**MEETING MINUTES –**

**[Week 6 MEETING 2 OF INTEGRATED PROJECT\_ GROUP #Carlos]**

**MEETING INFORMATION**

***Objective:*** Cancel and reschedule meeting

***Date:*** 06/28/2024

***Time:*** 8:00 AM EDT ***Meeting Type:*** Virtual Meeting

***Timekeeper:*** Carlos ***Note Taker:***  Ruizhe

***Attendees:*** Carlos(Mentor), Luyang(Mentee), Ruizhe(Mentee)

**Meeting Documents**

* Team Analysis notebook uploaded by Mentee Team
* Midterm Presentation Slides uploaded by Mentee Team

**Progress Report**

Team is working on EDA, and preparing for the midterm presentation.

**Special Business**

1. **Rehearsal of Midterm Presentation**
   1. Mentee team shows what they prepared for midterm presentation, including slides and brief introduction. Then mentor Carlos gives out his comments accordingly for the Mentee team to improve.
2. **Review of EDA work**
   1. Mentee team shows their current EDA work. No adjustments are needed now and the Mentee team should keep going on it.

**Date and Time of the Next Meeting**

The students and Thomas & Ira will meet on conference call on 06/28 Friday.

**Close**

Mentee team will prepare the presentation for next Monday. And begin to work on the clustering model.

June 28, 2024

Recorded by

Ruizhe