

Attendance: All team members ( Bryce Davis, Zachary Bell, Shirley Hatcher, Talal Alshammari)

Meeting with: Dr. Oman on June 8, 2020

Meeting Minute Written By: Talal Alshammari

## Meeting Minute

### Oman's First Meeting

In this meeting, Dr. Oman led the meeting as she discussed the project goals and client expectations. Also, a self-learning assignment was presented and discussed by Dr. Oman about what each member is going to work on.

*Table 1 Members discussions*

Group Member	Subject Discussed
Bryce Davis	Last semester achievements and website developments. Also, discussed working on GD&T in SolidWorks for Self-learning.
Zachary Bell	Client expectations and project goals. Also, discussed working on construction methods.
Shirley Hatcher	Discussed the client expectations and last semester achievements. Also, discussed working on Computational Airflow Analysis.
Talal Alshammari	Project progress and requirements achieved. Also, discussed working on GD&T for self-learning.

### Questions & Suggestion provided by Dr. Oman:

- 1) Shirley: We are having some issues communicating with Dr. Lerner; we have not got any responses from him yet about his expectations!  
Dr. Oman: Try sending him another email stating all your questions and CC me in the email. Also, mention that if he is available for weekly short meetings.
- 2) Dr. Oman: It is Okay if two members want to work on GD&T for self-learning, since those skills are needed in the manufacturing fields. Also, if any of you want to work on developing the website as your self-learning, there are some instructions on Bb-learn about it