

MEETING MINUTES

Topic: Project Requirements

Thursday, October 10, 2016

9:00 am – 10:00 am

Minutes recorded by Uday Kadhum

Meeting called by Jessica Collins

Attendees: Jessica Collins, Micael Ljungberg, Uday Kadhum, Jason Troxler, Bader Alfadhli

Please bring: Design sketches and Pugh chart

Table 1. Record of meeting.

4:00 pm – 4:45 pm	Discussed Lecture 3 PPT <ul style="list-style-type: none">design links and testing procedures have been discussed.	Capstone Room
4:45 pm - 5:10 pm	Discussed Possible Teams TP's and DL's <ul style="list-style-type: none">How some DL's will encompass multiple parts of the machineJessica was curious about what a DL was<ul style="list-style-type: none">Team discussed possible DL to our engineering requirements.Looked for examples of TP's and DL's on other capstone team reports.	Capstone Room
5:10 pm - 5:30pm	Concept Generation team method <ul style="list-style-type: none">Proposed new design Ideas discussed by team members.Bader presented a rotating machine and double spindle design.Jason presented the "Backpack" machine.Bio inspired design ideas discussed that include how woodpecker chisel wood, fly eating flowers, and octopus suction mechanism, bone inspired design.	Capstone Room
Pm 5:30 –6:00 pm	Discuss rough draft of ER's and correlations to Customer Needs <ul style="list-style-type: none">Customer needs balanced with engineering requirement.Voltage and frequency requirement discussed.	Capstone Room

Table 2. Tasks Assigned.

Task	Person Assigned	Due Date	Date Complete
Finish bio design idea	Team	10/15/16	

Next formal meeting: 10/15/2016 at 7pm unless notified differently.