

EPSRC Project (EP/S019219/1): REST**Kick off meeting**

**Minutes of the meeting held on
24th June 2019
15.00 – 17.00, G70, Elec Eng.**

Present:

Prof Shane Xie
Dr Zhiqiang Zhang

Prof Rory O'Connor
Dr Wei Meng

Prof Abbas Dehghani-Sanij
Dr Zhenhong Li

1. **Regular project meetings**
Monthly meeting within each WP: organized by the PDRA in the WP
Internal meeting within Leeds and KCL: *every quarter*, organized by Zhenhong in Leeds and Emmanouil in KCL
Whole group meeting: *every half year*, organized by Wei
2. **Next meeting time**
Leeds internal meeting: *September* before teaching starts
Whole group meeting: *December* before Christmas
3. **WP1's work to do**
Rory - check whether D4D has received the fund and figure out a contact person in D4D
Rory - confirm the physiotherapist's name and try to detail the first user engagement meeting or testing group in Hospital...
4. **WP2's work to do**
A PhD student will be recruited to work on the Peano muscle
Prof Dai - confirm KCL's work on modular robot design
5. **WP3's work to do**
A PDRA to be recruited
To confirm patient assessment functional scales
6. **WP4's work to do**
Zhenhong - consider the high-level control on the robot and initial tests
7. **WP5's work to do**
Consider the standard of hardware and software
8. **AOB**
There should be a contact person (can be a PDRA) of each WP to organize the meeting and present the recent progress regularly
Zhenhong will update the project website
Zhiqiang will monitor the project progress