



Ref: DBT/DCC/Minutes/2018

20.03.2018

To  
The Registrar  
Anna University  
Chennai 600 025

Dear Sir,

Sub: Submission of Departmental Consultative Meeting minutes –reg.

I am herewith enclosing the minutes of the Department Consultative committee meeting held on 30.01.2018 at 2.00 PM in the Department of Biotechnology. This is for your kind perusal.

Thanking you,

Sincerely yours

**HEAD OF THE DEPARTMENT**

ENCL: DCC MINUTES

Copy to

The Registrar  
The Chairman, Faculty of Technology  
The Dean, A.C. Tech., Campus  
The Director, Center for Academic Courses

## DEPARTMENT OF BIOTECHNOLOGY

ANNA UNIVERSITY, CHENNAI – 25

### MINUTES OF THE DEPARTMENTAL CONSULTATIVE COMMITTEE MEETING

The Departmental Consultative Committee Meeting was held on 30-01-2018 at 2.00 PM in the office of the Head of the Department.

#### The following Members attended the Meeting:

1. Dr. A. Peer Mohamed, Chairman, Faculty of Technology
2. Dr.C.D.Anuradha, Member-Convener
3. Dr. R. Raju, Member
4. Dr. S. Subramanian, Member
5. Dr.S.Meenakshisundaram, Member
6. Dr.S.Ramalingam, Member
7. Dr.B.S.Lakshmi, Member
8. Dr. J. Tamilselvan, Member

#### The Head of the Department welcomed the members of Committee.

The Department Consultative Committee (DCC) meeting held at the office of Director & Head, Department of Biotechnology, Anna University on 30/01/2018; 2.00 PM to discuss the following agendas : [1] M. Tech Teaching progress, [2] M. Tech projects, [3] Finance related works, [4] Research committee and other relevant matters. Based on the deliberate discussion with DCC members the following recommendations are noted to enhance the academic growth and governance of the department. The list of DCC members attended the meeting is attached.

1. Teaching fellows with Ph.D qualification are not entitled to guide M. Tech student thesis work but allowed to guide undergraduate thesis work. Once again, the teaching fellows without Ph.D degree are not encouraged to teach post graduate students.



2. M. Tech student projects will be allotted based on the consensus of a faculty and students. The student with high CGPA will be prioritized when more than one student is interested to work with a faculty. In particular, minimum of one student from M. Tech – Biotechnology must be assigned to all the faculty.
3. Thesis grant and consumables from DBT supported M. Tech – Biotechnology program will be spent only to M. Tech – Biotechnology students. However it was recommended to request funds from university towards the cost of consumables for Biopharma & Food Tech students.
4. A separate external committee to evaluate and recommend M.S./Ph.D research works for synopsis/thesis submission is not encouraged. However, the existing open presentation before synopsis submission can be motivated further by participation of all faculty of the department. Presentation should be scheduled only on Friday afternoon and maximum faculty may be requested to attend the meeting.
5. The Department of Biotechnology, Anna University submitted a proposal to AICTE to approve M. Tech-Biopharmaceutical technology and M. Tech-Food Technology programs.

*Retired*

**Dr. A. Peer Mohamed**  
Chairman, Faculty of Tech.,

*[Signature]*  
30/1/18

**Dr. R. Raju**  
Member

*[Signature]*  
30/1/18

**Dr. S. Subramanian**  
Member

*[Signature]*  
30/1/18

**Dr. S. Meenakshisundaram**  
Member

*[Signature]*  
30/1/18

**Dr. B.S.Lakshmi**  
Member

*[Signature]*  
30/1/18

**Dr. S. Ramalingam**  
Member

*[Signature]*  
30/1/18

**Dr. J. Tamilselvan**  
Member

*[Signature]*  
30/1/18

**Dr. C. D. Anuradha**  
Member-Convener