

## **Quick recap**

The group discussed scheduling challenges and agreed on meeting times while waiting for a late participant. They selected a facial recognition dataset for their project and decided on using GitHub for version control, with plans to prepare a 5-page report and analyze the dataset's bias. The team discussed project deliverables, including AI-generated summaries and graphics, while addressing technical issues with Google Docs and coordinating their regular meetings.

## **Next steps**

- Aidan: Download the selected facial recognition dataset, clean it, and upload it (along with a notebook) to the GitHub repository before the next meeting.
- Aidan: Create an outline for the 5-page report and share it with the group to help assign writing sections.
- All group members: Review the selected dataset and be prepared to discuss roles and task division at the next Zoom session (Thursday).
- Alexander: Ensure all group members have editor access to the Google Doc and that "suggesting" mode is enabled for change tracking.
- All group members: Send their Google account emails to Alexander if not already done, to ensure proper tracking in the Google Doc.

- Aidan: Generate and upload the AI-generated summary of this week's discussion to the GitHub repository in the Collaboration folder as a PDF.
- All group members: Prepare to discuss key takeaways from the readings, initial steps for the group project (including dataset selection and task division) at the next Zoom session.
- All group members: Be prepared to present findings and discuss the project during next week's Zoom session.

## **Summary**

### **Meeting Scheduling and Participant Coordination**

The group discussed scheduling challenges, with Aidan and Alexander agreeing that Monday 6 PM works for them, while Brittany noted that three members have class on Tuesdays. They waited for a fourth participant who was expected to join after 7:30 PM, and Aidan suggested they might need to start discussing topics while waiting for the late participant.

### **Dataset Selection and Project Planning**

The group discussed selecting a dataset for their project, ultimately choosing the facial recognition dataset due to its relevance to recent class discussions and real-world implications. They agreed to use GitHub for version control, with Brittany having already created a repository and Alexander sharing a Google Doc through Discord. The team plans to structure their repository with separate folders for data, notebooks, and source code, and will include their Google Doc with tracking enabled. They also discussed the need to prepare a 5-page

report, with Aidan suggesting they develop reasoning for their dataset selection to be included in the report's methodology section.

### **Bias in Facial Recognition Datasets**

The group discussed the impact of bias in facial recognition datasets, particularly focusing on law enforcement uses and misidentification rates. They agreed to analyze the training data, categorize different data points, and examine error rates for different groups. The team decided to act as co-managers for the project rather than assigning specific roles to individuals. Aidan offered to create an outline for their paper and suggested dividing the writing responsibilities among the group members. They planned to review the dataset and prepare for further discussion in their next Zoom meeting on Thursday.

### **Group Project Deliverables Discussion**

The team discussed the format and deliverables for their group project, including a 5-page report to be prepared as a shared Google Doc and stored in GitHub. They agreed to create a README and include Week A and Week B PDFs in the repository. Aidan offered to take on more work due to his lighter course load, but Alexander and Brittany Fetterman emphasized the importance of equal contribution. The team also noted they would need to prepare for a presentation and be ready to deliver during the next week's Zoom session.

### **AI Summaries and Collaboration Tools**

The team discussed the process of creating AI-generated summaries for the first and second weeks of discussions, which will be stored in a GitHub folder named "Collaboration." They also explored the possibility of including graphics and results in the analysis to highlight data

disparities. Aidan and Alexander addressed technical issues with Google Docs, including tracking changes and user anonymity, and Alexander provided instructions on how to view and edit documents using the correct links.

### **Project Planning and Task Division**

The group discussed their upcoming deliverables and project tasks, confirming they would focus on discussing potential datasets with known biases in their Thursday meeting. They agreed to break into breakout rooms to divide tasks for their group project, with Brittany noting they were ahead of schedule. The team also expressed concerns about the extensive self-assessment requirements for each two-week project, with Aidan and Alexander questioning the necessity of detailed reflections. Finally, they discussed scheduling their regular meetings, with Chijioke suggesting Monday evenings from 6 PM, while Alexander and Brittany expressed preference for Monday nights, though they needed to coordinate a consistent time that worked for everyone.

### **Workload Challenges and Scheduling Conflicts**

The group discussed Alexander's workload challenges due to his coworker's involvement in MTSU's esports team, particularly for Marvel Rivals, which has created scheduling conflicts. Aidan suggested Alexander could claim he's in a demanding class to justify not covering for his coworker on Tuesdays.