Carnegie Mellon University Africa

Minutes of the CSSR4Africa Team Meeting

Date and Time: February 10, 2026, at 11:00 am (CAT)
Venue: AI and Robotics Lab.
Status: Final.

Participants
Clifford Onyonka
Ibrahim Jimoh
Muhammed Danso
Richard Muhirwa
Yohannes Haile
Tsegazeab Tefferi

Apologies
Birhanu Shimelis Girma
Deogratius Kiggude
Prof Moise Busogi
Lenah Chacha

The Committee members discussed all the items on the meeting agenda. These discussions are summarized below.

1. Approval of the minutes of the last meeting
Tsegazeab Tefferi welcomed the team members.

The participants reviewed the minutes of the previous meeting held on 3rd February 2026 and approved them as a true and accurate record of the meeting.

2. Minutes of last meeting and matters arising.
Agenda Item 1: Hand over source code for the most recent working demo to Yohannes.
Status: Deferred for next week since Ibrahim didn't send his software.

Agenda item 2: Upload the most recent version of working source code to a branch of CSSR4Africa's GitHub repository.
Status: Deferred for next week.

Agenda item 3: Discuss in the lab on how to handle CSSR4Africa ROSAS evaluations and choose someone to lead this process.
Status: Complete. Muhammed and Tsegazeab will be working on the questionnaire for ROSAS evaluation.

Agenda item 4: Go through the culture knowledge document shared by Tsegazeab and prioritize the culture knowledge to be implemented in the short time remaining until project completion.
Status: complete

Agenda item 5: Submit the 5th Afretec progress report.
Status: Incomplete

Agenda item 6: Upload the 5th Afretec progress report to the CSSR4Africa website as soon as Prof Moise submits it to Afretec.
Status: Incomplete

Agenda item 7: Complete the gesture action server and hand over the updated gesture ROS node to Danso.
Status: Complete

Agenda item 8: Complete the navigation action server and hand over the updated navigation ROS node to Danso.
Status: Complete

Agenda item 9: Update the spelling of Afretec in the minutes for the meeting held on 27th January 2026 (AfreTech is used, which is a misspelling).
Status: Complete

3. Matters arising from progress reports.
There were no matters arising from progress reports.

4. Status of tasks, deliverables, and software
All team members should use the CSSR4Africa GitHub repository, publishing the latest working versions of their work to a branch on the repository. Muhammed noted that his latest software is the one that is currently on GitHub, noting that it has already been pushed.

5. Milestones.
For the Kinyarwanda Conversation System for the LLM, Clifford shared that using OpenAI for Kinyarwanda resulted in a poor result. Richard also noted that if we use the translation from Kinyarwanda to English and vice versa, it will result poor result or loss of meaning in translation. For the draft paper on Co-Speech Gesture Generation, Clifford reported that the deadline had passed, and he hadn't finished yet. He said he will put on another deadline and target another conference. On CSSR-Nav (Birhanu), he noted he has got feedback from the teammates, and he will be working on incorporating that feedback into the paper to submit by February 15, 2026.

6. Values in the Cultural Knowledge Base
Tsegazeab reported that he has identified gestures that would be incorporated, and he will be working on them. Birhanu reported that he has implemented four of seven culturally sensitive navigations, and he will be working on the rest of them.

7. Assessment of Cultural Behavior
ROSAS will be used for the assessment of cultural behavior. Muhammed and Tsegazeab will be working on the questionnaire to be used to do the survey.

8. Any Other Business
Muhammed noted that the GPU Demo laptop have issue with it. He noted that a complete reset of the laptop might be required. Clifford has volunteered to fix the issue. There will be another demo to present tomorrow that will be presented for guests. In addition, there will be another demo scheduled for guests on Saturday as well.

9. Date and time of next meeting
The next meeting will be held on February 17, 2026, at 11:00 a.m. in Room C210.

10. End of the Meeting
There being no other business, the Chairman thanked the participants for their contributions and closed the meeting.

Action items following the meeting of the CSSR4Africa project

Action	Action description	Responsible	Completion date
1	Hand over the source code for the most recent working demo to Yohannes	Tsegazeab	February 13, 2026
2	Upload the most recent version of the working source code to a branch of CSSR4Africa's GitHub repository	Tsegazeab, Clifford, Ibrahim, Richard, and Birhanu	February 13, 2026
3	Submit the 5th Afretec progress report	Prof Moise Busogi	February 13, 2026

| 4 | Upload the 5th Afretec progress report to the CSSR4Africa website as soon as Prof Moise submits it to Afretec | Tsegazeab | February 13, 2026 |

Table 1: Action Items