Starting the OASIS QUOMOS TC
Key milestones - achieved

- November 20: Submit TC Charter to OASIS TC Administrator
  - Copies to participants and primary representatives
- November 24: OASIS post notice of membership review
- 9 December: Close of comment period
- 10 December: Telecon to review comments
  - Convener, OASIS TC Administrator, proposers, members
- 10 December: Final deadline for amending proposal
  - Need pointers to comment dispositions
- 14 December: Post call for participation/1st meeting
  - Roster of participants can be changed up to final submission
- 14 January: Closing date for registration of Eligible Persons
  - Request for nominations for TC Chair
- 21 January: First meeting
Agenda for 21 January -1

1. Roll call to determine TC membership
2. Election of chair - from nominations made by Voting members
   - Convenor hands over to new Chair
1. Review of OASIS TC process, IPR policy and PR policy
2. Review of TC charter
   - Clarification of charter
   - Method of working
1. Vote on any standing rules for the TC
   - Electronic submission of motions to open ballots
   - Recording of meeting sessions
Agenda for 21 January -2

6. Appointment of officers - volunteers appreciated
   – secretary
   – Webmaster
   – liaisons with other applicable standards groups or OASIS TCs

6. Discussion and acceptance of contributed work

7. Definition of work programme

8. Requirements for web site
   – Overview
   – FAQ

6. Future meeting schedule, hosts
Action items

• To participate in the first meeting
  – be an employee of an OASIS member organization or an Individual member of OASIS;
  – have an OASIS account (available on request)
  – request to join the TC—on TC homepage
    • Option to request voting rights
  – Have your request accepted by your organization’s primary rep
• To be eligible to vote at the first meeting, you must also
  – have notified the chair of the person’s intent to participate 7 days before the first meeting;
  – attend the first meeting
• Must have five eligible members, at least two from organizational members
• Ontolog Forum to donate work to date to the OASIS TC