

STAFF MEETING MINUTES

Topic: ME 476C Third Staff Meeting

Date: Thursday, March 8, 2018

Time: 10:15 am – 10:45 am

Location: Engineering Building Rm 120

Minutes recorded by Michael Garelick

Meeting called by David Willy

Attendees: All Group Members

Table 1. Record of meeting.

<p>10:15 am to 10:20 am</p>	<p>“What have you completed since we last met?”</p> <ul style="list-style-type: none"> • Presentation 2. <ul style="list-style-type: none"> ○ Keith: Moody Diagram and Preliminary Calculations ○ Cole: Background, Design Selected, Material Matrix ○ Mark: Designs Considered and Budget ○ Michael: Functional Decomposition and Schedule • Conceptual Report. <ul style="list-style-type: none"> ○ Keith: Existing Designs and Design Selected ○ Cole: Background and Requirements ○ Mark: System level and Subsystem Level ○ Michael: Functional Decomposition and Designs Considered 	<p>Room 120</p>
<p>10:20 am to 10:30 am</p>	<p>“What are you currently working on?”</p> <ul style="list-style-type: none"> • All team members are working on the Analysis Memo. <ul style="list-style-type: none"> ○ Keith: Matlab simulations lead <ul style="list-style-type: none"> ▪ Look up pipe flow analysis ▪ Verify hand calculations ▪ Look into Simulink ▪ T joints are hard to analyze. Mass flow close to same? ○ Cole: materials lead <ul style="list-style-type: none"> ▪ Stress analysis at joints ▪ Pressure tap analysis ○ Mark: sensor research lead <ul style="list-style-type: none"> ▪ Data Acquisition ▪ Voltage to induce one sensor vs another ○ Michael: pump research and CAD lead <ul style="list-style-type: none"> ▪ Find the pump to use. ▪ Look into motor controllers. Closed system vs open system. 	<p>Room 120</p>

	<ul style="list-style-type: none"> Use the different parameters of systems. 	
10:30 am to 10:40 am	"What do you plan to do next?" <ul style="list-style-type: none"> Analysis Memo assignments for Analytical Reports. Due 3/16/18. Analytical Reports. Due 4/8/18. 	Room 120
10:40 am to end	Plan for next meeting <ul style="list-style-type: none"> Next meeting will be on 3/15/18. Team meeting right before the Memo deadline. 	Room 120

Table 2. Tasks Assigned.

Task	Person Assigned	Due Date	Date Complete
Presentation 2: Project Description and Background	Michael	2/26/18	2/26/18
Presentation 2: Black Box and Functional Models	Michael	2/26/18	2/26/18
Presentation 2: Designs Considered	Mark	2/26/18	2/26/18
Presentation 2: Moody Diagram and Calculations Explanation	Keith	2/26/18	2/26/18
Presentation 2: Design Selected	Cole	2/26/18	2/26/18
Presentation 2: Schedule and Gantt Chart	Michael	2/26/18	2/26/18
Presentation 2: Budget	Mark	2/26/18	2/26/18
Research 2 Other Pipe Flow Experiments	Each team member	2/28/18	2/28/18
Analysis Memo: Michael's section, Pump research and analysis	Michael	3/16/18	
Analysis Memo: Mark's section, Data Acquisition and sensor analysis	Mark	3/16/18	

Analysis Memo: Cole's section, stress analysis at joints and pressure taps	Cole	3/16/18	
Analysis Memo: Keith's section, pipe flow analysis	Keith	3/16/18	

Next formal meeting: 3/15/18, room 120, Engineering Building, at 9:35 am.

Next members responsible for agenda: Michael Garelick .

and meeting minutes: Michael Garelick .