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NATIONAL HIGHWAY INSTITUTE ANNUAL REPORT FISCAL YEAR 2011

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THE NATIONAL HIGHWAY INSTITUTE

A Vision for the Future

The National Highway Institute (NHI) has provided innovative training to the transportation workforce since it was commissioned by Congress in 1970. NHI offers hundreds of trainings that provide unparalleled instruction in 17 program areas, and each course presents content that reflects the latest research and best practices of the transportation industry. After celebrating its 40 Year Anniversary in 2010, NHI decided to develop a new strategic plan that applies its mission, vision, and values to a new set of innovative goals. Through comprehensive research and thorough planning sessions, NHI has created a clear path forward in order to continue improving training services, expanding methods of learning, and maintaining affordable prices for customers far into the future.

Below are the core mission, vision, and values that NHI strives to uphold and achieve:

MISSION STATEMENT

The National Highway Institute—the technical training branch of FHWA—improves the performance of the transportation workforce through training.

VISION STATEMENT

We want to become a resource abundant training organization that works together, with defined priorities and processes, and is perceived as a value-added training provider as well as a place for employees to grow professionally.

VALUES

Credibility, Quality, Excellence, Innovation, Collaboration, Competence, Flexibility, and Efficiency

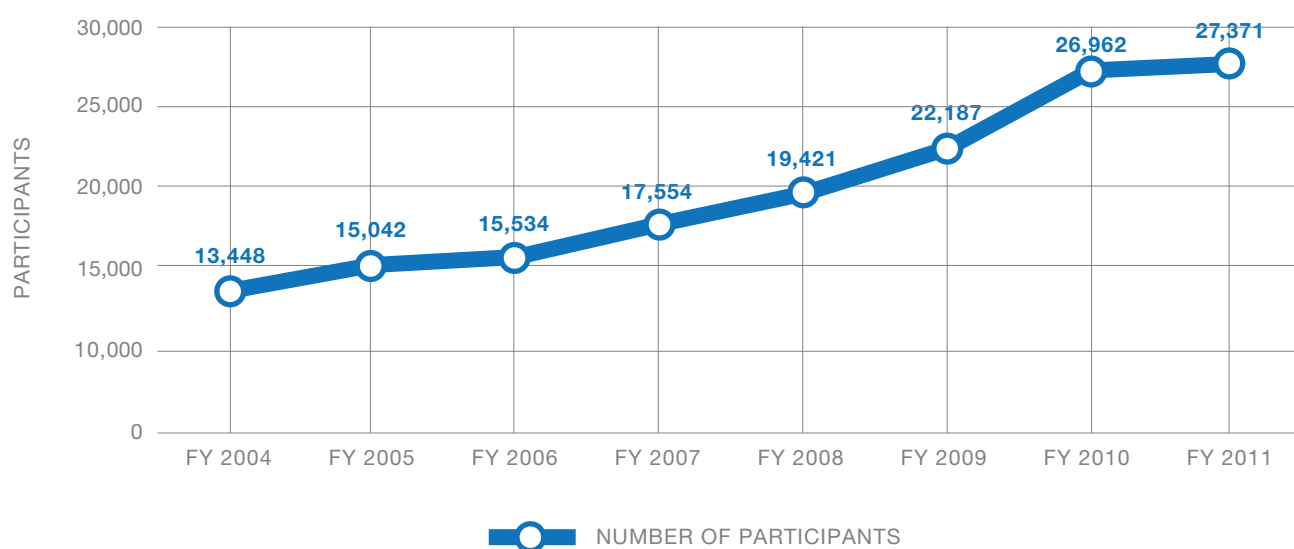


COURSE DELIVERY PERFORMANCE

Overall Participation in NHI Courses

In fiscal year (FY) 2011, overall participation in NHI's training courses continued along an upward trajectory, reflecting NHI's success in delivering high-quality training to the United States transportation community. In 2011, NHI delivered 576 Instructor-led sessions, a 3-year high, up 78 sessions from 2010. Additionally, NHI continued its commitment to distance learning, adding 36 new Web-based trainings.

NHI TRAINING PARTICIPATION: FISCAL YEARS 2004–2011



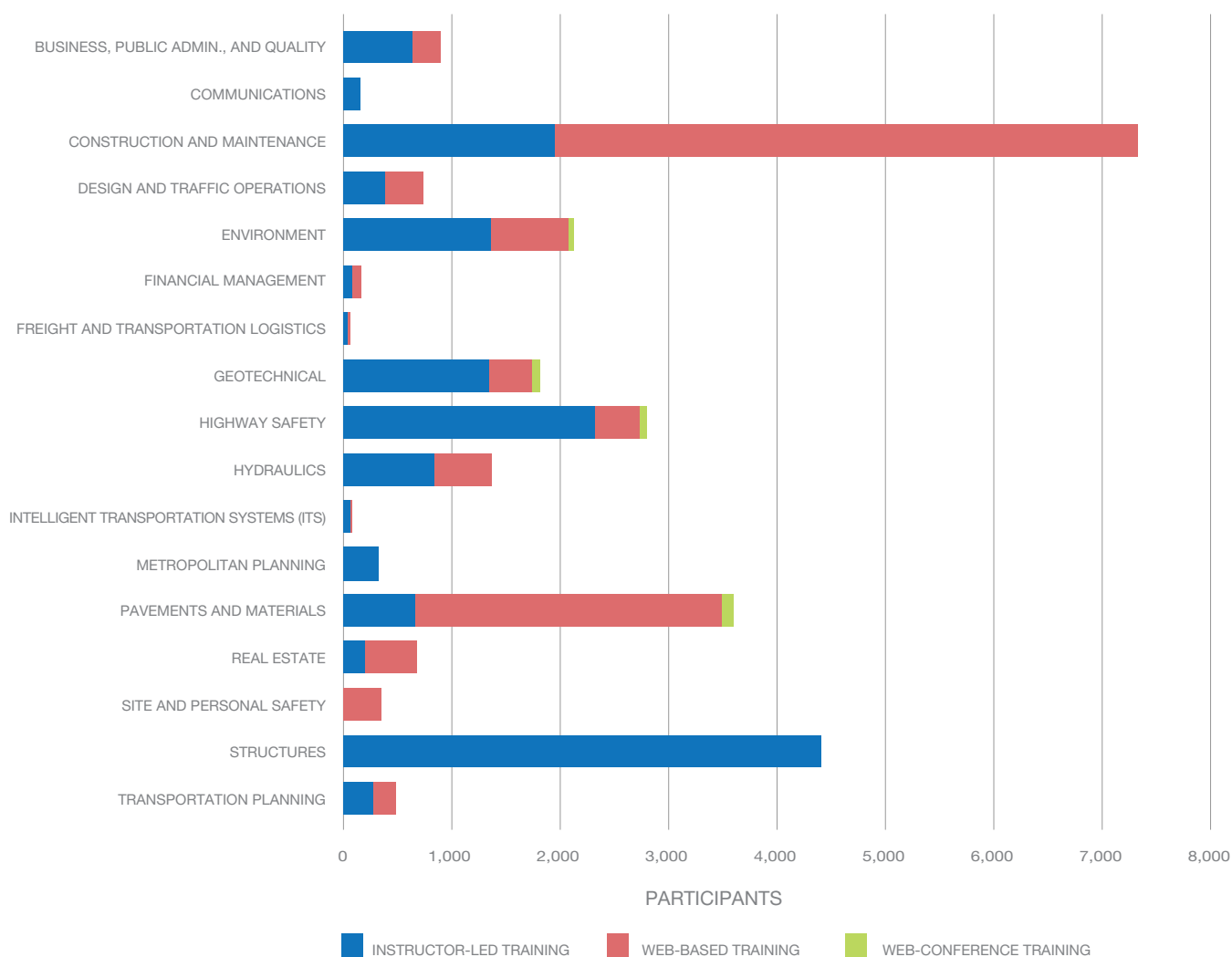
Total participation in NHI trainings varied across delivery types in FY 2011:

- 15,058 participants attended an Instructor-led training (ILT).
- 12,029 participants registered for a Web-based training (WBT).
- 284 participants attended a Web-conference training (WCT).

In FY 2011, NHI held training sessions in 17 program areas in one or more delivery types. The highest participation levels in NHI courses varied by program area and delivery type:

- The **Structures** program area saw the highest participation level in **ILT**, nearly doubling its 2010 participation with a total of **4,411 attendees**.
- The **Construction and Maintenance** program area had the highest number of **WBT** participants with **5,382 registrants** through the NHI Web site.
- The **Pavements and Materials** program area had **103 confirmed WCT participants**, giving it the highest participation level in this delivery type.

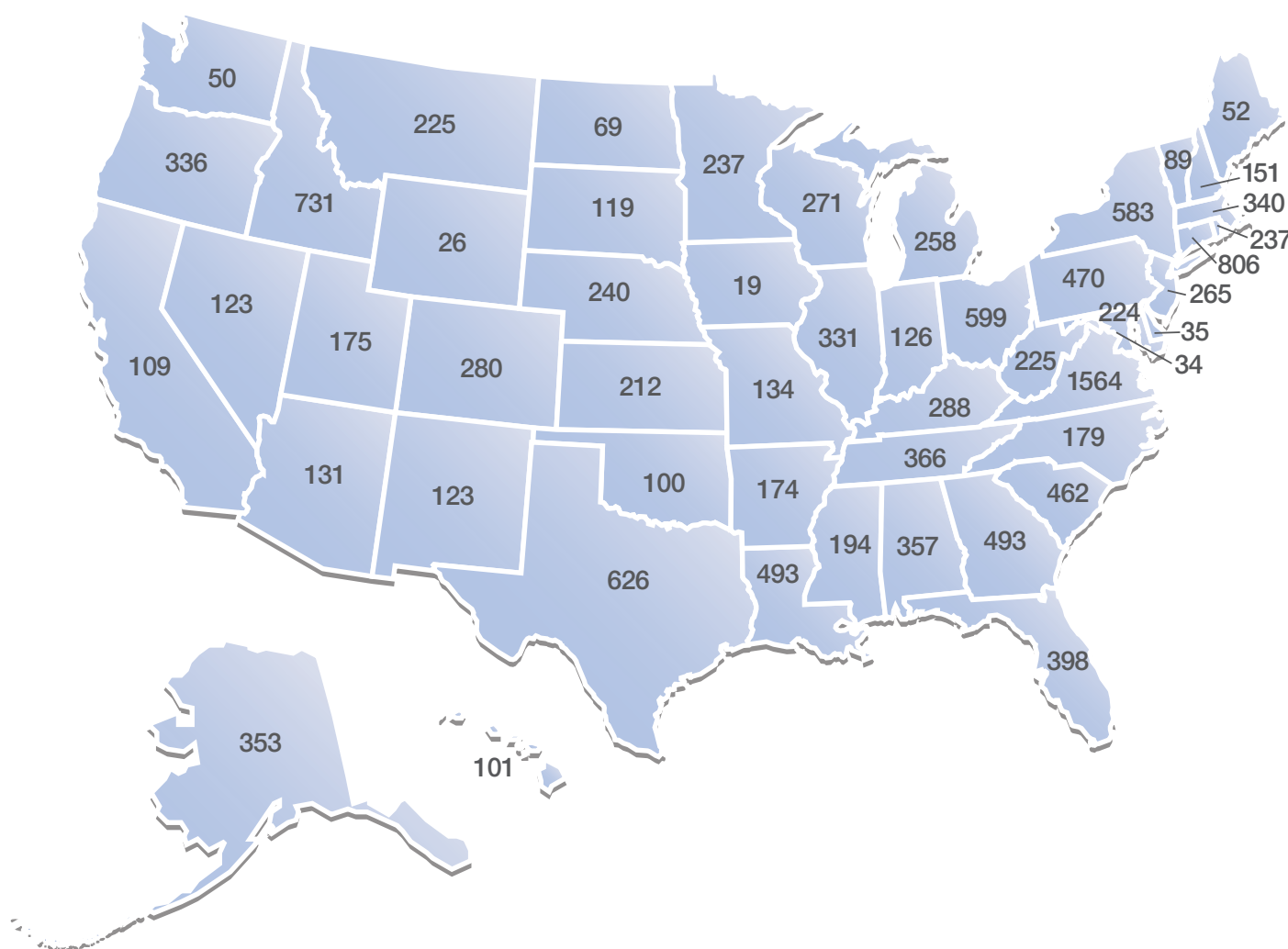
PARTICIPATION BY DELIVERY TYPE AND PROGRAM AREA



Instructor-led Training Participation

In FY 2011, NHI ILT participation increased nearly 20 percent from FY 2010. NHI delivered 573 sessions throughout the U.S., reaching more than 15,000 participants in all 50 States and Puerto Rico. The five States with the highest number of participants were Virginia (1,564), Connecticut (806), Idaho (731), Texas (626), and Ohio (599). Additionally, ILTs reached an international audience with three sessions taking place in Kuwait City, Kuwait. The map below lists ILT participation numbers by State.

NUMBER OF ILT PARTICIPANTS BY STATE

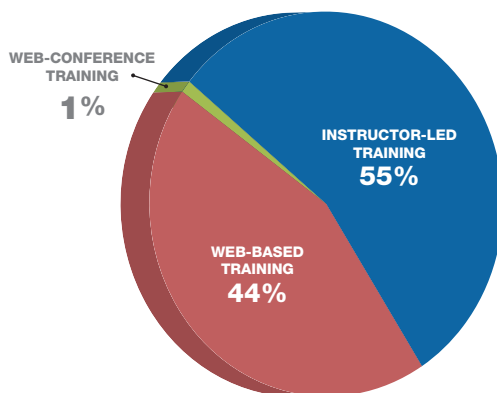


In FY 2011, participants in NHI ILTs came from both the public and private sector. Of those participants, 83 percent belonged to the public sector, and 16 percent were comprised of private sector employees.

Distance Learning Participation

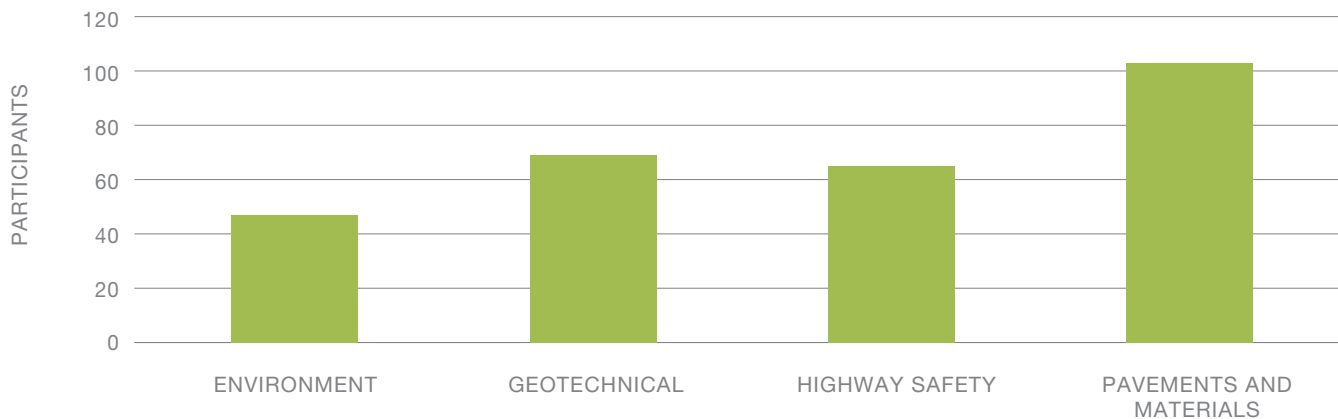
Distance learning now accounts for nearly half of NHI's courses. In FY 2011, NHI increased WBT offerings from 85 to 121 courses in 14 program areas. Additionally, NHI continued its partnership with the Transportation Curriculum Coordination Council (TCCC). This partnership led to the development of 65 of NHI's 121 WBT courses.

TOTAL PARTICIPATION IN NHI TRAININGS BY DELIVERY TYPE



In FY 2011, four program areas held WCTs through the NHI Web site, reaching a total of 284 registered participants. The graph below displays the breakdown of WCT participation by program area.

WEB-CONFERENCE PARTICIPATION BY PROGRAM AREA



COURSE DELIVERY QUALITY

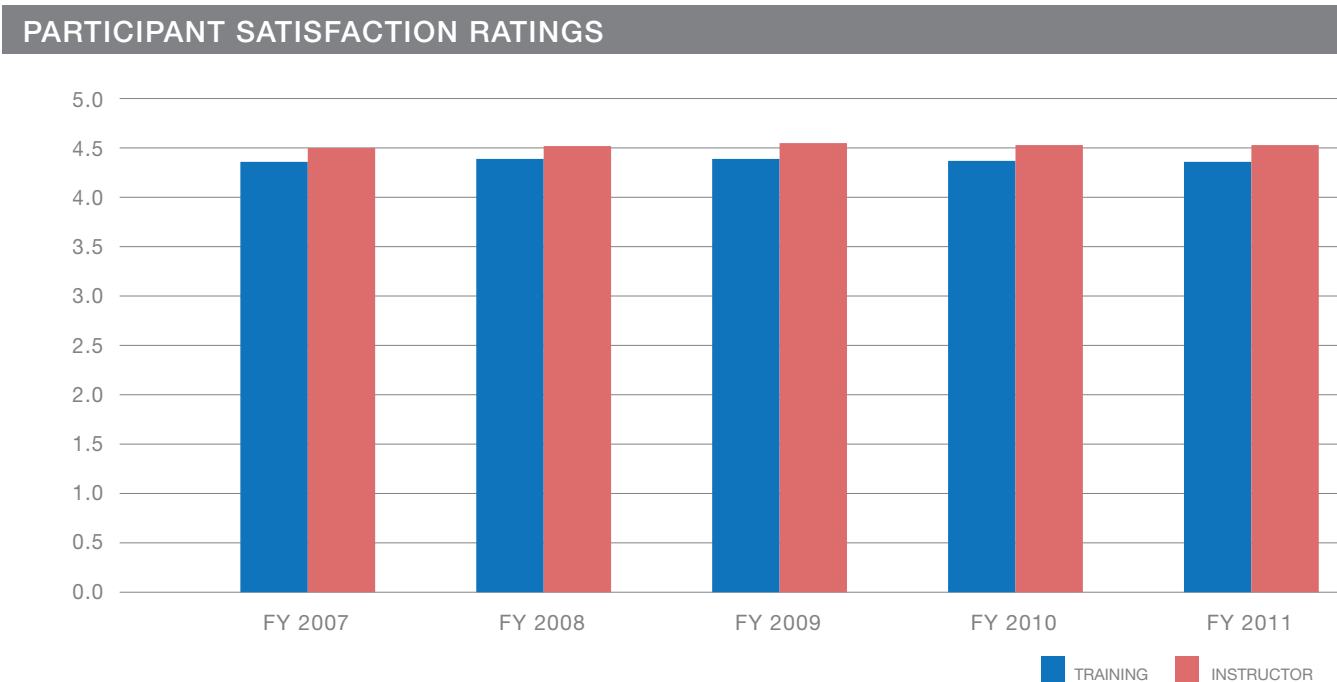
2011 Courses of Excellence

NHI values participant feedback and requests that participants complete a survey rating various aspects of NHI trainings. Using this input, NHI ensures that course participants receive training of the highest standard. NHI annually recognizes the courses that have achieved outstanding overall participant ratings (4.5 or above on a 5.0 scale) as Courses of Excellence. In FY 2011, a record 64 courses were given the distinction. The highest rated course in 2011 was *130095 LRFD and Analysis of Curved Steel Highway Bridges* in the Structures Program Area, receiving a score of 4.95. (For the complete list, please see Appendix A.)

Participant Satisfaction Ratings

Participant satisfaction in FY 2011 maintained the high levels seen in previous fiscal years. In FY 2011, overall satisfaction of trainings scored 4.36 on a 5.0 scale and overall satisfaction with instructors scored 4.53 on a 5.0 scale.

PARTICIPANT SATISFACTION RATINGS					
	FY 2007	FY 2008	FY 2009	FY 2010	FY 2011
TRAINING	4.36	4.39	4.39	4.37	4.36
INSTRUCTOR	4.50	4.52	4.55	4.53	4.53



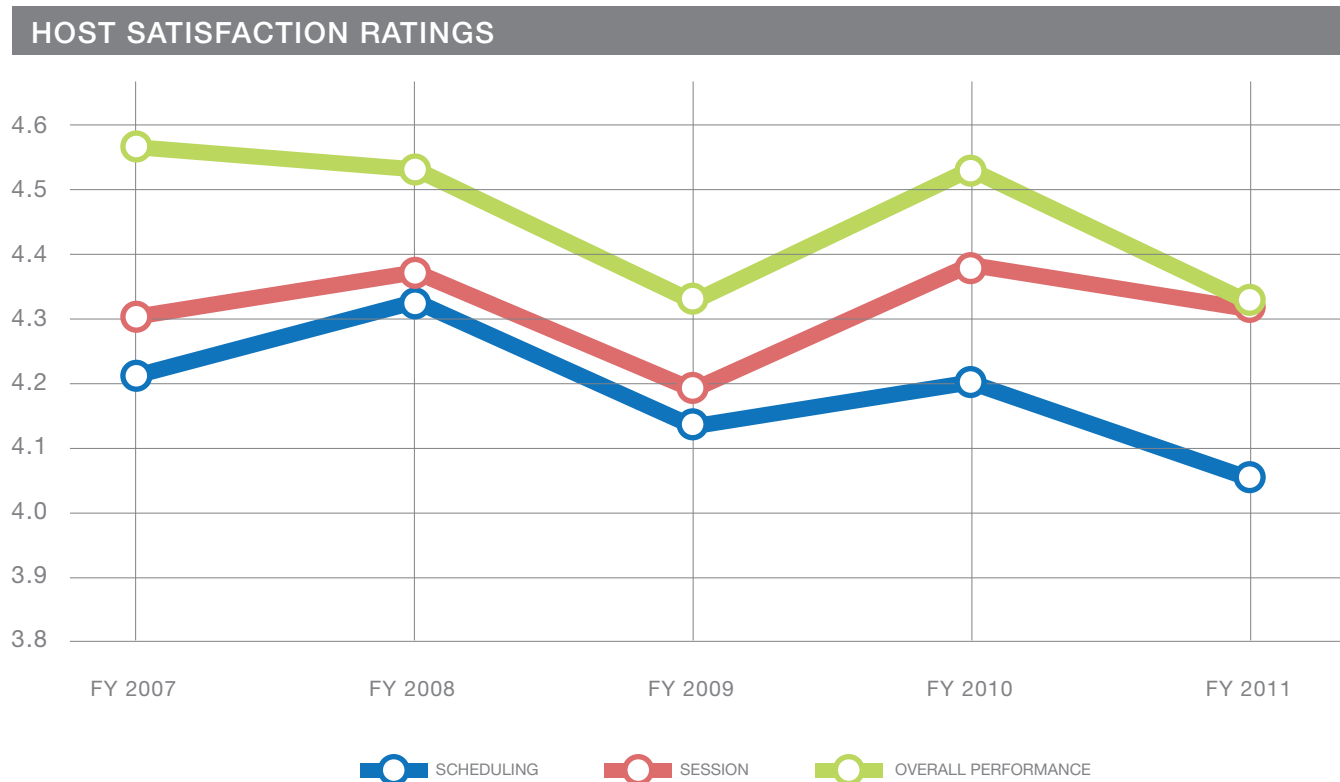
2010 Instructors of Excellence

NHI instructors are valued for their expertise and experience. Each year, NHI honors instructors who excel at delivering high-quality trainings by declaring them Instructors of Excellence. To earn this distinction, instructors must consistently achieve participant satisfaction ratings of 4.5 or above (on a 5-point scale), be approved by an NHI training program manager, attend and pass the NHI Instructor Development Course, and achieve or be in the process of achieving NHI Instructor Certification. In 2010, 66 instructors and 7 administrative teams were recognized for their commitment to quality. (For the complete list, see Appendix B.)

Host Satisfaction Ratings

Host organizations initiate the process of requesting NHI course deliveries for the transportation community. They request and facilitate trainings to fit the needs of their employees and colleagues. Because of this relationship, host feedback is important to NHI. Hosts are asked to complete satisfaction surveys, which are evaluated on a 5-point scale, and measure satisfaction in the areas of Scheduling, Session Quality, and Overall Performance.

HOST SATISFACTION RATINGS					
	FY 2007	FY 2008	FY 2009	FY 2010	FY 2011
SCHEDULING	4.23	4.33	4.16	4.22	4.09
SESSION	4.31	4.37	4.21	4.38	4.32
OVERALL PERFORMANCE	4.54	4.51	4.33	4.51	4.33

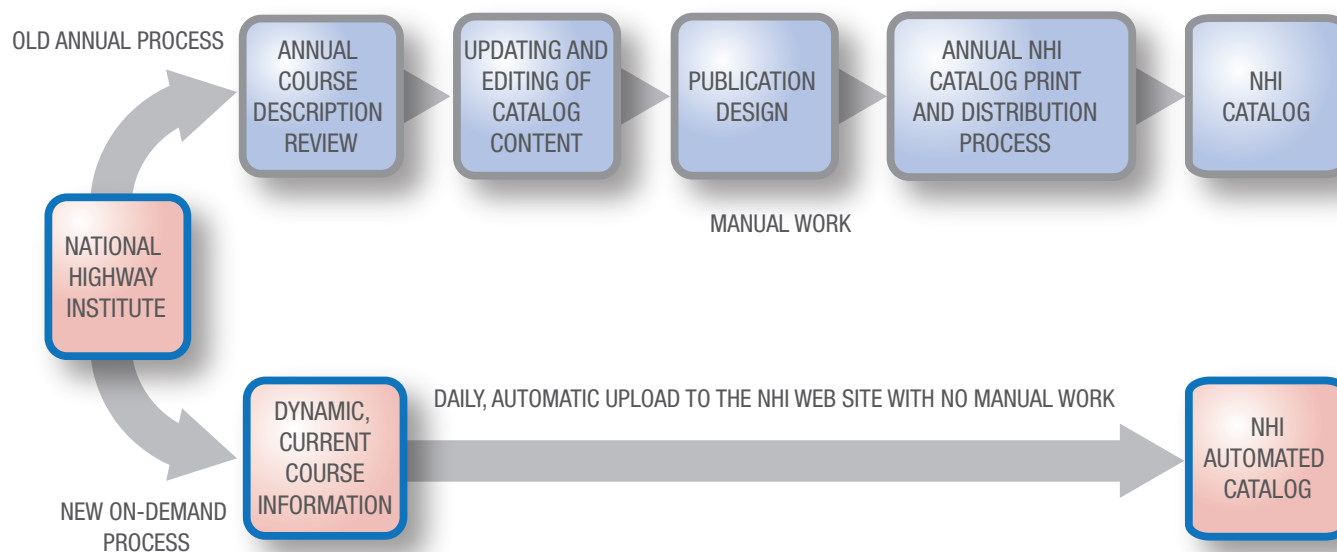


HIGHLIGHTING A COMMITMENT TO COST-SAVING INNOVATION

NHI's Automated Course Catalog

In 2009, FHWA launched the Every Day Counts (EDC) initiative. The three primary goals of EDC are shortening project delivery, accelerating technology and innovation deployment, and supporting FHWA's Going Greener initiative. In order to contribute to achieving these critical objectives, NHI focused on streamlining and automating the process for creating and distributing its printed course catalog.

In the past, producing the NHI course catalog required a lengthy manual process that involved significant design and formatting efforts, as well as substantial content review and revision time. Following this, the organization printed a bulk set of course catalogs annually that quickly became outdated with the addition of new courses throughout the calendar year. The new automated process uses technology to draw existing course records from the NHI system into polished, print-ready formats posted to the NHI Web site on a daily basis. This feature provides customers with options to download customized versions, create single-page course flyers, or order professional print copies directly from NHI. This innovation eliminates costly manual production tasks and removes inconsistencies between information sources over time. The automated catalog vastly reduces wasted paper and inventory by creating an "on-demand" approach to catalog printing. In previous years, NHI spent nearly \$25,000 annually to print the catalog. On-demand printing now requires only a fraction of this amount. In an economy where every dollar counts, NHI remains committed to using innovation to enhance efficiency and reduce costs while delivering better value to customers.



APPENDIX A: 2011 Courses of Excellence

COURSE	# OF TRAINEES	COURSE TITLE	TRAINING TYPE	AVERAGE
130095	124	LRFD and Analysis of Curved Steel Highway Bridges	Instructor Led	4.95
420018A	158	Instructor Development Course (4.5-Day)	Instructor Led	4.85
420018	400	Instructor Development Course (3.5-Day)	Instructor Led	4.83
135067	766	Practical Highway Hydrology	Instructor Led	4.83
132082	909	LRFD for Highway Bridge Substructures and Earth Retaining Structures (4-Day)	Instructor Led	4.83
141029	500	Basic Relocation under the Uniform Act	Instructor Led	4.79
134037	29	Managing Highway Contract Claims: Analysis and Avoidance	Instructor Led	4.77
380073	811	Fundamentals of Planning, Design and Approval of Interchange Improvements to the Interstate System	Instructor Led	4.77
142051	317	Highway Traffic Noise	Instructor Led	4.76
133112A	107	Design and Operation of Work Zone Traffic Control (3-Day)	Instructor Led	4.75
141031	562	Business Relocation under the Uniform Act	Instructor Led	4.75
130081B	379	LRFD for Highway Bridge Superstructures - Concrete (2.5-Day)	Instructor Led	4.72
135041A	575	HEC-RAS, River Analysis System (3.5-Day)	Instructor Led	4.72
231030	117	Using the AASHTO Audit Guide for the Auditing and Oversight of A/E Consultant Indirect Cost Rates	Instructor Led	4.71
151043	543	Transportation and Land Use	Instructor Led	4.68
310110	1124	Federal-Aid Highways - 101 (State Version)	Instructor Led	4.67
380105	46	Highway Safety Manual Practitioners Guide for Intersections	Instructor Led	4.67
134088	63	Asset Management for Local Agencies	Instructor Led	4.67
135048	607	Countermeasure Design for Bridge Scour and Stream Instability (2.5-Day)	Instructor Led	4.66
380069	524	Road Safety Audits/Assessments	Instructor Led	4.66
134073	243	Leap Not Creep: Accelerating Innovation Implementation	Instructor Led	4.66
130081A	234	LRFD for Highway Bridge Superstructures - Steel (2-Day)	Instructor Led	4.65
132094	82	LRFD Seismic Analysis and Design of Transportation Structures, Features, and Foundations	Instructor Led	4.65
130093	104	LRFD Seismic Analysis and Design of Bridges	Instructor Led	4.65
142046	568	Bicycle Facility Design	Instructor Led	4.65
231029	149	Using the AASHTO Audit Guide for the Development of A/E Consultant Indirect Cost Rates	Instructor Led	4.65
142047	499	Water Quality Management of Highway Runoff	Instructor Led	4.65
310108	132	Federal Lands 101	Instructor Led	4.65
135046	956	Stream Stability and Scour at Highway Bridges	Instructor Led	4.64
130053A	123	Bridge Inspection Refresher Training	Instructor Led	4.64
132043	355	Construction of Mechanically Stabilized Earth Walls and Reinforced Soil Slopes	Instructor Led	4.63

APPENDIX A (continued)

COURSE	# OF TRAINEES	COURSE TITLE	TRAINING TYPE	AVERAGE
380096	78	Modern Roundabouts: Intersections Designed for Safety	Instructor Led	4.63
130081	243	LRFD for Highway Bridge Superstructures - Concrete (2-Day)	Instructor Led	4.63
134029	526	Bridge Maintenance Training	Instructor Led	4.61
142054	896	Design and Implementation of Erosion and Sediment Control	Instructor Led	4.61
139004	105	Principles of Effective Commercial Motor Vehicle (CMV) Size and Weight Enforcement	Instructor Led	4.6
132040	314	Geotechnical Aspects of Pavements	Instructor Led	4.6
134037A	1172	Managing Highway Contract Claims: Analysis and Avoidance	Instructor Led	4.6
380032A	1967	Roadside Safety Design (3-Day)	Instructor Led	4.6
131118	93	Asphalt Mixture Performance Tester (AMPT)	Instructor Led	4.6
142049	645	Beyond Compliance: Historic Preservation in Transportation Project Development	Instructor Led	4.6
130053	3521	Bridge Inspection Refresher Training	Instructor Led	4.59
132014	568	Drilled Shafts	Instructor Led	4.59
135081	52	Introduction to Highway Hydraulics Software	Instructor Led	4.59
134068	320	Addressing Uncertainty in Cost Estimating	Instructor Led	4.59
135080	150	Hydrologic Analysis and Modeling with WMS	Instructor Led	4.59
380097	35	An Overview of the Railroad-Highway Grade Crossing Improvement Program	Instructor Led	4.58
310109	723	Federal-Aid 101 (FHWA Employee Session)	Instructor Led	4.58
133112	200	Design and Operation of Work Zone Traffic Control (1-Day)	Instructor Led	4.57
130095B	47	Design and Fabrication of Curved and Skewed Steel Bridges	Instructor Led	4.56
135065	824	Introduction to Highway Hydraulics	Instructor Led	4.56
142045	706	Pedestrian Facility Design	Instructor Led	4.55
131032	1341	Hot-Mix Asphalt Construction	Instructor Led	4.54
130054	299	Engineering Concepts for Bridge Inspectors	Instructor Led	4.53
380003	258	Design and Operation of Work Zone Traffic Control (1-Day)	Instructor Led	4.53
142048	169	Managing Road Impacts on Stream Ecosystems: An Interdisciplinary Approach	Instructor Led	4.53
131060	22	Concrete Pavement Design Details and Construction Practices	Instructor Led	4.52
132070	1100	Drilled Shaft Foundation Inspection	Instructor Led	4.52
141050	347	Introduction to Federal-Aid Right of Way Requirements for Local Public Agencies	Instructor Led	4.51
130087	827	Inspection and Maintenance of Ancillary Highway Structures	Instructor Led	4.5
151018	277	Application of the FHWA Traffic Monitoring Guide	Instructor Led	4.5
130095A	128	Fundamental and Structural Analysis for Curved and Skewed Steel Bridges	Instructor Led	4.5
130092	548	Fundamentals of LRFR and Applications of LRFR for Bridge Superstructures	Instructor Led	4.5
130081D	845	LRFD for Highway Bridge Superstructures - Steel and Concrete (4.5-Day)	Instructor Led	4.5

APPENDIX B

Instructors of Excellence 2010 List of Awardees

INSTRUCTOR	ORGANIZATION	
Stephen Seeds	Applied Pavement Technology, Inc.	
Blair Barnhardt	Asphalt Institute	
Pete Lagassee	Ayres Associates, Inc.	
Johnny Morris		
Jerry Richardson		
James Ruff		
James Schall		
Thomas Collins		Collins Engineers, Inc.
Richard Albin	FHWA	
Adam Alexander		
Craig Alred		
Catherine Batey		
Dan Brown		
Eric Brown		
Richard Denny		
Mark Doctor		
Michael Duman		
David Grachen		
Kreig Larson		
John McFadden		
George Merritt		
Marshall Wainwright		
Stewart Stein		GKY & Associates, Inc.
Gregg Hostetler		Infrastructure Engineers, Inc.
David R. Reser		
Jeffery Rowe		
Andrew Young		
Christopher Huffman	ITERIS, Inc.	
Eric Tripi		
A. Tamim Atayee	Kilgore Consulting	
Roger Kilgore		
Joseph Buckovetsky	McCormick Taylor	
Brennan Collier		
Stephen Nieman		

INSTRUCTOR	ORGANIZATION
Darrell Burnett	Metric Engineering
Milo Cress	Michael Baker Jr., Inc.
Jerry Ellerman	
Andrew Fickett	
Phil Fish	
William (Ron) Gardner	
J. Eric Mann	
Thomas Ryan	
John Wackerly	
Lisa Barnes	O. R. Colan Associates
Robert Merryman	
Ted Pluta	
Dennis Jackson	Pavement Solutions
Dennis Eckhart	Perform Tech, Inc.
William Fitzgerald	
LeAngela Ingram	
Dane Ismart	
Gerald Kennedy	
Maurice Masliah	
Charles O'Connell	
Nancy Rosenshine	
Dee Spann	
Gary Thomas	
Robert Bachus	Ryan R. Berg and Associates, Inc.
Joseph A. Caliendo	
Patrick Hannigan	
Bruce Landis	Sprinkle Consulting, Inc.
Theodore Petritsch	
Mark Nagata	Trauner Consulting Services, Inc.
Bryce Nahas	
Frank Brewer	University of Tennessee
Paula Dowell	Wilbur Smith Associates

2010 Team Administrative Awards

INSTRUCTOR	ORGANIZATION
John Hunt	Ayes Associates, Inc.
Pete Lagassee	
James Ruff	
James Schall	
Terence Browne	Collins Engineers, Inc.
Thomas Collins	
David R. Reser	Infrastructure Engineers, Inc.
Gary B. Thomas	ITERIS, Inc.
Eric Tripi	
Lisa Barnes	O. R. Colan Associates
Robert Merryman	
William Fitzgerald	Perform Tech, Inc.
Charles O'Connell	
Mark Nagata	Trauner Consulting Services, Inc.
Geoff Page	