

Department of Biochemical Engineering and Biotechnology

Faculty Board Meeting (07/14-15)

Dated: 24th May 2015

Minutes of the Faculty Board Meeting No. 07 (FBM 07/14-15) held on 21st April 2015 at 3.00 pm in the Departmental Committee Room (I-230). Following members were present:

1.	Prof. Prashant Mishra	Chairman
2.	Prof. G. P. Agarwal	Member
3.	Prof. V. S. Bisaria	Member
4.	Prof. Saroj Mishra	Member
5.	Prof. T.R. Sreekrishnan	Member
6.	Prof. A. K. Srivastava	Member
7.	Prof. Sunil Nath	Member
8.	Prof. P. K. Roychoudhury	Member
9.	Prof. Atul Narang	Member
10.	Dr. D. Sundar	Member
11.	Dr. Shilpi Sharma	Member
12.	Dr. Ritu Kulshreshtha	Member
13.	Dr. Ravikrishnan Elangovan	Member
14.	Dr. Z. Ahammad	Member
15.	Dr. Preeti Srivastava	Convener

1. Confirmation of minutes of 6th DFB meeting (6/2014-2015)

The minutes were confirmed as circulated.

2. Matters arising out of above meeting

item No. in FBM meeting 06/2014-15	Item	Decision taken	Action taken
2	Floating of M. Tech	Faculty members were requested to	MTP Topics were floated on May 8 th ,

	projects	send three topics to the DRC Convener	2018
6	Training of non-teaching staff of the Department	Recommended Mr. Anish and Mr Rajiv Dahiya for training in Instrumentation and electronics respectively	Noted for future action
7	Challenges and risks for persons with disabilities (PwDs)	Recommended students with Low vision, Locomotor disability and Hearing impairment	Forwarded to Dean, Academics
9	MoU with Savitribai Phule Pune University	Discussed and agreed	Forwarded to Dean Faculty
11	Names of peers for QS ranking	faculty members to provide two names of peers in their field	List was compiled
12	Sansthan incentive award for group B, C, D and work charged employees of the Institute	No one was nominated	Noted
13	Nomination of faculty members for evaluation of SURA proposals	Dr. Shilpi Sharma and Dr. Ravi Elangovan were nominated	Names sent to Dean IRD
14	Nomination of two faculty members for IITD Open House 2015	Dr. Ritu Kulshreshtha and Dr. Z.A. Shaikh were nominated	Dr. Ritu Kulshreshtha helped in organizing the open house. Dr. Z.A. Shaikh was not present on the day of open house.

3. Report on discussion in ECS, BAP, ACL, Safety and other Committee

Head informed the board that in the ECS meeting the allocation of space to each Department/centre was discussed. Head pointed out that he has conveyed his views

to ECS that the common UG/PG teaching lab space and space for central research facility should not be included while calculating the space distribution.

4. Discussion on a note received from Prof. G.B. Reddy regarding space allocation to the Department.

This item was extensively discussed. It was found that there were discrepancies in the calculations of space. The board decided to revisit the calculations done. A committee consisting of Prof. G.P. Agarwal, Dr. Z.A. Shaikh and Dr. Ravi Elangovan was formed for this purpose.

5. Discussion on the list of journals to be written off from Library

It was agreed that hard copy of journals available online and having perpetual access to archives would be written off from the Departmental library. This list will be prepared and circulated and will be written off as per the norms of the Institute.

6. List of books ordered through central library from Departmental funds

Head informed the board, that all the books recommended by faculty members have been forwarded to the library for procurement.

7. Discussion on the MoU of IIT Delhi with National Institute of Industrial engineering, Mumbai.

The MoU was discussed. The Department has shown willingness in participating.

8. Comments / feedback on following proposal to float new course by

a) Department of Humanities and Social Sciences

HUL 374 Nations and Nationalism

HUL 763 Civil Society and democracy in India

HUL 764 Ethnographic Perspectives on the State

b) School of Biological Sciences

SBL 720 Genome and Healthcare

SBL 721 Techniques in Biomolecular Interactions

No comments were received on the courses floated by Humanities Department.

For the courses floated by School of Biological Sciences, the percentage of overlap with the Departmental courses is mentioned below. An overlap of ~15% was observed in the syllabus of the course, with the following departmental courses: BEL722 and BBL749. Head was requested to communicate the same to concerned authorities. (Act: Head)

8. Nomination of faculty for Summer Research Fellowship Program 2015

Dr. Shilpi Sharma was nominated for taking the student under the summer research fellowship program 2015.

9. Nomination of the under graduate student(s) for the Boss award

Board decided to put up a notice on the display board inviting interested students to apply for the Boss award and the Ujjwal Jivan Charitable Trust Award.

10. Discussion on M.Tech Projects to be floated and date of MTP presentation

The board decided the following dates for MTP evaluations:

June 15, 2015 : last date to submit the hard and soft copy of thesis

June 22-30, 2015 : MTP evaluations

11. Allocation of Departmental funds to faculty members

The board decided to allocate Rs 1 lakh per faculty from Departmental funds. Head informed that no requisitions will be required within this limit; however the office will maintain a record of the actual expenditure by each faculty.

12. Any other item with the permission of the Chair

Dr. Shilpi Sharma informed the board that 359 applications have been received for PhD admissions. Faculty board decided that a written exam would be conducted followed by an interview in case the number of students would be more than 100 after applying the short listing criteria. The short-listing criterion was kept same, as it was last time. For MS(R), the applications will be screened based upon the GATE score and short listed candidates will be directly called for interview.

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

Preeti Srivastava
Convener

All Faculty members