

Meeting Minutes #1

Topic: Introduction

Thursday, January 18th 2018

9:35 am – 10:50 am

Minutes recorded by: Faisal Alfares Meeting called by: All team members

Attendees: Abdulrahman Almohammad, Fawaz Aladwani, Faisal Alfares, Abdullah Bouhamad and Abdullah Aljaafar.

Location Engineering Building

9:35 am to 9:50 am

Beginning of meeting

- Each team member shared names with a brief personal introduction. • Shared contact information.
- Talk about the team's goal.

9:50 am to 10:30 am

Project discussion

- Thoughts and ideas about the project were shared.

- Abdullah Bouhamad made sure that every team member understands the project's goals.
- Fawaz explained on how the ideas the team has to come up with have to be like.
- Abdullah Aljaafar shared some background information about the wonder factory.
- Abdulrahman explained what Science Technology Engineering Mathematics (STEM) is and how young children can benefit from it.

10:30 am to 10:50 am

Schedule the next team meeting

- The team had to share class schedules to know when the team can meet.
- Each team member should think about ideas for the project.
- Decided when to meet up next to create some rules for the team and to fill and sign the team's charter.