

Airport Cooperative *Research Program*

ACRP

*Transportation Research Board
500 Fifth Street, NW
Washington, DC 20001
Ph: 202/334- 3224
Fax: 202/334 -2006*

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July 30, 2010

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TO: DISTRIBUTION

FROM: Michael R. Salamone
Manager, Airport Cooperative Research Program
Transportation Research Board

SUBJECT: Project Panel Nominations for the FY 2011 Airport Cooperative
Research Program
Immediate Action Requested

The purpose of this memorandum is to solicit nominations for individuals to serve on oversight panels for recently selected research projects in the FY 2011 Airport Cooperative Research Program (ACRP).

The ACRP is an applied, contract research program designed to develop near-term solutions to problems facing airport-operating agencies and to address critical issues in the airport industry. The ACRP undertakes research and other technical activities by bringing together practitioner-experts in specific operational, technical, and functional disciplines in response to the needs of airport operators on various airport issues involving administration, legal, environment, policy, planning, safety, security, human resources, design, construction, maintenance, and operations.

The ACRP is sponsored by the Federal Aviation Administration (FAA) and managed by the National Academies, through the Transportation Research Board (TRB), in coordination with Airports Council International-North America, Airport Consultants Council, American Association of Airport Executives, National Association of State Aviation Officials, and Air Transport Association of America.

The ACRP Oversight Committee, the governing board for the program, met on July 18 and 19, 2010, and selected projects for the Fiscal Year 2011 program. Descriptions of the new research projects are attached. We will be forming a project panel for each of these projects.

Members of ACRP project panels serve voluntarily without compensation, except for reimbursement of reasonable travel expenses. Each ACRP project is assigned to a Senior Program Officer-facilitator, and also to a six to eight-member panel, with diverse range of expertise and perspectives. The project panel provides technical guidance and counsel throughout the life of the project.

Project panels include experienced practitioners and research specialists; heavy emphasis is placed on including airport professionals, the intended users of the research products.

We are asking you to nominate individuals for specific projects with expertise directly relevant to the research proposed. The typical project panel consists of airport representatives, academicians, research specialists, consultants, airlines, and other industry practitioners. We would also welcome your help in identifying women and minority candidates. Your nominations would be appreciated as soon as possible, **but no later than September 15, 2010**, so that we can move the program forward in a timely manner. Self-nominations are accepted.

Three projects are on an expedited schedule, will begin earlier than the rest, and are expected to hold panel meetings in early-October, 2010. Accordingly, nominations for these three projects are due no later than August 31, 2010. Again, self-nominations are encouraged.

- 02-28 *Sustainability for Airports: Best Practices, Success Metrics, and Beyond*
- 09-02 *Airport Maintenance Research*
- 10-11 *Airport Operations Research*

Each nominee is considered and evaluated as to his or her strength in a set of predetermined disciplines, which are unique for each project, and also classified according to type of employment (e.g., employed by an airport, academic or research institution, consulting firm, airline, or other industry organization) and relevance of perspective for the particular topic of the project. Gender, ethnicity, and geographic location are also objectively considered and balanced as each project topic-specific panel is formed. To ensure proper consideration, we need contact information on each nominee, including name, title, affiliation, address, email, telephone number, and most importantly, professional qualifications related to the particular project. We strongly encourage people to submit a formal nomination form ([attached](#)). However, nominees are also encourage to attach a resume, customized to show topic-relevant knowledge and experience, and a brief cover letter, which expresses their interest, perspective, or potential contribution to the project. ACRP staff will examine all nominations and may initiate contact to determine an individual's interest in serving after we have matched available expertise with that required for the project. We also encourage submittals via e-mail, which can be sent to ablackwell@nas.edu.

Panels for the new research projects are scheduled to meet starting in November 2010. Panel members are prohibited from submitting or participating in preparation of proposals on projects under their jurisdiction. They serve on the panels without compensation, but are reimbursed for travel and subsistence expenses. Travel insurance is provided at no cost to the members. In many cases, only two meetings are held in the life of a project, and these normally occur in Washington, D.C. The first meeting is to develop a project statement (e.g., a request for proposals) that is used to solicit research proposals; the second meeting is to select a research organization from among those submitting proposals. Other meetings may be dictated by project circumstances; however, they are few and usually at least a year apart. Panels operate under the guidance of a permanent chair, and there is liaison representation from the FAA, TRB, and relevant industry associations; the ACRP staff serves as the secretariat and facilitator.

Thank you for your interest in the ACRP. If you have any questions or need additional information, please feel free to contact me at 202/334-1268.

Attachments: [ACRP Panel Nomination Form](#)

[ACRP Research Projects](#)