MEETING NOTES

First meeting with Mr Venter alone

1. Broaden the scope of the idea, include IOT, WEB, MOBILE, PIPELINE, DEVOPS AND CLOUD.
2. Not limit us to IOT, more innovative concepts.
3. Funding options to get a small start.
4. Start at a small scale and build from there.
5. Line up meeting with the dean.
6. In future from innovation hub to BC IT Association and link to RSA IT Association.
7. Tech information confederation Africa.
8. Basic IOT project, hackathons to look at result and see from there.
9. 10 people from there to start with.
10. Annual competitions, cyber security, and web.
11. Invite community to showcase BC excellence.
12. Start with equip, space, and do event and promote to BC students to invite students and do other small events.
13. Take if from there next year.
14. Develop nice concepts and courses for seminars.
15. Dean wants to add to it.

Second Meeting with the Dean and Mr Venter 24/08/2023

1. Logo design.
2. Website design to link up with the marketing.
3. Make it an official entity.
4. 3-month plan to showcase something by the end of the year to owners of the varsity.
5. New catchy name as innovation hub is overused.
6. Dean not interested in contracts as we are not even an entity yet and have not yet created any product.
7. Dean prefers something that will go on even after we done at campus. Basically, citing our roles is just to help get it under way with a structure for future students to be able to work around.
8. Small members to be given out, they must apply with a proposal plan, and we take just a few to start things from there.
9. We need a product to display in 3months time.
10. A needs list for the Dean and Mr Venter.
11. Follow up meetings to keep them informed, clearly, they want to see the progress.
12. Talk to Mr Croft to link up with the research team.
13. Formal plan for 2024 with a clear idea, it's the major year.
14. Include other campuses and work with them.