**Meeting Minutes: 12th December 2018**

**Present:** G. St. Jean (Energizer, WebEX Host), S. Greener (P&G), E. Koos

**Personal Background:**

Erin Koos introduced herself; She earned her Ph.D. in Mechanical Engineering at the California Institute of Technology (Pasadena, CA) in 2009. She came to the Karlsruhe Institute of Technology (Karlsruhe, Germany) first as a post-doc and then continued as a research group leader where her research centred on the structure and mechanical properties of suspensions where the particles are networked through the capillary force. In 2016, she joined the Department of Chemical Engineering at KU Leuven (Leuven, Belgium). Her current research interests include two-fluid capillary suspensions, the rheology of complex fluids, stress development in film drying, rheo-optics, and granular media.

**Project Status:**

* Researcher (PhD student) has been recruited and actively working the project.
* However, the student has had a personal sporting Injury that requiring some convalescence for a period up to 3 months. Therefore, there is a restriction on laboratory work in this period.
* Prof. Koos is looking to adjust within her student group to backfill the immediate laboratory work with a MSc student being identified as a backfill candidate.

**Active work areas:**

* MSc student: Focusing on measurements, of which some reference material measures have been performed using the proposed equipment set-up.
* PhD student: Progressing the analysis the MSc student’s measurements and completing the literature review.
* On track to have some data to share in June ’19 IPFRI meeting.

**Model system:**

* Current base plan scope: Capillary suspension and concentrated suspension 6-micron poly-dispersed glass sphere.
* Potential solid material scope: Plan to move to include changes to the glass sphere size (including size distribution) and potentially shape.
* Potential liquid material scope: Current plan is to focus on Newtonian system therefore non-Newtonian is currently out of scope.
* Prof. Koos is open to IPFRI member feedback on future scope areas and priorities for member business priorities and interest.

**Meetings:**

* Team aligned to host WebEX meetings scheduled every month
* Erin/Student to determine if there is sufficient progress or material to share. If there is insufficient, then the meeting will be cancelled ahead of the proposed date (i.e. not on the day).

If there has not been a meeting for a maximum of three months (i.e. 1 quarter) a meeting will occur to discuss the project status (i.e. maximum of two meetings/months without a connection)