

**Student Chapter of the American Society for Information Science and Technology**  
**ASIST**  
**November 7, 2008 – 8:28 p.m.**

**ASIST Committee:**

Tyson McMillan – Chair

Arta Kabashi – Vice Chair

Wandee Tangsathitkulchai – Secretary/Treasurer

**ASIST Faculty Advisor: Dr. Shawne Miksa, Dr. Miguel Ruiz**

ASIST Faculty Advisor absent: Dr. Shawne Miksa.

**Committee Members Present:** Tyson McMillan, Arta Kabashi, Wandee Tangsathitkulchai, Shelli Sharber, Sutthinan Chuenchom, Samuel Muwanguzi. Bekir Cakar, and Mehmet Demircioglu. Absent were Jan Reed, Alex Pettit, and Fatih Tombul.

**Distinguished Guests:** Van VanBebber

**I. Introduction & General Discussion –Tyson**

The meeting was called to order at 8:28 p.m. by Tyson.

**II. Approval of Previous Minutes –Tyson**

Minutes of the May 2 meeting were presented by Tyson. Moved to accept by Arta, second by Sam.

**III. Collection of Membership Dues**

Three more members plan to pay membership fee in the next meeting (December 5).

**III. Review of Draft Bylaws**

Tyson will submit the Draft Bylaws for NT-ASITST via e-mail to all members. Any feedback and suggestions can be given back to Tyson as an e-mail attachment.

**IV. ASIST Publication Workshop**

The Committee established agenda for ASIST Publication Workshop. Three speakers will be Dr. Ruiz, Dr. Miksa, and Dr. Schultz-Jones. Dr. Ruiz proposed that the contents can be mentorship process, commitment ASIST, ACM, hands-on handouts on converting existing papers, cautions- originality, and posters. The members discussed much about the appropriate time for holding the workshop. Dr. Ruiz suggested that the workshop should be concerned about the deadline of submission of contributed papers and posters to ASIST 2009 Annual Meeting. Members agreed the date and time will be Friday 5 December, 2008, from 5:00 p.m. to 6:00 p.m. The venue of the workshop will be Research Park 201B. Dr. Ruiz further suggested an invitation letter should be sent to Texas Woman's University to join the workshop. Also invitation letters will be sent to three speakers from Department of Library and Information Sciences. Tyson, Arta, and Wandee will work on a sample flyer for the ASIST Publication Workshop and send to members for a review.

#### IV. New Business

Arta proposed that the Committee can have a virtual meeting using Moodle.

#### V. Next Meeting Details.

It was generally agreed that the December 5, 2008 meeting would be cancelled in lieu of the earlier publication workshop on that same day. Plans are in progress to have a virtual meeting in January 2009.

The meeting adjourned at 9:01 pm.