**BA 5200 - Information Systems Management**

**Finance - Credit Group**

**Call to Order:** 7:00PM

**Attendance:** [Joseph Williams](mailto:jokwilli@mtu.edu), [Irene Trierweiler](mailto:iltrierw@mtu.edu), Emily Wood, Reyn White, [Trent Magers](mailto:tfmagers@mtu.edu), Atharva Joshi, [Lucas Kendall](mailto:lakendal@mtu.edu)

**Excused:** John Mware

**Join Meeting Online:**<https://michigantech.zoom.us/j/88055551097>

**Minutes from Last Meeting:**

* Status Update Presentation - [Finance Credit Team - Sprint Status Update](https://docs.google.com/presentation/d/1vfqCTw1AKYkU1StgPhuhvlYwKyDw7BRUOz1WiwWNgcQ/edit#slide=id.g289a879b8a0_0_132)
* Migrate Trello Board: <https://trello.com/b/IIarpkG2/credit>
* Fiance Credit Nouns Project - [Finance Credit - Nouns](https://docs.google.com/document/d/13_QV01F93aayREQwijRVP7aAJpFqdR8bo0hIAEDlws8/edit)
* [Activities Map Folder](https://drive.google.com/drive/u/1/folders/18KE_vtrkm8Spt2mLYdXKsw1RxSm0Pm3P)

**Agenda**

* Action Items
  + [Activities Map Folder](https://drive.google.com/drive/u/1/folders/18KE_vtrkm8Spt2mLYdXKsw1RxSm0Pm3P)
    - Team has completed all active maps.
  + Reviewed Data Structure of application with team.
    - Team would like to review with the IT team and Jeff to make sure we are rolling in the correct direction.
  + Interview Questions
    - Reviewed and discussed management interview guidelines in detail.
    - Reviewed the team's internal interview questions, removed repetitive questions, and added new questions.
      * Focusing more on knowingness of users and relation to terms.
  + Interview Status
    - Joe
      * Completed 2 of 3
    - Irene
      * Completed 2 of 3
    - Entire Team
      * Completed 4 of 21
  + Fiance Credit Team App Interface/Layout
    - Standing by for updates on team management calls. Fitness teams had more refined details that would cross over to our team.
    - Team will continue to develop the app interface during our working meeting tomorrow.
  + Open Discussion/Key Takeaways from Management Call
    - Reviewed Interview Guidelines.
    - IT Data Structure Standardization.
    - Technical Specification document.
    - Moving forward at a good pace.

*Goals/Actions for the next meeting:*

* All Team - Interview completed by end of Semester (3 Interviews)
  + Review and refine interview questions.
* All Team - Brainstorm basic app interface layout.

*Next Meeting Date:* Sunday, October 22nd, 2023 at 7:00pm - 8:00pm