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| **MEETING MINUTES – Team Meeting** |
| DATE: September 18, 2014 |
| POSTING TIME: 9/24/14 12:14:52 PM EDT |
| OWNER: Julia Kim |

**Meeting with Mechanical Engineering Department Advisors**

Present: All team members

Time 5:11 p.m. – 5:30 p.m.

The M.E. advisors were explained what the project is about and what the goal is. We explained that it’s a metal detection system and would scan humans. We were explained that if we use human subjects for testing, we would have to look into the regulations to use human subjects is.

We introduced ourselves and what our roles would be in the project. We were asked whether we met with the sponsor company and what it was about. We responded that we did meet up with our contact from Northrop Grumman the past Tuesday 09/16 and that he explained to us more technical details regarding the project.

They expressed concern about the feasibility of finishing the project in one school year. They advised us to work with ECE faculty members in order to define our scope. They wanted us to verify with them if we would do a part of the project during the two semesters, and then have the project be finished during the following school year.

They also advised us on budgetary issues and to research how much the necessary parts would be and how soon they are available to be shipped to us. We mentioned that the ECE department is in process in obtaining p-cards, but they mentioned that the card would still have limitations so we would need to be prepared.

We also brought up that there are two directions we could go with in the project, whether it’s the easier one or the more difficult path. What could be done is work on the less complicated version of the project this year, and then the following year, another design team can add on to it with the more difficult path.

They said that there were a couple of errors on the Code of Conduct that we needed to correct and turn in to them again.

Lastly, we informed them that we would have the Needs Analysis and Requirements Specification presentation on Friday, September 26th at 11:00 a.m.