

Department of Biochemical Engineering and Biotechnology

Dated: 16th May 2014

Minutes of the 8th Departmental Faculty Board Meeting (2013-2014) held on 12th May 2014 at 9.30 a.m. in the Departmental Committee Room (I-230). Following members were present:

1.	Prof. T. R. Sreekrishnan	Chairman
2.	Prof. Subhash Chand	Member
3.	Prof. M. N. Gupta	Member
4.	Prof. V. S. Bisaria	Member
5.	Prof. G. P. Agarwal	Member
6.	Prof. Saroj Mishra	Member
7.	Prof. A. K. Srivastava	Member
8.	Prof. P. K. Roychoudhury	Member
9.	Prof. Prashant Mishra	Member
10.	Dr. D. Sundar	Member
11.	Dr. Ritu Kulshreshtha	Member
12.	Dr. Ravikrishnan Elangovan	Member
13.	Dr. Z. Ahammad	Member
14.	Dr. Preeti Srivastava	Member (& Officiating Convenor)

1. Confirmation of minutes of DFB Meeting No. 7 (2013-2014) held on 24th March 2014

The minutes of special DFB meeting held on 24th March 2014 were confirmed as circulated as there were no comments received on the same.

2. Matters arising out of above meeting.

Item No 12 Any other item with the permission of the Chair.

Head requested all lab in-charges to assign the duty of maintenance of stock and usage of hazardous / toxic chemicals to one of the lab members in their respective labs. The latter in turn will be responsible for regularly updating the records with the departmental coordinator, Mr. Sumit Kapoor.

3. Moderation of grades for semester II, 2013-2014.

Grades for courses for the Semester II, 2013-2014 were moderated by the board, and approved by Head.

4. Nomination for Distinguished Alumni Award and Distinguished Alumni Service Award for the year 2014.

No suggestions were received for Distinguished Alumni Award and Distinguished Alumni Service Award for the year 2014.

5. Nomination for Ujjal Jivan Charitable Trust Award

The board deliberated on the nominations received for Ujjal Jivan Charitable Trust Award. Ms Kanika Khanna was nominated for the award. Head was requested to pass on the information to the concerned authorities. *(Act: Head)*

6. Note received from Chief Fire Officer, Delhi Fire Service, with recommendations for fire and lab safety.

A committee was constituted comprising of Prof. A. K. Srivastava, Dr. Ravikrishnan Elangovan and Dr. Z. Ahammad for point wise implementation of the recommendations put forth by Chief Fire Officer, Delhi Fire Service.

7. Comments / feedback on proposal to float new elective courses

- CYL735 Biosynthetic approach towards natural products, and CYL801 Molecular modeling and simulations: Concepts and Techniques, by Department of Chemistry

It was noted that the total lecture hours did not sum up to 42. Head was requested to communicate this to the concerned authorities. *(Act: Head)*

- BML735 Biomedical Signal and Image processing, BML750 Point of Care Medical Diagnostic devices, and BML770 Fundamentals of Biomechanics.

No comments were received on the same

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

In response to the recent call for support under DST-FIST programme, a committee comprising of Prof. Saroj Mishra, Prof. A. K. Srivastava, Dr. Atul Narang, Dr. D. Sundar and Dr. Z Ahammad was constituted to draft a proposal highlighting the strengths of the department. It was

decided that submitting the proposal the same may be circulated to all faculty members and discussed in DFB for inputs from all.

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

Preeti Srivastava
Officiating Convenor

All Faculty members