



OFFICE OF THE VICE PRESIDENT - RESEARCH AND GRADUATE STUDIES

OFFICE OF THE PRESIDENT
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Memorandum of Understanding
Between the University of California Office of the President and
the Institutes of Transportation Studies at
UC Berkeley, UC Davis, UC Irvine, and UCLA for
Governance Structure and Funding Allocation
in the Event of a Budget Augmentation from the State of California
Updated September 30, 2017
(Revision 1 to Original MOU of March 30, 2016)

1. **Agreement** – This Memorandum of Understanding (MOU) sets forth the agreement among the Institute of Transportation Studies (ITS) branches at UC Berkeley, UC Davis, UC Irvine, UCLA, and the UC Office of the President (UCOP). The Institute of Transportation Studies (ITS) is a University of California Multi-Campus Research Unit (UC MRU). This MOU concerns the governance structure and allocation of state funding. Specifically, this MOU encompasses both the nearly \$1 million annual allocation of funding from the state Public Transportation Account (PTA) as well as the \$5 million annual allocation from California Senate Bill 1 (SB1), known as the Road Repair and Accountability Act of 2017, to the University of California for transportation research. SB1 targets transportation priorities for California, and each year the Secretary of Transportation and the Chairs of both the Assembly Committee on Transportation and the Senate Committee on Transportation and Housing will propose research topics to address those priorities. The UC ITS will administer and implement an annual research program to address these topics and priorities.
2. **Governance** – All parties agree to the following principles:
 - 2.1. The governing body of the four ITS units will be called the “Council of Directors.” It will be comprised of the four Directors of the Berkeley, Davis, Irvine, and UCLA ITS units.
 - 2.2. All governance, financial, policy, or programmatic decisions of the Council of Directors will be made by consensus. Consensus means that decisions will be unanimous, recorded, and approved in writing by the four Directors.
 - 2.3. Each year, one of four Directors will serve as Chair of the Council of Directors (CCD), a position that will rotate among the four units. The role of the CCD is outlined below. The order of the rotation will match the order of the chronological founding of the units: Berkeley (2016-17), Irvine (2017-18), Davis (2018-19), UCLA (2019-20), then back to Berkeley, and so on, assuming the Director of that unit has served for at least 1 full year prior to appointment as CCD. If a given Director has not held that position for one full year or if the Director scheduled to become the CCD is unable to do so, perhaps because s/he will be on a sabbatical leave, the CCD appointment will move to the next campus in the rotation; then back to the skipped campus; and then ahead two campuses to return to the regular rotation.
 - 2.4. The Council of Directors will be responsible for appointing an Advisory Board comprised of at least five prominent transportation stakeholders. This Board will include the Vice President for Research and Graduate Studies from the UC Office of the President (UCOP), or his/her designee, as well as representatives, as appropriate, from the

Governor's Office; the State Legislature; California State Transportation Agency, Caltrans; the California Air Resources Board (CARB); the California Energy Commission (CEC); Metropolitan Planning Organizations; local governments; Non-Governmental Organizations (NGOs); and/or the private sector.

- 2.4.1. The Directors will constitute and convene the Advisory Board each year that state funding of UC ITS exceeds \$2 million per year.
- 2.4.2. The Advisory Board will meet in person once per year.
- 2.4.3. The Board's tasks will be to review and advise on the projects and conduct of outreach activities.
- 2.4.4. The Board will review and advise on an annual work plan to ensure that it addresses key statewide transportation issues.
- 2.5. The Vice Chancellor for Research from each of the four campuses will be kept informed of statewide ITS activities by his/her respective ITS Director.
- 2.6. Council of Directors meetings:
 - 2.6.1. The Council of Directors will meet at least quarterly, generally by teleconference, and at least once per year in person.
 - 2.6.2. UCOP representatives will be invited to attend the annual in-person meeting.
- 2.7. Reporting:
 - 2.7.1. Each year, the four Directors, under the leadership of the CCD, will submit programmatic and financial information requested by UCOP, the Governor's Office, and the Legislature. The exact content of the report will be defined in the first year of any funding augmentation, in collaboration with UCOP, the Governor's Office, and appropriate staff in the Legislature.
- 2.8. The CCD, working with the three other Directors, will be responsible for the following tasks.
 - 2.8.1. The CCD will organize the following meetings:
 - 2.8.1.1. Annual in-person meeting of the Council of Directors
 - 2.8.1.2. Annual meeting of the Advisory Board (preferably co-located and immediately prior to the meeting of the four Directors).
 - 2.8.1.3. Teleconferences of Directors at least quarterly.
 - 2.8.2. The CCD will coordinate responses to requested briefings or hearings of the Legislature in Sacramento.
 - 2.8.3. The CCD will assemble the annual report required by UCOP from the Council of Directors.
 - 2.8.4. The CCD will supervise any UC ITS administrative staff in executing system-wide ITS coordination, reporting, outreach, and engagement activities.
3. Funding Principles - The Directors will use the following funding principles to allocate appropriate resources from a state funding augmentation. The principles include:
 - 3.1. Transparency. The four ITS units commit to maintaining transparency and accountability through advance financial planning and follow-up reporting.
 - 3.2. Complementarity and coordination. While the four ITS units have different scopes of expertise (complementarity), numerous key themes of interest to California reside in more than one unit. The work done at more than one unit will be done in collaboration (coordination), as in many cases, one unit by itself does not have all necessary expertise to work on a given problem.
 - 3.3. Growth and Outreach. Five percent (5%) of total state funding (current plus augmented funding) in excess of \$2 million per year will be set aside to support transportation research and outreach activities on non-ITS UC campuses and multi-campus initiatives among two or more ITS campuses. These 5% funds will be administered by the Council of Directors. Priority will be given to supporting non-ITS UC campuses and to collaboration among campuses.
4. Existing Funding Allocation (prior to 6/30/16) from the Public Transportation Account (PTA):
 - 4.1. UC Berkeley: \$705,717
 - 4.2. UC Irvine: \$196,000
 - 4.3. UC Davis: \$ 78,000
 - 4.4. UCLA: \$ 0

5. Future Funding Allocation.

The four ITS Directors agree to the following allocation formula for additional state funding for ITS:

- 5.1. The current allocation of existing funding described in Section 4 above will not be changed.
- 5.2. Each additional dollar of state funding beginning at \$1 will be allocated to UCLA until the UCLA allocation equals that of UC Davis.
- 5.3. When the UCLA allocation equals that of UC Davis, each additional dollar of PTA funding will be allocated equally between UC Davis and UCLA until the funding of the two campuses equals the UC Irvine allocation.
- 5.4. When the UCLA and UC Davis allocations equal that of UC Irvine, each additional dollar of state funding will be allocated equally to UC Davis, UC Irvine, and UCLA until the funding to the three campuses equals 1/2 of the current PTA allocation to UC Berkeley (\$352,858.50 in 2016 dollars).
- 5.5. When UCLA, UC Davis, and UC Irvine have achieved funding equal to half of UC Berkeley's allocation (\$352,858.50 in 2016 dollars), every additional dollar of state funding will be allocated equally among all four ITS locations, bearing in mind the set aside, if any, of Section 3.3.

6. Inflationary Adjustments. In subsequent years, inflationary adjustments, if any, to the allocations described above will be applied proportionally to the total allocation to each campus, and not only to the additional allocations discussed here. For example, if in some given year UC Berkeley were to receive a total of \$x, UC Davis were to receive \$y, UC Irvine were to receive \$z, and UCLA were to receive \$t, then any inflation adjustment to the allocation would be proportionally distributed to the four branches as follows:

- 6.1. UC Berkeley = $x / (x+y+z+t)$
- 6.2. UC Davis = $y / (x+y+z+t)$
- 6.3. UC Irvine = $z / (x+y+z+t)$
- 6.4. UCLA = $t / (x+y+z+t)$

7. The undersigned Institutional Officials of the Institutes of Transportation Studies and the UC Office of the President have read and agreed to all of the terms above. This MOU will remain in effect unless or until revoked or superseded by a revised MOU. Revisions to the MOU may be brought forward by the individual ITS Directors or the Vice President for Research and Graduate Studies in the University of California Office of the President. Revisions that affect funding will go into effect during the subsequent fiscal year.



September 30, 2017

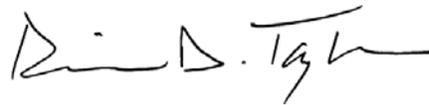


September 30, 2017

Name	Date	Name	Date
Alexandre M. Bayen UC Berkeley Liao-Cho Professor of Engineering Director, Institute of Transportation Studies		Daniel Sperling UC Davis Director, Institute of Transportation Studies Distinguished Professor, Civil and Environmental Engineering Distinguished Professor, Environmental Science and Policy	



September 30, 2017



September 30, 2017

Name	Date	Name	Date
Stephen G. Ritchie UC Irvine Director, Institute of Transportation Studies Professor, Civil and Environmental Engineering		Brian D. Taylor UCLA Director, Institute of Transportation Studies Professor, Urban Planning	



November 7, 2017

Name	Date
Arthur B. Ellis UC Office of the President Vice President, Research and Graduate Studies	