

Department of Biochemical Engineering and Biotechnology

Dated: 23rd Sept 2013

Minutes of the 3rd Departmental Faculty Board Meeting (2013-2014) held on 19th Sept 2013 at 03.00 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. V. S. Bisaria	Member
4.	Prof. G. P. Agarwal	Member
5.	Prof Saroj Mishra	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 2nd DFB meeting (2013-2014) held on 31st July 2013 and special DFB meetings held on 8th Aug 2013 and 12th September 2013.

The minutes were confirmed with the following changes:

Minutes of 2nd DFB meeting dated 31st July 2013

The duties of staff members were confirmed as per Annexure I.

Minutes of special DFB meeting dated 31st July 2013

- Prof Prashant Mishra's name was added to the list of members who attended the meeting.

- “Bioinformatics (with a background in Biotechnology)” was included as an acceptable major under ‘M.Tech qualifying degree’ category.
- Under “Norms for Allotment of PhD students to Faculty members” second point was modified as “The allotment of more than two (up to a maximum of four *additional...*)”.
- Under “Norms for recruitment of Part-Time students with experience of working in sponsored projects with the Faculty members” modification was made as follows: “The relaxation can be upto 10% marks in the qualifying examination subject to the institute minimum”.
- In “Shortlisting criteria” the following was added “Other disciplines as seen fit by the DRC shortlisting Committee”.
- The following point was included “Individual SRC has the authority to put forth its choice of courses for the respective student”.

2. Matters arising out of above meeting.

Special DFB meeting dated 31st July 2013

- A sub-committee, with Dr. D. Sundar as coordinator, was constituted (other members: Dr. Atul Narang, Dr. Preeti Srivastava and Dr. Z. Ahmmad) to revise the syllabus of Comprehensive examination of the department to reflect current trends in the subjects.
- It was decided that the departmental written comprehensive examination be conducted every year after a week of Major examinations of Semester I.

3. Courses to be offered in Semester II, 2013-2014

The courses to be offered in Semester II, 2013-2014 was decided as per Annexure II. The time table in-charge was requested to upload the same. *(Act: Time Table I/c)*

4. Allotment of labs to new PhD students.

Lab allotment was done to fresh Ph.D. and M.S.(R) students as per Annexure III.

5. Discussion on proposal to merge BPGS and BUGS to form a Board for Academic Programmes

The board unanimously considered it to be a good suggestion and agreed with the proposal *in toto*. (Act: Head)

6. Nomination for Amit Garg Memorial Award

The board decided to send the nominations of Ms Kankana Kundu and Ms Guneet Kaur for Amit Garg Memorial Award. (Act: Head)

7. Nomination for BOSS award and Ujjal Jeewan Charitable Trust Award.

The board nominated Mr C. S. S. Pavan (2008BB50011) for BOSS award and Ms Sukriti Gupta (2008BB50031) for Ujjal Jivan Charitable Trust award for the session 2012-2013. (Act: Head)

8. Nomination for Shiv Raj Nandan Sinha Medal for the session 2012-2013.

No nominations were received for Shiv Raj Nandan Sinha Medal for the session 2012-2013.

9. Comments / feedback on proposal to float new course by the Department of Computer Science and Engineering (CSL819 Advanced Distribution Systems)

No comments were received on the course proposal.

10. Comments / feedback on proposal to float new elective course by Department of Humanities and Social Sciences (HUL821 Performance – theory and practice)

No comments were received on the course proposal.

11. Discussion on recommendations of the Department Undergraduate committee (DUGC) on the revision of course structure for implementation under the new curriculum

- the overall credit structure for B.Tech. component proposed by the DUGC was approved by the DFB

- the proposed courses under Departmental Core (DC) category was approved by the DFB

- the proposed courses under the Program Core (DC) for 12 credits (under the dual degree component) was deferred for discussion at a later date

- It was decided that the Course Templates for all the courses (format available at the DBEB DUGC webpage - <http://privateweb.iitd.ac.in/~sundar/curriculum>) will be prepared by the concerned faculty (as detailed in Annexure A-3 of the DUGC recommendations), and the .doc file emailed to Dr. Sundar for uploading in the DUGC webpage by 10th Oct 2013. Faculty members are expected to go through the templates for all the courses and provide their comments in the next DFB meeting that will be scheduled within couple of weeks' time after 10th Oct 2013.

The board authorized the HOD to forward the above recommendations to Dean Academics. *(Act: Head)*

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

- Comments / feedback on proposal to float new courses by Department of Mathematics (MAL742, 743, 751, 761, 861, 862)

No comments were received on the course proposal.

- Head informed the board of an upcoming event, Indo-France Technology Summit and Technology Platform, to be held from 23-24th Oct 2013 at Hotel The Lalit, Barakhamba Road, New Delhi, and requested for nominations for participation from faculty members.
- The compiled feedback sent by all faculty members for FIST proposal, in continuation to the discussion in special DFB meeting held on 12th September 2013, was projected.

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

Shilpi Sharma
Convenor

All Faculty members

Annexure I
Allotment of duties to staff members

Laboratory Organization		
<u>100 - Level Floor</u>	I/c	Staff Members
a) Bioprocess Lab. (I-103)	AKS	Mr. D. V. Sharma, A. Raju, Mr. Ratan
b) Downstream Processing Lab. (I-127)	GPA	Mr. Kishan Chand
c) Metagenomics Lab. (I-128)	TRS	Mr. Kishan Chand
d) Waste Treatment Lab. (I-121)	TRS	Mr. Kishan Chand
<u>200 - Level Floor</u>		
a) Biochem. Res. Laboratories	SM, PM	Mr. Sumeet Kapoor, Mr. Ram Gopal, Mr. Hari Lal (half day)
d) Radioactive & Photography Lab.	AN	Mr. Mukesh Anand, Mr. Ram Gopal
e) Molecular Modeling Lab (I – 232)	DS	
f) BTIS (I-233 A)	AKS	Mr. Sanjeev
g) Bioinformatics Lab (I-233 B)	AKS	Mr. Sanjeev
h) Instrumentation Labs. (I-233 C) (I-231)	GPA, ZA	Mr. Mukesh Anand, Mr. Rajiv Dahiya, Mr. Sanjeev
i) COE lab (I-232 A)	AKS	Mr. Mukesh Anand
j) Documentation Unit	TRS (Head)	Mrs. Neera Verma, Mr. Sita Ram
<u>300 - Level Floor</u>		
a) Enzyme Engg. Lab & Enzyme Process Lab. (I-329 & 337)	PM	Mrs. Renu Sethi, Sanjeev (2 nd half)
b) Molecular Machines & Bioenergetics Lab	SN, RE	Mr. Bhagwan Singh
c) M. Tech. Bioscience Lab. I (I-321)	PM	Mr. Bhagwan Singh, Sanjeev (2 nd half)
<u>Pilot Plant Block</u>		
a) Pilot Plant Floor I	Head (Coordinator), VSB, AKS, AN	Mr. Hari Lal (half day)
b) Pilot Plant Ground Floor	Head (Coordinator), VSB, AKS, AN	
<u>Ground Level Rooms. I/c Prof. G. P. Agarwal</u>		
a) Computation Lab. (I-132)	AKS	Mr. Swaraj
b) Bioscience Lab II (I-130)	AN, RK	Mr. Dahiya
c) RNA Laboratory-II	RK, AN	Mr. Dahiya
d) M. Tech. BCE Lab (I-31)	RE	Mr. S. P. Rana, Mr. Swaraj
e) DSP Lab (I-33)	ZA	Mr. S.P. Rana, Mr. Swaraj
f) Plant Cell Culture Lab. I (I-27)	AKS	Mr. S. P. Rana, Mr. Swaraj
g) Plant Cell Culture Lab II (I-24)	AKS	Mr. S. P. Rana, Mr. Swaraj
h) Pharmaceutical Biotechnology Lab (I-25)	VSB, AKS	Mr. Swaraj
i) RNA Lab-I (I-26)	PS	Mr. Dahiya, Mr. Swaraj
j) Animal Cell Culture Lab. (I-32)	PKRC	Mr. S. P. Rana
<u>Other Facilities</u>		
a) Office Complex	Coordinator: Head, DBEB	Ms. Neelam, Ms. Kirti, Mr. Sita Ram
b) Seminar Room	Coordinator: Head, DBEB	Mr. Sita Ram
c) Committee Room	Coordinator: Head, DBEB	Mr. Sita Ram
d) Stores	AN (Faculty I/c)	Mr. Inderjeet, Stores Superintendent, Mr. Rehman

Annexure II
Courses to be offered in semester Sem II (2013-2014)

Slot	Course No.	Description	L-T-P	Credit	Coordinator/ Associated Faculty
B	BEL102	Bioprocess Calculations	3-1-0	4.0	PKRC / ZA
D	BEL110	Molecular Cell Biology	3-0-0	3.0	PM / SS
F	BEL204	Molecular Biology & Genetics	3-0-3	4.5	RK
H	BEL302	Fluid Solid Systems	3-0-0	3.0	ZA
E	BEL401	Bioprocess Technology	2-0-0	2.0	VSB
D	BEL311	Physical and Chemical Properties of Biomolecules (DE-1)	2-1-0	3.0	RE
D	BEL421	Metabolic Regulation and Engineering (DE1)	3-0-0	3.0	JG / VSB
J	BEL411	Food Science and Engineering (DE2)	3-0-0	3.0	SC
J	BEL419	Enzyme-catalyzed Organic Synthesis (DE2)	2-0-2	3.0	MNG
H	BEL418	Bioinformatics (DE3)	2-0-2	3.0	DS
B	BEL702	Bioprocess Plant Design	3-0-4	5.0	TRS
F	BEL703	Downstream Processing in Biotechnology	3-0-4	5.0	AN
D	BEL711	r-DNA Technology (PE1)	2-0-4	4.0	SM
D	BEL712	Plant Cell Technology (PE1)	2-0-2	3.0	AKS / SS
E	BEL721	Bionanotechnology (PE2)	3-0-0	3.0	PM
H	BEL718	Combinatorial Biotechnology (PE3)	3-0-0	3.0	PS
P	BES350	Independent Study (BB)	0-3-0	3.0	VSB
E	BER350	Professional Practices (BB)	0-1-2	2.0	VSB
P	BEC750	Seminar (BB)	1-0-0	0.0	RE
P	BED800	Major Project	0-0-80	40.0	AN
P	BED851	Major Project Part 1 (BB)	0-0-12	6.0	RK
P	BED852	Major Project Part 2 (BB)	0-0-28	14.0	RK
P	BED854	Major Project Part 2 (BB)	0-0-32	16.0	RK
P	BET450	Practical Training (BB)	0-0-0	0.0	AN / DS

Annexure III

Lab Allotment to 2013 entry Ph.D. students

Name of student	Supervisor	Lab
Apoorva Verma (BEZ138023)	PM	BRL
Richa Sharma (BEZ138026)	SS	BRL
Sakshi Aggarwal (BEZ138027)	SM	BRL
Siddhi S. (BEZ138029)	PKRC	Animal Cell Culture
Sonam Takkar (BEZ138030)	RK	RNA II

Lab Allotment to 2013 entry M.S(R) students

Name of student	Supervisor	Lab
Deepak Tewari (BEY137502)	GPA	Downstream Processing lab
Gaurav Sinsinbar (BEY137503)	PM	Enzyme Engg lab
Kavita Sharma (BEY137504)	TRS & AKS	Process lab
Kunal Gupta (BEY137505)	GPA	Process lab
Manisha Lamba (BEY137506)	ZA	Waste Treatment Lab
Peeyush Kumar (BEY137508)	VSB	Plant cell culture lab
Sanjay Singh (BEY137510)	PM	BRL