Team Meeting

Week # 2
Date: 11/7/23
Time:6:30pm
Location: Central King Building Room 314

Meeting called by:	Naman Raval	**Type of meeting:**	In person
Facilitator:	Matthew DeFranceschi	**Note taker:** Angel Espinal	
Timekeeper:	Sebastian Lopez Cruz		
Attendees:	All		
Please read:	Prompt of Topic		
Please bring:	Research of Topic		

Minutes

Week #2- **Agenda item:**	Go over research and split up tasks/slides for the group project	**Presenter:**	Naman Raval

Date: 11/7/23

Discussion: Our group discussed the research that we were required to do before this meeting. We split up the portions of the slides evenly that we will present. We also came up with a quick list of ways to minimize the potential negative impact on the jobs, industry and personal data.

Conclusions: Each person in our team now has their portion of the project. We will each create 3-5 slides on our respective topic. Each person will make it around 3 minutes. Once our slides are completed we will begin practicing our presentation.

Action items	Person responsible	Deadline
✔ Ethically Source Data	Matthew	11/28/23
✔ Mandatory encouragement of AI created jobs	Sebastian	11/28/23
✔ Data Privacy	Angel	11/28/23
✔ Help workers adapt to AI integration	Naman	11/28/23

Other Information

Resources:

N/A

Special notes:

We are ready to start work on the slides.