Team Meeting 1

18 March 2022 / 2:00 PM - 3:00 PM / Zoom

Attendees

Zexi, Stefan, Ate, Xavier, Nancy, Jiadong

Agenda

Introducing ourselves

1. Ate
2. Nancy
3. Stefan
4. Xavier
5. Zexi

Set a regular meeting time with us every week

Fri 2:15pm - 3:15pm

Set a meeting time with the host next week, the supervisor needs to be at present

https://www.when2meet.com/?14968918-KENEN=

Discuss the first meeting agenda with Supervisor

1. Brief our understanding of project
2. Ask if it's enough for the first host meeting
3. If not, could he set another meeting to check with us before we meet with the host

Communication tools with the supervisor (slack?)

Discuss the timeline of the whole project

At what time should we have what results, by the end of the semester, we will have a literature review, November we finished the whole project

What programming languages the host want to use?

Discuss the expected outcome of semester 1

Do they want a R package for the host, check with the expectation between-group members

Discuss the matters needing attention when meeting with the host

1. (Jiadong Suggestion) Communication: when you have problems, engage the host in time, ask them for zoom meetings, don't hide the problem until the last minute; good communication includes good presentation, how to present the results to the host; don't be too technical; minimize the formula, includes more graphs.

   https://thenounproject.com/

   https://biorender.com/

Clarify the academic support we can get from the supervisor and the host

1. Outside of the meeting, can ask questions on the slacks, try not to ask too technical questions, (things like debugging). Do you think this result makes sense, this model is suitable for the data.
2. The same for the host, the host to give you some directions, papers for a start. Check with the host and supervisor whenever have some progress, makes sure on the right track.

Discuss a List of Questions to Host (Zexi)

1. A list of glossaries in the epigenetics domains (request) - do this by ourselves
2. Ask for access to the DNA data (and corresponding data dictionary if applicable)
3. What is the state of art standard data processing procedures for their dataset?
4. What is the state of art model in this classification problem (paper if can give)
5. If there already exists ML models, what is the research gap the client want to aim for? (better accuracy, or more robust and so on)
6. If I understand this correctly, the current research of our client is to prove their hypothesis empirically, therefore, want the models we will build, to support the hypothesis. Following this, how accurate would a classifier suffice to prove the hypothesis? What is the client's expectation of this? What sort of accuracy is considered high accuracy?
7. Do they also have another research group that is doing similar things?
8. Clarify the expected outcomes?
9. What programming language should be used? Python? R?
10. What would be the appropriate timeline for this project?

Notes

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Action Items

1. Create zoom links for every Friday 2:15 - 3:15
2. Select and finalize meeting time slots on https://www.when2meet.com/?14968918-KENEN= (Xavier)
3. Send host meeting emails CC Jiadong and the host (Tianyu)
4. Read the nature paper (All)
5. Create Host meeting minutes agenda based on today's meeting
6.

Next Meeting Agenda