

Team Meeting

Date: 04.16.2025

Time: 1:05 PM

Location: CKB 226

Meeting called by: Judrianne Mahigne
Facilitator: Judrianne Mahigne
Timekeeper: Judrianne Mahigne
Type of meeting: Concurrent Meeting
Note taker: Judrianne Mahigne

Attendees: Josh Marquez, Judrianne Mahigne, Mohsin Imtiaz, Andrew Galella
Please read: Communications about meeting time and place, notes on project topic.
Please bring: Laptops

Minutes

Agenda item: Project Status
Presenter: Full team discussion

Discussion:

Andrew personal data usage and training in GenAI: The three factors with Gen AI data volume, data privacy rights, and data privacy laws. He believes that using Personal Identifying information (PII) with the AI would be unreliable and insecure. He describes utilizing Privacy Preserving Machine Learning (PPML) methodology and guideline when using Gen AI. Using data through proper channels to increase security. Masking information would be ideal when using PII to train LLM.

Josh Limitations on AI usage in situations that still require human interaction: Josh said that department of labor had published article that provides details regarding AI usage in the workplace. In legal practices we would require human intervention to audit cases that had been made or supported by AI. He mentions that in an education environment, AI can be used to assist teachers and lecturers to provide learning material as support.

Moshin Time and location boundaries with AI: Restrict usage via VPN/VPS when connecting to company resources. Time based restrictions can be implemented only during business hours. This can be further extended by site-to-site peer networking if multiple branches exists within the company structure.

Judrianne Policies on GenAI usage in the context of cybercrime: Establish guidelines to prevent the misuse of Generative AI (GenAI) tools in facilitating cybercriminal activities, such as phishing, malware creation, or unauthorized data manipulation. This policy applies to all employees, contractors, and third-party affiliates who access or utilize GenAI tools within the organization's network or on its behalf.

Conclusions:

All members of the group have met the deadline and their personal deliverable as requested by the Previous PM (Andrew). Overall policy discussion will be the next deliverable for next weeks meeting. All group members will continue to work on their assigned policies and provide additional sources to their research.

Action items	Person responsible	Deadline
✓ Provide additional sources and material for next weeks meeting	All members	04.23.2025
✓ Planning meeting and discussion for next weeks meeting.	Josh Marquez	04.23.2025

Agenda item: Research Data and Documentation

Presenter: Project Manager

Discussion:

Uploading research documentation through GitHub and updating meeting minutes for this weeks canvas assignment.

Action Items	Person Responsible	Deadline
✓ Upload and submit required documents.	Judrienne Mahigne	04.18.2025

Other Information

GitHub: <https://github.com/joshmarq04/YWCC307-Project2/tree/main>