

AASHTO RAC  
**Transportation Knowledge Network Task Force**

July 15, 2013  
3:00 – 4:30 pm Eastern Daylight Time  
Capital Room

GoTo Meeting link: <https://www1.gotomeeting.com/join/153084450>

Audio: VoIP OR +1 (213) 289-0015 Access Code: 153-084-450

- 3:00 Welcome & Introductions
- 3:10 What makes your information findable? Leni/Mary/Dale
- Finding and being found
  - Repositories, bibliographic databases, the Internet
  - Review of TRID, NTL, and NTIS
  - NCHRP 20-97 Improving Findability & Relevance in Transportation Information
- 3:20 Research Reports Technical Page Project
- Project Description & current status – Karen/Daniel
    - Purpose of the form, how it helps
    - What are the fields – Show page
    - Early Resource: [NISO Abstract Standard](#)
  - Who's completing the technical page today – poll of the room
  - Keywording & Indexing
    - Key words - John Cherney, Wisconsin DOT Librarian
      - Tips to improve key wording
    - Indexing - Bill McLeod, Database Librarian
- 3:50 Distribution of research reports
- Project Description & current status – Karen/Daniel
  - Requirements for distribution for RAC members and UTC Directors
  - What information do you want?
    - Do you want to receive reports from all orgs?
    - Do you want access at the time of need?
    - Specific types: Topic, Series,
    - Key outcomes?
    - Alerts versus full content
  - How research programs use the published research reports – our own and others
  - Where do you look for information
  - Process information (how do you process distribution?)
- 4:20 Overview of calendar project – Laura Wilt
- 4:30 Adjourn

Contingency topics: If the conversation moves more quickly than we think it will

- Intellectual property
  - 20-89
  - Staying cognizant of copyright
- Information that moves through research offices