

Meeting Activity Agenda

15001

Attendees:

- Adam Podolec
- Megan Ehrhart
- Tyler Leichtenberger
- Jared Green
- Geni Giannotti
- Noah Schadt

Current Meeting	Next Meeting
Location: BAD Lab	Location: MSD Area
Start Time: 12:45pm	Start Time: 11:00am
End Time: 2:00pm	End Time: 2:00pm
Meeting Date: Mon 9/22/14	Meeting Date: Tuesday 9/23/14

Meeting Agenda:

1. Team Dynamics Discussion
 - a. Does any member think they are underworked or overworked?
 - b. Encourage team members to ask for help if needed
 - c. Does each member feel their role is appropriate and manageable?
 - d. Any new scheduling conflicts or concerns?
 - e. Past week + Δ
 - f. Ask if any pet peeves or if any conflicts arose.
 - i. Discuss, understand, and solve the conflict as a group
 - g. Open the floor to anyone for general comments/concerns
2. Discuss/review feasibility study proposals
3. Discuss morph chart and system level design options
4. Status update on revised Use Scenario
5. Status update on risk table
6. Status of personal Bio pages
7. Confirm trip to Nazareth
8. Discuss consensus methods and decide on one
9. Pumpkin Muffins?

Old Business Items:

- Morph Chart
- Selection criteria list

New Business Items:

- Feasibility
- Morph Chart
- Pugh Analysis
- Use scenario
- Risk Table
- Bio pages
- Consensus Methods

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Items Left Outstanding:

- Nazareth visit confirmation
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Action items – Owners / Deadline:

❖ Team Tasks

- Update Logbooks per Modules
- Update personal bio pages on EDGE
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❖ Adam Podolec

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- Old
- Polish Engineering requirements

❖ Megan Ehrhart

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- Old
- Add group Morph chart to EDGE

❖ Tyler Leichtenberger

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- Old
- Work on Risk table and send to Geni night
- Write feasibility test plan for muscle decompression test

❖ Jared Green

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- Old
- Email Nazareth clinic representative to confirm visit

❖ Geni Giannotti

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- Old
- Research foot rotation pivot point and force distribution if possible

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- Research kinematics to lift foot naturally
- Revise use scenario
- ❖ Noah Schadt
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 - Old
 - Upload notes from Thursday (9/18)
 - Safety training / by Saturday
 - Write test proposal for compressed air capacity test

Meeting Notes:

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Week 4 / Group Performance	
+ (sustain)	Δ (opportunities)