

**TRANSPORTATION RESEARCH BOARD COMMITTEE A1FO5 HISTORIC &  
ARCHEOLOGICAL PRESERVATION IN TRANSPORTATION**

**GOALS & TACTICAL OBJECTIVES**

**GOAL 1 TO STRENGTHEN THE ORGANIZATION AND OPERATION OF THE  
COMMITTEE THROUGH A FULL COMMITTEE AND SUBCOMMITTEE  
STRUCTURE**

***Tactical Objectives:***

- 1. Maintain a complete membership to the committee including international representatives. The membership will reflect broad geographical and professional constituency and represent all cultural resources issues.**

***Tasks to accomplish Objective 1:***

- We need to address professional constituency and representation of all cultural resource issues. This includes maintaining a balance of professionals from the private and public sectors including but not limited to: state, local and federal agencies and officials, consultants and special interest groups.
- 2. Increase the number of Friends and maintain a list of Friends to the Committee.**

Role of Friends has been defined as:

Friends support the committee by participating, to fullest extent possible, in all activities of the committee.

Friends expand the technical professional and experiential knowledge and credibility of the committee.

Friends are encouraged to participate as subcommittee members, attend special meetings, participate on research projects, participate in programs, etc.

Exceptions: Friends cannot chair subcommittees;  
Friends cannot vote in full committee.

Active, participating Friends form the foundation of the committee membership.

**Tasks to accomplish Objective 2:**

- Procedure for listing: All committee members should find and name Friends to the list.
- Develop form for compiling Friend information.

**3. Establish and fill subcommittees to handle committee business. Subcommittees will establish missions and goals to carry out the business, goals and objectives of the committee.**

The following subcommittees have been established:

PROGRAMS

RESEARCH

LIAISON, OUTREACH & EDUCATION

BRIDGES & CANALS

NATIVE AMERICAN ISSUES

LEGISLATION

STRATEGIC PLANNING

**Tasks to accomplish Objective 3:**

- Subcommittees shall prepare mission statements and goals which are reviewed and revised periodically. The statements shall be submitted to the Chair upon request.
- Subcommittees will be filled with Members and Friends with task assignments.
- Each subcommittee Chair will maintain a list of members.

**4. Establish Ad Hoc Subcommittees to handle ad hoc issues.**

Establish Brochure/Display Ad Hoc Subcommittee per Goal 5.

**GOAL 2. TO IDENTIFY OUR CONSTITUENCY AND AUDIENCE**

***Tactical Objectives:***

- 1. Maintain and update a directory of cultural resource professionals in the public sector (state and federal) who deal with transportation and preservation issues. Revise, publish, and distribute the directory periodically.**

***Tasks to accomplish Objective 1:***

- Review and revise data for directory every two years
- Reissue directory with corrections every two years
- Provide original copy of the Directory to TRB for copying and distribution 2 months prior to expected date of distribution

- 2. Define current constituency and audience to broaden our sphere of activities.**

***Tasks to accomplish Objective 2:***

- Outreach Subcommittee update and structure mailing list which has been developed in ad hoc manner
- Use Newsletter as a vehicle (see Goal 5, Objective 3).
- Establish and use Web site (see Goal 5, Objective 4).
- Identify National, Regional, and Local groups with interests in transportation cultural resource issues
- Maintain and update a directory of Members and Friends

### **GOAL 3. TO COORDINATE WITH OTHER GROUPS**

#### ***Tactical Objectives:***

- 1. Develop networks with other TRB Committees by identifying which committees share common topics, establishing formal liaison and sponsoring joint activities.**

#### ***Tasks to accomplish Objective 1:***

- Develop a form for Member and Friend input for circulation before and at committee meetings. This will serve to identify those committees that share interests and programs;
- Identify Members and Friends who will serve as formal liaison to specific committees;
- Report activities at Annual and Mid-Year meetings.

- 2. Develop networks with other groups and organizations that have common interests, by identifying those groups and organizations, sharing articles with newsletters, and promoting joint activities.**

#### ***Tasks to accomplish Objective 2:***

- Use Objective 1 form for Member and Friend input, finalizing suggested group contacts at the Committee meetings. This will serve to:
  - Identify those groups and organizations that share common interests and programs;
  - Identify Members and Friends who will serve as formal Liaison to specific groups and organizations;
  - Report on activities at Annual and Mid-year meetings.

**GOAL 4. TO PROMOTE CULTURAL RESOURCE RESEARCH**

***Tactical Objectives:***

- 1. Present findings of research and case studies in sessions sponsored by the Committee. Obtain written material from presenters for the Committee archives. Widely disseminate material to practitioners and officials throughout North America and the world.**

***Tasks to accomplish Objective 1:***

- Program Subcommittee get tapes of previous sessions and make available.
- Program Subcommittee and Research Subcommittee work together to develop Program Sessions which present research results as focused topics.

- 2. Identify research needs and funding sources. Continue to promote research through the submittal of research ideas to National Cooperative Highway Research Program (NCHRP), Transit Cooperative Research Program (TCRP), and the American Association of State Highway Transportation Officials (AASHTO).**

***Tasks to accomplish Objective 2:***

- Market at least one problem statement per year from the groups of research statements which were developed at the Washington D.C. Research Conference in November 1996 and through other forums.
- Provide research problem statements to AASHTO Research and Environmental Committees and State Transportation Agencies
- *The Research Subcommittee will prepare a plan for marketing problem statements, with associated funding that will be reviewed and revised periodically.*

**GOAL 5. TO PROMOTE THE DISSEMINATION OF CULTURAL RESOURCE AND PRESERVATION INFORMATION TO OUR CONSTITUENCY**

***Tactical Objectives:***

- 1. Identify opportunities to promote the exchange of information regarding practice and policy.**

***Tasks to accomplish Objective 1:***

- Sponsor regular joint sessions with related groups and organizations.
  - Determine how to get cultural resource issues onto other groups' agendas.
  - Outreach Subcommittee explore teleconferencing.
- 2. Promote the exchange of information by establishing one new network of interchange per year.**

***Tasks to accomplish Objective 2:***

- Establish regional networks that include participation of local interest groups. Encourage development of their own structure and agenda and encourage two-way information flow with TRB Committee A1F05.
- Establish a contact in each state and develop guidelines for Committee interaction.
- Establish a subject for a forum at each January meeting.

- 3. Publish a newsletter twice a year, spring and fall.**

***Tasks to accomplish Objective 3:***

- Schedule newsletter publication for November 1 and May 1. The spring issue will include a call for papers, presentations, and topics for the annual meeting in January of the following year. The agenda for the mid-year summer meeting will be

included. The fall issue will include upcoming annual meeting details as well as a draft agenda for the upcoming mid-year summer meeting,

- Subjects for articles will include but not be limited to native American issues in transportation, archaeology, historic structures, cultural, rural and historic landscapes, editors note, and comments from the chair.

**4. Establish and maintain a web page.**

***Tasks to accomplish Objective 4:***

- Learn the process for establishing a Web page through TRB.
- Establish Committee/Subcommittee responsibilities for updating the web page with information for the Members and Friends (and others with an interest).
- Develop a home page at TRB.
- Notify all constituents of the web page.

**5. Prepare a poster session and outreach package, including examples of successes in cultural resource, preservation, and transportation activities for annual meetings and to display at various committee mid-year meetings.**

***Tasks to accomplish Objective 5:***

- Develop brochure/display in consultation with the subcommittees to accomplish the following:
  - Develop informational package about who we are and what we do.
  - Develop posters for use at conferences.
  - Develop informational display.
  - Develop a process to update materials on a scheduled basis.

- Develop a list of groups, organizations, and individuals to reach out to.

**GOAL 6. TO BE PROACTIVE IN IDENTIFYING AND DEFINING CULTURAL RESOURCE AND PRESERVATION ISSUES IN TRANSPORTATION PLANNING, DESIGN, CONSTRUCTION, OPERATION AND MAINTENANCE**

***Tactical Objectives:***

1. **Encourage Members and Friends to be proactive in identifying and defining cultural resource preservation issues which are emerging, or which need clarification.**

***Tasks to accomplish Objective 1:***

- Establish vehicle through newsletter correspondence column and Web page.
2. **Encourage a proactive awareness of policy and legislative developments and serve as a forum for discussion.**

***Tasks to accomplish Objective 2:***

- Subcommittee on Legislation will develop goals and objectives as well as an active list of members.
3. **Sponsor a panel or poster session at the annual meetings of the Transportation Research Board in which the Committee presents these issues.**

***Tasks to accomplish Objective 3:***

- Program Subcommittee will incorporate this objective into its goals and objectives.
4. **Promote research papers, within TRB parameters, to clarify important issues and identify various solutions, as implemented through best practices.**

***Tasks to accomplish Objective 4:***

- Solicit and review research papers for presentation and publication.



*Strategic Planning Subcommittee  
P-A.C Spero, Chair & Facilitator  
CR. Farr, Co-Facilitator  
September 30, 1996  
Finalized August 1997*

- Research Subcommittee and Program Subcommittee Chairs to identify key issues, work in conjunction with objectives.
- The Research Subcommittee will survey States to identify key issues with cultural resources. Subtasks include:
  - Develop a form to send to State Transportation Agencies, SHPOS, consultants, tribal governments and others.
  - Distribute and collect forms and synthesize information for Committee Members and Friends review.
  - Use information to develop research papers, programs and research problem statements.

**5. Cultural resource and preservation professionals become proactive in understanding engineering, safety, maintenance design, construction and operations issues. Raise awareness of both transportation and preservation communities to better educate them on these issues.**

***Tasks to accomplish Objective 5:***

- Include engineering expertise on the committee and add to Friends.
- Develop liaison with TRB committees whose scope includes engineering, safety, design, construction, and maintenance issues.
- Promote panel, paper, and poster sessions addressing these topics.
- Solicit research papers on these issues.
- Include articles in the newsletter on these issues.
- Include information pertinent to these issues on the web page.
- Develop teleconference on issues.

**GOAL 7. TO BE THE CENTER FOR DISCUSSION FOR CULTURAL RESOURCES AND PRESERVATION IN TRANSPORTATION.**

***Tactical Objectives:***

- 1. Maintain a role as the recognized authority within the Transportation Research Board on cultural resources and preservation best practices.**

***Tasks to accomplish Objective 1:***

- Establish communications with TRB for committee input when other committees address cultural resources and preservation topics.
  - TRB Liaison staff should be made aware of our activities
  - Develop liaison with committees which have cultural resource and preservation concerns and interests.
- Review papers on cultural resource topics for the TRB.
  - Identify list of reviewers by topic from Members and Friends list
  - Chair circulates papers for review provided by TRB
  - Chair is responsible for maintaining the TRB review schedule

- 2. Support national, regional, and local databases for cultural resource and preservation studies including innovative technology and procedures.**

***Tasks to accomplish Objective 2:***

- Research and Outreach subcommittees compile a list of the types of national, regional, and local databases pertaining to cultural resources that exist and prepare for distribution to Members and Friends.
- Identify best practices with respect to databases through panel discussions, research papers and presentations at the annual and mid-year meetings.

- 3. Support beneficial use and identify best mitigation practices.**

**Tasks to accomplish Objective 3:**

- Identify best practices with respect to beneficial use and mitigation through panel discussions, research papers and presentations at the annual and mid-year meetings.
- Identify Programmatic Memoranda of Agreements (PMOA) currently in place nationwide. Notify constituents of PMOA's and how to get them.

**TRANSPORTATION RESEARCH BOARD COMMITTEE AIF05 HISTORIC & ARCHEOLOGICAL PRESERVATION IN TRANSPORTATION**

MISSION STATEMENT:1993

Transportation Research Board Committee AIF05 (Historic and Archeological Preservation in Transportation) was established to provide a national forum for concerns about cultural resources in transportation planning and implementation and to advance the state-of-the-art in research and evaluation of cultural resource practice and policies.

DRAFF PROPOSED MISSION STATEMENT: 1996

Transportation Research Board Committee AIF05 (Historic and Archeological Preservation in Transportation) is a National forum for cultural resource and preservation issues in transportation. The Committee advances research into these issues and disseminates the results throughout the world. Through proactively identifying and defining cultural resource and preservation issues, the Committee will become a recognized leader for the transportation community.

**TRANSPORTATION RESEARCH BOARD'S STATEMENT OF SCOPE: AIF05**

**AIF05: Historic and Archaeological Preservation in Transportation**

*Scope: This committee will consider the laws, regulations, policies, and procedures for the preservation of historic structures and archaeological materials, information and cultures.*