

**Department of Biochemical Engineering and Biotechnology**

**Minutes of the Departmental Faculty Board Meeting (v2)**

(DFB-02/2021-2022)

October 13, 2021

The second meeting of the *Departmental Faculty Board* for the academic session 2021-2022 was held during **October 06, 2021** through video conferencing (Microsoft Teams in the *DBEB FB channel*).

The following members were present:

Prof. D. Sundar	Chairman
Prof. Sunil Nath	Member
Prof. Prashant Mishra	Member
Prof. Atul Narang	Member
Prof. Shilpi Sharma	Member
Prof. K.J. Mukherjee	Member
Prof. Preeti Srivastava	Member
Prof. Ravikrishnan Elangovan	Member
Prof. Ashish Misra	Member
Prof. Rohan Jain	Member
Prof. Ishaan Gupta	Member
Prof. Madhuresh Sumit	Member
Prof. Ritu Kulshreshtha	Convener

**1. Confirmation of the minutes of the 1<sup>st</sup> meeting of the DFB for the session 2021-2022 held on July 26, 2021.**

The minutes of the meeting was confirmed as circulated.

**2. Matters arising out of the minutes of the above meeting**

*Item 10: To form a policy for the PhD supervision and Project PI-ship of sponsored projects by retiring faculty.*

*A comment was received on this item from Prof. Prashant Mishra (Annexure - 1). The DFB also noted the comments of the Director (Annexure - 2). It was decided to defer this item for a future meeting when the decision from Administration is conveyed to the Department.*

**3. Courses to be floated in Semester 2, 2021-2022**

The Board finalized the courses to be floated in Semester 2, 2020-21 as given in **Annexure - 3**.

**4. Pending core laboratory courses / practical component of core courses**

The details of the lab courses that are pending from the previous semesters was presented by the HoD (**Annexure - 4**). It was recommended that the concerned Course Coordinators may work out a plan and be ready to offer these either in December 2021 or in Sem 2, 2021-2022 or the period immediately following the next semester, as some of the courses will have to be completed by the students graduating in summer 2022.

## 5. Revision to M.Tech proposal pursuant to discussions in BERP and BAP.

The Faculty Board agreed to move one of the elective courses from the 1<sup>st</sup> semester to the 3<sup>rd</sup> semester as suggested in the BAP. It was decided to revise the course structure accordingly and submit the updated proposal to Dean (Academics) for further processing.

## 6. Budget (PLN03, NPN05 and PLN03F).

The Faculty Board noted that the following purchases from PLN03 were not going through for one reason or the other:

Sl.	Item	Amount (in lacs)	Faculty Buyer
1	Ice Machine	2.0	RJ
2	-80°C Freezer	5.0	IG
3	Diaphragm Pump AQU8871	1.0	AN
4	UPS 40 KVA	1.6	AM

It was noted that this would release Rs. 9.6 lacs for new purchases. The board recommended the purchase of 40 KVA - UPS from **PLN03** (~Rs. 6 lacs).

*(Action: Prof. AM)*

It was also decided that the utilization of the balance amount would be decided after the settlement of the purchases that has already gone through.

The faculty buyers of the following items were requested to settle the final Form NCs at the earliest possible date:

Sl.	Item	Amount (in lacs)	Faculty Buyer
1	Pipette set	2.5	PS
2	-20°C Freezer	0.7	IG
3	Electrochemical workstation	2.5	LED
4	Rotary Shaker	1.0	LED
5	CO2 Resistance Shaker	5.0	MS
6	4°C and -20°C interconvertible Fridge	0.4	MS
7	Pipette filler (1-50 ml) and Micropipette	0.9	MS
8	Laptop	0.75	AM

*(Action: Concerned faculty buyers)*

The board also recommended the following purchases from **NPN05**:

Sl.	Item	Amount	Lab	Faculty Buyer
1	75 nos. of batteries installed with 05 nos. of 10 KVA ups in different lab ( <b>U.G lab, M.Tech. lab, UPS room, Instrumentation lab, bioprocess lab</b> ) needs to be replaced as there is back up issue in UPS. The batteries were replaced in March 2018.	<b>Rs. 2,02,500</b>	<b>U.G lab, M.Tech. lab, UPS room, Instrumentation lab, Bioprocess lab</b>  (Request submitted by Mr. Rajeev K Dahiya)	To be identified by email circulation

2	Replacement of Distribution block for Genpure <b>Thermo MilliQ water purification system</b>	<b>Rs. 32,000</b>	<b>Instrumentation Lab</b> (Request submitted by Mr. Ziauddin Ansari)	KJ / AM
3	Replacement of Purge Valve for <b>1100 HPLC</b>	<b>Rs. 31,000</b>	<b>Instrumentation Lab</b> (Request submitted by Mr. Ziauddin Ansari)	KJ / AM

#### **7. Status of purchases from funds allocated under IoE grant.**

It was informed by the HoD that the request for change in equipment to be purchased from IoE grant was submitted to Dean (Planning) on September 24, 2021 and the approval is still awaited. It was also noted that the status of purchase of the two items (NIR with probes and Spectrofluorometer with probes) were in final stages for placing the P.O.

#### **8. Generating revenue through user charges for the maintenance of equipment.**

The HoD presented a rough break-up of departmental expenses generally met from NPN05 funds each year. This included ~Rs. 4 lacs towards AMC, ~Rs. 4.5 lacs towards repairs, gas, biowaste collection, spares, etc, ~Rs. 3 lacs towards chemicals/consumables for laboratory courses and ~Rs. 2 lacs towards office-running expenses. With reduced funding under NPN05 budget head, the need for developing a sustainable funding model for the maintenance of shared equipment to keep the instruments up and running was agreed. The board also felt that it is important to develop a policy for generating revenue (including collecting user fees from PIs within the Institute and also the department). The faculty board could come up with the pricing based on hours of instrument time/ consumables involved/ maintenance, etc and the PIs could pay the user fees from their sponsored projects/PDF, etc. It was agreed that only such a model will help the department to recover the costs towards consumables/maintenance, etc. The board also emphasized the need for understanding whether sharing of departmental equipment with the CRF has yielded any benefits.

#### **9. Reconstitution of some Departmental-level Committees and departmental representatives to some Institute bodies.**

The board made the recommendations as given in **Annexure - 5**.

#### **10. Request received from departmental alumni for using Bioprocess Lab space and equipment.**

It was decided that the proposal submitted by the departmental alumni be reviewed by Prof. Madhuresh Sumit and Prof. Ritu Kulshreshtha and it can be considered if the compliances are clearly met.

*(Action: Prof. MS, RK and AN)*

**11. Allocation of faculty office space (I-126).**

The board recommended the allotment of the faculty office space (I-126) to Prof. Ishaan Gupta.

**12. To report the matters for information of the Faculty Board.**

The HoD informed the board that Prof. Preeti Srivastava has been temporarily allowed to use the lab space I-27 for accommodating her new research students.

**13. Any other item with the permission of the Chair.**

The BTP Coordinator Prof. Ishaan Gupta presented the different models for BTP evaluations scheduled for Oct 08-09, 2021 and the board agreed that two interdisciplinary committees may be formed that has a mix of faculty members from both biochemical [engineering](#) and biotechnology in each of them.

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

**Ritu Kulshreshtha**  
Convener, DFB

**Distribution**

All Faculty (by email)

Subject **Dissent note against proposed changes for to be retiring faculty**  
From Prashant Mishra <Prashant.Mishra@dbeb.iitd.ac.in>  
To D Sundar (Head, DBEB, IIT Delhi) <hoddbeb@admin.iitd.ac.in>  
Cc Dean (Academics) <deanacad@admin.iitd.ac.in>, Sunil Kumar Khare <deanrnd@admin.iitd.ac.in>, Director IIT Delhi <director@admin.iitd.ac.in>  
Date 03-08-2021 11:48



- DFB-Minutes-2021-2022-1.pdf(~243 KB)
- Annexure - 6.docx(~101 KB)

Dear Prof. Sundar,

This is with reference to the recommendations as per item No 10 Minutes of DFB 01/2021-2022 dated 26th July (copy of minutes and relevant Annexure enclosed)

I disagree with proposed changes with respect to the retiring faculty:

- Where 5 years of remaining service has been made mandatory for recruiting independent Ph.D. students.
- Where 4 years of remaining service has been made mandatory for the submission of a project as independent PI. This has also been made unclear.

Kindly note that the above proposed changes are retrogressive for the Department. Since currently a very few faculty members are being affected by these norms, it has been passed by the majority 'Vote of Silence' and voice of dissent has been ignored. In fact we have well established Institute norms for to be retiring faculty that is followed across the Institute and should be followed in our Department as well. In case the Institute feels any such requirement for change, it should be evolved and followed across the Institute. In view of this, I am also copying this mail with a request to Dean Academics, Dean R & D and the Director so that a common policy is being implemented across the Institute.

With best regards,

Prashant

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Prashant Mishra, Ph.D.

Professor

Department of Biochemical Engineering and Biotechnology

President, Student Incubation Cell, Faculty In-Charge, Entrepreneurship Cell

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<http://scholar.google.co.in/citations?user=pCOEvOIAAAAJ>

<http://web.iitd.ac.in/~pmishra/>

Subject **Re: Dissent note against proposed changes for to be retiring faculty**  
From Prof. V.Ramgopal Rao <director@iitd.ac.in> <director@iitd.ac.in>  
To Prashant Mishra <Prashant.Mishra@dbeb.iitd.ac.in>  
Cc D Sundar (Head, DBEB, IIT Delhi) <hoddbeb@admin.iitd.ac.in>, Dean (Academics) <deanacad@admin.iitd.ac.in>, Sunil Kumar Khare <deanrnd@admin.iitd.ac.in>, Director IIT Delhi <director@admin.iitd.ac.in>, Registrar <registrar@admin.iitd.ac.in>, Prof. Sudipto Mukherjee <deanf@admin.iitd.ac.in>  
Reply-To <director@iitd.ac.in>  
Date 06-08-2021 14:16

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I suggest let's discuss this as an agenda item in the ECS. Until such a time, please keep the execution in abeyance. We need uniform policies for such matters in the Institute.

Requesting Registrar to keep this as an agenda item for the next ECS meeting.

Warm regards,  
Ramgopal Rao

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Prof. V. Ramgopal Rao  
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Hauz Khas, New Delhi-110 016, INDIA  
Tel:+91-11-2659 1701, +91-11-2658 2020 (W)  
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Web: <http://www.ee.iitb.ac.in/~rrao>

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On Tue, 3 Aug, 2021, 11:48 am Prashant Mishra, <[Prashant.Mishra@dbeb.iitd.ac.in](mailto:Prashant.Mishra@dbeb.iitd.ac.in)> wrote:

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Kindly note that the above proposed changes are retrogressive for the Department. Since currently a very few faculty members are being affected by these norms, it has been passed by the majority 'Vote of Silence' and voice of dissent has been ignored. In fact we have well established Institute norms for to be retiring faculty that is followed across the Institute and should be followed in our Department as well.

In case the Institute feels any such requirement for change, it should be evolved and followed across the Institute. In view of this, I am also copying this mail with a request to Dean Academics, Dean R & D and the Director so that a common policy is being implemented across the Institute.

With best regards,

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Prashant Mishra, Ph.D.

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<http://scholar.google.co.in/citations?user=pCOEvOIAAAAJ>

<http://web.iitd.ac.in/~pmishra/>

## Courses to be floated in Semester 2, 2021-2022

### Departmental Core Courses (DC)

SI	Course Number	Course Title	L - T - P Structure			Credits	Course Coordinator	Slot
			L	T	P			
1	BBL431	Bioprocess Technology	2	0	0	2	ZAS	J
2	BBL432	Fluid Solid Systems	2	0	0	2	SN	H
3	BBL433	Enzyme Science and Engineering	3	0	2	4	KJM	D
4	BBL434	Bioinformatics	2	0	2	3	IG	F
5	BBQ301	Seminar Course – I	0	0	2	1	RE	P
6	BBQ302	Seminar Course – II	0	0	2	1	DS	P
7	BBD451	Major Project Part 1 (BB1)	0	0	6	3	IG	
8	BBD451	Major Project Part 2 (BB1)	0	0	16	8	IG	

### Program Core Courses (PC)

SI	Course Number	Course Title	L - T - P Structure			Credits	Course Coordinator	Slot
			L	T	P			
1	BBL736	Dynamics of Microbial Systems	3	0	0	3	AN	B
2	BBD851	Major Project Part 1 (BB5)	0	0	12	6	RK	
3	BBD852	Major Project Part 2 (BB5)	0	0	28	14	RK	

### Departmental Elective (DE)

SI	Course Number	Course Title	L - T - P Structure			Credits	Course Coordinator	Slot
			L	T	P			
1	BBL341	Environmental Biotechnology	3	0	0	3	SM	B
2	BBL342	Physical and Chemical properties of Biomolecules	2	1	0	3	MS	J
3	BBL443	Modeling and Simulation of Bioprocesses	3	0	2	4	AM	F

### Program Elective Courses (PE)

SI	Course Number	Course Title	L - T - P Structure			Credits	Course Coordinator	Slot
			L	T	P			
1	BBL742	Biological Waste Treatment	3	0	2	4	TRS	B
2	BBL745	Combinatorial Biotechnology	3	0	0	3	PS	J
3	BBL746	Current Topics in Biochem Engg & Biotech	3	0	0	3	LED	H
4	BBL747	Bionanotechnology	3	0	0	3	PM	E
5	BBL749	Cancer Cell Biology	3	0	3	4.5	RK	F
6	BBL751	Biotechnology Entrepreneurship	2	0	0	2	RE	H

Note: BTech students need to complete 10 credits of DE and dual degree students need to complete 12 credits of PE. The BTech students can also register for PEs to complete their DE requirement.

### MSR Course

SI	Course Number	Course Title	L - T - P Structure			Credits	Course Coordinator	Slot
			L	T	P			
1	BBD895	Major Project	0	0	72	36	KJM	

### Course to be floated in the Non-Graded Unit (NGU) System and NOT in the ERP

SI	Course Number	Course Title	L - T - P Structure			Credits	Course Coordinator	Slot
			L	T	P			
Design and Practical Experience (DPE) for BBD and BBT							AM	



## List of pending lab courses to be completed

Sl	Course Number	Course Title	L - T - P Structure			Credits	Sem 1, 2020-21	Sem 2, 2020-21	Sem 1, 2021-22
			L	T	P				
1	BBL131P	Principles of Biochemistry	0	0	3	1.5	PM		PM
2	BBL132P	General Microbiology	0	0	3	1.5	SS		SS
3	BBL231P *	Molecular Biology and Genetics	0	0	3	1.5	PS		PS
4	BBP332 *	Bioprocess Engineering Lab	0	0	3	1.5	ZAS		AN
5	BBL433P *	Enzyme Science and Engineering	0	0	2	1.0		KJ	

\* required to be offered for 2018-entry BB1 students who would graduate in summer 2022

Student strength (2018-entry) - 42  
 Student strength (2019-entry) - 64  
 Student strength (2020-entry) - 68

>50% students (# 24) from 2018-entry batch have already onboarded and are in the hostels now.

~50% students from 2019-entry batch should have onboarded in the first week of October and will be in the hostels till December.

Last updated: Oct 06, 2021

**Departmental representatives to Institute bodies, constitution of DRC and nomination of faculty for handling various departmental responsibilities.**

The faculty board made the following recommendations for the session 2021-2022

**Departmental responsibilities – Faculty in-charge(s)**

Faculty Board Convener	Ritu Kulshreshtha
Program Coordinator (PhD)	KJ Mukherjee
Program Coordinator (MSR)	KJ Mukherjee
Program Coordinator (UG)	Ravikrishnan Elangovan
Coordinator, Major Term Project (MTP)	Ritu Kulshreshtha
Coordinator, Major Term Project (BTP)	Ishaan Gupta
Postdoc Faculty Mentor	Ishaan Gupta
Time Table in-charge	Preeti Srivastava
Departmental Stores (including signing on Form-C/NC of Institute/IRD/FITT projects)	HoD
Lectures and Seminars	Ritu Kulshreshtha and Madhuresh Sumit
Departmental Library	Prashant Mishra
Departmental Reports	HoD
Departmental Society (BETA – Biochemical Engineers and Technologists Association)	Ravikrishnan Elangovan and Madhuresh Sumit
Department website	HoD
Coordinator of DBT HRD Grant (MI02019)	PI – Shilpi Sharma Co-PI – Ravikrishnan Elangovan
Coordinator of DST FIST Grant (RP03103)	PI – Atul Narang Co-PI – Ziauddin Shaikh Ahammad
Chairman, IRD Selection Committees	T.R. Sreekrishnan
Inventory control for items purchased from Institute funds	1) Concerned faculty member, in case the inventory item is housed in their own lab space 2) Staff member, in case the item is housed in the shared space of the department

**Departmental nominees to Institute Bodies**

Board of Academic Programs (BAP)	T. R. Sreekrishnan and Preeti Srivastava
Board for Industrial Research & Development (BIRD)	D. Sundar
Academic Interaction Council (AIC)	T. R. Sreekrishnan
Computer Users Committee (CUC)	Ashish Misra
High Performance Computing (HPC) facility	Ishaan Gupta
Advisory Committee of Library (ACL)	Atul Narang
Alumni Affairs	Ravikrishnan Elangovan

Coordinator, Gender Advancement for Transforming Institutions (GATI)	Preeti Srivastava
Coordinator for Training and Placement (TnP)	Ravikrishnan Elangovan
Faculty Affairs	Madhuresh Sumit
Environmental Health and Safety Unit (EHLSU)	Ziauddin Shaikh Ahammad
Safety and Disaster Management Committee	Ziauddin Shaikh Ahammad
Institutional Biosafety Committee (IBSC)	Ritu Kulshreshtha (Internal Expert) Preeti Srivastava (Member Secretary)
Institute Website Committee	Ashish Misra
Institute course on Introduction to Engineering (NIN100)	T.R. Sreekrishnan
Institute course on Professional Ethics and Social Responsibility (NEN100 and NEN101)	Ravikrishnan Elangovan
Annual Convocation 2021	Ritu Kulshreshtha, Ishaan Gupta and Madhuresh Sumit
SURA Evaluation Committee of IRD	Sunil Nath
Counseling process for female candidates	Ritu Kulshreshtha and Preeti Srivastava
Credit equivalence for exchange students	Preeti Srivastava (TT in-charge)
Open House 2022	Ishaan Gupta and Madhuresh Sumit
Tryst 2022	Ishaan Gupta and Madhuresh Sumit
Nomination to Senate for special knowledge	Ravikrishnan Elangovan

#### Departmental Research Committee (DRC)

1	Shilpi Sharma		Chairperson
2	D. Sundar	HoD	Ex-officio member
3	T. R. Sreekrishnan	Departmental representative to BAP	Member
4	Atul Narang		Member
5	KJ Mukherjee	PhD and MSR Coordinator	Member
6	Ritu Kulshreshtha	MTP Coordinator	Member
7	Ishaan Gupta	BTP Coordinator and Postdoc Faculty Mentor	Member
8	Preeti Srivastava	IBSC/Courses/Time Table in-charge	Member
9	Madhuresh Sumit		Member - Convener

\* Prof. Ritu Kulshreshtha will take over as *Chairperson* of DRC from Prof. Shilpi Sharma starting 27-12-2021

#### Other Standing Committees of the Department

Faculty Search Committee (FSC)	Atul Narang (Chair), HoD, Shilpi Sharma (Convener), KJ Mukherjee, Preeti Srivastava, Ashish Misra, Ishaan Gupta, Madhuresh Sumit
Standing Selection Committee (SSC) for Postdoctoral Fellows	HoD (Chair), Shilpi Sharma (DRC Chair), Ashish Misra, Madhuresh Sumit, Ishaan Gupta (Postdoc Faculty Mentor)
PhD/MSR recruitment committee	DRC members and all faculty who are interested in hiring students
Design/Practical Experience (DPE) Non-graded Units (NGU) committee	Ashish Misra (Chair and Convener), Ravikrishnan Elangovan, Madhuresh Sumit, Ritu Kulshreshtha

Departmental Undergraduate Committee (DUGC)	T.R. Sreekrishnan (Chair), HoD, Atul Narang, Ashish Misra, Shilpi Sharma, K.J. Mukherjee, Madhuresh Sumit, Preeti Srivastava (Convener)
Committee for evolving proposal for new M.Tech teaching program	T.R. Sreekrishnan (Chair), HoD, Atul Narang, Ashish Misra, Shilpi Sharma, K.J. Mukherjee, Madhuresh Sumit, Preeti Srivastava (Convener)
Committee for write-off of obsolete/unserviceable stores	Ziauddin Shaikh Ahammad, Ashish Misra, Ishaan Gupta
Space Planning and Utilization (including relocation to the new building 99C1)	HoD, Atul Narang, Rohan Jain, Ashish Misra, Ziauddin Shaikh Ahammad, Preeti Srivastava
Class Committees for B.Tech/Dual Degree (Chairman/Member/Convener)	2017 Entry (DS / RK / RJ) 2018 Entry (TRS / RE / SS) 2019 Entry (AN / TRS / AM) 2020 Entry (PM / SN / PS) 2021 Entry (ZAS / IG / MS)
Special Advisors for weak students (UG)	T.R. Sreekrishnan, Preeti Srivastava, Ravikrishnan Elangovan, Ritu Kulshreshtha
Committee to scrutinize nominations received for B.Tech/M.Tech dual degree Awards to be given during the annual convocation	DRC
Departmental Safety Committee	Ravikrishnan Elangovan
MTP evaluation committee	DRC and all MTP mentoring supervisors
BTP evaluation committee	All BTP mentoring supervisors
Employees Welfare and Grievance (for Group B, C and D staff of the department)	T.R. Sreekrishnan, Atul Narang, Preeti Srivastava, Madhuresh Sumit
Covid Monitoring Committee	Ritu Kulshreshtha, Ishaan Gupta, Madhuresh Sumit

#### **In-charges of shared space of the department**

Instrumentation Lab	KJ Mukherjee and Ashish Misra
UG Lab	Preeti Srivastava and Madhuresh Sumit
Bioprocess Lab	Atul Narang and Madhuresh Sumit
Computation Lab – OLD (I-132)	HoD
Computation Lab – NEW (I-231)	Ishaan Gupta
Dark room	Preeti Srivastava
Radioactivity Lab	Atul Narang
Cold room (I-124)	Ziauddin Shaikh Ahammad
Cold room (I-302)	Shilpi Sharma

#### **Other in-charges**

Government e-Marketplace (GeM)	<ul style="list-style-type: none"> <li>• Sumeet Kapoor and Anish Raju for teaching-related purchases</li> <li>• Other regular staff members for purchases related to concerned shared labs</li> <li>• Concerned faculty members, for purchases where they are the buyers</li> </ul>
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