

PROJECT MEETING AGENDA

Project Group: Three Phase

Project Title: Excitation Control for Synch Generator

Meeting Objective: Purchase Exciter, discuss break objectives

Date: 12/09/2014

Time: 5:30 PM

Location: GJL 218

Facilitator: Jacob Nelson

Minutes: Kerri McGinty

Preparation Requirements:

- 1. Please Bring: Logbooks

AGENDA ITEMS

1. Old Business:
 - a) Approve old meeting minutes.
 - b) Fred's Topics
 - c) Discussion and possible action regarding competitive report.
 - i) Need to complete
 - ii) Add highlighting
2. Discussion regarding purchasing updates.
 - i) Order exciter through Stacy
3. Discussion regarding end of semester course deliverables.
 - i) Due Friday:
 - (1) Logbooks
 - (2) Portfolio
 - (3) Wikipage
4. Discussion regarding learning objectives for winter break.
5. Agenda items for next meeting.
6. Schedule next meeting. Date: _____ Time: _____ Location: _____
7. Additional Comments:
 - i) Where is the exciter going to be stored?
 - ii) How is the exciter going to be mounted?
 - iii) Need system measurements. Work with Mike West on this
 - iv) Need to sign up with Dr. Johnson to use simulation program
8. Adjourn: Time 6:08 pm

Meeting Attendees:

Minutes Approval:

_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____