



**Meeting of the WCTRS General Assembly**  
**13:45 to 15:00 on Wednesday 19th July 2023**  
**Level 5 Room 517CD, Palais de Congrès, Montréal**

**Draft Agenda**

- 13:45** 1 Welcome (Greg Marsden) [2min]
- 13:47** 3 Minutes of the General Assembly held 28<sup>th</sup> May at IIT Bombay (Greg Marsden) [3min]
- 13:50** 4 President's Report on the Society's professional activities 2019/23 (Tae Oum) [10min]
- 14:00** 5 SCC Chair Report on the Innovations in Scientific Matters (Lori Tavaszy) [10min]
- 14:10** 6 Editor-in-Chief Report on Transport Policy (Haijun Huang) [5min]
- 14:15** 7 Editor-in-Chief Report on Case Studies in Transport Policy (Xiawen Fu) [5min]
- 14:20** 8 Report on Administrative and Financial matters (Greg Marsden: GM/ Antonio Musso: AM) [15min]
- Finances
  - Membership Fees
  - Request to approve change in registration
  - Review of governance progress
  - Migration of the Secretariat
- 14:35** 9 Nomination and election of President (Chair of PNC) [10min]  
Martin Dresner/Rosario Macario/Shinya Hanaoka
- 14:45** 10 Future Plans (next President) [10min]
- 14:55** 11 Nomination and election of Steering Committee (next President) [5min]
- 15:00** 12 Any other business



## **Minutes of the WCTRS General Assembly**

**Held on Tuesday 28 May 2019**

**at IIT Bombay, Mumbai, India**

### **1. Welcome - WCTRS Secretary General (Greg Marsden: GM)**

Greg Marsden, (Professor of Transport Governance at the University of Leeds and WCTRS Secretary General) welcomed everyone to the meeting. He explained his role as Secretary General was mainly to oversee the financial and administrative side of the Society and it was a great pleasure to open up the General Assembly. He expressed thanks to everyone at IIT Bombay for all their hard work in preparing for the conference and then gave a brief outline of what would be happening in the next hour or so. He explained this would include: a special award being presented today; approval of Minutes from the 2015 General Assembly; updates from the current WCTRS President, Scientific Committee (SCC) Chair, the Editors of our two journals and Secretary General; election of the new President for the period 2019-2022; and Steering Committee (STC) plans for the future.

GM advised that this assembly had the power to veto decisions and plans made by the STC and this was an important part of the checks and balances on how the Society is managed. He added that those present today would be responsible for voting on the new presidential candidate as well as the budget and fees for the next three years. These processes involve some important procedural actions, but before this, he invited Professor Tony May to the stage to explain the process of the selection for the Dupuit Prize.

### **2. Dupuit Prize Awarding (Dupuit Prize Committee – Anthony D May: ADM)**

ADM provided an overview of the nominations process for the Jules Dupuit Prize. He explained this was the Society's most prestigious prize, and awarded at each conference, to a distinguished scholar on the basis of a record of outstanding scientific work; a significant reputation in transport policy; a reputation for truly international activity, including creation of global networks, and particular contributions to WCTRS. He was delighted to report that the Volvo Research and Educational Foundations have agreed to sponsor this year's prize, and on behalf of the Society, expressed thanks for their generosity.

ADM explained that the Steering Committee appoints a Nominating Sub-Committee to consider nominations and make a recommendation. The Sub-Committee on this occasion included Professor Alain Bonnafous as Chair, Professor Werner Rothengatter and himself. Five nominations were received and considered against the four criteria. All were colleagues whose quality of work and contributions to the WCTRS are well known to our scientific community, demonstrating the Society's strength in breadth and depth. ADM advised that given the exceptional quality of the nominees, the final choice was not easy to make and was dependent on the weight allocated to these four criteria, and it was agreed that "outstanding scientific work" was the most important criterion. On that basis, he confirmed that the Sub-Committee were unanimous in their recommendation that the Jules Dupuit Prize of the 15th World Conference on Transport Research be awarded to: Professor Tae Oum.

ADM then presented an overview of Professor Oum's background, listing his achievements under each of the four criteria, which included over 140 refereed papers in leading academic

journals, 180 papers in refereed conferences, contributions in 35 books and maintaining his position as one of the most cited authors in transport economics and policy for the last 30 years. Professor Oum has an international reputation in air transport policy and established the highly regarded Global Airport Benchmarking Report in 2005; the Air Transport Research Society as a Special Interest Group (SIG) in 1995; and the first annual Air Transport Research Society Conference in 1997. He has been a member of the STC for over 20 years and now plays a major role as Editor in Chief for the Society Journal 'Transport Policy'. ADM confirmed the view of the Dupuit Prize Committee that these contributions amply justified the recommendation that Professor Tae Oum be awarded the Jules Dupuit prize at the conference and the nomination was unanimously approved.

Following presentation of the award, GM invited the remaining members of the STC to the stage to continue proceedings.

### **3. Minutes of the General Assembly held 12 July 2016 at Tongji University, Shanghai (President WCTRS – Yoshitsugu Hayashi: YH)**

YH referred to the Minutes of the last GA meeting which can be accessed in the Member Area of the WCTRS website. No comments were noted and the Minutes were approved without amendment.

### **4. President Report on the Society's professional activities 2016/2019 (Yoshitsugu Hayashi: YH)**

YH reported on what had been achieved during the past three years, in relation to the plans approved at the last GA. He said a key initiative was the introduction of Organisational Memberships; Supporting Organisational Members (SOMs); Research Organisational Memberships (ROMs); and Partner Organisational Memberships (POMs), and presented slides detailing the members who had joined since 2016. *(Copy slides are available in the Member Area of the WCTRS website.)*

YH confirmed International liaison and outreach activities had been strengthened during the last three years with relationships being developed with, and ongoing contributions to COP15, COP24, SLoCAT Transport Day and ITF Research Day etc, as well as the new World Bank project on Sustainable Mobility in African Cities, and Capacity Building in African Universities, initiated by Jose-Luis Irigoyen, former Director of Transport and ICT and continuing STC member. YH also referred to his presentation at the Club of Rome 50<sup>th</sup> Anniversary meeting held in Rome in October 2018, which consists of 100 members; one third politicians; one third business and one third senior advisers with high level transport profiles.

In terms of Scientific Developments, YH presented a brief overview of developments since the Shanghai conference. This included the new relationship with Tongji University and the development of the Tongji - WCTRS World Transport Research Center. He expressed the hope that similar centres could be developed at future conference host sites. The final achievements outlined included publication of the first book in the WCTRS Book Series; the increase in SIGs from 30 to 35; and the successful growth of the WCTRS-Young Initiative.

YH thanked everyone for their support during the past six years as President of the Society and then handed over to Lori Tavasszy (Chair of the Scientific Committee).

## **5. SCC Chair Report on the Innovations in Scientific Matters (Lori Tavasszy: LT)**

LT presented a brief report outlining changes introduced after the Shanghai conference adding that he would appreciate feedback on these, including suggestions for further improvements for the next conference. He said the biggest change had been the removal of abstract submission which had saved around three months in the process and reduced the number of reviews needed. He thought this had worked well and the intention was to keep the same course for the next conference. He outlined the extended arrangements for poster sessions and recommended everyone try visit the area as this was a good opportunity to meet and discuss issues directly with authors. LT referred to the 44 Special Sessions planned for the week and the effort put in to make sure the sessions were based on practical issues connecting into science. He mentioned the streamlined process for fast track publication with partner journals and 20+ special issues, reminding authors to complete and submit the reply sheet so the guest editing group could try get the same reviewer for the journal as the WCTR which should speed things up considerably.

LT confirmed the SIG membership had almost doubled and this had created additional management workload. Changes in the way we manage SIGs have been implemented, including the introduction of obligatory meetings during each conference so people can engage with a group of peers in a different way by attending sessions. He advised two new SIGs had been just approved; these were High Speed Rail, Supply Chain Management. Final updates related to the conference booklet which now included details of the 14 topical keynotes covering all topic areas, and confirmation that the Prize Sub-Committee were currently looking at papers which had been nominated for awards, which would be presented in the Closing Ceremony.

LT closed by offering thanks to all those committee members who had reach out and helped to make sure the conference was a success, including Ashish Verma, Fusun Ulengin and Gopal Patil who had been responsible for the review process, Special Issues and Programme Management and who had all worked extremely hard. He also thanked Hideki Nakamura for managing the SIGs and finally, the Topic Area Chairs and everyone involved in managing the Scientific Committee.

## **6. Editor-in-Chief Report on Transport Policy (Tae Oum: TO)**

TO provided information on the way the journal had developed over the last three years and the resulting increase in workload for the Editorial Team, in spite of which they had managed to bring down the first decision time over the period. He then presented a range of slides confirming membership of the Editorial Team and detailing performance month by month for the period January to December 2018. He compared results for the year with those for 2016, which showed a significant increase from 8 volumes and 151 papers in 2016, to 13 volumes and 181 papers in 2018 and the jump in citation scores from 2.36 to 3.73, which was a good indication of impact focus and reflected on the quality of some of the papers coming through. TO also ran through acceptance rates for Regular Issues and Virtual Special Issues, and articles submitted by region from 2015 to April 2019.

## **7. Editor-in-Chief Report on Case Studies in Transport Policy (Rosario Macario: RM)**

RM reported on the Society's second journal, which was growing rapidly in spite of the competition. She confirmed acceptance rates had improved, with a growing number of accepted articles and papers representing all the main areas of the world, and presented detailed slides showing comparisons between previous years and CiteScores.

RM confirmed the positive results to date were a good sign in the process of indexation which is the next step and very important. She also commented on the change from Evisu to the EM system which was now in process and which should hopefully increase publication speed generally, but in particular for SIs coming from the conference.

## **8. Report on Administrative and Financial matters (Greg Marsden: GM / Antonio Musso AM)**

**Administrative and Financial Matters.** GM provided an overview of the current position relating to membership and finances of the society, which he confirmed was run on an entirely voluntary basis with the exception of one half time member of staff. He confirmed 915 had registered to attend the conference from 65 countries worldwide, making this a truly global Society. This number would probably rise by the end of the conference period as people were still registering, and there were others who would renew their membership later. He said the gender split amongst members (75% male/25% female) was not as diverse as we would like it to be, adding that he would welcome suggestions as to how this might be improved within the Society.

In terms of finance, GM presented a chart showing the growth in year end balances (in Euros) between 2006 and 2019, explaining in the early days, finances between conferences was a cause for concern. However, since then two things had impacted on the position, these being the regular income from our two journals; Transport Policy and Case Studies on Transport Policy. He presented a slide showing financial projections for the period up to 2022, and actual results for the year 2019 to date, before outlining his proposals for spending. These included investing around £25k to support WCTRS-Y Initiatives and £30k to support the work of the SIGs. GM said he would be interested to hear from SIG members or Chairs as to what sort of resources would help bring together the scientific message of the Society and support the activities YH and LT have set out. He then handed over to AM to present his Audit Report.

**Audit Report.** AM confirmed he had conducted an independent audit on the financial position of the Society for the year to 31 December 2018, and projections for the three year period 2019-2022. He confirmed that the audit had been performed in accordance with common auditing standards which required examination of evidence supporting the amounts and other disclosures in the financial statements and the evaluation of significant estimates, as well as evaluating the overall financial statement presentation. He was happy to confirm that in his opinion, the financial statements were presented fairly in all material respects and that the finances of the Society were in a very positive position as previously outlined by GM. He thanked GM and JS for their help in providing the necessary information and answering questions on the main figures.

**GDPR/Social Media/Sharing of information.** GM referred to the European Union rules which govern how we conduct business and share information, generally known as the General Data Protection Regulations (GDPR). He mentioned the regular briefings sent out from the Secretariat, which provide a forum for sharing items of interest to members, and the periodic newsletter which aims to bring together some of the highlights of the Society's work. He also confirmed that members have access to the secure area of the website and the member directory and reminded everyone to log in occasionally to check the information in their Personal Information page was correct. GM's final comments related to the ways we try reach out to connect with members, including Facebook and the new Twitter link.

**9. Nomination and election of President (President Nominating Committee: Sergio Jara-Diaz: SJD / Ali Huzayyin: AH / Yves Crozet: YC)**

SJD provided an overview of the President's nomination process, confirming the term of office for the current President (Professor Yoshitsugu Hayashi) would end on the last day of May 2019. The process started in January 2018, when the STC elected the three members of the President Nominating Committee (PNC), whose role it was to manage the process, receive candidate nomination forms and propose a shortlist of final candidates to the STC for their approval. In March 2018, nomination forms were sent to all members of the Society and the PNC received one application that was supported by ten members, as required by our Operating Procedures. The candidate was asked to provide a detailed CV and then asked to submit a statement of past experience and services to the Society, as well as proposed plans if elected. After receiving this information, the PNC recommended the STC propose Professor Tae Oum of the University of British Columbia as President for the period 2019 to 2022 to the General Assembly in Mumbai. SJD said the recommendation had been assessed by the STC and approved unanimously. The proposal was formally put forward and attendees were asked for a show of hands in favour of the recommendation. The motion was carried and Tae Oum agreed to accept the role of WCTRS President for the three year period to 2019.

**10. Future Plans (next President)**

TO said he was honoured and grateful to accept the nomination, thanking the PNC for their work and STC colleagues for their unanimous support. He also offered thanks to those attending the General Assembly, because without their support, he would be unable to do the job. TO said the first task as President Elect was to describe a few plans for the Society and then present nominations for the new STC to the GA for approval.

In terms of future plans, TO confirmed the overall objective of the WCTRS was to enhance its contribution to members and to the Global Society. He said this would be achieved by promoting the interchange of ideas, via networking opportunities with both academics and industry. He added that while we were doing quite well in our services to researchers, greater geographic coverage was needed, and we could also do more to help improve decision making by both industry and policy makers. In order to address these areas, TO confirmed the Society would continue to strengthen the activities where we have been doing well, for example, engaging in and expanding outreach activities to developing countries, as well as strengthening the WCTRS-Y initiative, now led by Laetitia Dablanc. New initiatives under consideration include Urban Transport Efficiency Performance Benchmarking, and a WCTRS Chartered Transport Analyst and Supply Chain Management licence. Closer cooperation with international organisations was also a priority for the next year and this would include organising sessions jointly with TRB and ITF etc.

**11. Nomination and election of Steering Committee (next President)**

After outlining his proposals for the forthcoming term, TO presented slides confirming his nominations and roles allocated within the new STC for approval of the GA. He ran through each of the slides, (all of which are available in the Member Area of the WCTRS website), confirming that 'new' STC members were highlighted in blue. He added that he would be resigning as EiC of Transport Policy by the end of the year, so a successor would need to be found for that role, and commented that additional volunteers were needed to improve and strengthen social media and membership and marketing initiatives. TO said that the Society might need to form sub-committees or small task forces between conferences which might need additional members. He therefore sought authorisation from the GA to add an additional 5-10 STC members during the next three years if necessary.

After running through details of the new STC, a comment was made from the floor that more women were needed on the committees. TO said this could be addressed in recruitment for the 5-10 extra members, and that he would seek suitable suggestions if approved.

GM thanked TO for his presentation and proposals for the new STC. He said there were some very good ideas put forward, and asked if anyone would like to propose and second the motion to accept the new STC. The motion was proposed and seconded, and GA, having noted the comment made earlier about the gender balance, asked for a show of hands to approve the new STC proposed and the motion was carried.

After the new STC was approved, Mike Browne (Topic Area Manager: Freight Transport and Logistics) commented that while he was impressed with everything that had happened, he thought a gender balance of 75% male: 25% female was disappointing and that the leadership of the STC should be making efforts to address this. He said that while he was not against the motion to approve the new STC, he was concerned we might not take any action on this issue. GM confirmed it had been raised at the GA in Shanghai in 2016 and following a review of the gender balance within the Society, we adopted an equality inclusion commitment stating that the STC and SCC should at least match the % of the membership. He accepted that the balance had fallen short so far, although membership of the STC was not yet complete. GM thanked MB for raising the issue adding it was important to have this discussion, especially as the GA only meets every three years and it was clear that we need to look at the election process and what might need to be changed procedurally.

## **12. Membership fees for 2022-2025 (Sec General - Greg Marsden: GM)**

GM said this was the final part of the meeting, where the GA has to agree any changes to the fee structure. He referred to the current level of fees, which were \$150 for general members, \$90 for members from developing countries and \$60 for students for a three year period. He said at the meeting in July 2016, the GA gave the STC power to raise the fees for 2019-2022 by (at most) 20% should changes to our financial circumstances require it, and although we didn't exercise that option, he sought approval from the GA to allow the same flexibility for the period 2022-2025. There was a show of hands from the floor and the motion was carried, after which GM thanked everyone for their attendance and offered best wishes for a successful and enjoyable conference.

## **13. Any Other Business**

There was no other business.

WCTRS FINANCIAL SITUATION / PROVISIONS FOR PERIOD 2016-2020		Yr 3	Yr 1	Yr 2	Yr 3	Yr 3	Yr4	Yr 4	Yr 1	
Ref		2019	2020		2021	2022	2022	2023	2023	2024
		Actuals £	Actuals £	Actuals £	Forecast £	Actuals £	Forecast £	Actuals £	Forecast £	
<b>Rec 1</b>	<b>BALANCE BROUGHT FORWARD</b>	<b>£ 130,306</b>	<b>£ 177,674</b>	<b>£ 181,083</b>	<b>£ 155,458</b>	<b>£ 156,204</b>	<b>£ 155,599</b>	<b>£ 155,599</b>	<b>£ 195,599</b>	
<b>Rec 2</b>	<b>INCOME</b>									
	Membership from WCTR conference	£ 69,537	£ -	£ -	£ -	£ -	£ 85,000	£ -	£ -	
<b>Rec 3</b>	Membership renewing and new	£ 4,998	£ 1,872	£ 1,082	£ -	£ -	£ 5,000	£ -	£ 500.00	
<b>Rec 4</b>	Organisational Membership	£ 7,139	£ 2,985	£ 1,426	£ 2,000	£ -	£ -	£ -	£ -	
<b>Rec 5</b>	Elsevier Journal Income	£ 26,953	£ 26,947	£ 27,039	£ 28,000	£ 28,600	£ 32,000	£ 25,799	£ 35,000	
<b>Rec 6</b>	Dupuit Prize	£ 3,815	£ -	£ -	£ -	£ -	£ -	£ -	£ -	
<b>Rec 7</b>	Other revenues	£ 2,332	£ 839	£ 862	£ 100	£ 1,769	£ -	£ -	£ -	
<b>Rec 8</b>	Bank interests (SBS and HSBC)	£ 733	£ 531	£ 532	£ 500	£ 675	£ 1,000	£ 692	£ -	
	<b>Total Income</b>	<b>£ 115,507</b>	<b>£ 33,174</b>	<b>£ 30,941</b>	<b>£ 30,600</b>	<b>£ 31,044</b>	<b>£ 123,000</b>	<b>£ 26,491</b>	<b>£ 35,500</b>	
	<b>COMBINED BALANCE BROUGHT FORWARD AND INCOME</b>	<b>£ 245,813</b>	<b>£ 210,848</b>	<b>£ 212,024</b>	<b>£ 186,058</b>	<b>£ 187,248</b>	<b>£ 278,599</b>	<b>£ 182,090</b>	<b>£ 231,099</b>	
<b>Pay 9</b>	<b>EXPENDITURE</b>									
	Youth programme	£ 13,860	£ -	£ 3,837.06	£ 4,000	£ -	£ 14,000	£ 677	£ -	
<b>Pay 10</b>	Committee meetings	£ 4,817	£ 4,596	£ -	£ 5,000	£ -	£ 5,000	£ 880	£ 10,000	
<b>Pay 11</b>	IT/Website management	£ 145	£ 528	£ 19,464.00	£ 3,000	£ 972	£ 3,000	£ 240	£ 3,000	
<b>Pay 12</b>	Travel costs for site selection sub-committee	£ 77	£ -	£ -	£ 10,000	£ 8,091	£ -	£ -	£ -	
<b>Pay 13</b>	Prizes	£ 9,113	£ -	£ -	£ -	£ -	£ 15,000	£ -	£ -	
<b>Pay 14</b>	Other support costs	£ 18,374	£ 14,541	£ 13,874.51	£ 11,341	£ 11,341	£ 15,000	£ 12,878	£ 15,000	
<b>Pay 15</b>	Secretariat (wages)	£ 16,522	£ 10,019	£ 19,149.13	£ 18,100	£ 10,001	£ 20,000	£ 3,248	£ 20,000	
<b>Pay 16</b>	Secretariat (accommodation and travel)	£ 1,962	£ -	£ -	£ 2,000	£ -	£ 5,000	£ -	£ 3,000	
<b>Pay 17</b>	Bank commission and other charges (lawyers)	£ 617	£ 81	£ 241.48	£ 1,000	£ 272	£ 1,000	£ 614	£ 1,000	
<b>Pay 18</b>	Miscellaneous expenses	£ 2,573	£ -	£ -	£ 1,000	£ 972	£ 5,000	£ 5,533	£ 5,000	
	<b>Total expenses</b>	<b>£ 68,060</b>	<b>£ 29,765</b>	<b>£ 56,566</b>	<b>£ 55,441</b>	<b>£ 31,649</b>	<b>£ 83,000</b>	<b>£ 24,070</b>	<b>£ 57,000</b>	
	Paypal currency adj +/- at end of year (closed November 2019)	<b>-£ 79</b>								
	<b>BALANCE</b>	<b>£ 177,674</b>	<b>£ 181,083</b>	<b>£ 155,457.57</b>	<b>£ 130,616</b>	<b>£ 155,599</b>	<b>£ 195,599</b>	<b>£ 158,020</b>	<b>£ 174,099</b>	

#### Notes 2023

- Rec5** Elsevier journal payments slightly enhanced
- Rec 7** Refund of cancelled flight from Sergio Jara Diaz
- Pay 11** Website intervention, advertising the virtual meet on the main page, uploading the agenda and Helen Robinson basic website training
- Pay 12** SSSC costs
- Pay 14** Costs for Newsletter and Support to President, E-i-C CSTP - still outstanding for JTRP
- Pay 17** Includes Swiss Legal Fees
- Bank record** £691.95 in interest received from Monmouthshire Building Society
- Pay 14** Tae office charges arrived at account closure