

# Meeting Minutes

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**Date:** March 3, 2016      **Time:** 5:00 PM      **Location:** BEL 11  
**Participants:** Bruno Loza      Khalid Alotaibi      Dr. Johnson  
                         Will Parker      Dr. Li

**Purpose of meeting:** Post-design review

**Agenda items:**

- Capstone class items due next Tuesday (3/8/16 5:00 PM)
  - Notebooks, Wiki, portfolio, citizenship report
- EXPO registration
  - Will is going to complete and send copy to Dr. Li
- Snapshot day
  - Next Tuesday 3:30 PM Power Lab
  - Make good recording of start-up for demonstration on laptop
- Graduate class presentation
  - Next Thursday 3:30 PM
  - 50 minute time slot (~30 minutes for presentation, ~20 minutes for questions)
- Ordered black-start parts
  - Invoice sent to Nikhil so that U of I EE department may receive reimbursement
  - Will put together black-start system next Monday (3/7/16)
- RTDS
  - If and Ef are actually in pu as mentioned by Dr. Fisher at design review
  - 2 options possible
    - $E_f=1.0$  pu when  $V_t=1.0$  pu for unloaded machine (Probable choice - Dr. Johnson)
    - $E_f=1.0$  pu when  $V_t=1.0$  pu for loaded machine
    - Can test for If change for either choice above to validate choice
- Spring Break plans
  - Will Parker: Off the grid - hiking
  - Bruno Loza: RTDS progress and RTDS documentation
  - Khalid: Moscow and RTDS tutorials
- Post Spring Break plans
  - Will and Khalid will become more familiar with RTDS and will parametrize machine
  - Bruno will continue working on RTDS
- Change in meeting time after Spring Break
  - Khalid isn't available at this same time
  - Tuesday @ 5:00 PM works for everyone (except Nikhil)
  - Khalid will contact Nikhil to verify time works

**Action Items:**

- Khalid
  - Contact Nikhil about meeting time change
- Bruno
  - Meeting minutes
  - RTDS progress
- Will
  - EXPO registration form
  - Pick up parts from EE office

**Future Meeting Date:** 3/10/16 5 PM