Atom Collaboratives

Meeting Minutes

March 17, 2016
SIS Meeting Room 4.1
Members Present: Professor Kam Tin Seong
                                    Yan ShaoHong Chris
                                    Yo Wee King
                                    Macus Khoo Jun Hao
Agenda: 1) Project Clarifications
Next meeting: 2 weeks from now; TBC

Announcements

1. No announcements were made prior to the start of the meeting.

2. The meeting commenced at 1100H and ended 1135H.

Discussion

Overview

3. The project manager, Chris, has briefed Prof Kam on the progression and competition of the project thus far. The team gone through what was the work done for each member.

4. Prof Kam has suggested us to remove away some of the outliers, for instane, Boon Lay shopping centre that does not have it's own parking facilities.

5. The team then discussed about the variable that are used for the analysis. We also shared some of the results found, as well as some research work we found. Most of these studies suggest to use the occupancy methods, which the team though of using it for the analysis too.

6. Apart from working on the peak occupancy, the team is considering to do a off-peak occupancy and compare the results. From there, this will act as the baseline for future study.

Project Management

7. Given the timeline of the project that it is ending soon, Prof Kam would like the team to focus on the study of car park issue in retail mall and roadside parking issue. The team need

to come out with a detailed and conclusive report to explain the car park situation in these retail malls.

7.   With no further matters arising, the meeting was concluded at 1145H. The team will arrange for another session with MRC to find out more information and getting the data.

Summarized Action Items

S/N.	Description	Action By
1.	The team will work the suggestion Prof Kam and prepare for Abstract submission	Atom

This meeting was adjourned at 1135H. The meetings will be circulated and if there are no amendments reported in the next three days.

Prepared by,
Yo Wee King

Vetted and edited by,
Yan ShaoHong (Chris)