**Group Name/Number:** *Group 3 in GP12 / Banking and Securities*

**Meeting Date:** *8 Dec 2023*

**Meeting Time:** *9:30am to 10:30am*

**Location:** *Online Zoom Meeting*

**Attendees:** *Folusho Victor Arokoyo (FVA), Saeed Jamshidloo (SJ), Chinyere Unamba (CU), Oluwabukola Atere (OA), Hasan Guray (HG), Drici Mourad (DM), Kiana Rezaei Amrabadi (KRA), Soheib Kohneposhi (SK).*

**Absences:** *-*

**Agenda:** Opening of the Meeting, Review of Previous Meeting Minutes, Progress Update on Assigned Tasks, Discussion of Current Week’s Topics, Addressing Challenges and Concerns, Allocation of New Tasks, Setting Next Meeting Date and Time, Closure of the Meeting.

# *Opening of the Meeting*

* *Meeting called to order at 9.30am by HG.*

# *Review of Previous Meeting Minutes:*

* *Summary of last meeting’s minutes presented by HG.*
* *Minutes approved as read and amended.*

***Progress Update on Assigned Tasks****:*

1. *Presentation has been presented and recorded, also uploaded.*
2. *All of the research outputs have been combined.*
3. *Meeting Minutes have been prepared.*

***Discussion of Current Week’s Topics:***

* *Topic 1: The first 30 minutes have been spent for presentation. SJ recorded and uploaded it.*
* *Topic 2: The research was so comprehensive and proper for the coursework.*
* *Topic 3: Meeting Minutes has been successfully prepared.*

# *Addressing Challenges and Concerns:*

* *Everyone needs to upload presentation link and file to Student Hub before 1pm.*

# *Allocation of New Tasks:*

* *Research will be continued.*
  + *“Data Governance & ROI” will be researched by CU, OA, and FVA.*
  + *All of the outputs will be consolidated by HG.*
* *“Meeting Minutes” will be prepared by HG.*

**Setting Next Meeting Date and Time:**

* *Next meeting scheduled for 23 December.*

**Closure of the Meeting:**

* *Meeting adjourned at 10:30am by HG.*

**Next Meeting:**

* *Date: 23 December 2023*
* *Time: 10 am*
* *Location: Online Zoom Meeting*

**Action Items:**

* *“Research will be continued.”: Assigned to everyone, Due by 22 Dec.*
* *“Meeting Minutes will be prepared”: Assigned to HG, Due by 8 Dec.*

**Prepared by:** *Hasan Guray*

**Date:** *8 Dec 2023*