

## DRAFT MINUTES

### Library & Information Science for Transportation (LIST) Committee TRB Committee A5017<sup>1</sup>

TRB Annual Meeting 2003

Jan. 13, 2003  
Map Room, Hilton Hotel  
Washington, D.C.

Submitted by Daniel Krummes  
LIST Committee Secretary

Committee members present included: Jeanne Thomas (Chair), Daniel Krummes (Secretary), Janice Bain-Kerr, Jerry Baldwin, Nelda Bravo, Bill Carr, Larry Decina, David Huft, Barbara Harder, Joyce Koeneman, Lyn Long, Wes Lum, Arlene Mathison, Richard McReynolds, Bonnie Osif, Chris Pringle, Ann Sweeney and Sandy Tucker.

“Friends of the Committee” in attendance included: Karen Arcamonte, Matthew Barrett, Janet Bix, Roger Garren, George Ge, Benita Gray, Dave Johnson, Jay Lindly, John Metcalf, Lisa Pogue, Roberto Sarmiento, Sue Sillick, Jane Watson, Laura Whayne, Marcus Wigan and Ken Winter.

TRB staff present included Jessica Formalent, Tom Palmerlee and Barbara Post.

#### **1. Call to Order (Jeanne Thomas)**

The meeting was called to order at 8:08am.

#### **2. Introductions (Jeanne Thomas, Committee Members and Friends of the Committee)**

Jeanne welcomed Committee members and “Friends of the Committee” to the LIST Committee’s annual meeting. Members and “Friends” then introduced themselves.

#### **3. Approval of Mid-Year Committee Minutes (Dan Krummes)**

Minutes for the Committee’s Mid-Year Meeting, held on Aug. 14, 2002 in Madison, Wis., had been previously posted to Committee members on the Committee listserv. No corrections to the minutes were received, and they were approved by a unanimous Committee vote.

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<sup>1</sup> A listing meetings and formal sessions held during the 2003 TRB Annual Meeting which were either sponsored or co-sponsored by the Committee may be found as Attachment 1.

#### **4. TRB Staff Report (Tom Palmerlee)**

Tom Palmerlee noted that Jeanne Thomas had recently retired and that this Committee meeting would be her last as LIST Committee Chair. On behalf of the TRB Executive Committee, Tom thanked Jeanne for her hard work in setting up and managing the Committee over the past four years and presented her with a certificate of appreciation. Tom announced that Sandy Tucker has agreed to serve as the Committee's new Chair.

Tom gave a brief overview of TRB 2002 activities, with some discussion on the continuing reorganization of the TRB committee structure. He also discussed the combined Ports and Waterways-focused mid-year meeting slated for Portland, Ore. in July. He indicated that the LIST Committee would hold its mid-year meeting in conjunction with the Ports and Waterways meeting.

Committee members questioned Tom regarding what type of role the Committee could officially take in regards to the National Transportation Library (NTL), which, it had been recently revealed, is threatened with a total loss of funding next fiscal year. Specifically, members wanted to know whether the Committee could draft letters in support of the NTL to be sent to U.S. Dept. of Transportation, Bureau of Transportation Statistics and other administrators. Tom did not believe that the Committee could take an official position to lobby such administrators. He agreed to check this out with TRB administration, however, and report back to the Committee Chair.

Finally, Tom noted that TRB move to its new headquarters building had been successfully completed.

#### **5. Information Services, TRIS and Research-In-Progress (Barbara Post)**

Barbara briefly discussed a variety of topics, all related to TRB's current information services programs and projects. Of particular note:

***The TRIS Database:*** Work continues on the implementation of the new TRIS Database structure, with roll-out expected later this Spring. The Database itself grew by approximately 30,000 records last year and now contains over 565,000 citations. During the year TRB worked to increase subject coverage and to increase international coverage. The Database is currently available on a number of platforms, including the Bureau of Transportation Statistics' Internet version of TRIS Online and two commercial vendors (SilverPlatter and Dialog).

***The Research-In-Progress Database (RIP):*** Barbara reported that the RIP Database is now fully functional, with Internet access available through the TRB website. It contained over 6500 records as of Jan. 2003, with 217 subscribers (up from 115 subscribers a year ago). 18 states are actively submitting records to the RIP Database, and 30 states have recently accessed RIP records.

#### **6 LIST Committee Strategic Plan (Sandy Tucker)**

Sandy led a brief discussion of LIST Committee goals and implementation plans for the next two years. Discussion points were derived from the Committee's current strategic plan. Specific recommendations were:

***Inform transportation professionals of new resources and tools.*** Committee consensus was to retain this item. Action: It was agreed that the Committee would present a session on finding and using information resources for presentation at the July 2003 mid-year meeting. Janice Bain-Kerr, Jerry Baldwin, Roberto Sarmiento and Jane Watson agreed to plan and make the presentation.

***Promote and provide support for the National Transportation Library and other national transportation collections.*** Committee consensus was to retain this item. Action: The Committee believed that letters should be sent to the Secretary of Transportation and other officials regarding the Dept's decision to not fund the NTL in fy 2004. Additional letters should be sent to Congressional reauthorization committees in support of the NTL. Whether the Committee can prepare and send such letters in an official capacity will be a question that TRB staff liason Tom Palmerlee will need answer (see Agenda Item #4 above).

***Improve the exchange/flow of international information.*** Committee consensus was to retain this item. The Committee felt that no coordination for the collection of international materials currently exists on a national level, and consensus was that this was needed. It was noted by Nelda Bravo, head of the NTL, that the NTL could take a leadership role in this activity should the NTL indeed survive. Committee members also evidenced a continued interest in the need for translations of foreign-language materials. Action: Larry Decina, Wes Lum, Bonnie Osif and Ann Sweeney will look into international transportation issues.

***Identify and develop institutional partnerships and alliances.*** Committee consensus was to retain this item. Action: the LIST Committee will continue to actively work with other TRB committees as well as with the AASHTO RAC Committee.

***Advocate and publicize effective information handling as a means to an improved business process.*** Committee consensus was to retain this item. It was noted that this item clearly ties into a primary goal of the Midwest Transportation Libraries Consortium. Action: Sandy will ask for Committee members to volunteer to work on this item.

## **7. National Transportation Library (NTL) Developments (Nelda Bravo)**

Nelda Bravo provided an update on NTL activities covering the period Jan.-Dec. 2002. Among items discussed.

the Internet version of TRIS was reloaded in June 2002

the NTL has recently hired additional professional staff. There are now 12 professional librarians on staff. electronically and also in paper copy.

much staff time this past year was devoted to making NTL records fully compliant with regulations governing access by the physically challenged. .

the NTL spent considerable energy in 2002 towards the establishment of the Midwest Transportation Libraries Consortium, which, it is hoped, will serve as a pilot program aimed at the eventual integration of all U.S. transportation libraries into one national library system. Roberto Sarmiento, acting head of the Consortium, discussed the project in greater depth (see next agenda item)

**8. Midwest Transportation Library Consortium (Roberto Sarmiento)**

Roberto discussed the online union catalog that is being implemented for members of the Midwest pilot program. The catalog will be accomplished through the utilization of the OCLC bibliographic utility. According to Roberto, this Midwest union catalog should be operational by July 2003.

He also discussed funding questions, noting that the NTL has invested in bringing several Midwest transportation libraries into OCLC. With the NTL's own future now in doubt, Roberto pointed out that the Consortium must now look to other sources for funding

**9. Mid-Year Committee Meeting, Portland, Ore.**

(This agenda item was previously discussed by the Committee during Tom Palmerlee's presentation).

**10. Update on NCHRP Panel Activities**

**-20-39, Improving the Transportation Research In Progress System (Sandy Tucker)**

Sandy Tucker discussed the "pooled fund" portion of the RIP System which is under development. (See website: [www.pooledfund.org](http://www.pooledfund.org)). "Pooled fund" records will be sent to the RIP Database when contracts are officially signed off by the various states administrators. Access to these records will be limited to the user's role in the project.

Sandy also noted that this year records in the RIP Database itself will be updated, with data cleaned up.

**-20-48, Accessibility of Non-English Transportation Information (Bonnie Osif)**

Bonnie Osif introduced John Metcalf of Louisiana State University who discussed his research on the accessibility of non-English language transportation materials. He had been asked by the

Panel to look at making a business case for increasing access to non-English language materials. Professor Metcalf discussed the case for translating such materials into English, particularly in light of his findings that U.S. transportation practitioners lag after the introduction of new technologies when the innovations have been reported in a foreign language. He noted that while it would be difficult to pinpoint exactly the financial benefits from increased translation of foreign language reports it did appear that \$100 million a year would be a fair estimate.

The Committee discussed Professor Metcalf's findings at length. It was noted at one point in the discussion, that translations of important research need be a "two-way street," i.e., there is great need for practitioners and researchers in the United States to translate their findings into major foreign languages.

**-20-7 (142), Scoping Study for a National Strategic Plan for Transportation Information Management (Barbara Harder and Sandy Tucker)**

Barbara Harder and Sandy Tucker presented a brief update of their project. The objective of the study is to produce a "white paper" which presents recommendations for the development of a national strategic plan for transportation information management. Specifically, the study seeks to lay a firm foundation to change the public sector transportation community's perceptions and priorities regarding the necessity for a national information management strategy. Barbara believes that this is an issue that needs to be addressed with a "top down" push, i.e., CEOs and upper managers must buy into it if it is to succeed. One possible avenue is to look at the issue in terms of transportation being a national security concern.

Barbara additionally noted that most of their research and fact-finding has been completed, and that she and Sandy will be reporting their findings to the AASHTO Research Advisory Committee in late Spring 2003.

**-20-7 (153), AASHTO Transportation Glossary (Jeanne Thomas)**

Jeanne reported that she and Mike Kleiber are working on this project and that work on a first draft of key transportation glossary terms has been completed. She noted that the original AASHTO Transportation Glossary contained 1700 terms and that the revised glossary now contains 3614. The project is slated for completion by July 2003.

**11. LIST Committee Membership (Jeanne Thomas and Sandy Tucker)**

As of January 2003, the LIST Committee has vacancies for 5 new members. Jeanne and Sandy encouraged current members to suggest potential Committee members to them.

**12. New Business**

**TRB State Representatives Meeting Program**

Jerry Baldwin, Nelda Bravo and Bonnie Osif volunteered to work with Bill Carr to help develop a program for a workshop on optimizing dissemination of research results. The workshop will

be held in conjunction with the Spring 2003 TRB State Representatives meeting.

**AASHTO Training for New CEOs**

Dick McReynolds suggested that the LIST Committee develop a knowledge module for upcoming AASHTO training sessions for new transportation CEOs. No action was taken on the recommendation.

**13. Adjournment (Jeanne Thomas)**

The meeting was adjourned at 11:30am.

**ATTACHMENT 1: MEETINGS & SESSIONS HELD AT THE 2003 TRB ANNUAL SPONSORED OR CO-SPONSORED BY THE LIST COMMITTEE (TRB COMMITTEE A5017)**

LIST Committee business meeting. Jan. 13, 2003, 8:00am-11:30am

Session 583: "Transportation Information Issues: Metadata and Section 508 Access." Jan. 14, 2003, 7:30-9:30pm.

Session 627: "Midwestern Transportation Library Consortium." Jan. 15, 2003, 8:00-9:45am. Co-sponsored with the Committee on Technology Transfer (A5012)