

CPSC 319 Team/TA Meeting Minutes

General Information

Date: Wednesday January 29, 2013

Time: 3:00pm – 4:00pm

Location:

Members Present:

Agenda

- 1) Risk Management
 - a. Who is going to cross cover for risk management and project plan in case Jon or Ryan gets sick/kidnapped?
 - b. Update risk log
- 2) Project Plan
 - a. Will Jon need any help on it? If so, who will be helping?
 - b. Has anyone looked at the project plan yet? Any thoughts?
- 3) SRS
 - a. What is the timeline?
 - b. What else do we need to be done on it?
 - c. Who is working on it?
- 4) What is the next thing we need to start look at?

To Do

Steven

Jacqui

Jonathan

Ryan

Jessica

David

Extra Notes

None