

Department of Biochemical Engineering and Biotechnology

Faculty Board Meeting (08/14-15)

Dated: 12th June 2015

Minutes of the Faculty Board Meeting No. 08 (FBM 08/14-15) held on 8th June 2015 at 10.30 am in the Departmental Committee Room (I-230). Following members were present:

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|----|----------------------------|-----------------|
| 1. | Prof. Prashant Mishra | Chairman |
| 2. | Prof. Saroj Mishra | Member |
| 3. | Prof. T.R. Sreekrishnan | Member |
| 4. | Prof. A. K. Srivastava | Member |
| 5. | Prof. P. K. Roychoudhury | Member |
| 6. | Prof. Atul Narang | Member |
| 7. | Dr. Ritu Kulshreshtha | Member |
| 8. | Dr. Ravikrishnan Elangovan | Member |
| 9. | Dr. Shilpi Sharma | Acting Convener |

1. Confirmation of minutes of 7th DFB meeting (7/2014-2015)

The minutes were confirmed as circulated

2. Matters arising out of above meeting

Item No. in FBM meeting 07/2014-15	Item	Decision taken	Action taken
3	Report on discussion in ECS, BAP, ACL, Safety and other Committee	A sub –committee was formed to revisit the calculation of space	Sub-committee reported a discrepancy of approx 3000 sp ft in calculation of space
4	Discussion on a note received from Prof. G.B. Reddy regarding space allocation to the Department.		

5	Discussion on the list of journals to be written off from Library	A list of journals available online was to be compiled by the doc unit of DBEB	Ms Neera compiled a list of 21 journals with specification on online availability
8	Comments / feedback on following proposal to float new course by: a) Department of Humanities and Social Sciences: HUL 374, HUL 763, HUL 764 b) School of Biological Sciences: SBL 720, SBL 721	An overlap of ~15% was observed in the syllabus of the course floated by KSBS, with the following departmental courses: BEL722 and BBL749.	Head communicated the same to concerned authorities.
9	Nomination of faculty for Summer Research Fellowship Program 2015	Dr. S. Sharma was nominated for taking the student under the summer research fellowship program 2015.	The student has joined Dr Sharma's group from 1 st June 2015 onwards
10	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	Notice to be put up for the students

3. Discussion on PLN03 based on list approved earlier
Agenda item was deferred to the next DFB meeting
4. Discussion on expenses to be covered from NPN05 for teaching and maintenance
Head decided to hold a meeting with faculty members who would be involved in conducting laboratories in Semesters I and II, 2015-2016, to get an estimate of budget required for conducting experiments in the year.
5. Discussion on teaching lab space in context of note received from DDO

The sub-committee constituted for revisiting departmental space reported a discrepancy of approx. 3200 sq ft from the calculation as mentioned in note received from Prof. G. B. Reddy earlier. Head pointed out that in ECS he has raised the issue that the common area of UG and PG Teaching labs, central facilities and space provided to centre for excellence should be deducted from the total space of the Department. After deliberations of space requirement for specialized labs such as plant cell culture, animal cell culture and bioinformatics, the board was of the opinion that the area of the following labs and facilities which were meant for common teaching should be deducted from the departmental space:

- (a) UG Lab (I-30, 31)
- (b) M.Tech Lab (I-321)
- (c) Bioinformatics Lab. (I-231)
- (d) Central facility
- (e) Centre of Excellence Unit (I-232A)
- (f) Plant cell culture lab
- (g) Animal cell culture lab

The board strongly expressed the need to revisit the calculations in view of the above points, and also was of the opinion that the allocation space should be on the basis of "Sanctioned faculty strength". Head was requested to communicate the same to authorities. (Act: Head)

6. Discussion on write-off of journals from departmental library

The need was felt for purchase of compact shelving units for the departmental Doc Unit. The list compiled by Ms. Neera required to be updated with details on the year from which journals are available online. (Act: Doc Unit)

7. Revision of norms for IRD consultancy projects.

No comments received.

8. Nomination for B. M. Birla Science Prize in Biology

Dr Shilpi Sharma was nominated for the above award. (Act: Head)

9. Training of attendant staff of the Institute

In response to a note received from Asst Registrar, E-II, requesting specific training needs of departmental staff, the requests of Mr Sanjeev and Mr Ratan for training in electrical was considered favorably. (Act: Head)

10. Nomination for Distinguished Alumni Award and Distinguished Alumni Service Award for the year 2015

No nominations received.

11. Revision of M.Tech Curriculum

No comments received.

12. Note received from Dean Alumni Affairs to identify key/priority areas wherein contributions from Alumni is solicited.

Following key areas were identified by the board where contributions were solicited from the Alumni:

- (a) Enzyme Technology
- (b) Bioprocess Engineering
- (c) Environmental Biotechnology

Head was requested to communicate the same to Dean, Alumni Affairs and International Programme. (Act: Head)

13. Discussion on MoU with Technical University of Denmark – DTU

The MoU was discussed. The Department has shown willingness in participating. (Act: Head)

14. Note received from Asst. Registrar regarding membership on the Senate.

Prof. Akhilesh Tyagi, Director, NIPGR was recommended for the membership on Senate (Educationists of repute)

Dr. D. Sundar was recommended for the membership on Senate (Staff for their special knowledge)

Head was requested to forward the names to concerned authorities. (Act: Head)

15. Any other item with the permission of the Chair

None

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

Shilpi Sharma
Acting-Convener

All Faculty members