

To: OTREC Board of Directors

From: Dr. Chris Monsere, Portland State University
Dr. Robert Layton, Oregon State University

Date: Friday, February 20, 2009

Re: OTREC's Role in Professional Development

Members of the Board:

As part of an OTREC Education Grant, we have been conducting a needs assessment regarding professional development and the transportation sector throughout Oregon. We are currently preparing our findings from a questionnaire that was distributed in July 2008.

Through this work, we have reached the conclusion that there would be considerable value in OTREC serving as a **coordinator** of professional development activities. There are many entities involved in offering courses, conferences and other activities. However, there is no entity that has the desire and resources to help coordinate these efforts. Most importantly, OTREC could carry-on what our research has attempted to do, which is to identify gaps and needs among existing offerings.

Our recommendation is that the Board should create a Professional Development Committee. The committee's charge would initially be to scope OTREC's role in professional development and to oversee the related work of OTREC's Education and Technology Transfer Program Manager, Jon Makler. By the end of FY09 in late September, Jon and the Committee will be prepared to report back to the Board.

With Mr. Makler's assistance, the Committee should be able to use our research and report to the Board regarding gaps in current offerings as well as how to address them. We expect the Committee will need to examine funding opportunities, including but not limited to OTREC's education grants.

Regarding composition, we propose that 1-2 members of the board should serve on the Committee in leadership roles. Other members should represent ODOT, transportation consulting, local government and academia. As noted, Mr. Makler will be performing the work and would staff the Committee.

We look forward to discussing this with you at your meeting on March 5th.

Respectfully,

Dr. Chris Monsere
Dr. Robert Layton