

Department of Biochemical Engineering and Biotechnology

Faculty Board Meeting (5/15-16)

Dated: 17th March 2016

Minutes of the 5th Departmental Faculty Board Meeting held on 9th March 2016 at 12 noon in the Departmental Committee Room (I-230). Following members were present:

1.	Prof. Prashant Mishra	Chairman
2.	Prof. Subhash Chand	Member
3.	Prof. G.P. Agarwal	Member
4.	Prof. A.K. Srivastava	Member
5.	Prof. Saroj Mishra	Member
6.	Prof. T.R. Sreekrishnan	Member
7.	Prof. Sunil Nath	Member
8.	Prof. P. K. Roychoudhury	Member
9.	Dr. Shilpi Sharma	Member
10.	Dr. Ritu Kulshreshtha	Member
11.	Dr. Ravikrishnan Elangovan	Member
12.	Dr. Z. Ahammad	Member
13.	Dr. Ashish Misra	Member
14.	Dr. Preeti Srivastava	Convener

1. Confirmation of minutes of 4th DFB meeting (4/2015-2016) and special faculty board meeting.

The minutes were confirmed as circulated.

2. Matters arising out of above meeting

Item No. in FBM meeting 04/2015-16	Item	Decision taken	Action taken
4	Courses for semester II	BEL411, BBL343 and BER 350 to be dropped	Head communicated the same to Dean, Academics
5	Disposing off of old journals from	issues of the journals which are not available	Disposing off of journals has been initiated.

	Departmental library	online will be kept. Biotechnology and Bioengineering and Scientific American issues will be retained.	
10	Expansion of core committee of Unnat Bharat Abhiyan cell of IIT Delhi	Prof. G.P. Agarwal's name was nominated	Head communicated the same to concerned authorities
12	Comments on proposal to float new elective courses by EE and Applied Mechanics Department	No comments received	Head communicated the same to concerned authorities

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

Head briefed about the discussions held in the ECS meeting. Head requested the lab in charges to prepare a monthly report on the usage of hazardous chemicals. The same should be submitted to the Head office.

4. Discussion on items related to Board of Academic programs

a) Need to complete the evaluation of students awarded E and I grades prior to commencement of next semester.

Board recommended remajor exams to be conducted in the first week of next semester.

b) Arranging Ph.D./M.S.(R) viva voce with external examiner on distance mode.

Board recommended physical presence of external examiner for PhD viva voce whereas for M.S.(R) viva voce, physical presence of external examiner may be waived off depending on the report

c) Need for stringency in allowing extension to Ph.D. students after 5 years

Board agreed to implement semester to semester basis evaluation after five years.

d) Need for a Standing Committee to consider Grievances of Ph.D. Students and to recommend remedial/redressal measures

Board recommended this as such an Institute level committee will be beneficial to the students.

5. Discussion on Rahul Mehta Foundation proposal

Board discussed the Rahul Mehta foundation proposal. Head requested the faculty members to inform any requirement regarding the various labs. A committee consisting of Dr. Ashish Misra and Dr. Preeti Srivastava was formed to compile the information for the proposal.

6. Discussion on smart card requirement for IIT Delhi

Board discussed the smart card requirement for IIT Delhi. No comments were received.

7. Nomination of faculty members for open house 2016

Board decided to nominate Dr. Z. Ahammad and Dr. Ashish Misra for open house 2016.

8. Discussion on budget (PLN03, PLN05 and NPN05) for next financial year (2016-17)

Detailed in Annexure I, II and III.

9. Confirmation of eligibility criteria for PhD and MSR admissions for Sem I, 2016-17 entry students

Board agreed to follow the same eligibility criteria for PhD and MSR admissions for Sem-I, 2016-17 as it was followed in the December 2015 selections.

10. Any other item with the permission of the Chair

Dr. Ravi Elangovan and Dr. Shilpi Sharma informed the board that for safety purposes, all the locks will be changed and two keys of one of the door of UG lab will be given to Mr. Gulshan. Only 1 key will be issued on a daily basis to students.

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

Preeti Srivastava
Convener

All Faculty members

Annexure I

S. No	Item	Cost (Rs Lakhs)	Location of proposed equipment	Faculty members involved	Purpose (Research / Teaching Labs) (List of Course Nos)
1	Gas pipe line to Laminar Flow cabinets	0.8	UG lab	DBEB faculty	Teaching, BBL131, BBL132, BEL 712, BBL750
2	Centrifuge mini spin (4)	1.0	UG Lab	DBEB faculty	Teaching, BBL131, BBL132, BEL 712, BBL750
3	Fridge (2)	0.8	UG Lab	DBEB faculty	Teaching, BBL131, BBL132, BEL 712, BBL750
4	Autoclave (1)	1	UG Lab	DBEB faculty	Teaching, BBL131, BBL132, BEL 712, BBL750
5	BOD incubator (1)	1.5	UG Lab	DBEB faculty	Teaching, BEL850, BEL715, BBP332
6	Temp. controlled water bath (1)	0.5	UG Lab	DBEB faculty	Teaching, BBL131, BBL132, BEL 712, BBL750
7	ELISA Plate reader	2.0	UG lab	DBEB faculty	Teaching, BEL403, BEL412
8	Pipettes (4 sets)	1.0	UG lab	DBEB faculty	Teaching, BBL131, BBL132, BEL 712, BBL750
9	Microscope with camera	2.5	PG lab	DBEB faculty	Teaching, BEP840
10	Electrophoresis power packs with Horizontal gel electrophoresis (1)	1.0	PG lab	DBEB faculty	Teaching, BBL231, BEL711
11	Electrophoresis power packs (2)	2.0	UG lab	DBEB faculty	Teaching, BEL412, BBL231, BEL711
12	Horizontal gel electrophoresis (3)	1.0	UG lab	DBEB faculty	Teaching, BEL412, BBL231, BEL711
13	Vertical gel electrophoresis (2)	1.0	UG lab	DBEB faculty	Teaching, BEL412, BBL231, BEL711
14	Circulation pump for applikon reactor	0.4	UG lab	DBEB faculty	Teaching, BEL850
15	Spectrofluorimeter	15.0	PG lab	DBEB faculty	Teaching, BEP840
16	Sonicator (4)	2.0	UG & PG labs	DBEB faculty	Teaching, BEP840, BEL722, BBL750
17	HPLC	20.0	Instrumentation Lab	GPA, VSB, AKS, AN, TRS,	M. Tech. & Ph.D. research BED851-854
18	USB pH Temp probe	5.0	UG lab	DBEB faculty	Teaching, BEL850, BEL403
19	Data acquisition system	1.0	UG lab	DBEB faculty	Teaching, BEL403, BEL850
20	HPLC columns	2.0	PG Lab	DBEB faculty	M. Tech. & Ph.D. research

					BED851-854
21	Isoelectric focusing station	8.0	UG lab	DBEB faculty	Teaching, BEL722
22	Peristaltic pump (2)	0.50	UG lab	DBEB faculty	Teaching, BEL850
23	One Mass balance	0.50	DSP	GPA, TRS, Zia	M.Tech. & Ph.D. research, BED851-854
24	One Cross flow filtration unit	3.0	UG & PG Lab	GPA,SN, AN & Zia	Teaching, BED851-854
25	Heater and display for GC-MS (1)	6	Instrumentation Lab	DBEB faculty	M.Tech. & Ph.D. research, BED851-854
26	RI detector for HPLC (1)	5	Instrumentation Lab	DBEB faculty	M.Tech. & Ph.D. research, BED851-854
27	UV detector for HPLC (1)	5	Instrumentation Lab	DBEB faculty	M.Tech. & Ph.D. research, BED851-854
28	DO Meter (1)	2	WTL	TRS, ZA	BED851-854
29	UV Visible spectrophotometer	3	Metagenomics	SS, TRS, ZA	BED851-854, Research
30	Table top refrigerated centrifuge	3	BRL	SS, VSB, SM, PM	BED851-854, Research
31	2D gel electrophoresis (software + vertical unit+ powerpack)	8	UG lab	DS, PS, SM	BEL722 teaching
32	UV-VIS Spectrophotometer	4.5	Bioprocess lab (I-103 to I-106)	AKS, ZA, GPA	BED851-854
33	Table top centrifuge	3.5	Bioprocess lab	AKS, ZA, GPA	BED851-854
34	Probes for 7 liter Applikon fermenter (pH & DO)	0.7	Bioprocess lab	AKS, ZA, GPA	BED851-854
35	Probes for 3 liter Applikon fermenter (pH & DO)	0.7	Bioprocess lab	AKS, ZA, GPA	BED851-854
36	Probes for 3.7 liter Bioengineering fermenter (pH & DO)	0.8	Bioprocess lab	AKS, ZA, GPA	BED851-854
37	Probes for 7 liter Bioengineering fermenter (pH & DO)	0.8	Bioprocess lab	AKS, ZA, GPA	BED851-854
38	Bioreactor 3 liter	15	Bioprocess lab	AKS, ZA, GPA	BED851-854
39	Chilled water circulation unit	2.6	Bioprocess lab	AKS, ZA, GPA	BED851-854
40	Pipetter different ranges	0.6	Bioprocess lab	AKS, ZA, GPA	BED851-854

41	Chilled water circulation unit	3.5	Plant cell culture lab	AKS	BED851-854
42	Spare reactor vessel for Applikon reactor	1.5	Plant cell culture lab	AKS	BED851-854
43	Table top centrifuge	3.5	Plant cell culture lab	AKS	BED851-854
44	Chemical Balance – Mettler	1	Plant cell culture lab	AKS	BED851-854
45	Physical Balance – Electronic 0.5 Kg	0.15	Plant cell culture lab	AKS	BED851-854
46	Physical Balance – Electronic 2.0 Kg	0.10	Plant cell culture lab	AKS	BED851-854
47	Chilled water unit (for the operation of 150, 300 liter reactors in the above lab)	8	Pilot Plant	TRS, AKS	BED851-854
48	pH meter	0.4	RNA I	PS	BED851-854
49	-20 deep freezer	0.8	RNII	RK	BED851-854
50	-80 deep freezer	6.0	RNII	RK	BED851-854
51	Automatic digital pipette	1.0	RNII	RK	BED851-854
52	Rocker	0.2	RNII	RK	BED851-854
53	Vortexer	0.15	RNII	RK	BED851-854
54	Magnetic stirrer	0.05	RNII	RK	BED851-854
55	Transilluminator	0.9	RNII	RK	BED851-854
56	Cell counter	3.0	RNII	RK	BED851-854
57	Gel documentation unit	6.0	RNII	RK	BED851-854
		170.95 lakhs			

***Names of faculties with abbreviations**

Prof. Prashant Mishra	PM
Prof. T. R. Sreekrishnan	TRS
Prof Subhash Chand	SC
Prof. M.N. Gupta	MNG
Prof. V. S. Bisaria	VSB
Prof. G. P. Agarwal	GPA
Prof. Saroj Mishra	SM
Prof. A. K. Srivastava	AKS
Prof. Sunil Nath	SN

Prof. P K Roychoudhury	PKRC
Prof. Atul Narang	AN
Dr. D. Sundar	DS
Dr. Shilpi Sharma	SS
Dr. Ritu Kulshreshtha	RK
Dr. Ravikrishnan Elangovan	RE
Dr. Preeti Srivastava	PS
Dr. Z. A. Shaikh	ZAS
Dr. Ashish Misra	AM

Annexure II

Request of Funds under **NON-PLAN** head for the year 2016-2017

For the Laboratory courses

	Course Code	Description	~ # of students	Total (in lacs)
Semester 1	BBL131	Biochemistry	48	0.5
	BBL132	General Microbiology	48	0.5
	BEL403	Enzyme Engg. & Tech	48	0.5
	BEL412	Immunology	40	0.5
	BEL413	Modeling & Simulation	30	-
	BEL715	Biol Waste Treatment	35	-
	BEL717	Animal Cell Tech	25	1.0
	BEL850	Advan Biochem Engg	15	0.5
	BEP303	Design of Bioprocess	48	0.5
	BEP840	Lab Tech Microb Tech	10	0.5
Semester 2	BEL204	Mol Biol & Genetics	48	0.75
	BEL419	Enz Cat Org Synthn	25	0.5
	BEL418	Bioinformatics	25	-
	BEL702	Bioprocess Plant Design	48	-
	BEL703	Downstream Process	48	0.5
	BEL711	Recomb DNA Tech	20	0.75
	BEL712	Plant Cell Tech	20	0.75

For Dual Degree Students' Major Project Research

Total number of students who will pursue MTP	Budget per student (Rs. In Lacs)	Total (in lacs)
32	0.5	16

For MS(R) Research

Total number of students for MS(R) Program	Budget per student (Rs. In Lacs)	Total (in lacs)
6	1	6

For PhD Research

Total number of students for PhD program	Budget per student (Rs. In Lacs)	Total (in lacs)
54	1	54.0

Annual Maintenance Contract (AMC) of Equipments	5.0
Miscellaneous Office Operating Expenses	3.0
Total budget requested under NPN head (Rs. In Lacs) =	91.8

Annexure III

Proforma for requesting funds for procurement of Furniture (PLN05) (2016-2017)

S. No.	Items proposed to be purchased	Approximate cost (₹ in Lacs)	Location (Room No. / Lab name)	Purpose	Proposed Furniture
1	Custom Computer Desk (~15 feet x 3 feet)	0.5	I-232 (Molecular Modeling Lab) (DS)	To place five high performance rack servers	
2	Table (2)	2.0	UG Lab, BRL (SM)	For keeping small equipments	
3	Table	0.25	Metagenomics (SS)	For keeping small equipments	
4	White board (4)	1.2	Instrumentation Lab, WTL, I-135(Zia)		
5	Notice Board (3)	0.80	Departmental Notice Board		
6	Chairs (8)	0.40	Documentation Unit		
7	Display Board	1.5	Departmental Faculty name Display		
8	Lab stool (20)	0.8	Instrumentation lab (Zia)		
9	Heavy duty Table (3)	1.5	Instrumentation lab (Zia)		
10	1 cabinet for animal cell culture lab	0.2	Animal cell culture lab (RK)		
11	Stools Six in I-231 Pilot plant	0.06	Pilot plant		
12	Chairs Six in I-231 Pilot Plant	0.12	Pilot Plant		
13	Office Table	0.75	AM		
14	Godrej office chair	0.25	AM		
15	Godrej office chair	0.25	AN		
16	Dustbin	0.021	AN		
17	Office Table	0.75	I-229	Replacement of old office table which is eaten away by termites.	New office table for AKS
18	1 wooden cabinet for office	0.4	Office (RK)		
TOTAL		10.95			