

Meeting Minutes – Team Skidaddle

Location: Gauss Johnson Design Suite

Date: 6/25/2019

Time: 11:00 a.m.

Attendance

Adam Thurgood, Omar Ruiz, Saleh Alkhathami, Zach Hacker, Dr. Dan

Agenda Items

1. Portfolio
2. Skid Removal Keizen
3. Hydro-static motor idea
4. Alumni Group Call
5. Additional Team Assignments

Action Items

Item:	Assigned to:	Due by:
Write skid removal keizen	Omar & Saleh	Fri. 28 th
Hydrostatic idea development	Omar w/ Dr. Dan	Tue. 2 nd
Compile former Sr. Design member names, set up call w/ Dr. Dan	Saleh & Adam	Wed. 26 th
Establish file naming convention, electronic Portfolio system	Adam	Fri. 28 th
Update Team Contract, team assignments	Adam	Fri. 28 th
Dual-Drive skid idea development	Saleh w/ Zach	Tue. 2 nd
Electronic Power Transmission idea development	Adam w/ Dr. Dan	Tue. 2 nd
Assign skid parts to measure and model	All	Wed. 26 th
Update Budget	Saleh	Wed. 26 th
Create Gantt Chart and Action Items Draft	Saleh	Fri. 28 th

Additional Notes

For all idea development tasks, a good first step is to look at the SAE rules for potential limitations.

Meeting Minutes – Team Skidaddle

Location: Gauss Johnson Design Suite

Date: 7/2/2019

Time: 11:00 a.m.

Attendance

Adam Thurgood, Omar Ruiz, Saleh Alkhatami, Zach Hacker, Dr. Beyerlein

Agenda Items

1. Portfolio
2. Gant Chart
3. Alumni Group Call
4. Wiki
5. Preliminary Design

Previous Action Items

Item:	Assigned to:	Due by:
Write skid removal keizen	Omar & Saleh	Fri. 28 th
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Assign skid parts to measure and model	All	Wed. 26 th
Update Budget	Saleh	Wed. 26 th
Create Gantt Chart and Action Items Draft	Saleh	Fri. 28 th

Additional Notes

New Action Items

Item:	Assigned to:	Due by:
Wiki-page outline	Omar	Tue. 3 rd
Wiki-page sections: Goal, Team Info, Problem Definition, Dual Drive	Saleh	Fri. 5 th
Wiki-page sections: Specifications, Team Mem. Info, Hydro Stat	Omar	Fri. 5 th
Wiki-page sections: Documentation, Single Rear Drive, EPT	Adam	Fri. 5 th
Portfolio update & resize page format	Adam	Tue. 3 rd
Alumni call, schedule calls with Dillon & Zach L.	Omar	Tue. 3 rd
Add Items to Gantt Chart	Adam	Mon. 2 nd
Finish Stock Skid CAD Parts	All	Wed. 4 th
Assemble Stock Skid CAD	Adam, Saleh	Fri. 5 th
Draft E-mail to BRP for donated skid rails/parts	Adam, Omar	Wed. 4 th
EPT: Contact Jay via forum to clarify "hybrid"	Adam	Wed. 4 th
Look into specs/req of each component of drive system		Wed. 4 th
Visualization- Power flow diagram		Fri. 5 th
Hydro-Stat: Determine size-ability, speed viability	Omar	Wed. 4 th
Ask Dr. Swenson about this design option		Wed. 4 th
Visualization- Power flow diagram		Fri. 5 th
Dual Rear Drive: Meet with Zach H.	Saleh	Wed. 4 th
Look into special considerations, spec out belts/suppliers		Wed. 4 th
Visualization- CAD visual/sketch.		Fri. 5 th
Single Rear Drive: Meet with Zach H.	Adam	Wed. 4 th
Look into special considerations, spec out belts/suppliers		Wed. 4 th
Visualization- CAD visual/sketch.		Fri. 5 th

Meeting Minutes – Team Skidaddle

Location: Gauss Johnson Design Suite

Date: 7/10/2019

Time: 11:00 a.m.

Attendance

Adam Thurgood, Omar Ruiz, Saleh Alkhatami, Zach Hacker, Dr. Beyerlein

Agenda Items

1. Concept Design Review/ Other teams
2. Project Planning Workshop
3. Previous Action Items
- 4.
- 5.

Previous Action Items

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Additional Notes

Design Review: Invite Thomas Entwit, Brannon Hudson, Steve Gassling

- Thursday July 25th, 11:30 am in EPB 205

What is needed in hand for the Design Review?

- Explain how each concept works, components, weight/size/cost.
- How to validate design.

New Action Items

Item:	Assigned to:	Due by:
Adjust Project Schedule	Adam	7/12/2019
Email group for Design Review Schedule	Adam	7/12/2019
Email BRP letter to Zach L. for feedback	Omar	7/12/2019
Get BRP contact info from Steve G.	Adam	7/12/2019
Assemble Stock CAD sub-assemblies	All	7/15/2019
- Model Rear Shock, bracket	Omar	7/15/2019
- Model Rear Shock large idler wheels	Adam	7/15/2019
Research Belt/Drives specs for up to 5000RPM & 500 ft-lbs.	Saleh	7/15/2019
Draft Value Propositions	All	7/15/2019

Meeting Minutes – Team Skidaddle

Location: Gauss Johnson Design Suite

Date: 7/16/2019

Time: 11:00 a.m.

Attendance

Adam Thurgood, Omar Ruiz, Saleh Alkhatami, Zach Hacker, Dr. Beyerlein

Agenda Items

1. Value Proposition
2. Design Review
3. Project Schedule Formatting
4. Wiki Site Updates

Previous Action Items

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Draft Value Propositions	All	7/15/2019

Additional Notes

Other Design Reviews: Today @2pm - Multi-Rotor Drone

Monday @11:30 – Goat Stands

Tuesday @11:30 – Marching Band Triangles

Tuesday @12:30 – Robot Assembly

Design Review Details:

Goal of what each concept design should have: Vendor info, Cost, Size, Weight, Belts, Tensioners CAD Model?

Need a Slide Order by next Tuesday. Will there be a decision matrix?

New Action Items

Item:	Assigned to:	Due by:
Schedule Design Review	Adam	07/16/2019
CDR: HydroStat – Find CAD picture from previous team	Omar	07/16/2019
CDR: Single Rear Drive – Estimate costs, weights of belts, tensioners	Adam	07/18/2019
CDR: Dual Rear Drive – Estimate costs, weights of belts, tensioners	Saleh	07/18/2019
CDR: EPT – Estimates costs, weights, sizes of components	Adam	07/18/2019
CDR: HydroStat – Estimate costs, weights, sizes of components	Omar	07/19/2019
CDR Slide Order: 1 st Iteration	Omar	07/19/2019
CDR: EPT – Rough size/block CAD Model	Adam	07/19/2019
CDR: Single Rear Drive – Concept CAD Model	Adam	07/19/2019
CDR: Dual Rear Drive – Concept CAD Model	Saleh	07/19/2019
Structure Wiki for CDR: Add spec columns to Concept Design table	Omar	07/22/2019
Details, Graphics of Concepts on Wiki-site and PPT Slides	All	07/22/2019
Create decision matrix for CDR	All	07/23/2019

Meeting Minutes – Team Skidaddle

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Adam Thurgood, Saleh Alkhathami, Dr. Beyerlein

Agenda Items

1. Value Proposition
2. Design Review Slides
3. Stock Skid Re-assembly

Previous Action Items

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Additional Notes

Dual drive bonuses: Being able to replace drivers with wheels to change driver geometry.

Increased efficiency in weighted acceleration event.

See e-mail from Saleh containing Dr. Beyerleins' edits to Value prop.

Use stock skid in CDR as a prop.

