

## District 6 Book Policy for Student Chapters

**Background:** District 6 historically budgeted \$500 each year to fund the purchase of books for new student chapters. Since this policy was put in place, the cost of publications has increase significantly and the potential of providing a basic library of commonly utilized references in the transportation profession for \$500 is not possible any longer. The attached 2005 listing of books and prices indicate that up to \$1200 is necessary to provide a current set of references, assuming an ITE Student discount. While a complete set of references is not always necessary, the budget needed to bring references current should be capable of providing a base reference set to the Student Chapter.

<b>Possible List of Resources for University Library Transportation</b>	<b>ITE Student Member Price</b>
<i>Highway Capacity Manual 2000 and CD-ROM, TRB</i>	\$127.50
<i>Traffic Engineering Handbook, 5th edition, ITE</i>	\$65
<i>Fundamentals of Traffic Engineering, 15<sup>th</sup> Edition, 2000, UC</i>	\$29.50
<i>Transportation Planning Handbook, 2nd edition, 1999 ITE</i>	\$70
<i>Transportation and Land Development, 2002, ITE</i>	\$60
<i>A Policy on Geometric Design of Highways and Streets 5<sup>th</sup> Edition, 2004, AASHTO Green Book</i>	\$60
<i>Access Management Manual, 2003, TRB</i>	\$70
<i>Manual on Uniform Traffic Control Devices 2003, USDOT</i> <a href="http://mutcd.fhwa.dot.gov/">http://mutcd.fhwa.dot.gov/</a>	\$35
<i>Traffic Control Devices Handbook, 2001, ITE</i>	\$65
<i>Trip Generation and Trip Generation Handbook, 7<sup>th</sup> Edition, 2003, ITE</i>	\$235
<i>Manual of Transportation Studies, 1994, ITE</i>	\$63.60
<i>Parking, 1990, ENO</i>	\$35
<i>Parking Generation, 3<sup>rd</sup> Edition, 2004</i>	\$47.50
<i>Shared Parking, ULI, 2005</i>	\$21.88
<i>Transit-Friendly Streets: Design and Traffic Management Strategies to Support Livable Communities, TCRP Report 33, 1998</i>	NA
<i>Operational Analysis of Bus Lanes on Arterials, TCRP Report 26, 1997</i>	\$21.88
<i>Transit Capacity and Quality of Service Manual, TCRP 100, TRB, 2003</i> <a href="http://trb.org/publications/tcrp/tcrp100/part%200.pdf">http://trb.org/publications/tcrp/tcrp100/part%200.pdf</a>	NA
<i>Alternative Treatments for At-Grade Pedestrian Crossings</i>	\$17.78
<b>TOTAL</b>	<b>\$1,064.24</b>
<b>ALTERNATE LOCAL/STATE DOT PUBLICATIONS</b>	
<i>Highway Design Manual</i>	
<i>State Specifications</i>	
<i>Standard Plans</i>	
<i>Traffic Manual</i>	
<i>State Transportation Plans</i>	

With 30 student chapters in District 6, there are some (but few) new opportunities for new student chapters for ITE. In the past three years no new student chapters have been created. In these cases the District 6 budget assigned for books goes unutilized.

The objective of the book support to new Student Chapters was to support the transportation educational program at the university, serve as a resource to the new Student Chapter program and help students have access to the references that professionals commonly utilize. Since many of the transportation references are updated periodically (witness the MUTCD, Green Book and Trip Generation in the past few years), access to current references changes every five years. The goals of this program for “new” student chapters are the same as they should be for our current student chapters. We have several less active student chapters in District 6. Many times this can be a result of the level of faculty support. While District 6 has added several programs to

encourage greater faculty involvement, we do not provide specific incentives for dormant student chapters to become active.

**Consideration:** Books are a way that faculty members help build current transportation resources at the campus – staying current in the field. Funding at universities for direct expenses is tougher than ever, and with substantial increases in tuition cost, students have no ability to obtain access/purchase key transportation references. Many university Civil Engineering programs have limited budgets for transportation resource materials. When a new Student Chapter Advisor takes over, many times ITE activity has waned prior to their appointment.

The current \$500 budget source for new student chapter books has been utilized in the past as a means to reactivate student chapters. However, the District has no clear policy that allows this practice or guidance regarding the method that it would be allocated. As an expansion of the District's Student Initiatives two steps could be taken to enhance this program. First would be to increase the budget allocation to \$1200, which would allow for a more comprehensive set of transportation reference. While the student chapter does not need to utilize the entire budget if they have current references, for the cases where they have very few or out of date references (which is common) this would fund a reasonable set of references utilized by the profession. Second would be to establish a policy that addresses both **“new” and reactivating student chapters** – using this Student Initiative as a means to stimulate greater faculty/student interest in ITE and the profession. For example an allocation strategy could be according to the following criteria:

1. New student chapters
2. If two new student chapters form in a single year, spread the budget for the two chapters for two consecutive years.
3. If more than two new student chapters form, the Board may act to increase the allocation or stagger the allocations over multiple fiscal years or split the allocation and carry it over several years to meet goal of the program.
4. If no new student chapters are formed in a fiscal year, allocate funds to student chapters to reactivate interest in ITE and the transportation profession. Determination of the priority of the current 31 student chapters would need to be developed by the Student Initiatives Committee. A sample might consider when a faculty advisor changes (a time when ITE support would have significant impact), an RFP process where a Student Chapter and Section could request funding and submit what they are doing to reactivate the student chapter. This would require a set of criteria that could be implemented by District 6 such as:
  - a. Local Section/Chapter complies with the bylaw recommendations for professional support to the Student Chapter
  - b. Time since last student chapter report (longer time given priority)
  - c. Number of students that sign a letter indicating interest in ITE Student Chapter (more signatures given priority)
  - d. Statement of reactivation of Student Activities including plan for next two years
  - e. District 6 Board discretion based on activities and needs of Student Chapter

#### **APPROVED ACTION OF THE BOARD 7-10-05**

- District 6 increases the annual budget for the book student initiative to \$1200 annually
- District 6 assign the Student Initiatives Committee to prepare an annual allocation policy to distribute the book student initiative to address both new student chapters and reactivating student chapters. The SFIC Chair would over see this allocation policy annually.