

Ancillary Unit Annual Report

Deadline: October 30, 2021

This report is required by [FAM 105.4 \(FSD 87-17.R6\) -- POLICY GUIDELINES FOR THE FORMATION AND REVIEW OF INSTITUTES AND CENTERS](#). The report is due by October 30th this year. **Please make sure to sign and forward scanned signed copies of the report. Thank you.

Basic Information	
Ancillary Unit's name	William and Barbara Leonard Transportation Center
Director(s)	Kimberly Collins
Administrator to whom the unit reports	Dr. Shanthi Srinivas, Interim Dean, The Jack H. Brown College of Business and Public Administration
Purpose and current goals (as approved by Faculty Senate)	Research, Education, Community Engagement, and Operations.

Advisory Board	
Member	Affiliation
Doran J. Barnes	Executive Director, Foothill Transit
Matthew (Matt) Barth, Ph.D.	Professor of Electrical and Computer Engineering Director CE-CERT, UCR
Michael Beauchamp	District Director Caltrans District 8
Mike Burrows	Executive Director San Bernardino Airport Authority
Nicole Cleary	Alternate for Matthew Barth- Deputy Director, CE-CERT, UCR
Garry Cohoe, Council Chair	Senior Vice President Advanced Civil Technologies
Carrie Gilbreth	Senior Partner Westbound Communications
Paul Granillo	CEO and President Inland Empire Economic Partnership
Christopher Gray	Director of Transportation Western Riverside Council of Governments
Yunfei Hou, Ph.D.	Director, LTC Innovation Lab Assistant Professor Computer Science & Engineering CSUSB
Kome Ajise	Executive Director Southern California Association of Governments
Josh Landis	Foothill Transit Alternative
William "Bill" R. Leonard	Capitol Commission volunteer State Legislator 1978-2002 Board of Equalization 2003-2010, Secretary State and Consumer Services 2010

Frank Lin	Professor, Information and Decision Sciences CSUSB
Steven PonTell	President and Chief Executive Officer National Community Renaissance
Erin Rogers	Interim CEO OmniTrans
Shanthi Srinivas, Ph.D.	Interim Dean, Jack H. Brown College of Business and Public Administration CSUSB
Liza Wilson (CSUSB Alumni)	Account Executive Sanofi Genzyme

Activities during previous academic year (2020-2021)		
Activity (please describe)	Funds spent	Goal advanced (and extent)
LTC 2020 Regional Mobility Dialogue Series – Fourth year hosting the series. The Dialogue Series is an educational and interactive discussion bringing together community leaders in a discussion of how to best address the region’s mobility needs.	No Expenses	Regional Mobility Dialogue Series, 2020 completed, and 2021 wrapping up in December. Series successfully transferred to webinar format due to COVID-19. Gained a larger audience. Currently working with community planning committee on the 2022 series.
LTC Advisory Council Meeting – Every three months the LTC’s advisory council comes together to discuss the research agenda, possible projects, funding and gain their feedback and advise.	\$379.08	Moving into 2020-21 we have been hosting the council meetings via zoom. In October of 2021, we held a mini-retreat at an outdoor venue to update the Center’s strategic plan.
Pathway to Logistics – Pathway’s purpose is to convene stakeholders; create synergy between current activities; and most importantly, develop opportunities for regional students and industry. The program is operated at San Bernardino’s Cajon High School, Chaffey College, and CSUSB.	\$45,000	We hired a Program Manager in July of 2021 and a student ambassador in August of the same year. At the beginning of the AY, we had an MBA student and undergraduate student assistant working to support the project. Over the AY, we hosted 14 committee meetings as part of our tactical planning group. Additionally, we hosted a webinar called “What are your plans?” for students at Cajon HS. This virtual

		<p>event brought together 60 students with HR professionals, CSUSB recruiters, community college leaders, and industry experts. Dr. Morales gave opening remarks. The event focused on helping students to apply for college and think about the steps to developing their careers.</p>
<p>LTC Student Research Challenge – This program supports collaborative student research among CSUSB, UCR, and CalPoly Pomona students and faculty.</p>	<p>\$85,000</p>	<p>The first research challenge group completed their work in April 2021. We are continuing to refine the work and prepare a number of publications.</p> <p>The second group of students is currently working on the topic of big data and public transit in the IE. We have six students from CSUSB, UCR, and CPP, along with faculty members from each university working together. They have already presented the results of their work thus far to two conferences.</p>
<p>Grant Writing – The LTC is focused on fundraising and seeking community support for its work.</p>	<p>No Expenses</p>	<p>We raised \$92,000 to support the Pathway and Dialogues from 19 different donors. We already have three additional donors lined up for the coming year.</p>
<p>Faculty Fellowship Program – This program supports junior faculty as they test new research ideas, pursue unique collaborations, and build a network of colleagues who share their interest in improving the transportation systems in our local community.</p>	<p>No Expenses</p>	<p>With the COVID-19 pandemic, no faculty applied for the fellowship program. We are currently in the process of hiring a post-doc researcher for the coming calendar year to assist with our research agenda.</p>

Use of funds				
	Internal funds		External funds	
	Previous academic year	Current academic year (projected)	Previous academic year	Current academic year (projected)
A. Salaries	\$53,300	\$62,000	\$77,053	\$192,327
B. Assigned time	\$24,000	\$24,000	\$0	\$0
C. Telephone/fax	\$0	\$0	\$0	\$0
D. Office supplies	\$0	\$0	\$0	\$500
E. Other	\$0	\$4,000	\$5,647	\$15,000
Total	\$77,300	\$90,000	\$82,700	\$207,827
<i>On a separate sheet, please itemize A., B., and E.</i>				

Please also describe planned activities for the current academic year:

- **LTC Regional Mobility Dialogue Series Continued in 2022** – We are planning for the 2022 Dialogue Series to remain online. The number of people who have been able to access these conversations has increased and we have been able to bring in top ranked speakers from across the country. The series is an educational and interactive discussion bringing together community leaders in a discussion of how to best address the region’s mobility needs. The events started in February 2017 and have continued to receive growing support from our sponsors.
- **Pathway to Logistics** – Amidst a challenging year, the Pathway to Logistics program continues to move forward in providing support to the various stakeholders involved in academia, industry and the community. As part of our outreach, we plan to continue expanding the student ambassador program to provide more mentoring and subject matter lectures to high school students. Moreover, we plan to bring in more academic partners to work cohesively to build out the program. In the coming year, we also expect to strengthen our relationship with industry partners to provide real world opportunities that are aligned with current industry demands. And lastly, we plan to build out our communication to keep the community engaged and involved in providing a better quality of life for the residents in the region.
- **IEGO** – Center for Excellence in Sustainable Logistics – The LTC is continuing its work with the IEGO community as a representative for the President’s Office at CSUSB. In addition, we have placed the Pathway to Logistics within this initiative, broadening our community connections. Finally, we have been working directly with UCR and Georgia Tech on a research plan for understanding and implementing a sustainable logistics industry in the IE. It is expected that faculty across CSUSB will be engaged as a part of this initiative.
- **2022 Student Research Challenge** – The LTC is thinking to host a reduced research challenge to continue to build on the research already conducted by the first two challenge groups. This effort will include the post-doc researcher currently being hired.
- **Junior Faculty Research Fellowship** - The Leonard Transportation Center Junior Faculty Fellowship will remain open for any junior faculty to apply for support to conduct transportation-related research in the Inland Empire. The one-year fellowship includes a stipend up to \$10,000. The fellowship supports junior faculty as they test new research ideas, pursue unique collaborations and build a

network of colleagues who share their interest in improving the transportation systems in our local community. Multidisciplinary research and faculty-student collaboration are encouraged, preference will be given to proposals in the following areas:

- Understanding the challenges and finding possible solutions for enhanced transportation mobility in suburban, inland ports
 - Emerging applications in the transportation systems and transportation cybersecurity
- **Professional Development Programs** – The Center hopes to renew the certificate programs in 2022. This is dependent upon our staffing numbers will focus on a number of different professional development certificates for the community. This includes the TLPPi and other certificate concepts already developed.
- **Research Grant Writing** – The LTC will continue to apply for outside funding to support our initiatives. The focus of our fundraising will be on donations to the center.
- **LTC Press** – This initiative will be further explored as we continue to develop publications from research challenge work.
- **Advisory Council** – At the October 2021 mini-retreat, the council expressed interest in developing a Transportation Leadership Forum. We have developed a subcommittee of council members to develop this concept further. If this forum is held, it is expected to be in the summer of 2022.

A., B., and E Itemized -
Reporting Period Internal:

A. Salaries:

- LTC Administrative Support Coordinator - \$40,000
- Student Assistants - \$13,300

B. Assigned Time:

- Executive Director - \$24,000

E. Other:

- N/A

Current Projected Internal:

A. Salaries:

- LTC Administrative Support Coordinator - \$42,000
- Pathway Students - \$20,000

B. Assigned Time:

- Executive Director - \$24,000

E. Other:

- Marketing - \$4,000

Reporting Period External:

A. Salaries:

- Student Research Assistants - \$48,309
- Graduate Research Assistant - \$6,244
- Faculty Research Advisors - \$10,000
- Administrative Summer Salary - \$12,500
- Total – \$77,053

B. Assigned Time:

- N/A

C. Other Expenses:

- Hosting - Advisory Council Meetings - \$379
- Conference Fees - \$884
- General Services - \$1,094
- Furniture - \$3,290
- Total - \$5,647

Current Projected External:

A. Salaries:

- Research Challenge Students/Faculty Advisors - \$84,000
- Post-doc Research Fellow - \$48,350
- Pathway Manager - \$40,000
- Graduate Assistant (Paid for by LTC) - \$6,244

- LTC Internship Fund - \$1,233
- Administrative Summer Salary - \$12,500
- Total - \$192,327

C. Assigned Time:

- N/A

E. Other:

- Hosting Events/Meetings - \$5,000
- Membership renewal, conferences - \$10,000
- Total - \$15,000

K. Meadows

Director Signature	(Co-)Director Signature
Unit Reporting Person recommendation	
Name and title:	
<input type="checkbox"/>	Keep on active status.
<input type="checkbox"/>	Move to probationary status.
<input type="checkbox"/>	Move to inactive status.
Recommendations and comments including the criteria and data reviewed. Please attach additional page(s) as necessary:	

Shantini Arun

1/24/22

Unit Reporting Person Signature	Date
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STOP FORWARD A SCANNED COPY OF THIS REPORT TO phyllis.meadows@csusb.edu AND SEND THE ORIGINAL COPY TO THE FACULTY SENATE AD-155. THE SENATE OFFICE WILL TAKE CARE OF THE REMAINING PORTIONS OF THE REPORT. THANK YOU.

Educational Policy and Resources Committee recommendation (Only after 3 or 5 year review)	
<input type="checkbox"/>	Keep on active status.
<input type="checkbox"/>	Move to probationary status.
<input type="checkbox"/>	Move to inactive status.
Recommendations and comments including the criteria and data reviewed. Please attach additional page(s) as necessary:	

EPRC Chair Signature	Date
Provost recommendation (Only after 3 or 5 year review)	
<input type="checkbox"/>	Keep on active status.
<input type="checkbox"/>	Move to probationary status.
<input type="checkbox"/>	Move to inactive status.
Recommendations and comments including the criteria and data reviewed. Please attach additional page(s) as necessary:	

Provost Signature	Date
President decision (Only after 3 or 5 year review)	
<input type="checkbox"/>	Keep on active status.
<input type="checkbox"/>	Move to probationary status.
<input type="checkbox"/>	Move to inactive status.

Recommendations and comments including the criteria and data reviewed. Please attach additional page(s) as necessary:

President Signature

Date

