

Draft CCMM Group Meeting Minutes
Meeting held: 12.45-13.45 Monday 15 June 2026 Evetts

Present: A Perkins, Ruth Cameron, Dan Bax, Maia Cheung, Nemo Wang, Melike Temizturk, Jiaer Chen, Aditya Nandakumar, Lu Zhang, Ana Duarte, Lillian Zhang, Mike Moore, Gaspare Degano

Apologies: Cindy Wai, Tom Sweeney, Serena Best, Kerem Citak, Zekai Zhao, Sumedh Kampli

There was no talk

Health, Safety and Welfare: no safety issues raised

Risk Assessment and COSHH Forms: usual reminder to make sure forms are up to date signatures etc.

Lab matters: Pipettes will be going off for calibration in stages, first lot going out today.

REC has been given a reminder about Training Record forms – each individual person keeps their forms. If you recently had a lab induction you will have received a Health and Safety training record form. Please ensure a copy of this is added to your file. (It was noted some group members who have been here a long time will not have this form – this is a new form so you would not have had it. This is not a problem. It's just required from now on for new joiners).

Action for recent joiners: Find and copy training record form to your file in the Lab.

One of the office computers needs to be cleaned. It is the old workstation next to the door. It contains percolation analysis. Please see a message coming round about the data that needs to come off. The Windows is going to be out of support at the end of October. Review of all old workstations flagged up. Lillian will be able to assess this in August.

Action: AP lend Nemo a HDD to download the data.

Glassware: please always wash up your glassware promptly after an experiment. Don't leave it in the sink! Thanks in advance to all for taking care of this.

Collagen supply: We are ordering 20 g from Collagen Solutions. NB there are about to transfer all stock to their parent company in the US. Reminder – always update the spreadsheet as you dispense Collagen so we have accurate stock records.

Lab clean: Thank you for a nice lab clean on 12 June. Next Lab Clean is July 10th (Group 2). Please check with Mike if you cannot make your turn. Lab clean rota will be updated in October.

Social: TBA

Conferences: Jiaer and Nemo are attending ESB (with posters).

AOB: There is a call for posters for the A&B Forum on 16 June. Please speak to SMB/REC if you plan to offer a poster.

Date of next meeting: **Monday 29 June 2026 (no meeting on 22 June as SMB/REC away)**