

# CARNEGIE MELLON UNIVERSITY AFRICA

## Minutes of the CSSR4Africa Team Meeting

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Date and Time: 10<sup>th</sup> February 2025, at 12:00 pm  
Venue: Room No. C210.  
Status: Draft.

### Participants

Adedayo Akinade  
Birhanu Shimelis Girma  
Clifford Onyonka  
David Vernon, Chairman  
Ibrahim Jimoh  
Muhirwa Richard  
Yohannes Haile

### Apologies

Eyerusalem Birhan  
Muhammed Danso  
Tsegazeab Tefferi

Prof. David Vernon welcomed the participants and noted that three members were unable to attend the meeting.

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

### 1. Approval of the minutes of the last meeting

The participants reviewed the minutes of the previous meeting held on 4<sup>th</sup> February 2025 and approved them as a true and accurate record of the meeting.

### 2. Matters arising from the minutes

Agenda item 1 Write a specification for the environment and cultural knowledge base helper classes.

Action: Prof. David Vernon is working on them, and he plans to deliver them by the end of the week.

Agenda item 2 Explore model storage option on Hugging Face for the models being used in CSSR4A project.

Action: Adedayo investigated the potential use of Hugging Face it was agreed unanimously to continue with this setup.

Agenda item 3 Explore model storage option on Hugging Face for the models being used in CSSR4A project.

Action: Prof. David Vernon has dropped this option as the Hugging Face option has been agreed.

Agenda item 4 Consult with node owners about their specific failure handling protocols.

Action: The team agreed to push this item for the next meeting.

### 3. Review of progress reports

There has been an improvement in the formatting of the weekly report but there is still some consistency among the team.

### 4. GitHub file size concerns

The team agreed unanimously to use Hugging Face as an alternative to store deep learning models.

### 5. Failure Handling

This action item has been pushed to the next weekly meeting.

### 6. Environment and culture knowledge bases.

Prof. David Vernon mentioned that some of the surveys did not align with our current ontology. He is currently working on resolving this issue and aims to complete the task by the end of the week.

### 7. Interim Demonstrations

The team discussed how we should perform the Interim Demonstrations (Monthly Demonstrations). The team agreed on doing "Partial Demos". i.e. running the demo on a set of nodes instead of running the complete system. An example could be running demo on Pepper with the following ROS nodes (Animate + Attention + Gesture). The team nominated Eyerusalem and Birhanu to take this role. This task will be added to the work plan.

### 8. Programming for Demonstration

Adedayo explained the current issues in integrating D5.5.1.2 Programming by Demonstration into the cssr4africa that the software doesn't support native ubuntu installation it currently works only through Docker container. The team agreed to discuss the item at the next meeting.

### 10. Any Other Business

*Adedayo's last week*

Adedayo will be leaving at the end of week, but he will continue to work remotely. From the next meeting onwards, he will be joining the team remotely through Zoom.

*Seminar for the robotics faculty candidate.*

The robotics faculty candidate will be giving a seminar this week. Prof. David Vernon has agreed to forward the seminar flyer. Additionally, he has scheduled a one-hour session in the Robotics & AI lab for all team members to meet with the candidate.

### 11. Date and time of next meeting

The next meeting will be held on 17<sup>th</sup> February 2025 at 12:00 pm.

### 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	Completing environment and culture knowledge bases	D. Vernon	17 <sup>th</sup> February 2025
2	Partial demonstration	E. Birhan & B. Girma	Unspecified
3	Adding new task in the work plan regarding the partial demonstration	D. Vernon	17 <sup>th</sup> February 2025
4	Forward the flyer for the robotics faculty candidate once it is received	D. Vernon	12 <sup>th</sup> February 2025

Table 1: Action Items