ASSISTANT DIRECTOR MESSAGE

There have been three fundamental principles that I have articulated as necessary conditions for our success. They are communication, cooperation, and continual improvement; the three C’s. This month I would like to expand upon the notion of good communication. I will discuss the other two in more depth in the future.

This newsletter is an attempt at improved communication. However, the fact that we have a newsletter does not mean we have good communication. The point is that just because a message is sent, does not mean that the message is received AND understood. Good communication means the receiving party has received and understood the intended message. Furthermore, communication must be two-way to be effective. As a brief aside, it is important that you communicate back to me concerning the various activities that are going on within the Transportation Operations Research Program. Without that feedback, I do not know how we are doing or what needs attention!

In order for communication to be effective, we must be good listeners. This is the hardest thing to do because we have a tendency to want to make our point. To be a good listener requires that we be an active listener. A good way to see if you understood the message, is to restate the point in the form of a question. In other words, you are asking the person whether you are understanding the message.

I believe that good communication is THE key ingredient to our continued success. Make an extra effort at improving communication as part of your continual improvement process!

Tom Urbanik

THANKSGIVING LUNCHEON

The Transportation Systems Division will have the annual Thanksgiving Luncheon on Monday, November 18. The luncheon, which will be at the Area 2 Pavilion in Hensel Park will be from 12:15 pm to 2 pm. (Please note this is a time change from the flyer that was necessary due to scheduling problems.) In the event that the weather is uncooperative the luncheon will be in Room 217.

The lunch will feature a traditional meal of Turkey, Dressing and all of the other good stuff normally associated with Thanksgiving. The cost is $5.00 per person and spouses and guests are welcome.

Please let your program secretary know if you plan to attend by Friday, November 15.

CALENDAR MARKS

<table>
<thead>
<tr>
<th>Date</th>
<th>Event</th>
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<tbody>
<tr>
<td>Nov 4-8</td>
<td>TAMU Internet Awareness Week, various programs will be presented</td>
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<tr>
<td>Nov 18</td>
<td>Transportation Systems Division Thanksgiving Lunch, 12:15 p.m. to 2 p.m., Hensel Park</td>
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<tr>
<td>Nov 28-29</td>
<td>Thanksgiving Holidays</td>
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<td>Dec 2-6</td>
<td>Fall RMC Meetings, Corpus Christi</td>
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<td>Dec 11</td>
<td>TTI Day, Rudder</td>
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<td>Dec 20-21</td>
<td>TAMU Graduation</td>
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<td>Dec 23-Jan 2</td>
<td>Christmas-New Year’s Holidays</td>
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<tr>
<td>Jan 12-16</td>
<td>TRB Annual Meeting, Wash. D.C</td>
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<tr>
<td>Jun 2-5</td>
<td>ITS America, 7th Annual Meeting, Washington</td>
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CONGRATULATIONS!

Dr. Ed Seymour recently won the ITE ITS Council Individual Award for his leadership in the development of the NTCIP and 2070 controller.

Brad McCaleb, a TxDOT Master’s student, successfully defended his thesis October 15th. Brad will be back to work at the Atlanta office on November 1.

HELLO AND GOODBYE

Hello everyone!

The Transport Operations Program and the TransLink Research Center would like to welcome Natalie Johnson as their new Senior Secretary. Natalie, who is originally from Bryan, previously worked with the Vegetation Management Program. Natalie’s husband, Terry, works for Dawson Service Company and they have three children Justin, Joshua, and Jeremy.

Wendy Rodrigue is the new Senior Secretary for the Traffic Systems Program. Wendy previously worked for the Center for International Business Studies. She is originally from Augusta, Maine. Wendy is engaged to Rick Vernon and will be married in April.

Charles Gillespie has joined the Corridor Operations Analysis Program as a Graduate Research Assistant.

Priya Chandrasekaran has joined the Traffic Systems Program as a Graduate Research Assistant.

Arnulfo Vega has joined the Systems Application Program as a Research Assistant.

(Continued)
**CONGRATULATIONS!**

**Mark and Amy Hickman** became parents to a beautiful baby girl, **Sarah Jean Hickman**, on October 11. Sarah weighed 7 lbs. 5 oz., and was 19 3/4 inches long. Amy and Sarah are both fully recovered and are all very much enjoying their new life as a family.

**Shannon Martinez**, formerly of the Transport Operations Program, gave birth to a baby girl on October 19. **Taylor Jean Martinez** weighed 6 lbs. 1 oz. Shannon and Taylor are both doing fine and the family is enjoying their new home in Elk City, Oklahoma.

**TRANSPORTATION TRIVIA**

Here are the answers to last months trivia:

- The Grand Canyon is in Arizona.
- You might come face to face with an alligator in the Everglades National Park, the largest subtropical wilderness in the U.S.

This month’s questions are baseball trivia:

- Where was the first night baseball game played?
- Little League baseball was first played in the city of Williamsport. In what state is it located?
- A former Texas A&M baseball player was the manager for one of the major league playoff teams this year. Who is he?

Good luck! Look for the answers next month!

**CHECK IT OUT!**

The Transportation Systems Division’s intranet server can be found at http://cyclone.tamu. Users of the Internet know it is often easier to find something in other places than it is internally. The inTRAnet has been established to make it easier to find things within the organization. Items included so far are: Interchange, National ITS Architecture, Transportation Operations abstracts for TxDOT projects, division multimedia capabilities, and TRA professional development library. A pictorial division directory, professional organization affiliations, and areas of expertise will be added within the next month. Other items are being developed. If you have any ideas/comments, please contact Beth Neilson or Lars Crotwell.
**HAPPY BIRTHDAY**

- Nov 1: Ivan Lorenz
- Nov 1: Firoze Shams
- Nov 2: Lyla Pallan
- Nov 5: Dongjiu Park
- Nov 6: Gene Ritch
- Nov 8: Mark Wooldridge
- Nov 8: Nelson Irizarry
- Nov 10: Paul Carlson
- Nov 12: Bowman Kelly
- Nov 16: Dan Hickman
- Nov 19: David Halloin
- Nov 25: Lars Crotwell
- Nov 26: Joan Stapp
- Nov 27: Yang Ouyang
- Dec 2: Dave Fenno
- Dec 3: Mariano Molina
- Dec 6: Kandis Salazar
- Dec 6: Steve Liu
- Dec 7: Debbie Jasek

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**ON A LIGHTER NOTE**

The following quotes are reminders that one should engage the brain, before opening the mouth.

**I'm not indecisive. Am I indecisive?** ...Jim Seibel, Mayor of St. Paul, Minn.

**Outside of the killings, [Washington] has one of the lowest crime rates in the country.**...Mayor Marion Berry, Washington, D. C.

**Wait a minute! I'm not interested in agriculture.**

William Scott—once voted the dumbest man in Congress—during a Pentagon briefing in which army officials were discussing missile silos.

**You mean there are two Koreas?**...U.S. Ambassador-designate to the Far East during Congressional hearings.

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**TIP OF THE MONTH**

Web browsers normally keep a local copy of files that you download (including graphics). Such caching avoids having to reload the same files over and over again. However, if you visit a large number of sites, the files stored locally could occupy a lot of space. In Netscape, **Options/Network Preferences** will take you to the **Cache** Tab. Pressing **Clear Disk Cache Now** button will clear such occupied disk space.

Direct deletion of cached files through File Manager is easy to do, but is not recommended.

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**QUESTIONS AND ANSWERS:**

*What is a Clipboard?*

Clipboard is a temporary storage place for information, much like a temporary file in memory. Most Windows programs allow the users to copy information to this temporary storage space, to be retrieved/pasted by the same program or even by a different program. This feature is extremely useful to those who work with many programs at the same time, and would like to reuse information without recreating it. Windows uses standard keys for the Cut (Control-X), Copy (Control-C) and Paste (Control-V) operations. If available, all these options will be seen under the Edit menu item.

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**INTERESTING WEB-SITES**

www.discovery.com - this is one of the best organized and most informative sites around.

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**ADVANCED WORD-PROCESSING SESSIONS**

Please contact josephk@cs.tamu.edu or Joseph Koothrappally@TRA@TTI if you would like to take part in Advanced Word-Processing Sessions. Topics like document automation, use of styles, fields, auto-numbering, outlining, etc. will be covered. Times and locations will be determined based on demand. Classes will be conducted in the month of November.

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**QUIZ-TIME**

This month's question:

1. Who created C, the popular programming language? Who created C++?
2. Java, the latest internet programming language, was almost named after a tree. Which was the tree?

Last month's question:

Which program was the grand-daddy of all spreadsheets? VisiCalc. Lars Crotwell@TRA@TTI was the first one to provide the correct answer. Congratulations!!

(Send your questions/comments/answers by e-mail to DeborahJasek@TRA@TTI.)

JOSEPH KOOTHRAPALLY@TRA@TTI