

Minutes of the TASSA Transition Team Meeting

Date: 8 October 2010

Time: 17:00 – 19.00 pm

Place: Potomac, MD

Attendees

Haluk Unal

Huseyin Abut

Ozgur Kocaturk

Bulent Basol

Levent Guntay

Agenda

1. Membership activities. Report from Daver / Levent
 - a. Communication with members; approval of the proposed correction email
 - b. Activating members (individual and institutional) to become current on their dues
 - c. Once membership application is made what should be the process for approval?
 - d. Next steps
2. Responding to the ad hoc requests from members/users received to date
3. Murat Tarimcilar's TASSA conference proposal.
4. Expanding the members of the transition team for the formation of various committees, such as Budget Committee, TUBITAK Relations Committee, University Relations Committee, Industry Relations Committee.
5. Continue with deliberations on the proposed By Laws.
6. Next two meeting dates.

Haluk Unal provided web connection with on-line member who is Huseyin Abut. Haluk Unal opened the meeting.

Previous meeting minutes was reviewed and approved.

Ozgur Kocaturk will revise and send the previous meeting notes to team members. The revised minutes and the announcement letter will be sent to Yalcin Sert to be posted on the TASSA website after receiving members approval no later than October 12 2010.

Haluk Unal introduced Levent Guntay and offered members to assign him as a new member of the transition team. A motion was moved by Huseyin Abut to assign Levent Guntay to the head of membership committee as a part of the transition team. The motion was seconded by Haluk Unal and passed unanimously.

The members decided that Levent Guntay will initially work on updating the members list on the TASSA database provided by Yalcin Sert. Then he will collaborate with Simal Ince and Ozgur Kocaturk to check the accuracy of the list and to expand the current list with new contact information. Levent Guntay summarized the initial study he completed to organize the members list. Haluk Unal also offered to select “lead academicians” who are responsible to provide contact information of potential members and to ask their support to fulfill TASSA goals from each geographical key location in US.

Haluk Unal informed the members about his brief meeting with Murat Tarimcilar to discuss the organization details of TASSA conference. Murat Tarimcilar offered Haluk Unal to hold the upcoming conference in Maryland University because the hotels in DC offer higher rates in April due to the busy conference/meeting schedules. The team will evaluate this offer after receiving the final conference budget proposal and program from Murat Tarimcilar. Haluk Unal also reminded that previous conferences have specific themes and he offered “Social Accountability and Science” as the theme of the upcoming TASSA conference in April. The members decided that Murat Tarimcilar should decide the conference theme.

The transition team continued discussion on the draft bylaws.

The next meeting date will be determined by email.

Meeting adjourned.