Carnegie Mellon University Africa

Minutes of the CSSR4Africa Team Meeting

Date and Time: February 17, 2026, at 11:00 am (CAT)   Venue: Room C210.

Status: Final.

Participants
Clifford Onyonka
Deogratius Kiggude
Muhammed Danso
Richard Muhirwa
Yohannes Haile
Tsegazeab Tefferi, Chairman

Apologies
Birhanu Shimelis Girma
Prof Moise Busogi
Lenah Chacha
Ibrahim Jimoh

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 10th 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.*

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: Submit the 5th Afretec progress report.
Status: complete

Agenda item 4: Upload the 5th Afretec progress report to the CSSR4Africa website as soon as Prof Moise submits it to Afretec.
Status: complete

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

4. Status of tasks, deliverables, and software
Team members should use the CSSR4Africa GitHub repository, publishing the latest working versions of their work to a branch on the repository. As a reminder Yohannes has created GitHub repository branches: a development branch for demo purposes, a main branch for software that has completely passed quality assurance, and a feature/action_behavior_controller branch for the ROS action-based behavior controller code.

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5. Milestones.

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(End of February – finish the experiment and Mid-March complete writing the first draft) 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 it before March 3, 2026 since the deadline had been extended to that time.

6. Values in the Cultural Knowledge Base

All team members reported that they have identified cultural norms that would be incorporated, and they will be working on them.

7. Any Other Business

There will be a demo to present tomorrow (Wednesday) in the afternoon that will be presented for guests. In addition, there will be another demo scheduled for guest's next week as well.

8. Date and time of next meeting

The next meeting will be held on February 23, 2026, at 11:00 a.m. in Room C210.

9. 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 automation script and most recent working demo to Yohannes	Tsegazeab	February 20, 2026
2	Hand over the source for the last tested demo with English conversational pipeline integrated to Yohannes	Tsegazeab	February 20, 2026
3	Upload the most recent version of the working source code to a branch of CSSR4Africa's GitHub repository	Tsegazeab, Ibrahim, Richard, and Birhanu	February 20, 2026
4	Remind Ibrahim to submit Automation script by Thursday.	Tsegazeab	February 20, 2026
5	Update Milestone for co-speech gesture generation (Finish experiment by end of February and complete writing the first draft by 14th March)	Tsegazeab	February 20, 2026
6	Create a branch for demo with English conversational pipeline integrated.	Yohannes	February 20, 2026

Table 1: Action Items