Location: EGR Rm. 108 (Capstone Room)

Date: 10/22/18

Time: 2:10 pm

<u>Abstract:</u> Go over Team Charter and make changes. With remaining time go over individual analytical analysis progress.

Team Charter:

New Meet Time: Due to Abdulaziz starting a new 8-week class, our group can no longer meet on Monday's at 2pm. Our new time is after Capstone class on Tuesday's, and if more time is needed to meet then we will meet at 5:30pm on Thursday before our weekly meetings with Professor Willy.

Team Due Dates: From now on we will have team due dates set to 5 days before something is due in BBLearn. This will help with editing the finished product and making sure everything is complete.

Agenda and Meeting Minutes: Riley will upload the Agenda by Sunday night. Tanner will take meeting minutes and upload them before the end of the night.

Analytical Analysis Progress

Naser: Will start looking into everything this weekend by using the machine design book. Needs to give Tanner shaft diameter soon.

Faisal: He has found equations in the book that Professor Willy gave him. He will start on calculations and code this week.

Abdulaziz: This week he will start to find equations and make calculations before the next meeting.

Riley: Edit MATLAB code that he has started on, work in Q-blade to finish final design, and maybe start on SolidWorks.

Tanner: Has started reading book given to him by Professor Willy and has found equations to calculate the braking force required. Has started on MATLAB code to do calculations.

Meeting Adjourned: 3:50 pm