

# **POLICY AND ORGANIZATION GROUP**

## **Committee Triennial Strategic Plan (TSP)**

For more background, see the Technical Activities Division Leadership Guide at <http://onlinepubs.trb.org/Onlinepubs/dva/DivAGuide.pdf>.

Note-Committees may wish to consult the Millennium Papers at <http://www.trb.org/TRB/publications/MillenniumPapers.asp> . To mark the approach of the new millennium, many standing committees mounted a special effort in 1999 to capture the current state of the art and practice and their perspectives on future directions in their respective areas of focus.

### **Committee Name and Number:**

### **Committee Chairperson:**

**TSP Three-Year Period: April 15, 2006 to April 15, 2009**

### **Date Prepared:**

#### **1. Committee Scope:**

- A. When did your committee last consider the scope?
- B. Does the current scope statement accurately reflect your committee's activities? Should the scope be modified?
- C. What changes are proposed and why are these changes necessary?

#### **2. Committee Strategic Planning**

- A. Has your committee conducted strategic planning sessions? If so, please attach results.
- B. If you have not done strategic planning, what are your committee's strategic directions for the future?

#### **3. Critical and Cross-cutting Issues**

Identify committee's activities that helped address any critical and cross-cutting issues identified by (a) the committee, (b) the TRB Executive Committee (<http://onlinepubs.trb.org/Onlinepubs/general/CriticalIssues06.pdf>), (c) the Technical Activities Council (<http://onlinepubs.trb.org/Onlinepubs/dva/DivAGuide.pdf>, p. 58), and (d) the Policy and Organization Group (<http://www.trb.org/Committees/AB000/IssueDesc2006.pdf>) that fall under the scope of the committee.

- A. What are the key long term and emerging issues that your committee is tracking?

B. What plans do you have to address cross-cutting issues with other committees?

#### **4. Committee Activity Plans**

A. What activities are planned next year to achieve your goals?

B. What activities are envisioned in future years?

#### **5. Committee Organization and Membership**

A. Describe the membership gender and racial diversity.

B. How is membership distributed geographically?

Eastern \_\_\_            Central \_\_\_  
Western \_\_\_            International \_\_\_

C. How is membership distributed across professional affiliation?

State Government \_\_\_            Federal Government \_\_\_  
Education \_\_\_            Private Sector \_\_\_  
Local Government \_\_\_            Nonprofit/Other \_\_\_

D. How many “friends” are associated with the committee?

E. List subcommittees and their chairs.

#### **6. Interaction with Other TRB Committees, Organizations, and Customers**

A. List other TRB committees which your committee maintains a formal liaison representation.

B. List outside organizations which your committee maintains ongoing liaison representation.

C. List shared activities during the past year (examples should include work on cross-cutting issues, information exchange, research, etc.)

#### **7. Business Meeting Attendance (information from the most recent meeting)**

A. Annual business meeting: Members \_\_\_ Guests \_\_\_

B. Summer business meeting: Members \_\_\_ Guests \_\_\_ NA \_\_\_

#### **8. Technology Transfer Activities for Colleagues and Customers**

A. Is the committee planning to publish documents within the next two years?  
(proceedings, circulars, etc.)

Please list and give anticipated dates.

B. Workshops proposed (excluding the TRB Annual Meeting).

C. Conferences proposed.

D. Other activities (web pages, newsletters, updating of millennium paper, etc.)

**9. Research Needs and Problem Statements (Of particular interest are problem statements for TRB Cooperative Research Programs, but please list related activities your committee is involved with as well.)**

A. How do you determine and select research needs and problem statements?  
(workshops, call for ideas, etc.)

B. Number of Research Problem Statements currently under development?

C. List Research Problem Statements funded during last three years?

D. Are the statements available to the public (for example, in TRB Research Needs Database, <http://rms.trb.org/>)?

**10. General Remarks and Comments Offered by the Committee**

A. Should your committee continue in its present form with its present title?  
If no, please explain.

B. Should it be merged with one or more other committees?  
If yes, please explain.

D. Any other comments considered appropriate by the committee.

**11. Annual Reports of Committee Activities (Please attach last three years of annual reports and supporting documents).**