MEETING MINUTES

# Topic: Analytical Report Meeting with Rick and Chuck

## Date: April 3, 2018

## Time: 5:30 pm

**Minutes recorded by: Lexie**

**Meeting called by**: All

Attendees: Lexie, Shanna, Aziz, Rick, Chuck

Please bring: Laptops, Notebooks

Table . Record of meeting.

|  |  |  |
| --- | --- | --- |
| TIME BREAKDOWN | **TOPIC / NOTES** | **LOCATION** |
| 5:30 – 6:00 | Discussed problems with heat flux calculations* Stagnation heating is its own calculation
* Use reference temperature for properties
* Make sure to track units throughout
* Incorrect calculations have real life consequences

Questions about I-beam and Bolt Analysis* Safety factor 4 for osha standards
* Heat shields
* Mild steel is usually used
 | EGR 220 |
| 6:00 – 6:30 | - Chuck suggests we come up with a more detailed schedule for our own benefit- Parts that take a long time to set up* Lamps
* Proofing
* Keep in mind there are wires everywhere
 |  |
|  |  |  |

Table . Tasks Assigned.

|  |  |  |  |
| --- | --- | --- | --- |
| **Task** | **Person Assigned**  | **Due Date** | **Date Complete** |
| Continue with analytical reports | All | 4-8-18 |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |

**Next formal meeting:**

**Time:**

**Location:**

**What will be addressed?**