

Department of Biochemical Engineering and Biotechnology
Curriculum Review & Development (03/2016-17)

November 16, 2016

The 3rd Departmental Curriculum Review & Development Meeting of 2016-17 was held on 15th November 2016 at 3:00 pm in the Departmental Committee Room (I-230). The following members were present:

1. Prof. Atul Narang	Chairman
2. Dr. Durai Sundar	Member
3. Dr. Shilpi Sharma	Member
4. Dr. Preeti Srivastava	Member
5. Dr. Ashish Misra	Member
6. Prof. Saroj Mishra	Special Invitee
7. Dr. Ritu Kulshrestha	Special Invitee
8. Dr. Stefan Oehler	Special Invitee

The committee deliberated on the following agenda items.

1. Discussion on the lab component (list of experiments along with the chemicals required and budget) for the core Departmental courses.

The courses Molecular Biology and Genetics and Recombinant DNA technology were discussed. Some overlap was observed in the chemicals listed. The Faculty coordinators were requested to revisit the calculations and finalize the budget for the two courses. The faculty coordinators for the remaining core courses were requested to compile the information pertaining to the lab component in a similar way.

Head requested that estimates for all core courses be finalized during the week of major exams (Nov 21-25) since it may be necessary to purchase some items in this financial year.

2. Discussion on the equipment purchase from PLN03

For 4 items (shown in red in Annexure 1), the unit prices quoted by vendors (column 7) exceeded the estimated unit prices in the PFCs (column 4). It was decided that committee members would meet with the vendors for price negotiation.

Only two items (shown in green in Annexure 1) have been purchased so far. Head requested the faculty buyers to expedite the purchasing process since Planning may confiscate unspent funds on December 31.

Preeti Srivastava

Annexure 1: Status of PLN03 purchases

S. No	Equipment	Units	Unit cost in PFC	Total cost	Buyer	Unit cost quoted by vendors	Balance left	status
1	Shaker Incubator	1	2	2	ZAS	-		In process
2	Microscope	8	0.25	2	SS	0.30/unit		In process
3	Weighing balance	2	1	2	AM			In process
4	Autoclave (small)	2	1	2	PS	64,000/unit	72,000	In process
5	Vortex	16	0.05	0.8	ZAS			In process
6	Minispin	16	0.05	0.8	AM	0.06/unit		In process
7	Water bath	2	0.5	1	AM			In process
8	UV spec	1	3.5	3.5	SS	4-4.5lakhs		In process
9	Fermenter	3	5	15	AN	5 lakhs/unit	Nil	In process
10	Gas analyzer	1	4	4	AN	2 lakhs	2,00,000	In process
11	Colony counter	2	0.4	0.8	SO	0.20 (Indian make)	40,000	In process
12	Horizontal gel tank	1	0.5	0.5	PS		Nil	3 tanks delivered
13	Power supply	1	0.5	0.5	PS		Nil	2 Items delivered
14	Dry bath	2	0.5	1	SO	0.6/unit	Nil	In process
15	Fridge, large	1	0.5	0.5	AN		Nil	In process