. The original Federal Regional Centers have decided to create a consortium to bring a well-defined purpose to this aspect of the program in an effort to improve overall Regional Center program performance and thus improve mobility in the United States.

The Consortium will be guided by the following principles:

1. The consortium is being created to advance mobility through university transportation education and research and serve the common good of the regional Centers.
2. Membership in the consortium is available to any of the ten regional centers and respective regional consortium universities.
3. Membership is strictly voluntary.
4. There will be no dues; members will cover expenses from their own organization on an informal basis.
5. The consortium is not being created as an alternative to, or in competition with, RETRC.
6. The consortium will maintain dialogue with RETRC and collaborate in areas of mutual interest.
7. The consortium will provide government agencies, Congress, the Executive Branch, and any government and non-government agencies and organizations with information necessary to enhance transportation education and research.

Memorandum of Understanding – Regional Centers

8. The consortium does not presently envision employing a lobbyist. It is envisioned that the respective university government relations staff can intervene in the legislative process on behalf of the consortium universities.
9. The consortium will designate a person to coordinate the activities of the consortium by mutual consent of a majority of members.
10. The organization does not presently envision the need for by-laws.
11. The consortium will meet as necessary at the request of one or more members.

Some sort of signatory and/or closing language might be added here.

Memorandum of Understanding – OTREC



INTERCAMPUS MEMORANDUM OF UNDERSTANDING

PORTLAND STATE UNIVERSITY ▪ UNIVERSITY OF OREGON ▪ OREGON STATE UNIVERSITY ▪ OREGON INSTITUTE OF TECHNOLOGY

This Memorandum of Understanding (MOU) is entered into between Portland State University (PSU), University of Oregon (UO), Oregon State University (OSU) and Oregon Institute of Technology (OIT), collectively referred to as “the partner institutions.”

BACKGROUND

Public Law 109-59, “Safe, Accountable, Flexible, Efficient Transportation Equity Act: A Legacy for Users” (SAFETEA-LU) contains, in Section 5505, language authorizing \$16 million over a five-year period to “Portland State University, in partnership with the University of Oregon, Oregon State University, and the Oregon Institute of Technology” for a National University Transportation Center (UTC);

The U.S. Department of Transportation Research and Innovative Technology Administration (RITA) has awarded to PSU Grant Number DTRT06-G-0017 (Federal Grant), in support of the project entitled “University Transportation Center” (CFDA #20.701);

As required by the Federal Grant award, the partner institutions have developed and submitted a University Transportation Center Strategic Plan (Strategic Plan) to RITA, which approved the Strategic Plan on December 1, 2006;

Therefore the partner institutions agree as follows:

ARTICLE I – PURPOSE

The purpose of this MOU is to establish a consortium to carry out a program of research, education and technology transfer activities in support of the theme of Advanced Technology, Integration of Land Use and Transportation, and Healthy Communities, as described in the Federal Grant and the Strategic Plan referenced above.

ARTICLE II – TERM

This MOU shall be effective on the date of the last signature below and terminate on September 30, 2013 unless terminated earlier under the provisions of Article X - Termination. Costs (including match) for developing the Strategic Plan may be incurred from August 10, 2005. Costs for research, education and technology transfer activities funded under the Federal Grant may be

Memorandum of Understanding – OTREC

incurred from December 1, 2006. Match costs for these activities may be incurred from August 10, 2005, except that unrecovered indirect costs not related to writing the Strategic Plan may be used as match only from October 1, 2006.

ARTICLE III – CONSORTIUM NAME

The consortium established by this MOU is the Oregon Transportation Research and Education Consortium (OTREC).

ARTICLE IV – MANAGEMENT STRUCTURE

A. Center Director

Dr. Robert Bertini shall be the Center Director of OTREC. The Center Director will provide day-to-day management of OTREC and will serve on the OTREC Executive Committee. The Center Director is responsible for implementing the OTREC Strategic Plan and ensuring compliance with all other requirements of RITA. If Dr. Bertini leaves PSU or is otherwise unable to carry out the responsibilities of the position, the Oversight Committee will design and oversee the replacement process. Since the project is housed at PSU, PSU will make the final appointment, subject to the written approval of RITA.

B. Associate Directors

Each of the partner institutions shall be represented by an Associate Director:

Dr. Marc Schlossberg represents UO;
Dr. Christopher Higgins represents OSU; and
Dr. Roger Lindgren represents OIT.

Any partner institution may, at their discretion, replace the Associate Director who represents them, by written notice to the other partner institutions.

C. Executive Committee

The Executive Committee is composed of the Center Director, the three Associate Directors, a member appointed by the Oregon Department of Transportation, and a member appointed by the U.S. Department of Transportation. The Executive Committee will carry out the responsibilities outlined in the Strategic Plan, including selecting the specific projects to be funded under the grant, using the peer-review process described in the Strategic Plan, as approved by RITA.

D. Oversight

An Institutional Oversight Committee, including the Vice Presidents for Research (or equivalent position) at each of the partner institutions, will be established, subject to the approval of the respective Presidents of the partner institutions. The oversight functions include: 1) to encourage substantive collaboration; 2) to coordinate institution level arrangements such as cost-sharing and administrative support; 3) to connect OTREC's activities to other inter-campus and statewide initiatives that may relate to OTREC's collective activities; and 4) to share information about these inter-agency agreements with its representative on the Executive Committee.

Key stakeholders such as a member of the Oregon Transportation Commission, administrators from private Oregon universities, state legislators, and appointed or elected members of other governing boards such as transit agency Boards, Regional Planning Organizations, etc, may be invited to participate.

E. External Board of Advisors

An External Board of Advisors, consisting of representatives from transportation-related organizations, primarily in Oregon, will be appointed by the Executive Committee as described in the Strategic Plan. The Board of Advisors will provide guidance on OTREC's overall mission and serve as a connection with key state and federal agencies and the transportation industry.

ARTICLE V – MASTER INTRA-AGENCY SUBCONTRACTS

Memorandum of Understanding – OTREC

To implement this MOU, PSU will enter into a Master Intra-agency Subcontract (Master Subcontract) with each of the other partner institutions. Although the term “subcontract” is used, these agreements are to be construed as subgrant agreements with the parties. Specific projects, selected for funding by the OTREC Executive Committee and involving Principal Researchers at UO, OSU or OIT, will be handled as Task Orders under these Master Subcontracts. Each partner institution will support the required reporting to RITA.

RITA policies allow each partner institution to charge Facilities and Administrative (F&A) Costs up to the full amount of that institution’s federally approved Facilities and Administrative Cost Rate. F&A costs may be charged to the federal funds or used as match, to the extent described in Article II, at the discretion of each partner institution. OMB regulations allow PSU to charge F&A costs on the first \$25,000 of each Master Subcontract. In the spirit of collaboration, PSU will treat these F&A costs as match, rather than drawing these costs from the federal funds.

ARTICLE VI – MATCH

The Federal Grant requires a non-Federal match to the overall program of not less than 100%. Federal funding under Sections 503, 504(b), or 505 of U.S.C. Title 23 (which refer to technology deployment, local technical assistance, and state planning and research programs managed by the Federal Highway Administration) may be used as match. Each of the partner institutions shall secure and document the match for the costs of all Task Orders under their Master Subcontract unless the OTREC Executive Committee or a majority of the university overseers agree on other arrangements for specific costs.

ARTICLE VII – PUBLICATION AND INTELLECTUAL PROPERTY RIGHTS

Copyright and ownership of intellectual property will be handled according to Oregon University System policy. Ownership of joint intellectual property will be determined for authorship on a case-by-case basis and inventorship in accordance with U.S. patent law and Oregon University System policy.

ARTICLE VIII – LIMITATIONS

A. This MOU shall not be construed to include any intra-agency agreement between the parties that may already be in force on the effective date of this Memorandum of Understanding.

B. The Federal Grant specifies (under “Resource Concentration at the Grantee University”) that a minimum of one-half of OTREC’s total budget over the course of the entire award will be concentrated at PSU, as the lead Grantee University, unless otherwise approved in writing by RITA. The Federal Grant also specifies that OTREC must use a rigorous peer reviewed process for selecting research projects to be funded. In the case of any collaborative project involving PSU personnel, the budget for PSU’s part of the project will count towards the Resource Concentration expectation. The partner institutions agree that if there is a conflict between the outcome of the peer reviewed process and the “Resource Concentration” requirement, OTREC will seek approval from RITA to relax the “Resource Concentration” requirement. Since the resource concentration requirement applies to the entire life of the current award, rather than to any specific fiscal year, the need for RITA approval to relax that requirement will be assessed after the first several rounds of peer review.

C. This MOU shall not be construed to commit any specific amount of research, education and technology transfer activity, as measured by either dollar volume or number of projects, to any of the other partner institutions. Partner institutions are free to provide research, education and technology transfer services to other public and private agencies.

ARTICLE IX – MAINTENANCE OF EFFORT

As required by Public Law 109-59 and 49 USC 5506(i), the Partner Institutions agree to maintain total expenditures from all other sources to establish and operate OTREC and related research activities at a level at least equal to the average level of FY03-04 and FY04-05 expenditures.

Memorandum of Understanding – OTREC

ARTICLE X – TERMINATION

This MOU may be terminated before the ending date by written agreement of all the partner institutions. Any partner institution (other than PSU) may withdraw its participation in this MOU and therefore in all projects funded under its Master Subcontract by written notice to PSU. Such withdrawal shall become effective thirty (30) days after receipt of written notice of withdrawal. Termination or withdrawal will not nullify obligations already incurred for performance or failure to perform prior to the date of termination or withdrawal.

ARTICLE XI - SEVERABILITY

If any term or provision of this MOU is declared by a court of competent jurisdiction to be invalid or unenforceable, the remaining terms and provisions shall not be affected, and the rights and obligations of the parties shall be construed and enforced as if this MOU did not contain the particular term or provision held to be invalid.

ARTICLE XII – ATTACHMENTS AND NOTICE

The Federal Grant (Attachment A) and the Strategic Plan (Attachment B) are attached and incorporated by reference. Any notice provided for under this MOU shall be delivered in writing to the appropriate contact person listed in Attachment C.

THIS MEMORANDUM OF UNDERSTANDING AND THE MASTER INTRA-AGENCY SUBCONTRACTS CONSTITUTE THE ENTIRE AGREEMENT BETWEEN THE PARTIES. THERE ARE NO UNDERSTANDINGS, AGREEMENTS, OR REPRESENTATIONS, ORAL OR WRITTEN, NOT SPECIFIED HEREIN REGARDING THIS MOU. NO AMENDMENT, CONSENT, OR WAIVER OF TERMS OF THIS MOU SHALL BIND EITHER PARTY UNLESS IN WRITING AND SIGNED BY ALL PARTIES. ANY SUCH AMENDMENT, CONSENT, OR WAIVER SHALL BE EFFECTIVE ONLY IN THE SPECIFIC INSTANCE AND FOR THE SPECIFIC PURPOSE GIVEN. EACH PARTNER INSTITUTION, BY THE SIGNATURE BELOW OF ITS AUTHORIZED REPRESENTATIVE, ACKNOWLEDGES HAVING READ AND UNDERSTOOD THIS MOU AND AGREES TO BE BOUND BY ITS TERMS AND CONDITIONS.

IN WITNESS WHEREOF, the parties hereto have caused this MOU to be executed as of the date below by their duly authorized representatives.

PORTLAND STATE UNIVERSITY

UNIVERSITY OF OREGON

Name: _____
Bill Feyerherm
Title: Vice Provost for Research
Office of Research & Sponsored Projects
Administration

Name: _____
Gary Chaffins
Title: Director
Office of Research Services &

Date: _____

Date: _____

Name: _____
Christina E. Frost
Title: Contract Officer
Office of Research & Sponsored Projects

Date: _____

Memorandum of Understanding – OTREC

OREGON STATE UNIVERSITY
TECHNOLOGY

OREGON INSTITUTE OF

Name: _____

Patricia Hawk

Title: Assistant Director

Office of Sponsored Programs & Research Compliance

Name: _____

David Woodall

Title: Provost

Date: _____

Date: _____

Attachments:

A. Grant Award

B. Approved Strategic Plan

C. Notice: contact persons for each partner institution for written notice

Memorandum of Understanding – OTREC

ATTACHMENT C

OTREC INTERCAMPUS MEMORANDUM OF UNDERSTANDING

CONTACT PERSONS FOR NOTICE

PORTLAND STATE UNIVERSITY:

Christina E. (Tina) Frost, Contract Officer
Office of Research & Sponsored Projects
Portland State University - ORSP
P.O. Box 751
Portland, OR 97207-0751
Phone: 503-725-3418
Fax: 503-725-3416
E-mail: frost@pdx.edu

UNIVERSITY OF OREGON:

Gary Chaffins, Director
Office of Research Services and Administration (ORSA)
5219 University of Oregon
Eugene, OR 97403-5219
Phone: 541-346-2395
Fax: 541-346-5138
E-mail: research_services@orsa.uoregon.edu

OREGON STATE UNIVERSITY:

Name & Title: Patricia Hawk, Assistant Director
Address: Office of Sponsored Programs & Research Compliance
312 Kerr Administration Building
Corvallis, OR 97331-2140
Phone: 541-737-6699
Fax: 541-737-3093
Email: sponsored.programs@oregonstate.edu

OREGON INSTITUTE OF TECHNOLOGY:

Name & Title: David Woodall, Provost and Vice President for Academic Affairs
cc: Jeannie Steckley, OIT Business Office
Address: Oregon Institute of Technology
3201 Campus Drive
Klamath Falls, OR 97601
Phone: 541-885-1180 541-885-1235
Fax: 541-885-1214
Email: david.woodall@oit.edu; jeannie.steckley@oit.edu

Memorandum of Understanding – NW TEA

MEMORANDUM OF UNDERSTANDING

THIS MEMORANDUM OF UNDERSTANDING is to establish the Northwest Transportation Training and Education Alliance (“the NWTTEA”).

NOW THEREFORE, the parties, in this Memorandum of Understanding (MOU), set forth their understanding as follows:

1. Founding Members

The NWTTEA will include members from the following organizations:

- Alaska Department of Transportation and Public Facilities
 - Alaska Technology Transfer Center
- Federal Highway Administration
- Idaho Transportation Department
- Oregon Department of Transportation
 - Oregon Technology Transfer Center
- Oregon State University
- Portland State University
- University of Alaska
- University of Idaho
 - National Institute for Advanced Transportation Technology
 - Idaho Technology Transfer Center
- University of Washington
 - Transportation Northwest
 - TranSpeed
- Washington Department of Transportation
 - Washington Technology Transfer Center

2. Vision, Mission, and Goals of the NWTTEA

Vision

The vision of the NWTTEA is an alliance of transportation organizations and educational institutions that broaden life long learning opportunities for university and college students, the transportation industry, and professional and technical transportation practitioners of the Northwest.

Mission

The mission of the NWTTEA is to support its members in providing accessible training and educational opportunities that enable the industry to implement career track professional and technical development programs for all levels of the transportation workforce by coordinating the development of training and education

Memorandum of Understanding – NW TEA

programs, leveraging training and education resources, and sharing training and education information through collaboration.

Goals

The common goals of the NWTTEA members are to:

- Provide a continuum of career development training and education opportunities for all levels of university and college students, transportation professionals, and transportation paraprofessionals at the state, local, tribal, federal, and private sectors.
- Maximize the number of career development, training, and education opportunities for transportation personnel within NWTTEA and tribal regions.
- Coordinate locations of NWTTEA career development training and education course offerings to allow migration of students across state boundaries and work toward reciprocity of career development credits between states and individual programs.
- Improve the ability of the members to provide training and education to the region's transportation personnel and maximize efficiency by leveraging resources and course offerings where possible.
- Maximize information sharing, promote collaboration and foster mutually beneficial relationships among NWTTEA members.
- Support and encourage innovative training and education delivery methods and models including various distance-learning techniques.
- Consider the new educational paradigms that provide for university level credit through extended professional development and certificate programs granted by cooperating northwest universities and related educational providers.
- Seek the support and endorsement of interagency transportation organizations for recognition and incentives for participants in the NWTTEA training and education professional development programs.

3. Purpose of the MOU

The purpose of this MOU is to foster mutual cooperation between and among the organizational members of the NWTTEA to achieve the vision, mission, and goals of the NWTTEA.

4. Structure

The NWTTEA will meet periodically. Positions of chairman, vice-chairman, and secretary will be designated and filled by representatives of member organizations.

5. Term and Termination

This MOU shall be effective on _____ and shall remain in effect for a period of three (3) years. Renewal shall be by unanimous approval of the NWTTEA members.

Memorandum of Understanding – NW TEA

Any member organization may terminate its membership by providing thirty (30) days notice to the other member organizations.

6. No Joint Venture

Nothing contained in this agreement shall be construed as creating a joint venture, partnership, or organizational relationship between the parties.

In the spirit of cooperation, this Memorandum of Understanding is signed by the following:

_____ Alaska Department of Transportation and Public Facilities	_____ Date
_____ Federal Highway Administration	_____ Date
_____ Idaho Transportation Department	_____ Date
_____ Oregon Department of Transportation	_____ Date
_____ Oregon State University	_____ Date
_____ Portland State University	_____ Date
_____ University of Alaska	_____ Date
_____ University of Idaho	_____ Date
_____ University of Washington	_____ Date
_____ Washington Department of Transportation	_____ Date

Distance Education

Item 3. Distance Education

Issues:

1. Opportunities
2. Technology
3. Next steps

Discussion leader: Barry Willis

Barry Willis is Associate Dean for Outreach for the University of Idaho's College of Engineering and Professor of Education. In addition, Willis serves as the UI's Associate Vice President for Educational Outreach.

Previously he served as the University of Alaska's Statewide Director of Distance Education, Associate Vice Chancellor for Distance Education/Academic Planning, and Director of Instructional Development. He has taught for Boston University, the University of Alaska-Fairbanks, Utah State University, and the University of Idaho.

Dr. Willis has authored two textbooks, "Distance Education: Strategies and Tools" and "Distance Education: A Practical Guide." In addition, he serves as Contributing Editor of the Journal of Educational Technology and is on the Editorial Board of The American Journal of Distance Education.

Distance Education

University of Alaska	CE 402 Introduction to Transportation Engineering CE 403 Traffic Engineering CE 404 Highway Engineering
University of Washington	CEE 320 Transportation Engineering I CEE 410 Traffic Engineering Fundamentals CEE 412 Transportation Data Management CEE 416 Urban Transportation Planning and Design (3) CEE 441 Transportation and Construction Capstone CEE 579 Advanced Traffic Detection Systems CEE 580 Urban Transportation Planning CEE 581 Travel Demand Forecasting CEE 582 Intelligent Transportation Systems CEE 583 Airport Engineering CEE 584 Analytical Methods in Transportation I CEE 585 Analytical Methods in Transportation II CEE 586 Transportation Infrastructure Management CEE 587 Transportation Networks CEE 588 Land Use/Transportation Models CEE 589 Transit Systems Planning CEE 590 Traffic Systems Operations CEE 591 Freight Transportation
Washington State University	CE 322 - Introduction to Transportation Engineering CE 400 - Highway Materials Engineering
Portland State University	CE 351 Transportation Systems: Planning and Design CE 451 Traffic Control and Analysis CE 450 Transportation Safety Analysis CE 453 Freight Transportation and Logistics CE 454 Urban Transportation Systems CE 455 Intelligent Transportation Systems CE 456 Traffic Engineering CE 457 Pavement Design CE 458 Public Transportation Systems CE 459 Transportation Operations CE 460 Access Management Transportation Systems CE 550 Transportation Safety Analysis CE 552 Highway Design for Capacity CE 553 Freight Transportation and Logistics CE 551 Traffic Control and Analysis CE 555 Intelligent Transportation Systems CE 556 Traffic Engineering CE 557 Pavement Design CE 558 Public Transportation Systems CE 559 Transportation Operations CE 560 Access Management Transportation Systems
Oregon State University	CE 365 - Highway Location And Design CE 392 - Introduction To Highway Engineering CE 491 - Transportation Engineering CE 492 - Pavement Structures CE 520 - Engineering Planning CE 526 - Advanced Concrete Technology CE 527 - Asphalt Technology CE 528 - Soil Improvement CE 529 - Low-Volume Roads Design CE 590 - Selected Topics in Transportation Engineering CE 591 - Transportation Systems Analysis and Planning CE 592 - Pavement Structures CE 593 - Traffic Flow Analysis and Control CE 594 - Transportation Facilities Design CE 595 - Traffic Operations and Design CE 596 - Pavement Evaluation and Management CE 597 - Public Transportation CE 598 - Airport Planning and Design CE 599 - Transportation Planning Applications
University of Idaho	CE 372 Fundamentals of Transportation Engineering (4 cr) CE 473 Highway design CE 474 Traffic Systems design CE 571 Traffic flow theory CE 572 Intersection operations CE 573 Transportation planning CE574 Public transportation operations CE 576 Highway operations CE 578 Highway safety and design

National Education Conference

Item 4. Roundtable discussion

Issues

- National education conference (June 2009) Focus: the transportation curriculum: what we teach and how we teach it
- Student conference
- Research priorities
- Possible collaborations
- Next steps/next meeting