

Transportation Research Board
Committee On Bicycle Transportation (ANF20)
Committee Membership Form

Committee ANF20 Statement of Scope: This committee is concerned with all aspects of bicycling and bicyclists and criteria for bicycle facilities to assure that the bicycle rider has safe, convenient and efficient travel.

Contact Information

Name: _____
Title: _____
Organization: _____
Address: _____
City, State ZIP: _____
Country: _____
Telephone: _____
Email: _____

What Does Membership Mean?

Membership on a TRB standing committee is a high honor. As a member, you have been recognized as an expert in your field, someone who can contribute a valuable perspective on current issues facing the profession. Diversity of views and backgrounds is an important factor in determining committee membership, and your participation is critical to ensuring that a variety of perspectives are represented around the table. Participation offers members excellent opportunities to network with their peers and assists them in staying current with the latest developments in their field. As an added bonus, members are eligible for a reduced fee at the TRB Annual Meeting held in Washington, D.C., every January and for a discount on most TRB publications. Each member of a standing committee is nominated for a 3-year term and potentially may serve on that committee for up to 3 consecutive terms.

Please describe your interest and experience in the field here, or attach a resume/CV. If you qualify as a young member (see below), please note that.

Please return the completed form to:

Dick Schaffer, Membership Subcommittee Co-Chair
dick.schaffer@dot.gov

Deadline

October 31, 2010

Young Member: Persons aged 35 years and younger are eligible to serve as Young Members of standing committees. Up to two such appointments per committee are allowed without counting them against the 25 member limit. Appointments are for a 3-year term or until April 15th following 36th birthday of the Young Member, whichever comes first, regardless of rotation cycle.

Excerpts from the TRB TECHNICAL ACTIVITIES LEADERSHIP GUIDE 2009

TRB Mission: The mission of the Transportation Research Board is to provide leadership in transportation innovation and progress through research and information exchange, conducted within a setting that is objective, interdisciplinary, and multimodal.

Committee Functions

The functions of committees are to:

1. Keep the members of the transportation community apprised of research through:
 - a) Sponsorship of paper and conference sessions at TRB Annual Meetings,
 - b) Special committee-sponsored conferences and workshops,
 - c) Sponsorship of webpages and/or online forums
 - d) Informal networking,
 - e) Responses to requests for information, and
 - f) Referrals to other experts.
2. Stimulate research by:
 - a) Developing and publishing research needs statements (see [Appendix D](#) for format), entering these into the TRB Research Needs Statements database (<http://rns.trb.org/>), and keeping them up to date. **Existing statements must be reconfirmed at least once every three years or they will be deleted from the database.**
 - b) Submitting research problem statements (through TRB) to the Cooperative Research Programs (see [Appendix K](#) for schedule) and other research organizations as appropriate, and
 - c) Defining and publishing critical issues and research needs.
3. Synthesize research and develop state-of-the-art reports through:
 - a) Sponsorship of special workshops and conferences,
 - b) Compiling special bibliographies,
 - c) Publishing compendiums of special papers, and
 - d) Periodically recommending through TRB staff topics for inclusion in the NCHRP and TCRP Synthesis series (see Appendix K for schedule).
4. Recommend papers for consideration for TRB-sponsored awards.
5. Cosponsor special activities and provide liaison with other TRB committees and with other transportation-oriented agencies in the United States and in other countries.
6. Conduct periodic strategic planning, including self-evaluations of scope and activities.
7. Upon request, serve or nominate others to serve as members of project panels and committees in the other Divisions of TRB.
8. Encourage diverse participation, including students, young professionals, minorities, and professionals from countries outside of the U.S.

Limitations on Providing Advice, Recommendations, or Advocacy

The generation of advice or recommendations to individuals or organizations outside of the National Research Council (NRC) is NOT included in the functions prescribed by TRB for its standing committees. It is outside the scope of a TRB standing committee to advocate positions on public policy issues, other than recommendations of topics or areas for research. Any reporting of consensus views of committee members or of participants in committee-sponsored events, or of individuals in their role as Chair or as members of the committee, falls outside the role of standing committees.

In any committee publication or communication, it should be made clear that comments on public policy issues by individual committee members represent the views of that individual, not the committee or TRB. In TRB standing committee publications, individually authored articles or papers should focus on the mission of the standing committee.

Duties of Committee Members

TRB standing committee members play a vital role in facilitating the exchange of transportation research information and results. The committee members work together to develop research problem statements in their area of interest, review and recommend papers for publication and for presentation at TRB Annual Meetings, and organize Annual Meeting sessions as well as committee meetings, workshops, and other activities as listed below. Committees are made up of individuals who hold a variety of opinions on issues of concern to the profession. It is important to keep in mind that TRB standing committees and their members are **not** authorized to speak on behalf of TRB or to provide advice to government agencies or other organizations. Members must therefore exercise caution to avoid creating the impression that the committee or any of its members represents TRB, a TRB committee, or can commit TRB to a course of action.

The duties of committee members are to:

1. Assist in the review, summarization, and evaluation of available research findings on specific problems;
2. Assist in the preparation of committee reports;
3. Prepare problem statements of needed research;
4. Make recommendations to the committee Chair concerning needed research within the committee's scope and in other areas;
5. Advise the committee Chair and TRB staff of appropriate research that comes to their attention;
6. Assist in the preparation of reports and/or bibliographies on current practices;
7. Review papers and other documents referred to them;
8. Offer their own papers for presentation and publication by TRB and encourage others to do likewise;
9. Assist in planning and developing committee-sponsored sessions at the annual meeting, conferences and workshops;
10. Participate in committee meetings through in-person attendance or by teleconference when unable to travel to the meeting;
11. Respond to correspondence from the committee and keep committee officers and TRB staff advised of their current contact information;
12. Serve on task forces of the Group or Section at the request of the Group or Section Executive Board; and
13. Perform other functions as requested by the committee Chair.