

TRIENNIAL STRATEGIC PLAN (TSP)

Evaluation Period: April 15, 202X to April 14, 202X

Please note that rows and boxes below expand as you enter the information

PART 1: Committee Name and Scope

This is an opportunity to review the officially approved name and scope that are posted on the TRB website and consider any necessary changes. If changes are needed, include the proposed scope statement and/or name and justification for the changes.

NOTE: A proposed committee name and/or scope change must have the approval of 2/3 of the official members of the committee. The balloting done at a committee meeting that has less than 2/3 of the members in attendance must be augmented with e-mail balloting of the members not in attendance.

Committee Code *	
Committee Name *	
- Date(s) reviewed	
- Change, if proposed***	
- No. of official members approving change/total number of members **	
Committee Scope *	
- Date(s) reviewed	
- Change, if proposed ***	
- No. of official members approving change/total number of members **	
Location of Previous Cycle TSP	If online http://XXX

* Show current, as it currently appears in the [TRB Online Directory](#)

** Includes Chair, Standing Committee Members, Emeritus Members, and Young Members

*** Show proposed, or Not Applicable

PART 2: Committee Activities**TRB Mission**

Provide Leadership in Transportation Innovation and Progress Through Research, Discourse, and Information Exchange

The mission of the Transportation Research Board is to increase the benefits that transportation contributes to society by providing leadership in transportation innovation and progress through research and information exchange, conducted within a setting that is objective, interdisciplinary, and multimodal.

The highlighted text is intended to provide guidance/expectations for entries. This text would be deleted in actual TCP.

PART 2.1: Committee Activities Supporting Transportation Research and Innovation

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PART 2.2: Committee Activities & Accomplishments that Support the Exchange and Promulgation of Information within the Committee, the TAC, TRB, and the Transportation Industry

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PART 2.3: Committee Activities and Organizational Actions to Realize Committee and TRB Goals for Diversity, Inclusion, and Representation

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PART 3: Report of Activities of Subcommittees

Please provide the following information on any of the identified formal SubCommittees which are structured underneath this committee: (Note: subcommittees that are envisioned as having limited life spans due to their having been form to fulfill a specific committee objective could be termed “committee task forces”

- AXXXX(1)
 - Scope of Subcommittee
 - Activities of Subcommittee
 - How activities align with parent committee
 - Are there other committees sponsoring this subcommittee? How is this coordinated across the sponsoring committees?
 - Is this subcommittee one that can be sun-setted once its purpose is fulfilled, or does the subcommittee fulfill an ongoing committee purpose?
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These descriptions should provide a solid understanding of the Subcommittee in a concise manner.

PART 4: Committee Future Outlook Statement and Committee Three-Year Plan (Limit 1,500 words total)**Committee Future Outlook Statement**

The committee future outlook statement should include a discussion of the primary factors and influences that will shape the transportation community and topic(s) within the committee's scope over the short- (one to three years) and long-term (four to seven years). This statement should include:

- *identification of emerging, critical, and cross-cutting issues **within the committee scope** (these issues could have been identified by the committee, Section, Group, Technical Activities Council, TRB Executive Committee, or other transportation committees and organizations);*
- *Committees should review and shall site specific reference to TRB Critical Issues in Transportation 2019 where applicable (publication located <https://www.nap.edu/resource/25314/criticalissues/>)*
- *Committees should review and identify areas which also align with the current TRB Strategic Plan located http://onlinepubs.trb.org/onlinepubs/general/trb_strategic_plan.pdf*
- *identification of emerging, critical, and cross-cutting issues **outside the committee scope** that provide opportunities for liaison and collaborative efforts with other TRB committees, sections and Groups as well as outside organizations (these issues could also come from a wide range of sources).*

Committee Three-Year Plan

The committee plan is a short, focused statement of where the committee wants to go and how to get there. The committee plan may include, but is not limited to:

- ***projects, activities and products** that the committee will undertake during the next three years to address the TRB critical issues, emerging, and cross-cutting issues identified above;*

- *how the current or proposed changed membership composition will respond to issues identified above with the group or section's goals for diversity and inclusion;*
- *strategies to encourage significant involvement by the committee's Young Members, state DOT members, special sponsors, and other key constituents, both during committee meetings and at other times;*
- *strategies for specific implementation to encourage mentoring future leaders*
- *committee's communication activities, and efforts to provide assistance and technology transfer to the transportation community;*
- *research – for the TRB committees, “research” is a very broad concept that can begin with providing the user perspective on research needs, writing research needs statements, tracking research, understanding the funding available for research in their topic area, developing case studies, lessons learned, disseminating research, technology transfer, and other activities that will advance the state of the practice. Potential research activities are:*
 - *research directions, results, and needs or gaps;*
 - *plan for maintaining and augmenting the Research Need Statements (RNS) database;*
 - *efforts to address research implementation and user needs, and ways to identify research use and implementation.*

Committee Longer Term Plan

This is an area where a committee plan could have a longer-term focused statement of where the committee wants to go and how to get there beyond the next TSP cycle, including the development and encouragement of young leaders and young committee members, and the continued inclusion of committee members from international and demographically underrepresented groups who are professionally engaged in the committee's fields of expertise and focus. This committee plan could also look at ways to tackle longer term TRB critical issues and look for areas of collaboration with other committees and concerns.

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The Appendices are still very tentative. The concept is that this is where most of the usual data supplied by TRB staff would belong.

Appendix A

NOTE: We have provided much of the information you need for boxes 2.2, 2.4, and 2.7 below and in attachments A, B, and C. We ask that you provide the remaining information.

A.1

Year	201 X	201 X	201 X	202 X
Number of Members in Attendance at Annual Meeting				
Number of Visitors in Attendance at Annual Meeting				
Number of Papers Reviewed				
Total Number in Attendance at Mid-Year Meeting	NA			

A.2

Sessions and workshops sponsored/cosponsored at the Mid-Year meeting, including name of co-sponsoring committee(s) if applicable (by year):

NOTE: Sessions and workshops sponsored/cosponsored at the Annual Meeting are listed in attachment A. **List** below all sessions and workshops sponsored/cosponsored at Mid-Year meeting, including name of co-sponsoring committee(s) if applicable (by year).

Given the emphasis on ensuring that Annual Meeting Workshops are truly workshops with meaningful interactions among participants, descriptions of past workshops should include information about the types of “take aways” or learning opportunities that the workshop made available for participants.

A.3

Provide title(s) and presenter(s) for informal presentations made at Annual Meeting and Mid-Year Committee meetings (by year), including informal presentations at meetings of sponsored subcommittees:

A.4

Provide titles of new research need statements (RNS) posted in TRB’s RNS database (by year):

NOTE: Attachment B shows all statements currently posted in TRB’s RNS database.

A.5

Provide title(s) of RNS submitted for funding consideration:

NOTE: If funded, include research project title/number and name of funding organization(s).

A.6

Provide titles of synthesis topics submitted (by year):

NOTE: **List** any synthesis topic(s) funded in a research program.

A.7

Membership Make-up: Please see Attachment C provided by TRB for summary details.

NOTE: **Comment** on demographics, balance or lack of balance of membership. Provide an action plan to address any deficiencies. See attachment C for summary details.

2.8

Provide any of the following:

- Any special publications, such as TR circular, and conference proceedings
- Sponsored or co-sponsored specialty conferences, symposia, workshops, webinars or other joint efforts with other TRB committees, other TRB entities, or other organizations (i.e. AASHTO, FHWA, State DOTs, ASTM, ASCE, and/or other modes of transportation)

2.9

Briefly Discuss the Committee's Performance of the following:

- How the activities identified above correlate back to the previous TSP 3-year goals
- How the activities of this committee during the previous 3-year cycle have accomplished work towards the emerging, critical, TRB Critical Issues and align with the TRB Executive Strategic Plan
- Whether some of the critical and emerging topic areas have changed or been altered during this time period