

Agenda & Meeting Minutes

Group No: 3 | Meeting Number: 1 | Date: 26-Feb-2024 | Time: 1 PM

DAB 304 – Healthcare Analytics: Weekly Project Meeting Minutes

	Name	ID
Chair:	Srilakshmi Gummadidala	
Present:	Srilakshmi Gummadidala, Yen Nga Le, Tehsin Shaikh	0803509, 0824817, 0831234
Next meeting date:	Date/Time 4 – Mar – 2024 1:00 PM	

1. Agenda

1.1 : Project activities/work after initiating project proposal.

1.2 : Individual group member action items

2. Specific Activities from prior week:

2.1 List brief description of activities carried out by group members.

- Each member of the group engaged in performing fundamental Exploratory Data Analysis (EDA) to gain a comprehensive understanding of the dataset and project objectives. This involved conducting visual analyses as outlined in the project proposal to delve deeper into the dataset's characteristics and identify key insights. proposal.
- Following the analysis, each group member contributed their individual action items as part of the EDA process. These were then consolidated into a single comprehensive EDA file, integrating the insights and findings from all team members.

3. Specific Output from prior week:

3.1 Include summary of any written work or any code developed.

- We conducted dataset cleaning procedures, addressing missing values, performing statistical analysis, handling data types, and examining categorical distributions for the 'Class' variable. Additionally, we investigated the correlation among variables as part of our EDA analysis.
- Subsequently, we proceeded with predicting the model using a logistic regression approach and analyzed the resulting classification report to evaluate model performance.
- Dataset link:


<https://data.world/uci/breast-cancer-wisconsin-original/workspace/project-summary?agentid=uci&datasetid=breast-cancer-wisconsin-original>

3.2 Attach actual output when submitting minutes.

- Python code Notebook and HTML file have been attached.

4. On Target:

4.1 Indicate the status of your project.

-  **green:** everything on track for completion by due date

5. Challenges/Disagreements:

5.1 List any particular challenges identified/discussed and possible solutions.

- As of now, no specific challenges or issues have been identified or discussed. We are focused on gaining a better understanding of the dataset through model exploration.

5.2 List any notable disagreements and subsequent discussion and resolution.

- There have been no notable disagreements among team members thus far. Discussions have been collaborative and focused on understanding the dataset and refining our analysis techniques. Any differences in opinions or approaches have been resolved through open communication and consensus-building within the team.

6. Planned Activities for coming week:

6.1 List brief description of activities by group member.

- Each group member will continue to delve into specific aspects of the dataset, including feature engineering, model selection, and performance evaluation. Throughout this process, open discussions will be held to address any important points or insights that arise, ensuring comprehensive analysis and effective collaboration within the team.

6.2 Make sure tasks are assigned to address yellow and red flag items.

- As of now, there are no yellow or red flag items identified. The team will promptly address any such issues that may arise during the project's progression.

7. Action Items/Deadlines

7.1 March 4 to April 22 (Week 8 – 15):

- During this period, we will focus on advancing the project goals and action items, including feature engineering, model selection, and performance evaluation. Additionally, we will dedicate efforts to prepare for the Project Presentation and finalize the Report submission.