

Department of Biochemical Engineering and Biotechnology

Minutes of the Departmental Faculty Board Meeting

(DFB-03/2021-2022)

January 27, 2022

The third meeting of the *Departmental Faculty Board* for the academic session 2021-2022 was held during **January 27, 2022** through video conferencing (Microsoft Teams in the *DBEB FB channel*).

The following members were present:

Prof. D. Sundar	Chairman
Prof. T.R. Sreekrishnan	Member
Prof. Prashant Mishra	Member
Prof. Atul Narang	Member
Prof. K.J. Mukherjee	Member
Prof. Preeti Srivastava	Member
Prof. Ravikrishnan Elangovan	Member
Prof. Ashish Misra	Member
Prof. Lucinda E. Doyle	Member
Prof. Ishaan Gupta	Member
Prof. Ritu Kulshreshtha	Convener

1. Confirmation of the minutes of the 2nd meeting of the DFB for the session 2021-2022 held on October 06, 2021.

The minutes of the meeting was confirmed as circulated.

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

None.

3. Response to comments from BAP and other academic units on the new M.Tech proposal

The Board finalized the responses on the comments received from BAP and other academic units. The board authorized the HoD to forward this to Academics Section after incorporating the final inputs from Prof. Ishaan Gupta and Prof. K.J. Mukherjee.

4. Budget (PLN03, NPN05 and PLN03F).

The Faculty Board reviewed the status of purchases/settlement of bills from PLN03 and NPN05.

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

Budget Head	Sl.	Item	Buyer / Lab
NPN05	1	Biotic Waste Pvt Ltd (Disposal of Biowaste - for the period between 01/12/2020 to 30/11/2021) – Rs. 9,801/-	Sumeet / UG Lab
NPN05	2	Circulator Pump for ADI1018 (Replacement) - (Rs. 6,000)	Himanshu / Bioprocess Lab
PLN03	3	UPS 40 KVA 3 phase output with 30 min & 60 min backup	Ashish Misra / Instrumentation Lab

(Action: Concerned buyers / faculty lab incharges)

The board also recommended the following purchases from **PLN03**:

Sl.	Item	Amount	Lab	Faculty Buyer
1	Flake Ice Maker	Rs. 2.5 lacs	Instrumentation lab (Request submitted by Dr. Zia Ansari)	KJ
2	Flake Ice Maker	Rs. 2.5 lacs	UG Lab (Request submitted by Mr. Anish Raju)	PS
3	Microplate Reader	Rs. 4.5 lacs	Instrumentation Lab (Prof. Ritu to discuss with Prof. KJ to finalize the specifications)	RK

(Action: Concerned buyers to submit requisition to DBEB Stores for PFC formation)

5. To report the matters for information of the Faculty Board.

Prof. K.J. Mukherjee will be mentoring Mr. Aniket Patel (2017BB50053) for M.Tech Major Project Part 2 (BBD852) in the current semester.

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

Ritu Kulshreshtha
Convener, DFB

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