**Minutes of General AutoDrive Meeting for 10/04/2024 - Fall 24 Week 5**

1. **Background**

North Carolina A&T State University (NCAT) participates in SAE International’s student project to develop solutions for tomorrow’s self-driving cars. The NCAT team, Aggies Autonomous Auto(A3) meet on a weekly schedule. The meetings are held to coordinate team efforts towards the successful execution of yearly deliverables. This particular meeting was held both **in-person/virtually** on **October 04, 2024** via the Zoom platform for a one (1) hour duration; specifically, from **10:00am -11:00am**. The Agenda of the meeting was set by the team captain.

1. **Attendees**

In attendance for the **October 04, 2024** meeting were the following people:

* Dr. Younho Seong (Faculty)
* Dr. Sun Yi (Faculty)
* Dr Daniel Acree (Faculty)
* Kelvin Kwakye (Team Captain)
* Clement Alabi (Project manager)
* Hossam (Technical Lead)
* Oscar (Technical Lead)
* Azeez (Technical Lead)
* Yoo Sang Chang (Team Member)
* Francis Logarh (Team Member)
* Tunji Ademola (Team Member)
* Chase Jackson (Team Member)
* Jayleen (Team Member)
* Nooruldeen Al Azawi (Team Member)

1. **Agenda**

* Updates from Team Leads
* Open Forum
* Closing Remarks

1. **Main Points of Discussion**

* **Meeting Began** (**10:02am**)**:** Clement began the meeting by welcoming the team members, and stating the following:
  1. a google form was shared with the meeting invite. Each one is expected to complete the form indicating their availability so that the rest of the meeting for the semester can be planned accordingly.
  2. ⁠some team members have graduated hence some restructuring has been done. More restructuring will be done to ensure that the demands of the challenge are met
  3. ⁠the focus for January is on project leadership and V2X
  4. ⁠the focus for February is on mobility innovation and the simulation challenge
  5. ⁠the perception team (model building) needs to be finalized towards June.
* **Dr. Sun Yi:**

1. Hossam to take Kevin’s role as a captain

2. ⁠Tunji to work on V2X in addition to working with Oscar on electrical.

* **Perception** (**10:02am** No meeting was held during the vacation. The plan is to start meeting next week Monday.
* **Dynamic Team Update (10:30am**):

1. Trying to develop a range file for route planning
2. ⁠developing a planned path for the vehicle
3. ⁠the dynamic team is planning to meet sometime next week to review their status. Francis requested for the safety to be included in this meeting.

* **Electrical Power (10:35am):**

1. Clement asked for a strategy for meeting the V2X challenge and if Tunji has contacted members from the other schools to see what they were doing. Tunji said he reached out to the SAE team but they said he should wait. Clement then said he will get a contact from the captain’s meeting so that Tunji can contact the other schools and see what they are doing regarding V2X
2. ⁠Clement said he will speak to Victor to help with the blue light for the competition
3. ⁠Dr Sun Yi asked Tunji to work with Oscar on the electrical as he waits to get more information from the SAE team

* **RICHARD:** MATHWORKS:

1. The deadline for Hossam regarding the perception team has been met. The data has been sent to Hossam awaiting his feedback
2. ⁠Richard is also waiting for the other teams to send their request on HD maps
3. ⁠Dr Sun Yi asked Richard to work with Oscar on localization as he waits for the other teams to send their requests

* **JAYLEN**

1. A meeting would be held next week with the team
2. ⁠meanwhile, Jaylen is currently working with MATLAB on GPS for the simulation team
3. ⁠also, Jaylen so far has 3 scenarios out of 6 to simulate the GPS on dropouts

* **Static Meeting Update (10:44):**

**SAFETY**

1. Work on SOTIF report is in progress. The main components have been identified. After completing the report, it would be shared with the team for feedback

* **OTHER MATTERS**

1. CLEMENT: the google form should be completed so that meeting days for the rest of the semester can be planned
2. DR SUN YI: those who cannot make it to meetings should send their slides and voice recording of their update
3. HOSSAM: Kourtney is working with the perception team and the plan is to get her more involved