iGEM Meeting Minutes
3/25/12

Announcements:

- Thanks for the wonderful food everyone! Special thanks to Cara for organizing this and Anthony for hosting!
- Presentations today!
- **Only 6 weeks left!** There will be no meetings in May so everyone can focus on their finals, so we have to make good use of the 5 general meetings we have left!
- **Things to do before summer:**
    - **Clean up the lab!** Angela started, but we need to dispose of all the old chemicals and strains. We also need to make an inventory that will be digitalized. Isiah will be in charge of the lab, but we are all going to help! **Things to be cleaned: 4 degree room for fridge, -80 and -20 degree rooms for freezers, lab bench, and lab desk.**
    - Familiarize ourselves with the protocol that Angela will send out.
    - Familiarize ourselves with the lab machinery. PCR, gels, centrifuge. Get to know these in lab bootcamp.
    - Familiarize ourselves with biobricks. We're going to try to create a circuit based on previous year's biobrick kits. Also, the biobricks are free so if you want one, just go to the part registry to order it. The email for ordering is hq@igem.org.
    - We want to find sponsors. Divya and Adi will needs to collaborate to create a brochure and start contacting corporate sponsorships. This will really come together after we figure out what our project is.
- Upcoming publicity events:
    - Undergrad research symposium: Divya will be contacting us about when this it gets closer.
    - Volunteering to do chemistry demos with Courtney sometime in mid to late April. Send Courtney an email if you are interested!
- Collaboration with other teams:
    - We have been contacted by University of Michigan to collaborate. We will see how this progresses as we both come to conclusions about our separate projects.
    - During the summer our goal is to go visit WashU, Northwestern or both! We will take a weekend off during the summer to have fun with another iGEM team! Anthony and Cara will collaborate on this contacting the teams and getting SORF funding.
- **General outline of summer schedule**:
    - There will be a **short daily meeting** that is mandatory! This is just so we all know what everyone else is doing and can keep on schedule and organized.
    - We will have **deadlines, but flexible lab hours**. Come in Mon-Fri as your work requires. The goal is to lead ourselves and be self-sufficient.

- Our **first day in lab is May 16**. We get a short little break after finals to recharge and get ready for a great summer in lab!
- **May 19-20**, the first weekend we are at the IGB, we will have meetings on Saturday and Sunday! This is the only weekend we will have meetings.
- We will also have **weekly advisor's meetings**. Courtney will not be present, but will communicate with us through email.
- During the summer, we have **7 days of travel breaks**. You MUST let Angela know if you want to take more than a week off. This seems like a lot of work with no breaks, but we want to work hard to try to complete a great project! If we finish early, there will be more free time towards the end of August.
- **We will finish the wiki during summer! We will also try to completely finish the project during the summer.**
- **Human practices will be completed during the summer** under the leadership of Asha with assistance by Cara and Divya. However, everyone should help!
- We will have social events during the summer. We want to bond and manage our stress!

Presentations:

**** Note! Our next advisor's meeting is Tuesday from 3-4. All presentations will have 5 minutes to talk. A good idea is to start with an elevator pitch. This will be followed with 5 minutes of discussion. This year the plan is also to choose multiple projects. So we need ideas – no idea is bad! If you would like to present 2 ideas, you will be able to present at both advisor's meetings. ****

Anthony – Production of a New Food Source for Aquaculture of Predatory Fish

Isiah – Bacteria Refined Oil

Adi – Biodegradation of plastic by reengineered E. Coli

Asha – Tuberculosis fighting E. Coli

Bob – Electrical energy from photosynthesis

Uros – gives everyone useful articles/links to past iGEM projects

Angela – Engineering RNA site specific binding proteins