**SOEN 341 2015 Reference Template for Team meetings (face to face, skype, or other)**

Team Name: COEN Life Project Name: ConUgen

Minutes of meeting number 2.2: 3 Hours

Date: 12th January 2016

Location: Hall Building Room H-962

Members:

|  |  |  |
| --- | --- | --- |
| Name | Role | Present? |
| Daniel Makardich | Deliverable 0 | Yes |
| Michael Gravino | Deliverable 0 | Yes |
| Nicolas Feller | Deliverable 0 | Yes |
| Jinbee Ahn | Deliverable 0 | Yes |
| Tu Nguyen\* | Deliverable 0 | Yes |
| Mohamed Mohamed | Deliverable 0 | Yes |
| Matthew Masi | Deliverable 0 | Yes |
| Adam Ibrahim-Disuky | Deliverable 0 | Yes |
| Vaibhav Sultan | Deliverable 0 | Yes |
| Kapesh Sultan | Deliverable 0 | Yes |

Agenda

**Call to Order**

Complete initial UML

Review of what has been completed on deliverable 0 until today.

Complete system description and purposes

Review and confirm role assignments.

Complete Domain model of system.

Complete Description of domain model.

Discuss the conception and overview of the system to build.

**Decisions:**

1. Confirm roles to team members

2. Confirm system description and purposes

3. Complete domain model

4. Complete Deliverable 0

5. Discuss design, architecture, functionality and features of system wanted

Adjourned at: 11:30 am – 14:30 pm