



Computer Engineering Department CS491/2 Senior Design Project I/II



Meeting Minutes Document

MEETING AGENDA

CS491 Team ID:			
CS491 Project Name:	To be determined		
Date of Meeting:	08/10/2026	Time:	21:30

1. Meeting Objective

Discussion on the suitability of the project topic selected by the team, and general briefing regarding the project development process.

2. Attendance at Meeting

Student ID	Name	E-mail	Attended (Y/N)
22102837	İlayda Bozan	ilaydabozan90@gmail.com	Y
22203553	Efe Erdoğan	efe.erdogmus@ug.bilkent.edu.tr	Y
22201729	Melike Feyza Bahadırılı	feyzabahadirli@ug.bilkent.edu.tr	Y
22301879	Ayşe Tayyibe Zehra Özkan	tayyibe.ozkan@ug.bilkent.edu.tr	Y
Instructor I	Mert Bıçakçı	mert.bicakci@cs.bilkent.edu.tr	Y
Instructor II	Hüseyin Açacak	huseyinacacak@bilkent.edu.tr	Y
Supervisor	Selim Aksoy	saksoy@cs.bilkent.edu.tr	N



Computer Engineering Department CS491/2 Senior Design Project I/II



Meeting Minutes Document

MEETING MINUTES

Write down the subjects discussed during the meeting and clearly indicate assigned tasks, actions planned, deadlines that is advised/planned to be executed below.

3. Topics, Issues discussed during the meeting and Decisions taken

1. It was decided not to proceed with the proposed medical project due to potential data acquisition challenges.
2. It was agreed that the proposal submitted by the Emeklilik Gözetim Merkezi meets course standards regarding data accessibility and innovation.
3. It was decided that data privacy matters must be explicitly clarified during upcoming discussions with the organization to prevent any potential issues in the future.
4. The required frequency of meetings per semester was discussed, concluding that 3 to 4 meetings would be optimal.
5. The importance of the website in relation to deliverables due by October 23rd was evaluated, establishing that a project website must be developed by that date.

4. Next Meeting (if planned)

Date:		Time:	
Objective:			