

Sprint Retrospective Meeting Minutes

Project: Addressing Fairness in Large Language Models

Attendees: Erick Pelaez Puig, Elnaz Toreihi, Valeria Giraldo, Jeslyn Chacko

Start time: 6:30 PM

End time: 7:00 PM

What went wrong?

- Did we do a good job estimating our team's velocity?
 - Yes, completing our tasks took about as long as we estimated.
- Did we do a good job estimating the points (time required) for each user story?
 - Yes, each user story took as much time as expected.
- Did each team member work as scheduled?
 - Yes, each team member contributed to the project.

What went right?

- Made good progress researching LLM metrics, focusing on their ability to detect bias.
- Successfully tested the bias metrics on the models.
- Uploaded the model and code used for testing.
- Clearly communicated progress and our understanding to the product owner.
- Improved our understanding of how to evaluate bias in the models.

How to address the issues in the next sprint?

- How to improve the process?
 - Continue regular communication with group members about the metrics, progress, and any challenges we face.
 - Address issues as they arise, ensuring the team stays informed and aligned.
- How to improve the product?
 - Begin testing the metrics using the GitHub link provided by the product owner.
 - Stay in close communication with the product owner to clarify any questions during testing.