Project Name: BIOTech Futures Mentoring Platform
Facilitator: Workstream 1 Team Lead
Prepared by: All members
Mode: In-person
Date: 18 September 2025
Time: 3:00 PM – 4:00 PM
Attendees: All members
Absent: None

#	Agenda Item	Description / Comments	Decision / Action	Who?	Items for Escalation
1	What has been completed?	• Integrated **Event Management** API with live backend data.• Event creation and listing functional for **admin users** via /events/ endpoint.• Implemented **role-based access control** (RBAC) in Next.js routing.	Event CRUD completed for mentor/admin roles.	Frontend & Integration subgroup	None
2	What is in progress?	• Testing **student view** filtering for past/upcoming events.• Aligning backend role and event_status enums with frontend constants.• Conducting QA for UI responsiveness.	Complete student dashboard testing.	QA & UI/UX team	None
3	What is working well?	• Smooth data flow from Django REST Framework API to Next.js frontend via reusable Axios hooks.• Clear alignment on data contract format.	Maintain consistent schema documentation.	Documentation team	None
4	What needs improvement?	• Backend missing **event RSVP endpoint**, currently returns 404.• Need unified naming for event_type fields to avoid mismatches in filter functions.	WS2 to implement RSVP route and confirm naming.	WS2 backend lead	Pending WS2 fix

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5	Reminders	Ensure consistent data typing in TypeScript interfaces (Event, User, Role).	Frontend team	None	
6	What needs to be completed before the next meeting?	• Complete RSVP integration once WS2 endpoint ready.• Begin **admin dashboard UI refinement** and pagination testing.	UI/UX + Integration subgroup	Escalate if RSVP endpoint delayed beyond Sept 23	

Notes:

- **Event CRUD integration validated against WS2's live API using Postman tests and frontend console logs.**
- **Role-based rendering now dynamically driven by JWT payload — eliminates manual role switching.**
- **WS2 notified of missing RSVP route and misaligned event_type schema; expected patch before next session.**
- **Frontend introducing lazy loading for event lists to improve dashboard performance.**