A. Call to Order, Greeting and Self-Introduction

Mr. Robert Burt – Chair Industry Advisory Council (IAC) brought meeting to order and welcomed everyone. He introduced Mr. Mike Bonnette, Associate Director Development for Office of Advancement and Dr. Joe Whitehead – Dean, College of Science and Technology.

Dr. Joe Whitehead – Dean, College of Science and Technology welcomed everyone and said the CLTT leadership efforts to prepare a Five Year Strategic Plan are commendable and welcomed everybody for attending the meeting to work on the Strategic Plan.

Mr. Bonnette said his office prioritized where they raise monies and have the ability to visit possible university supported. He asked for anyone that knew of someone that may provide funding to the university to let his office know so they may contact them.

Mr. Burt asked for everyone to introduce themselves and thanked everyone for coming. Said we will have breakout sessions to discuss strategic planning for the center.

B. Overview Goals of the Meeting and Breakout Sessions

Dr. Tulio Sulbaran – Director Center for Logistics, Trade and Transportation described the materials provided to the attending which included: CLTT Accomplishment Report, Committees Responsibilities, Committees Action Plan Forms, Partnership Benefit and asked each committee fill out Committee action plan form with up to for tangible and measurable actions to be accomplished between now and spring 2013.

1. Educational Degree Programs Committee
   Attendees: Bernstein, Sarder, Donovan, Lane, Ward Burns

   Action Item 1: Close the gap between the MGCCC Technical program and the USM Bachelors in Logistics program
   People Responsible: Sarder, Brock Clark (not listed as attendee) Lane
   Delivery Date: none noted

   Action Item 2: Establish an Internship Program - create academic credit and engage businesses
   People Responsible: Robbie Ingram (not listed as attendee) Donovan, Ward
   Delivery Date: none noted

   Action Item 3: Engagement with the military - course offerings, accept credits, on site education
   People Responsible: John Prine (not listed as attendee) Burns
   Delivery Date: none noted

2. Membership, Outreach, Fundraising Committee
   Attendees: Hauer, Burt, Twedt, Smith J., Stokes, Moon, Carr, Sulbaran

   Action Item 1: Promote awareness of the program via media, organization, conferences, association (MDA, MTI, MS Engineers Assoc., MS Water Resources, MS State Chamber of Commerce) other universities
People Responsible: Entire Committee  
Delivery Date: To begin August 10 - ongoing

**Action Item 2:** Coordinate Symposia for industry leaders providing trade, transportation and logistic information. Include trends, opportunities for growth, technologies – Intelligent Transportation Systems  
People Responsible: Stokes, Smith J., USM CLTT Staff  
Delivery Date: Spring 2013

**Action Item 3:** Post testimonials from graduate students and industry leaders on CLTT Web Page  
People Responsible: USM Team  
Delivery Date: As appropriate

3. **Studies and Applied Research Committee**  
Attendees: Proctor, Miller, Ellis, Brotes, Hughes, Kuyrkendall, Whitaker

**Action Item 1:** Develop clearinghouse for research needs - informal  
People Responsible: Group collect contacts from everyone  
Delivery Date: none noted

**Action Item 2:** Research needs webinar to discuss research  
People Responsible: Miller  
Delivery Date: none noted

**Action Item 3:** Establish a list to serve for the research group  
People Responsible: Miller  
Delivery Date: none noted

4. **Symposium and Conferences Committee**  
Attendees: Steele, Foster, Gordon, Kahman, Cleckler

**Action Item 1:** Identify common themes of interest for LTT industry and vision for symposium  
People Responsible: Steele, Gordon  
Delivery Date: October 2012  
(NOTE) include large industry, small business, research partners, associations, universities

**Action Item 2:** Establish a calendar of events to develop timetable for LTT community  
People Responsible: Foster, Wagner, Cleckler  
Delivery Date: October 2012

**Action Item 3:** What areas need refining? Develop an International LTT Symposium  
People Responsible: Kahman, Gordon, Foster  
Delivery Date: February 2013

5. **Certificates, Works and Seminars Committee**  
Attendees: Salvetti, Rahman, Steele, Wagner, Frallic, Valerie

**Action Item 1:** Google doc/SOLE Certification  
People Responsible: Salvetti, Rahman  
Delivery Date: August 30, 2012

**Action Item 2:** USM to affiliate with SOLE  
People Responsible: Salvetti, Rahman, Sulbaran  
Delivery Date: September 30, 2012
Action Item 3: Identify/Conventionalize 2 certification workshops related to international society
People Responsible: Bruce, Cole, Jim (last names not noted)
Delivery Date: October 20, 2012

Dr. Tulio Sulbaran – Director Center for Logistics, Trade and Transportation remind the attendees that these Industry Advisory Committees are led by industry chairs and the CLTT faculty in each committee were there to server as liaison and support to the committees. Dr. Sulbaran also recommended each committee to set a day and time each month to have a teleconference to discuss progress and continue working on the action items of each committee.

C. Five Year Strategic Plan
Mrs. Mary Ann – Vice Chair Industry Advisory Council (IAC) explained the importance of establishing the Center for Logistics, Trade and Transportation (CLTT) five year Strategic Plan. She provided a brief overview of the background and work already done in preparing the draft distributed for this meeting.

Dr. Tulio Sulbaran – Director CLTT, explained that there were several frameworks that could be used to develop the CLTT Strategic Plan. He indicated that the model that was used was the one described in the book titled “The Nonprofit Strategy Revolution: Real-Time Strategic Planning in a Rapid-Response World” by David La Piana. Piana organizes the Strategic Planning Process in four overarching questions:

1- Who are we?
2- Where are we?/How did we get here?
3- Where do we go next?
4- How do we get there?

Each of the committees discussed that draft Strategic Plan. This was followed by a presentation from each of the committee with their recommendations regarding the Strategic Plan.

Mrs. Mary Ann – moderated the discussion and collected all the recommendations for consideration to be included in the final strategic plan.

D. Adjourn at 11:55am
Mr. Robert Burt thanked everyone for participating in these discussions and their active participation in the preparation of the CLTT Strategic Plan.