

## **TRB Committee on Roundabouts (ANB75) Draft Business Plan 07-15-2015**

**Committee Mission:** To expand the body of knowledge regarding modern roundabouts that affect their safe and efficient operations for all users by addressing research needs, providing a forum for domestic and international dialogues and knowledge exchanges, and promoting and disseminating emerging roundabout knowledge, design criteria and operational guidance and practices.

**Committee Scope:** The TRB Committee on Roundabouts is concerned with all factors encompassing modern roundabouts. The Committee provides focus within TRB on current issues and future research needs pertaining to modern roundabouts. It serves as a forum for discussions on roundabout research, projects, and policy for all interested stakeholders; identifies research needs and develops research problem statements to meet the needs; and facilitates the exchange of knowledge by various media, meetings, and conferences.

**Committee Organization:** The Committee is led by a Chair or Co-chairs and is supported by a Secretary, Research Coordinator, Communication Coordinator, Young Member Liaison and the TRB assigned membership (currently 30 members maximum plus additional Young Members). The Committee also has active participation from friends who sign on to the MyTRB website and those involved in the Roundabouts list-serve and other media, e.g., LinkedIn groups. The Committee is supported by a number of permanent subcommittees, currently Research, Human Factors and Other Workshops, Business, Liaison, Conferences, Annual Meeting Sessions, Webinar, Roundabout Guide, Critical and Emerging Issues and International Activities. Ad Hoc committees or task forces will be named as necessary to enhance committee business and/or permanent committee operation and may become permanent if appropriate.

- **Research Subcommittee:** Purpose is to coordinate and manage the strategic research program related to roundabouts. This committee is responsible for producing a listing of research needs based on inputs from others and for producing research needs statements (aka “problem statements”) This subcommittee will be chaired by the committee Research Coordinator who may add one or more specific ad hoc subcommittees or task forces under his/her direction for such things as keeping the TRB RNS current, working on specific proposals, etc.
- **Human Factors and Other Workshops Subcommittee:** Purpose is to promote TRB Sunday Human Factors workshops that focus on human factors elements related to roundabouts, and TRB Sunday free workshops that deal with other issues of current interest. This committee is also responsible for conducting Committee activities that lead to our exploration of technical issues and strategic

research needs and priorities related to human factors and other important roundabout issues.

- Business Subcommittee: Purpose is to provide guidance to the committee chair or co-chairs regarding current and future committee structure, activities, priorities, future planning, and such specific committee requirements that may arise such as Triennial Strategic Plan (TSP) reports.
- Liaison Subcommittee: Purpose is to sort out and coordinate those organizations outside of TRB, and those committees and entities within TRB, that have activities and interest in roundabouts to the extent that it is in the Roundabout Committees' interest to keep in contact with them for information of value or interest to the Roundabout Committee and/or potential future co-sponsoring of activities.
- Conferences Subcommittee: Purpose is to oversee planning, organizing and conducting triennial, International Roundabout Conferences. Makeup will normally be the Roundabout Committee Chair or a Co-chair, the current local conference planning chair from the venue decided by the full committee two years in advance and the immediate, past local conference chair, and others that might be deemed necessary
- Annual Meeting Sessions Subcommittee: Purpose is to conduct or oversee annual paper reviews, recommend papers for presentation and publication, select an annual committee best paper award and develop a program of sessions and other activities as appropriate for the annual meeting
- Webinar Subcommittee: Purpose is to propose, plan and submit a minimum of two completed webinar proposal forms to the TRB webinar staff, one in each biennial period. Makeup will normally be the Roundabout Committee Chair or Co-Chair plus other members as deemed necessary.
- Roundabout Guide Subcommittee: Purpose is to oversee planning, support content development, and provide peer review of future editions of *Roundabouts: An Informational Guide*.
- Critical and Emerging Issues Subcommittee: Purpose is to keep the committee informed and up-to-date on critical issues that need to be addressed to overcome possible negative issues with roundabouts or to address new future emerging issues for which it is in the interest of the committee to keep abreast; for example, freight (trucks and oversize vehicles) and automated, connected vehicles. The subcommittee chair may appoint and oversee any number of vice chairs for leading ad hoc subcommittees or task forces on specific issues. It is currently envisioned (2015) that there should be two such vice chairs: freight, and automated connected vehicles.

- International Activities Subcommittee: Purpose is to keep informed of roundabout activities in other countries, in particular any research and publications, and report findings at committee meetings and in addition, coordinate committee related activities of the committee's international members.

## **Responsibilities of Committee Members**

It is the explicit responsibility of all Committee members to support permanent, reoccurring, and ad hoc committee business. Such activities may include:

- Participating as an active member of at least one and preferably two subcommittees.
- Conducting TRB paper reviews, presentation recommendations and paper award activities.
- Participating and/or assisting in mid-year and annual meeting events.
- Participating in forums to discuss technical issues, topics, and research needs related to roundabouts.
- Conducting outreach to external sources in support of committee business.
- Participating on special assignments and forums as they arise.
- Participating in face-to-face meeting when possible and/or through internet or other media sessions.
- Whenever possible, being actively involved in the business of researching and/or implementing roundabouts.
- Welcoming and encouraging friends to participate in all committee activities.

## **Committee Goals**

1. Work with other TRB Committees and external organizations in promoting accurate information exchange regarding roundabouts.
2. Provide guidance over a strategic research program for roundabouts that methodically establishes and addresses research priorities and considers emerging issues, and annually expand and develop top research needs ideas in a form suitable for submittal for funding.
3. Encourage and support the presentation and publication of important research related to modern roundabouts. Disseminate research knowledge and information to transportation practitioners and encourage the explicit consideration of roundabouts on projects to construct new or to reconstruct intersections. This may be accomplished through the annual conference sessions and activities, conferences, the Roundabout Committee listserv, Roundabout Committee-sponsored webinars, and other media such as LinkedIn discussion groups.
4. Conduct committee business needs identified by TRB that are not explicitly included in the above goals.

## **Committee Strategic Action Items**

<b>Goal #1: Work with other TRB Committees and external organizations in promoting accurate information exchange regarding roundabouts</b>		
<b>Action</b>	<b>Target Date</b>	<b>Lead</b>
Develop liaisons as appropriate with other national committees and federal agencies on the inclusion and accuracy of roundabout-specific material. These groups may include the ITE Roundabouts Committee, the NCUTCD Roundabout Task Force, AASHTO, NACE, NACO, NACTO, ASCE, the Access Board, groups responsible for the development of the Green Book, the Federal Highway Administration and others as appropriate. Participate in joint meetings, workshops, liaison and discussions.	Ongoing	Liaison Subcommittee
Use forums through groups such as AASHTO, ITE, APWA, NCUTCD , etc. to encourage all agencies with road building and operational responsibilities to adopt intersection control policies	Ongoing	Liaison Subcommittee
Identify and develop action regarding current and emerging issues, such as freight and automated connected vehicles.	Ongoing	Critical and Emerging Issues Subcommittee
Coordinate roundabout committee member attendance at other TRB committee meetings during TRB	Annually	Liaison Subcommittee
<b>Goal #2: Provide guidance over a strategic research program for roundabouts that methodically establishes and addresses research priorities and considers emerging issues, and annually expand and develop top research needs ideas in a form suitable for submittal for funding</b>		
<b>Action</b>	<b>Target Date</b>	<b>Lead</b>
Identify and maintain a listing of research needs ideas related to modern roundabouts, which will be posted to the Research Needs Statements (RNS) portion of the TRB website.	Ongoing	Research Subcommittee
Prioritize and select top RNS ideas and develop into a form suitable for support from one or more states for submission to the NCHRP proposal solicitation program or other funding sources.	Annually	Research Subcommittee
Develop strategic research needs document , e.g., a “Top Ten Research Issues” document,	Annually	Research Subcommittee

with input from committee members and other committees		
Plan and support the research needs statement development, content development, and peer review of updates to <i>Roundabouts: An Informational Guide</i>	Ongoing	Roundabout Guide Subcommittee
Investigate and summarize International roundabout activities and coordinate presentations or report on findings for committee meetings	Ongoing	International Activities Subcommittee
<b>Goal #3: Encourage and support the presentation and publication of important research related to modern roundabouts. Disseminate research knowledge and information to transportation practitioners and encourage the explicit consideration of roundabouts on projects to construct new or to reconstruct intersections.</b>		
Action	Target Date	Lead
Issue calls for papers as appropriate	Annually	Annual Meeting Sessions Subcommittee
Plan and organize sessions and activities annually related to roundabouts at the TRB Annual Meeting	Annually	Annual Meeting Sessions Subcommittee
Appoint a video theatre, vice chair to organize the Roundabouts Video Theatre session at the TRB Annual Meeting	Annually	Annual Meeting Sessions Subcommittee
Plan, organize, and oversee a TRB International Roundabout Conference	Every 3 years	Conferences Subcommittee
Propose, and if accepted, plan and organize a human factors workshop at the TRB Annual Meeting	Every 2 years	Human Factors and Other Workshops Subcommittee
Propose, and if accepted, plan and organize a free Sunday workshop at the TRB Annual Meeting	Every 2 years	Human Factors and Other Workshops Subcommittee
Propose, and if accepted, conduct a minimum of two webinars per year	Annually	Webinar Subcommittee
Promote educational institutions to incorporate roundabout analysis and design into their curriculum	On going	Business Committee
<b>Goal #4: Conduct committee business needs identified by TRB that are not explicitly included in the above goals.</b>		
Action	Target Date	Lead
Prepare meeting minutes and committee correspondence	Ongoing	Secretary
Coordinate with TRB on website and other communication needs	Ongoing	Communication Coordinator
Coordinate with TRB on activities and issues	Ongoing	Young Member

related to young members		Liaison
Provide guidance to the committee chair or co-chairs regarding current and future committee structure, activities, priorities, and future planning	Ongoing	Business Subcommittee
Prepare Triennial Strategic Plan	Every 3 years	Business Subcommittee

Draft 7-15-2015