

Meeting Notes

Date:

Thursday 16 October 2025

Attendees:

James Wannan
Gurman Singh
Gabriel Babusaru
Oli Soames Pearson

Team Leader:

Rotation with a collaborative approach

Weekly meeting:

Every Thursday at 1pm after today

Roles

USU STUDENT APP > James

UNION MANAGEMENT SYSTEM > Gurman

USU OPERATION SYSTEM > Gabriel

SOCIETY LEADER APP > Oli

Meeting Agenda

In today's meeting, we reviewed the progress made since our last discussion. Everyone shared the updates they had made to their sections and discussed any challenges they faced during the week. We provided feedback on each other's work and made sure that our research and writing stayed consistent in tone and structure.

We also discussed the next steps for the project, setting clear goals on completing the introduction and beginning work on the body sections.

Next meeting agenda

For the next meeting, everyone will polish their sections based on the feedback received. We plan to review the updated drafts, check for consistency across sections, and begin combining our work into a single document. We will also spend some time ensuring that all references are properly formatted before moving on to the next stage.