**Cedarwood Project Meeting**

**December 5, 2016**

**Agenda**

1. **Call to Order**
2. **Old Business**
   1. None
3. **New Business**
   1. Status of IRB
   2. Progress on student hiring
   3. Subject recruitment
4. **Other/Off-Agenda**
5. **Adjourn**

**Minutes**

1. **Call to Order**
   1. Present:

King

McDowd

Cheng

Filion

Davis

Corpier

Boyer

Other: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

1. **Old Business**
   1. N/A
2. **New Business**
   1. IRB – Greg K. will revisit comments and address/delegate as needed. Discussed comment on Rebecca’s role, and whether or not she needs to complete CITI training – will detail her role in response to comment and ask for IRB guidance.
   2. Student hires – main priority is finding a SCE student (or someone with programming experience). Greg C. indicated that any interfacing with the system could be done with Node or Python, but that off-line processing could be done with other software.
   3. Subs – 5 have verbally committed, more likely to come in the next few weeks
3. **Other/Off-Agenda**
   1. Discussion of what’s involved in administering cognitive tests with Alexa
      1. Some code writing required (Node or Python) – might be a good idea to advertise for student position among CS or ECE students
      2. Developers have already created similar interfaces, so there may be templates/examples available.
   2. Diane – interested in extent of physiological measurements available (esp. sleep) – Greg C. will send Greg K. a list/description.
4. **Adjourn**