

EMCOL
THIRD MONTHLY MEETING
Minutes

Date: 29 July 2005

Time: 10:00 hours

Place: Palaeontology Museum

Present: N. Çağatay, Lisa Doner, Remzi Akkök, Kadir Eriş, Ummuhan Sancar

Communication items:

Namık Çağatay informed the meeting that:

- 1) the Tax Exemption Certificate has been finally obtained from the Sariyer tax office of Finance Ministry.
- 2) TUBITAK has allocated two graduate student scholarships to the EMCOL coordinator. We need to announce these positions for finding suitable applicants.
- 3) We, as EMCOL, have submitted a project proposal on “ Seismic Risk Assessment in the Sea of Marmara”. If accepted the project will start in September, 2005.

Selection of “Evaluation Committee” for EMCOL’s PhD students applications

A committee, consisting of Namık Çağatay, Lisa Doner and Remzi Akkök, was elected to study the the EMCOL’s PhD student applications. It was decided that the Committee would meet to study the credentials of the 5 applicants before a final interview on Friday 5th August, 2005.

Preparation of laboratory space

Remzi Akkök informed that price quotations were obtained from two companies concerning the electrical, plumbing and upgrading of the EMCOL’s laboratory and office space, including Core Analyses Laboratory, Sedimentology Laboratory and EMCOL’s Offices. The quoted costs appear to be greater than the the amount available in the project budget. The Döner Sermaye İşletmesi Müdürlüğü of the İTÜ’s Accounting Department (İTÜ-DSM) will make the final selection between the two companies after recommendation by the EMCOL.

Lisa Doner and Kadir Eriş informed that two companies were invited to provide offers for constructing shelves in the Cold Core Storage Room. Only one company came up with a plan and a price quotation for the work. The proposed plan for the shelves and the material is satisfactory, but the quoted price was much higher than the available budget. It was decided to search for other manufacturers of shelves and get one or more price quotations.

Equipment purchase

Namık Çağatay informed that he received four quotations on TOC/TIC analyzer, including coulometers. The problem with the coulometer is that the company has no representative in Turkey, and therefore, its maintenance could be a problem. The cost of other TOC/TIC instruments are higher than the cost budgeted in the project.

The purchasing procedures for the Core Scanner, the most costliest equipment in EMCOL labs, have already been initiated by the Döner Sermaye İşletmesi Müdürlüğü of İTÜ’s Accounting Department (İTÜ-DSM).

In view of the acquisition of the Tax Exemption Certificate, the task leaders in charge of the EMCOL labs are requested to initiate soon the equipment purchases according to the procedures of the ITU-DSM.

The meeting was adjourned at 11:30 hours