

Department of Biochemical Engineering and Biotechnology

Minutes of the Departmental Faculty Board Meeting

(DFB-01/2022-2023)

09/09/2022

The first meeting of the *Departmental Faculty Board* for the academic session 2022-2023 was held on **Thursday, September 08, 2022** at **2:45 PM** in the Committee Room of the Department

The following members were present:

Prof. Ritu Kulshreshtha	Chairperson
Prof. Durai Sundar	Member
Prof. T.R. Sreekrishnan	Member
Prof. Prashant Mishra	Member
Prof. Sunil Nath	Member
Prof. K.J. Mukherjee	Member
Prof. Atul Narang	Member
Prof. Shilpi Sharma	Member
Prof. Preeti Srivastava	Member
Prof. Ravikrishnan Elangovan	Member
Prof. Ziauddin Shaikh Ahammad	Member
Prof. Lucinda E. Doyle	Member
Prof. Ashish Misra	Member
Prof. Ishaan Gupta	Member
Prof. Kumari Priti Sinha	Member

1. Confirmation of the minutes of the DFB-06/2021-2022 held on 25 March, 2022.

The minutes of the meeting were confirmed as circulated.

2. Matters arising out of the minutes.

None

3. Nomination of departmental representatives to Institute bodies, the constitution of DRC and nomination of faculty for handling various departmental responsibilities for the new session 2022-2023.

The board made the recommendations for the session 2022-2023 as given in **Annexure - I**.

4. Suggestion of experts/evaluators to serve on the NBA accreditation panel to evaluate the DBEB Programs

The board made the recommendations for the experts/evaluators to serve on the NBA accreditation panel to evaluate the DBEB programs as given in **Annexure - II**.

5. Feedback/Comments to be provided on the Report of the Committee constituted by the Director to explore options for offering Online Degrees and Diplomas by IIT Delhi.

Prof. Sundar (Chairperson, Committee) apprised the Board with the details of the report of the Committee. The Board felt that a thorough planning and infrastructure was required before offering of online Degrees and Diplomas by IIT Delhi.

6. Inputs for the IITD-UAE Program

The Board overall welcomed the initiative however, it was felt that the Department is not yet prepared to launch any UG/PG program at IIT-AD. The Departmental faculty may individually participate in any UG/PG program or provide mentorship.

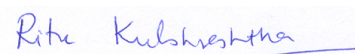
7. Discussion on the report of the Sub-Committee constituted to look into the proposed changes in the PhD Comprehensive Exam format.

Deferred for next meeting

8. Consideration of a new elective course titled 'Electromicrobiology and Bioelectrochemical Systems' developed by Prof. Lucinda Elizabeth Doyle

Deferred for next meeting

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



**Ritu Kulshreshtha
Chairperson, DFB**

Distribution

All Faculty (by email)

Annexure I

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 2022-2023

Departmental responsibilities – Faculty in-charge(s)

Faculty Board Convener	Ravikrishnan Elangovan
Program Coordinator (PhD)	Ravikrishnan Elangovan
Program Coordinator (MSR)	Lucinda E Doyle
Program Coordinator (MTech)	Preeti Srivastava
Program Coordinator (UG)	Priti Sinha
Coordinator, Major Term Project (MTP)	Preeti Srivastava
Coordinator, Major Term Project (BTP)	Priti Sinha
Postdoc Faculty Mentor	Shilpi Sharma
Time Table in-charge	Lucinda E. Doyle, Priti Sinha
Departmental Stores (including signing on Form-C/NC of Institute/IRD/FITT projects)	HoD
Lectures and Seminars	Ishaan Gupta
Departmental Library	KJ Mukherjee
Departmental Reports	HoD, Durai Sundar, Shilpi Sharma
Departmental Society (BETA – Biochemical Engineers and Technologists Association)	Ravikrishnan Elangovan
Department website	HoD, Ishaan Gupta
Chairman, IRD Selection Committees	Shilpi Sharma, Ziauddin Shaikh Ahammad
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)	Ishaan Gupta and Preeti Srivastava
Board for Industrial Research & Development (BIRD)	D. Sundar
Academic Interaction Council (AIC)	T. R. Sreekrishnan
Computer Users Committee (CUC)	Ishaan Gupta
High Performance Computing (HPC) facility	Ishaan Gupta
Advisory Committee of Library (ACL)	KJ Mukherjee
Alumni Affairs	Ravikrishnan Elangovan
Coordinator, Gender Advancement for Transforming Institutions (GATI)	Preeti Srivastava
Coordinator for Training and Placement (TnP)	Ravikrishnan Elangovan

Departmental Research Committee (DRC)

1	Prashant Mishra		Chairperson
2	Ritu Kulshreshtha	HoD	Ex-officio member
3	Shilpi Sharma	Postdoc Faculty mentor	Member
4	Ravikrishnan Elangovan	PhD Coordinator	Member
5	Lucinda E Doyle	MSR Coordinator	Convenor
6	Preeti Srivastava	MTP Coordinator/Department representative to the BAP/IBSC	Member
7	Priti Sinha	BTP Coordinator	Member
8	KJ Mukherjee		Member
9	Ziauddin Shaikh Ahammad		Member

Other Standing Committees of the Department

Faculty Search Committee (FSC)	Prashant Mishra (Chair), HoD, Shilpi Sharma, Atul Narang, KJ Mukherjee, Preeti Srivastava, Ishaan Gupta (Convenor)
Standing Selection Committee (SSC) for Postdoctoral Fellows	HoD (Chair), Prashant Mishra (DRC Chair), Ashish Misra, Shilpi Sharma (Postdoc Faculty Mentor), Priti Sinha (Convenor)
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, Ishaan Gupta
Departmental Under Graduate Committee (DUGC)	T.R. Sreekrishnan (Chair), HoD, Ravikrishnan Elangovan, Priti Sinha, Ziauddin Shaikh Ahammad, KJ Mukherjee, 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, Ashish Misra, Ziauddin Shaikh Ahammad, Preeti Srivastava
Class Committees for B.Tech/Dual Degree (Chairman/Member/Convener)	2019 Entry (AN / TRS / RE) 2020 Entry (PM / SS / PS) 2021 Entry (ZAS / IG / LED) 2022 Entry (KJM /KPS/ AM)
Special Advisors for weak students (UG)	T.R. Sreekrishnan, Preeti Srivastava, Ravikrishnan Elangovan, Shilpi Sharma
Committee to scrutinize nominations received for B.Tech/M.Tech 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, KJ Mukherjee
Covid Monitoring Committee	Ashish Misra

In-charges of shared space of the department

Instrumentation Lab	KJ Mukherjee and Ashish Misra
UG Lab	Preeti Srivastava, Ashish Misra
Bioprocess Lab	Atul Narang, Ziauddin Shaikh Ahammad
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"> • Sumeet Kapoor and Anish Raju for teaching-related purchases • Other regular staff members for purchases related to concerned shared labs • Concerned faculty members for purchases where they are the buyers
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Annexure II

List of experts/evaluators to serve on the NBA accreditation panel to evaluate the DBEB programs

S. No	Proposed Name of Senate Nominee	Designation, Organization, City	Post/ mailing Address with Pin Code	Email and Contact Number
1	Prof. Guhan Jayaraman	Professor, IIT Madras	Department of Biotechnology, Indian Institute of Technology Madras, Chennai-600036	Email: guhanj@iitm.ac.in Phone: +91-44-2257-4108; Mobile: 09444951263
2.	Prof. Ramkrishna Sen	Professor, IIT Kharagpur	Department of Biotechnology, Indian Institute of Technology Kharagpur, India - 721302	Email: rksen@bt.iitkgp.ac.in Phone: +91-3222-283752
3.	Professor R. Sankararamakrishnan	Professor, IIT Kanpur	Department of Biological Sciences & Bioengineering (BSBE), Indian Institute of Technology Kanpur	Email: rsankar@iitk.ac.in Office Phone: 0512-259-4014
4.	Prof. K V Venkatesh	Professor, IIT Bombay	Department of Chemical Engineering, Indian Institute of Technology Bombay, Powai, Mumbai 400 076	Email: venks@che.iitb.ac.in Phone: +91 (22) 2576 7223 (O)
5.	Prof. Prashant Mishra	Professor, IIT Delhi	Department of Biochemical Engineering and Biotechnology, Indian Institute of Technology Delhi, New Delhi 110016	Email: pmishra@dbeb.iitd.ac.in Phone: +91-11-26591015
6.	Prof. Shilpi Sharma	Professor, IIT Delhi	Department of Biochemical Engineering and Biotechnology, Indian Institute of Technology Delhi, New Delhi 110016	Email: shilpi@dbeb.iitd.ac.in Phone: +91-11-26596192
7.	Prof. Saroj Mishra	(Former-Faculty) Professor, IIT Delhi	(Former-Faculty) Department of Biochemical Engineering and Biotechnology, Indian Institute of Technology Delhi, New	Email: Saroj.Mishra@dbeb.iitd.ac.in ; saroj98@hotmail.com

			Delhi 110016	Phone: +919818080765
8.	Prof. G.P. Agarwal	(Former Faculty) Professor, IIT Delhi	(Former Faculty) Department of Biochemical Engineering and Biotechnology, Indian Institute of Technology Delhi, New Delhi 110016	Email: gopal@dbeb.iitd.ac.in