

**Transportation Research Board
Library and Information Science for Transportation - ABG40 (LIST) Committee Meeting
Tuesday, June 15, 2010, 3:00-6:00 p.m., Central Time Zone
Roosevelt Hotel, New Orleans, LA
Agenda**

- 3:00 Welcome and thanks from the Chair (Winter)
- 3:05 Our Scope and TRB: What Does LIST do? (Winter)
- 3:10: Introductions and Announcements (Around the table, open mic)
- 3:35 Approve Minutes from April 14, 2010 conference call meeting (Winter)
- 3:40 Next LIST Meeting: TRB Annual (January 23-27, 2011, Washington DC)
Theme: Transportation, Livability, and Economic Development in a Changing World
- 3:45 MEETING FOCAL POINT: LIST PROGRAMMING for TRB Annual**
1. Workshop: "The Right Tool for the Job: Search, Discovery and Current Awareness Tools, Tips and Tricks for Busy Transportation Professionals" (Evans, Hatchell, Levine, Sarmiento, Winter)
 2. Speaker Session on Data Management/Data Accessibility (Tucker presiding, need volunteers)
 3. Poster Session (Dovetail with Workshop)? (Boteler, need volunteers)
- 4:55 Research Problem Statements and "Improving Access to Transportation Information" (2011-SP05, \$400,000) (Oman, Harrison, Steele Submitters/ Evans Problem Monitor)
- 5:25 TRB Request: LIST Consultation for Freight Data Committee (Rita Evans)
- 5:30 TRB History Committee (ABG50) Request: LIST Consultation for Paper Repositories (Matis, Cherney, Ann Miller, Virginia Transportation Research Council, need more volunteers?)
- 5:45 Other items to discuss?
- 6:00 Adjourn

DRAFT Minutes

Members in attendance at the Roosevelt: Sandy Brady, John Cherney, Kim Edwards, Rita Evans (Secretary), Sheila Hatchell, Kendra Levine, Arlene Mathison, Leni Oman, Roberto Sarmiento, Sandy Tucker, Amanda Wilson, Ken Winter (Chair)

By phone: Matt Barrett, Andy Everett, Lisa Loyo (TRB), Andrew Meier, Tom Palmerlee (TRB), Barbara Post (TRB), Sue Sillick, Birgitta Stanstedt, Dale Steele, Hong Yu

Friends in attendance: Jerry Baldwin, Nicole Brind'Amour, Kim Edwards, Roger Garren, Peg Lafky, Anthony Million, Bob Sweet, Hank Zalatel

1. Welcome and thanks from the Chair

Chair Ken Winter expressed thanks to several committee members:

- John Cherney – webpage and communications
- Sandy Brady – tech support
- Sandy Tucker – TRT Subcommittee
- Rita Evans – Minutes
- Arlene Mathison and Sue Sillick – Membership
- Rita, Roberto, Sheila, Kendra – Programming for 2011
- Leni Oman and Rita Evans – Research Problem Statements

2. Our Scope and TRB: What Does LIST do? (Winter)

LIST's Mission and Scope were reviewed in 2009 as part of the triennial self-evaluation and the scope note was slightly expanded.

3. Introductions and Announcements

4. Approve minutes from April 14 conference call meeting

Motion to approve was seconded; minutes approved.

5. Next LIST meeting

The next meeting will be at the TRB Annual Meeting, Jan 23-27, 2011. The meeting theme is "Transportation, Livability and Economic Development for a Changing World."

6. Meeting Focal Point: Programming at 2011 TRB Annual Meeting

a. Workshop: The Right Tool for the Job: Search, Discovery and Current Awareness Tools, Tips and Tricks for Busy Transportation Professionals (Winter)

Winter, Hatchell, Levine, Evans are on planning committee. Conduct of Research and Technology Transfer will co-sponsor. Discussion of intended audience (users, not information professionals), which tools from TRB and Google to include (need to be selective), and whether to produce resource list or workbook. Noted need to promote librarians and libraries in our presentations, and to brand our work as a LIST product. Consensus that new TRB Information Resources Manager, Lisa Loyo, should be involved in workshop.

Action items: Sarmiento to share online model as means of presenting electronic workbook. Levine to work on workbook.

Winter and Oman to discuss branding issues.

b. Speaker Session: Data Management/Data Accessibility (Tucker)

Tucker has explored sub-topics and potential speakers. Discussion of whether topic merits two sessions, one on the data and one on how it ties to policy issues. There was support for two sessions since there is a lot of content and many potential speakers. Noted that addressing the culture of information sharing within transportation could demonstrate to practitioners that sharing data is not a bad thing.

Action items: Tucker to write up ideas and suggested speaker names and share with committee.

Committee members/friends to send suggestions for speakers to Tucker.

c. Poster Session

LIST's previous sessions have been successful and the committee wants to do another. Jennifer Boteler has volunteered to coordinate again and Oman will assist. Need to clearly define criteria because call for posters will go out widely, not just to LIST. This is a good way to involve other committees, and LIST can facilitate rather than having to do all the posters ourselves. Discussed whether this should dovetail with "The Right Tool for the Job" workshop. In the workshop, we can only touch on some of the available tools, and posters can cover more, or cover a tool in more depth, or involve different perspectives because posters may come from other committees.

Action item: Boteler to coordinate, Oman to assist.

7. Research Needs Statements

Washington State DOT, Arizona DOT, and LIST submitted two statements, one dealing with management of information capture, storage and retrieval, and one focused on a common language for indexing and metadata standards. NCHRP Project 20-90, *Improving Access to Transportation Information*, combines the two statements at a funding level of \$400,000; a final decision on funding will be made by SCOR in July.

Panel members are being solicited. Evans has self-nominated as a panel member and Problem Monitor. The panel will review funding and draft a Request for Proposal which will identify needed skills during a two-day meeting at TRB in August. The panel will evaluate RFP respondents and select a contractor at a meeting in December. The panel then will review and monitor the contractor's work.

Oman then described NCHRP Project 20-89, *Intellectual Property Stewardship Guide for Transportation Departments*. She has suggested a librarian be on panel due to copyright considerations. There is considerable murkiness and confusion on the issue of copyright, ownership of data, reselling of data. Tucker suggested that groups at universities that work with researchers to deal with intellectual property issues may be a resource. This again raises the issue of culture of transportation engineers.

Action item: Contact Oman or Evans if you identify a research need which LIST should pursue.

8. Freight Data Workshop

Evans described her participation in Toward Better Freight Transportation Data, a workshop held in May. Most freight data is in the hands of private companies with no incentive or mandates to share the data. LIST was invited by TRB to send a participant. Evans noted importance that planners made on figuring out how to tie this work on data to policy makers. It

may be that this issue of policy is where LIST can contribute to this effort, partly through a literature search.

9. TRB History Committee

Oman said that TRB has requested assistance or consultation on handling paper repositories. Specifically, agencies want to know where papers/archives can be sent. Tucker described a similar project to develop finding aids for the papers of a well-known Texas researcher; it took three months. The scale of such projects is deceptively huge, and when asked for consultation, we need to be very open about limitations, costs, need for archivists to be involved, etc. Tucker noted that this is not in LIST's mission or scope and the History Committee is responsible.

Collection development policies should describe if, and under what circumstances, gifts of papers or archives will be accepted. Many libraries have a policy of not accepting any gifts. If gifts are accepted, in addition to the source material, donors need to bring resources for processing and digitizing it.

Several people observed that while this material may have value, LIST members are not in a position to take this on, nor is it a priority for them. Space and resource limitations were discussed. Barrett, LAMTA, has taken on records management responsibilities, and cautioned that lack of support is one of many difficult challenges. Mission creep quickly gets expensive, he said; we should focus on what fits into our collection development policies. Agencies may need to consult with an archivist to get professional advice on how to handle such material.

10. Other items for discussion

Hatchell asked if TRB could digitize those TRRs, HRRs, preprints, etc. which are not available electronically. Sarmiento noted that Google will be digitizing everything in NUTL, including TRB material, but that does not address copyright. Levine suggested that TRB scan their preprints and other material and sell them to provide access.

Meeting adjourned.

Respectfully submitted,

Rita Evans, Secretary