**CS673 Software Engineering**

**Team 1 : Chit Chat**

**Meeting Minutes**

All meeting minutes are kept in this single document. The latest meeting minutes should be at the beginning of the document. For example, meeting 3 minutes is placed before meeting 2 in the document. The team leader should prepare a basic agenda for the meeting and team members should rotate to be the minutes taker. Each group should have at least one meeting per week, and you may have multiple meetings if needed.

**Meeting 3**

**Meeting 2**

**Meeting 1**

**Date and Time:** 9/7/2025 10 AM CT

**Place**: Google Meet

**Participants:** Masih Vahida, Robin Roeoesli, Jordyn Lipsey, Deasia Little, Ardit Briskaj

**Minutes taker:** Jordyn Lipsey

**Timekeeper:** Jordyn Lipsey

**Purpose:** Project Kickoff Meeting

**Agenda:**

1. Introductions
2. Time commitments
3. Frontend and backend language
4. Roles for SDD
5. Project Ideas
6. Next Steps
   1. Lab 1 - Set Up Git - **Due: 9/10**
   2. Project Iteration 0 (Proposal) - **Due 9/11**

**Discussions:**

* Introduction (Name and Programming Language Experience)
* Time Commitments
* Assigned Roles
  + Masih (Team Leader), Robin (Requirement Leader), Jordyn (Configuration Leader), Deasia (QA Leader), Ardit (Design and Implementation Leader), and Security Leader will be shared within the group
* Project Ideas
* Tech Stack discussion
* Git Hub: Masih already set up
  + Minimum one reviewer
* Next Steps (Project proposal role assignments)

**Key Decisions:**

**Time Commitment:** 10-15 hours / week

**Project Idea** (Pitched by Masih):

Community Chat App

* User Authentication: Individual accounts with password management.
* Notifications: Push notifications to keep users updated.
* AI Enhancements:
  + Integrated OpenAI-powered chatbot for conversations or support.
  + Summarize conversations for late joiners.
  + Translate messages for multilingual communities.
  + Smart suggestions (e.g., auto-replies, resource links).

**TechStack:**

* Backend: Node.js for server-side logic.
* Frontend: React for building interactive user interfaces.
* Real-Time Communication: Socket.IO for live updates and bidirectional communication.
* Authentication: Passport.js (potentially) for user login and authentication.
* Testing: Playwright for testing JavaScript-based components.
* Database: PostgreSQL for data storage.
* Project Management: Jira for issue tracking, sprint planning, and agile workflows.

**Next Meeting Wednesday** - 8 PM ET (7 PM CT)

**Weekly Meeting Sunday** - 9 AM ET (8AM CT)

**Action Items:**

Lab 1 - Set Up Git - **Due: 9/10**

* **Owner:** Masih

Jira - **Due 9/11**

* **Owner:** Robin

Project Iteration 0 (Proposal) - **Due 9/11**

1. Overview
   1. **Owner:** Masih
2. Related Work
   1. **Owner:** Masih
3. Proposal High Level Requirements
   1. Functional
      1. **Owner:** Ardit
      2. **Reviewer:** Masih
   2. Non-Functional
      1. **Owner:** Ardit
      2. **Reviewer:** Masih
4. Management Plan
   1. Objectives and Priorities
      1. **Owner:** Robin
   2. Risk Management
      1. **Owner:** Robin
   3. Timeline
      1. **Owner:** Robin
5. Configuration Management Plan
   1. Tools
      1. **Owner:** Jordyn
   2. Code Commit Guideline and Git Branching Strategy
      1. **Owner:** Jordyn
   3. CI/CD Plan
      1. **Owner:** Jordyn
6. Quality Assurance Plan
   1. Metrics
      1. **Owner:** Deasia
   2. Code Standard
      1. **Owner:** Deasia
   3. Code Review Process
      1. **Owner:** Deasia/Jordyn
   4. Testing
      1. **Owner:** Deasia
   5. Defect Management
      1. **Owner:** Deasia/Jordyn