2018-10-18 meeting

Meeting time: 17:00 – 19:00

Objectives: have EVERYONE on the subsystems registered in the subsystems sheet. The teams will be definitively locked.

For the week after, we will begin the board meetings with temporary RSS.

Information to give:

* For subsystem meetings they can use Messenger for organization but they have to use Slack for everything else so that we can be aware of what’s going on.
* We will begin board meetings next week.
* There won’t be a project-wide meeting next week.
* PAYLOAD ONLY: mission review on December 13rd. Mission requirements document for November 21st.

Systems engineering:

* Three members will join us on the next session. One may start to learn MBSE (coached by Cedric); objectives yet undefined for the other newcomer. That will depend on their knowledge of the subsystem and CubeSats in general.
* We will define the responsible for the setup of Concurrent Engineering and session management.
* Check everybody is registered in the subsystems sheet.

Meeting log

The objectives were fulfilled. All the information to give was given, but for the board meeting we will need to increase communication to make sure everyone received the message. We haven’t defined a responsible for MBSE nor for Concurrent Engineering but that can be done later on. The mission requirements document shall be delivered before the deadline after discussion with Javier.

Léo attended the meeting at 18:00 but stayed until 20:00.

Systems Engineering concepts and Tolosat SE organization was presented by Cedric to Martin and Hugo; technical concepts on CubeSats were explained by Pierre to all three newcomers.

Note: thermal subsystem was not present because the master people have an exam on 2018-10-19. However they plan to do a meeting on the week end of 2018-10-20/21.

Next meeting: 2018-10-21 (off-session). Full attendance is expected (5/5).

**Systems Engineering specific:** MBSE will be done by two SE members (team to be decided). Martin will not be here on the spring semester 2019.

**OBDH:** Niels already contacted Fabien Apper and they will receive a technical training on software engineering for OBDH by CSUT on the CubeSat with all the code from the EyeSat mission.