

BMSF STAFF MEETING MINUTES

Date: Wednesday, 01/05/2024

Start Time: 11:00am

Closed: 11:46

Location: Kens WW 405



UNSW Sydney

1. WELCOME

Present: Chowdhury Sarowar, Cigdem Guzel, Lewis Adler, Ling Zhong, Mark Raftery, Martin Bucknall, Russell Pickford, Sydney Liu Lau, Valerie Wasinger (*In alphabetical order*).

Apologies: Anne Poljak, Sonia Bustamante

Chair: CG

Scribe: CG

Corrections: Corrections received from MR. Final minutes sent to staff and uploaded to [BMSF Staff Corner](#).

2. BMSF REPORTS

Item	Presenter	Report
2.1 Director's Report	MR	<ul style="list-style-type: none">• QE UHMR should arrive soon. Current ETA is 3 weeks until further notification or update.• Management meetings update: Renee has requested a visitation of a staff member from each unit to attend local management meetings. Aim is to obtain feedback, and perhaps obtain different ideas/viewpoint. MR will provide a proposed schedule for staff later.• Salus: Russ has made a new SWP creation, and it's been approved. Could everyone work on Salus as time permits.• WW-20 freezers: Considering purchasing a new freezer as current ones are nearing end of life. Due to space constraints in C27, we have limited options. We can evaluate the best option in the list that SLL has provided. We may need to consider having a smaller model with reduced space.• UPS work cancelled with no particular reason provided.• Instruments Excel Logbook: All instrument computers will have Excel logbook for tracking usage hours and consumables by the 1st of June 2024. User to be informed logging their usage hours accordingly. Please use these to assist in gathering of billing information.
2.2 Lab Coordinator'	SLL	<ul style="list-style-type: none">• UPS work has been delayed. SLL will update as soon as contractors respond.• Air Conditioning replacement in C27 is going well, expected completion



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s Report		by the end of Ma
2.3 Small Molecules Team's Report	RP	<p>Discussions:</p> <ul style="list-style-type: none">• New Altis Plus System• New GC MS system• Sarowar: Flamant Replacement <p>Sonia Bustamante was in Germany for ISTRY Conference attendance in Germany/Jena last week.</p> <p><u>She has provided her report via email:</u></p> <p>The conference went well. There has been a high interest.</p> <p>SB expects a visit a visit from a pre-clinical trial consultant next week. We (MR and SB) have to sign an NDA for them to carry out testing on patients' samples for a TDO2/IDO inhibitor cancer drug they're trialing. Visitors are coming from Melbourne to visit our labs.</p> <p>This fortnight SB will attend:</p> <ul style="list-style-type: none">• Thursday-Friday: Cleaning 5977, and Vantage systems.• Next week, Adnan Aga working on 84 NAD samples on Vantage (with her support)• 160 samples run on 5977 by Ed Lim from MQU• Testing /setting up corticosteroids test for saliva samples (chronic pain study, 140 samples)• Meeting with the Canadian Chronic Pain group.• Sonia and Val have obtained a new grant (besides the 300k windfall) so Client would like to discuss details with SB VW.• Data analysis



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2.4 Protein Team's Report	MR	<p>Instrumentation:</p> <p>MR</p> <ul style="list-style-type: none">• Some admin tasks• Salus tasks, attending meetings.• Instrument calibration (Explores 480)• Lumos Computer update• Vantage high flow project <p>SLL</p> <ul style="list-style-type: none">• On leave for just over a week.• Contractor inductions• Salus and Admin tasks <p>LZ</p> <ul style="list-style-type: none">• CF exome project• CCIA samples for John-Paul and Aaminah Khan• MaxQuant Tutorial Sessions• Exploris 480 training with Riya Shrestha• New project meetings with Yolanda Sanguino from cancer epigenetic biology• Sample prep and 2D quant training. <p>AR</p> <ul style="list-style-type: none">• FFS: LCMS analysis of protein conjugates on VION• MALDI-TOF training on bacterial identification• Bacterial identifications using biotyper• Assisted users with data analysis.• New project discussions with users• Lab duties: cylinder replacements N2, liquid N2 filling <p>VW</p> <ul style="list-style-type: none">• Data Analysis, sample preparation for MS-MYNAH• Grant writing support, Conference abstract support, poster support• Student meetings, EV study, Instrument maintenance• Meetings with potential new projects• On leave for a week. <p>AP</p>



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		N/A
2.5 Health & Safety Report	SLL	<ul style="list-style-type: none">• Reminder to dispose vials in vials designated bins.• SLL will send SWP template.• Next health and safety meeting will be scheduled for June.

3.- MANAGEMENT REPORT (MR)

- No report available for this meeting.

4. NEW ITEM

Non-Reported

5. BUSINESS ARISING

Non- Reported

6. NEXT MEETING

15/05/2024 Kens WW 405

