

Minutes of the TASSA Transition Team Meeting

Date: 25 July 2010

Time: 18:00 – 19:30 pm

Place: Potomac, MD

Attendees

Haluk Unal

Daver Kahvecioglu

Yalcin Sert

Simal Ince

Ozgur Kocaturk

Agenda

1. Opening of the meeting.
2. Meeting with Yalcin Sert and receive some feedback regarding to web operations and activities.
3. Meeting with Simal Ince and talk over the nature of support transition team could get from her.
4. Discussion about the letter to be sent to TASSA members and to be posted on the TASSA web site.
5. Discussion about the questions/issues document and decide the next steps.
6. Next meeting date and time.
7. Adjourn.

Yalcin Sert gave information about TASSA website organization and activities.

Daver Kahvecioglu reminded that several emails were received in TASSA account so far and most of them needed to be replied officially by the transition team. Yalcin Sert informed that TASSA has received a lot of emails regarding to scholarship request in past and responded negatively to any scholar request from students due to the lack of dedicated fund.

Yalcin Sert explained that there is a separate email account for TASSA President, President-Elect, Past-President, Executive Director and Treasurer in the current email account system.

Haluk Unal asked Yalcin Sert to continue his IT support to the transition team until the new election and Yalcin Sert accepted this offer.

Haluk Unal requested the account and billing details of virtual phone line and voicemail belongs to TASSA from Yalcin Sert.

Haluk Unal asked Simal Ince to gather the contact information of Turkish scientists and scholars living in US.

Yalcin Sert also offered to provide a partial list of graduate students in US universities.

Haluk Unal also asked Simal Ince to make the list of Deans in Turkish universities.

Simal Ince accepted working as a volunteer related with these specific tasks.

Haluk Unal will organize the questions sent by members into six different categories titled as objectives, membership, activities, organizational structure and management, financial structure and past performance.

Haluk Unal will try to gather previous review reports and power point files related with strategy meetings held by peer review panel in past.

Haluk Unal will also finalize the announcement letter to TASSA members until the next meeting.

Haluk Unal will determine the next meeting date and inform the members by email.

Meeting adjourned.