

## Department of Biochemical Engineering and Biotechnology

Dated: 3<sup>rd</sup> Aug 2013

Minutes of the 2<sup>nd</sup> Departmental Faculty Board Meeting (2013-2014) held on 31st July 2013 at 04.00 pm in the Departmental Committee Room (I-230). Following members were present:

1.	Prof. T. R. Sreekrishnan	Chairman
2.	Prof. Subhash Chand	Member
3.	Prof. M. N. Gupta	Member
4.	Prof. V. S. Bisaria	Member
5.	Prof. G. P. Agarwal	Member
6.	Prof. A. K. Srivastava	Member
7.	Prof. P. K. Roychoudhury	Member
8.	Prof. Prashant Mishra	Member
9.	Dr. Atul Narang	Member
10.	Dr. D. Sundar	Member
11.	Dr. Ritu Kulshreshtha	Member
12.	Dr. Ravikrishnan Elangovan	Member
13.	Dr. Preeti Srivastava	Member
14.	Dr. Ziauddin Ahmmad	Member
15.	Dr. Shilpi Sharma	Member Convenor

1. Confirmation of minutes of 1<sup>st</sup> DFB meeting (2012-2013) held on 15<sup>th</sup> July 2013.

Minutes of the meeting were confirmed with the following addition to Item no 8 (Any other item:

- The Chairman informed that the department has submitted the FIST proposal (Level -II) to DST New Delhi wherein the equipments and infrastructure worth ` 13.25 Crores was requested. The proposal included all the equipments proposed by the different faculty members of the department.
- Annexures III and IV

TAs for BEL303: Augustine Cletus, Anshul Sharma, and Himanshu

TAs for BEL403: Khusboo Rastogi, Shilpi Jain

2. Matters arising out of above meeting.

- *Item No 5: Head informed the board that the details for postdoctoral fellowships at IIT Delhi are still to be received. However, it seems to be for external candidates and not the doctoral students of the institute.*

3. Registration of students for courses offered in current semester.

In view of registrations for the course Protein Science and Engineering (BEL714) it was decided to drop the course. As a result, Prof. Saroj Mishra and Dr. D. Sundar were allotted courses as per Annexure I.

4. Allotment of non-teaching duties to faculty members.

Non teaching duties were allotted to faculty and non-teaching staff members as per Annexure II.

5. Any other item with the permission of the Chair.

- Head informed the board of the recent note by Asst Registrar (Planning) regarding enhancement of the amount from ` 60,000/- per faculty to ` 75,000/- per faculty for procuring desktop / laptop / computer and printers.
- The deadline for purchase of furniture from PLN05 (as per the requirement list finalised earlier) was fixed as 30<sup>th</sup> September 2013. All faculty members were requested to stick to this.
- Requests from faculty members, for replacement of old and obsolete equipments, should reach Prof. A. K. Srivastava, latest by 5<sup>th</sup> August 2013 for it to be included in the proposal for DBT-HRD grant. **(Act: All faculty members)**
- It was decided that the two shortlisted faculty candidates (Special Recruitment Drive) be called for interaction and presentation on 14<sup>th</sup> August 2013.
- Prof. G. P. Agarwal and Dr. Atul Narang were nominated as the departmental faculty representatives for the course Introduction to Engineering, NIN100. Following are the TAs for the course: Sakshi (2008BB50025), Anurag Sinha (2008BB50005), Tanuj Kumar (2008BB50033).

The meeting ended with a vote of thanks to the Chair.

**Shilpi Sharma**  
**Convenor**

**All Faculty members**

## **Annexure I**

### **Courses offered by DBEB in 1<sup>st</sup> Semester 2013-14**

<b>Slot</b>	<b>Course Code</b>	<b>Description</b>	<b>L-T-P</b>	<b>Course Credits</b>	<b>Coordinator/ Associated Faculty</b>
P	BEC 450	Colloquium	0-3-0	3.0	RK
P	BED 800	Major Project	0-0-80	40.0	AN
P	BED 851	Major Project – Part 1 (BB)	0-0-12	6.0	RK
P	BED 852	Major Project – Part 2 (BB)	0-0-28	14.0	RK
P	BED 853	Major Project – Part 1 (BB)	0-0-8	4.0	RK
P	BED 854	Major Project – Part 2 (BB)	0-0-32	16.0	RK
E	BEL 101	Biochemistry	3-1-3	5.5	PM / MNG
F	BEL 103	General Microbiology	3-0-3	4.5	VSB / SS
C	BEL 110	Molecular Cell Biology	3-0-0	3.0	SS / TC / PS
C	BEL 301	Bioprocess Engineering	3-0-0	3.0	AN
E	BEL 403	Enzyme Engineering and Technology	3-0-2	4.0	RE / SC
D	BEL 412	Immunology (DE 4)	3-0-2	4.0	RK
H	BEL 413	Modeling and Simulation of Bioprocesses (DE 5)	3-0-2	4.0	AKS
F	BEL 416	Membrane Applications in Bioprocessing (DE 5)	3-0-0	3.0	GPA
C	BEL 701	Biotechnology Resource Planning	2-0-0	2.0	VSB / SC
D	BEL 715	Biological Waste Treatment (PE 4)	3-0-2	4.0	TRS / ZA
A	BEL 717	Animal Cell Technology (PE 3)	3-0-2	4.0	PKRC
H	BEL 719	Current Topics in Biochemical Engg and Biotech (PE 4)	3-0-0	3.0	PS / DS
J	BEL 722	Genomics & Proteomics (PE 5)	3-0-0	3.0	DS / PS
H	BEL 810	Enzyme and Microbial Technology	3-0-0	3.0	RE / SM
J	BEL 820	Downstream Processing	3-0-0	3.0	GPA / AN / ZA
F	BEL 830	Microbial Biochemistry	3-0-0	3.0	SM / MNG
E	BEL 850	Advanced Biochemical Engineering	3-0-4	5.0	ZA / TRS
F	BEP 303	Design of Bioprocesses	0-1-3	2.5	RE
P	BEP 840	Laboratory Techniques in Microbial Biochemistry	0-0-4	2.0	PM
E	BER 350	Professional Practices (BB)	0-1-2	2.0	VSB
P	BES 350	Independent Study (BB)	0-3-0	3.0	VSB
P	BET 450	Practical Training (BB)	0-0-0	0.0	AN / DS

Note: The first name in the last column is the Coordinator for the course.

## Annexure II

### Allocation of Non-Teaching duties to Faculty members during year 2013-2014

1.	Professorial Committee	HOD, Chairman All Professors, Member
2.	<b>DRC</b>	Prof. Prashant Mishra, Chairperson Prof T. R. Sreekrishnan (Head) Prof. V. S. Bisaria Prof. Saroj Mishra Prof. A. K. Srivastava Dr. Atul Narang Dr. Shilpi Sharma Dr. Ritu Kulshreshtha <b>Dr. D. Sundar</b> (Convener)
3. (a)	Coordinators: Dual-Degree Program	Prof. T. R. Sreekrishnan, HOD, DBEB
(b)	Liaison with UGS/BUGS	Dr. Atul Narang
(c)	<b>Time table I/c</b>	<b>Dr. D. Sundar</b> , Dr. Z. Ahmmad
(d)	Coordinator: Ph.D. & M.S. (Res.) Programme	Prof. Prashant Mishra, Chairperson, DRC
(e)	Coordinator: M.Tech projects	Dr. Ritu Kulshreshtha
(f)	Matters concerning Dual Degree Programme	Prof. T. R. Sreekrishnan, HOD, DBEB, Dr. Ritu Kulshreshtha
4.	Convener, Dept. Faculty Board.	Dr. Shilpi Sharma
5.	Training & Placement	Dr. Atul Narang
6.	<b>Technical Services (Water, Power, Steam etc.)</b> <b>Additional power requirement / DG set / A/C</b>	<b>Dr. D. Sundar</b> Dr. Ravikrishnan Elangovan
7.	Cold Rooms	Prof. G. P. Agarwal
8.	Departmental Representatives to: BUGS BPGS ACL CUC CAIC IRD Board Alumni Affairs Safety Committee Faculty Affairs EHLSU Institutional Biosafety Committee (IBSC)	Dr. Atul Narang Prof. Prashant Mishra Dr. Preeti Srivastava Prof. A. K. Srivastava Dr. Ravikrishnan Elangovan Prof. Saroj Mishra Dr. Ravikrishnan Elangovan Dr. Ravikrishnan Elangovan Dr. Ritu Kulshreshtha Dr. Z. Ahmmad Dr. P. Srivastava (Member Secretary), Prof Saroj Mishra (member)
9.	Seminars	Dr. Ravikrishnan Elangovan
11.	Imprest	Dr. Z. Ahmmad, Ms Neelam
12.	<b>Dept. / Institute Publications</b>	Prof. T. R. Sreekrishnan Head, Prof.

	A. K. Srivastava, <b>Dr. D. Sundar</b>		
<b>13.</b>	Class Committee:		
	<b>Entry year</b>	<b>Chairperson</b>	<b>Convenor</b>
	<b>2009</b>	Prof. Saroj Mishra	<b>Dr. D. Sundar</b>
	2010	Prof. G. P. Agarwal	Dr. Shilpi Sharma
	<b>2011</b>	<b>Dr. D. Sundar</b>	Dr. R. Elangovan
	2012	Dr. Atul Narang	Dr. Preeti Srivastava
	2013	Prof. Prashant Mishra	Dr. Z. Ahmmad
	Special advisor for students on probation	Dr Ritu Kulshreshtha	
<b>14.</b>	<b>Curriculum Monitoring &amp; Development Cell</b>		Prof. G. P. Agarwal (Chairperson), Prof. T. R. Sreekrishnan, Prof. Saroj Mishra, Dr. Atul Narang, <b>Dr. D. Sundar (Convenor)</b>
<b>15.</b>	<b>Biochemical Engineers &amp; Technologists Association</b>		President: Head, DBEB Vice President: Dr. R. Elangovan General Secretary: to be nominated
<b>16. Laboratory Organization</b>			
<u>16.1.100 - Level Floor</u>		I/C	Staff Members
a) Bioprocess Lab. (I-103)		Prof. A. K. Srivastava	Mr. D. V. Sharma / Anish Raju, Mr. Ratan, D/W Attendant
b) Downstream Processing Lab. (I-127)		Prof. G. P. Agarwal	Institute D/W, Mr. Kishan Chand
c) Metagenomics Lab. (I-128)		Prof. T. R. Sreekrishnan	Mr. Kishan Chand, Project Attendant
d) Waste Treatment Lab. (I-121)		Prof. T. R. Sreekrishnan	Mr. Kishan Chand, Institute D/W
<u>16.2.200 - Level Floor</u>			
a) Biochem. Res. Laboratories		Prof. Saroj Mishra, Prof. Prashant Mishra	Mr. Sumeet Kapoor Mr. Kishan Chand Mr. Ram Gopal, Mr Raj Kumar Proj Attendant
d) Radioactive & Photography Lab.		Dr. Atul Narang	Mr. Mukesh Anand Mr. Ram Gopal
e) <b>Molecular Modeling Lab (I – 232)</b>		<b>Dr. D. Sundar</b>	Mr. Sanjeev, Attendant
f) BTIS (I-233 A)		Prof. A. K. Srivastava	Mr. Sanjeev, Attendant
g) Bioinformatics Lab (I-233 B)		Prof. A. K. Srivastava	Mr. Sanjeev, Attendant

h) Instrumentation Labs. (I-233 C) (I-231)	Prof. G. P. Agarwal, Dr. Z. Ahmmad	Mr. Mukesh Anand, Mr. Rajiv Dahiya, Mr. Sanjeev Attendant
COE lab (I-232 A)	Prof. A. K. Srivastava	Mukesh Anand, Proj Attendant
j) Documentation Unit	Prof. T. R. Sreekrishnan (Head)	Mrs. Neera Verma Mr. Sita Ram
<u>16.3 300 - Level Floor</u>		
a) Enzyme Engg. Lab & Enzyme Process Lab. (I-329 & 337)	Prof. Prashant Mishra	Mrs. Renu Sethi, Mr. Rehman, Proj. Attendant,
b) Molecular Machines & Bioenergetics Laboratory	Prof. Sunil Nath, Dr. Ravikrishnan Elangovan	Mr. Bhagwan Singh Mr. Rehman, Proj Attendant
c) M. Tech. Bioscience Lab. I (I-321)	Prof. Prashant Mishra	Mr. Bhagwan Singh, Sanjeev, Inst D/W
<u>16.4. Pilot Plant Block</u>		
a) Pilot Plant Floor I	Head (Coordinator), Prof. V. S. Bisaria, Prof. A. K. Srivastava, Dr. Atul Narang	Mr. Hari Lal Project Attendant, Mr. Sanjay Project Attendant, Mr. Shadaab Proj. Attendant
b) Pilot Plant Ground Floor	Head, Prof. V. S. Bisaria, Prof. A. K. Srivastava, Dr. A.Narang	
<u>Ground Level Rooms. I/C Prof. G. P. Agarwal</u>		
c) Computation Lab. (I-132)	Prof. A. K. Srivastava	Mr. Swaraj, Attendant
d) Bioscience Lab II (I-130)	Dr. Atul Narang, Dr Ritu Kulshreshtha	Institute D/W, Dahiya
e) RNA Laboratory-II	Dr. R. Kulshreshtha, Dr Atul Narang	Inst. D/W, Dahiya, Proj. Attendant
f) M. Tech. BCE Lab (I-31)	Dr. Ravikrishnan Elangovan	Mr. S. P. Rana Mr. Swaraj Attendant
g) DSP Lab (I-33)	Dr. Z. Ahmmad	Mr. S.P. Rana Mr. Swaraj Attendant
Faculty Rooms at 100 Level Floor & in Pilot Plant Block		Mr. Raj Kumar
h) Plant Cell Culture Lab. I (I-27)	Prof. A. K. Srivastava	Mr. S. P. Rana, Mr. Swaraj, Attendant
i) Plant Cell Culture Lab II (I-24)	Prof. A. K. Srivastava	Mr. S. P. Rana Mr. Swaraj Attendant
j) Pharmaceutical Biotechnology Lab (I-25)	Prof. V. S. Bisaria, Prof. A. K. Srivastava	DW Attendant Mr. Swaraj Attendant
k) RNA Lab-I (I-26)	Dr. Preeti Srivastava	Mr. Swaraj Attendant
l) Animal Cell Culture Lab. (I-32)	Prof. P. K. Roychoudhury	Mr. S. P. Rana
<u>16.5 Other Facilities</u>		

a) Office Complex I/C Head, DBEB	Coordinator: Head, DBEB	Ms. Neelam, Mr. Sita Ram
b) Seminar Room I/C	Coordinator: Head, DBEB	Mr. Sita Ram
c) Committee Room	Coordinator: Head, DBEB	Mr. Sita Ram
d) Stores	Dr Atul Narang (Faculty I/c)	Mr. Inderjeet, Stores Superintendent, Mr. Sanjeev / Mr. Rehman, Proj. Attendant

**Notes:**

Sita Ram – Head’s office

Ratan – BTIS, Store, Head’s office

Sanjeev – Process Lab, Enzyme Labs, M.Tech. Bioscience Lab

Soraj Singh – Departmental teaching labs in ground floor.