

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