

İTÜ EMCOL MANAGEMENT COMMITTEE MEETING - 1

Meeting minutes: 1

Date, time and Place: 25 May 2005; 14:00 hours, Palaeontology Laboratory.

Reporter: Nilgün Okay

- The first monthly meeting of EMCOL Management Committee meeting was held under the chairmanship of Namık Çağatay (EMCOL coordinator) with participation of task leaders: Lisa Doner, Can Genç, Nilgün Okay, Okan Tüysüz, Emin Demirbağ (in charge of sub-bottom profiling system), Muhterem Çopuroglu, Research Assistants: Sena Akçer, Kadir Eriş, Gökhan Şans.
- The coordinator informed that the EMCOL Web page (<http://www.mines.itu.edu.tr/emcol>) has been prepared by Can Genç with the input of related information about EMCOL from the committee members. It is currently active and can be accessed with links from the Faculty of Mines and EIES web-pages. A profile of EMCOL in Turkish and English has been placed on the ITU web page under the University's Research Centres.
- It was discussed that the national and international meetings are important to inform the scientific communities about EMCOL. In this context, EMCOL was presented by Namık Çağatay at the National Climate Meeting during 6-8 April, 2005. He will give a similar talk at EC-SSA project workshop "Clean Black Sea" in Varna in Bulgaria during 2-5 June 2005. In addition, a poster presentation will be made for and its A4 size version will be distributed during TURQUA (Turkish Quaternary) Symposium of EIES, 2-3 June 2005. The same activity will be carried out during here will be an IESCA international meeting in Izmir at 9 Eylül University during September, 2005.
- It was agreed that the involment of EMCOL in new international projects was very important for the development of EMCOL. Namık Çağatay informed that there is now a possibility to participate in an IAEA project, RER/7/003 "Marine Environmental Assessment in the Eastern Mediterranean Sea" .
- The job advertisement for four "PhD students" is already anounced on the web site. The same announcement has also been sent out to some universities in Turkey. Namık Çağatay informed that we have already received one applicant. A statement "female students are encouraged to apply" was decided to be added to the new version of the announcement.
- The students assigned for EMCOL project by the ITU are:
 1. Kadir Eriş
 2. Ümmühan Sancar
 3. Gökhan Şans
- Advisory Committee of EMCOL was selected:
 1. Prof.Dr. Temel Oğuz (METU, Marine Sciences Institute, Erdemli)
 2. Kerim Sarıkavak (MTA, Marine Geology and Geophysics Division)
 3. Dr. Frank Niessen (Alfred Wegener Institute, Bremen, Germany)

4. A member from Department of Navigation, Hydrography and Ocenaography (SHOD).

- ITU with its different academic and research units is in the process of preparing a strategic plan for the next three years. As a research centre of ITU, EMCOL has also prepare a strategic plan along the guidelines suggested by the University. Related forms were distributed to the committee members in order to think about this plan and prepare for a discussion on the strategic plan for EMCOL in two weeks time.
- The issue of precurement of lab and field equipment and lab preparation were discussed. Tasks include:
 - a. Technical Specifications should be prepared for the ITU Döner Sermaye Müdürlüğü
 - b. Request “Invoices” from supplier companies
 - c. Prepare “assessment reports” on quotations obtained from different companies
 - d. Laboratory preparation.

Regarding these issues the following developments were reported:

- 1) “Technical Specifications for different equipment are already in progress (Sena and Gökhan is working on this under supervision of Lisa Doner and Nilgün Okay).
- 2) MSCL will be ordered later.
- 3) Emin Demirbağ gave a brief information on the information and quotations he received from manufacturers about the subbottom profilers,. A representative of Aker Co. is coming to Istanbul to meet and give information about the device.
- 4) Nilgün Okay gave an information about the preparations of Core lab and Cora storage room.
- 5) On 24th of May (yesterday) a pre-meeting was held (before the EMCOL meeting) by Can Genç, Lisa Doner, Nilgün Okay and Gökhan Şans to examine the state of lab space made available for the EMCOL laboratories. Gökhan presented scaled computer drawing of the laboratories. The committee members were briefed about the results of this meeting as follows:

the Core Analyses Lab

- ITRAX room: (w/ a ITRAX device, PC, AC, Cooling system, UPS)
- An AC to be installed outside the window.
- It needs 3-phase electricity line
- Circuit needs to be upgraded
- Both UPS and the Lab strongly needs a professional company to install the electrical system
- MSCL Room (w/ a MSCL device, electronics Bench, PC, Vacum System):
- The bench and sink on the left needs to be removed
- The separation wall on the left needs to be extended
- A glass-door will be considered for the protection and to serve a better working environment
- Room needs a AC system (24 bTU)

- New windows (Pimapen-type)
- Ceiling similar to ITRAX room
- Whole lab needs flooring (cheep Mineflo-type material)
- The bench with tiles on the right side needs to be replaced with more laminate type material.
- Room already has mono- and 3-phase plungins: There is no voltage limitations for the MCSL, the whole system will run off 100-240V AC 50-60Hz. (run off a single power point rated at 13A and requires no more than 0.5kW).

Core Storage: (13m² walk-in core refrigerator w/ shelves, Cooling unit)

- Electric circuit panel needed to be changed urgently, replaced and moved outside the cold room.
- The refrigerator needs new cooling system w/ alarm
- Flooring needs to be isolated w/ mantle (light blue-foam)
- New flooring (not slippery)
- There is a high step, sometimes it is dangerous, it should be raised w/the new flooring
- New core shelves will be ordered. We need the advice of a company to organize the space and shelving design with prevention against possible flooding.
- Installation of an “early flood warning system”?
- Periodic lab cleaning under for indirect costs is recommended.

The meeting was adjourned at 16:00 hours.