

IK GUJRAL PUNJAB TECHNICAL UNIVERSITY
MAIN CAMPUS, KAPURTHALA
DEPARTMENT OF FOOD SCIENCE & ENGINEERING
MINUTES OF MEETING

The 4th meeting of board of studies (Food Science & Engineering) was held in the Department of Academics, Conference Hall 2nd floor at IK Gujral Punjab technical university on 29th July, 2019 at 10:00 Am.

The following members were present:

1. Dr. Rajneesh Kant Sachdev, Chairperson, IKGPTU
2. Dr. Balmeet Singh Gill, GNDU, Amritsar, Member
3. Dr. Kamlesh Prasad, SLIET, Sangrur, Member
4. Dr. Vikas Nanda, SLIET, Sangrur, Member
5. Dr. Manbir Singh, KCL, Amritsar, Member
6. Dr. Amritpal Kaur, GNDU, Amritsar, Member
7. Dr. Bindu, KVK, Kapurthala, Member
8. Dr. Barinderjit Singh, IKGPTU, Member
9. Dr. Bhupinder Singh, CDLSIET, Member
10. Dr. Ankur Ojha, NIFTEM, Member
11. Dr. B.S. Khatkar, GJUST. Hisar, Member
12. Dr. Deep Narayan Yadav, ICAR, Ludhiana, Member
13. Dy. Director, Deptt. of CR&A, IKGPTU, Member
14. Ms. Naval Preet Kaur, Student of M.Sc., IKGPTU
15. Ms. Disha, Student of M.Tech, IKGPTU

The meeting commenced with the formal introduction of the newly constituted BOS. Chairman of BOS took up the formal agenda items point wise.

Item 4.1 To welcome the new board of study

Chairman welcomed the new board of studies with a brief introduction about the university, its working and the department of Food Science & Technology. The members were informed about the function to be executed by the BOS and all the members took a keen interest in contributing all functions.

Item 4.2 To consider the adoption of the scheme and curriculum of M.Sc Food Technology for the students of batch 2018 with minor modifications.

The syllabus and scheme with minor modification were put before the members and the deliberations were carried out on the proposal of minor modification for the adoption of scheme and syllabus of M.Sc Food technology (3rd & 4th semester) for the students till batch 2018. The following decisions were made:

4.2.1 The scheme and syllabus of 3rd & 4th semester were finalized with the proposed minor modification (agenda item 4.2.1a & 4.2.1b) and Program Education Objectives/ Program Outcomes/ Course Objectives & Outcomes for the students of M.Sc food technology (batch 2018) (Annexure 4A).

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4.2.2 The board of studies members gave their consent to ratify the distribution of marks for M.Sc dissertation (batch 2017 and 2018) which was already notified vide notification no IKGPTU/Reg/NF/157 dated on 04/04/2019.

Item 4.3 To consider the adoption of the scheme and curriculum of M.Tech Food Technology for the students of batch 2018 with minor modifications.

4.3.1 The syllabus and scheme with minor modification was put before the members and the deliberations were carried out on the proposal of minor modification for the adoption of scheme and syllabus of M.Tech Food technology (3rd & 4th semester) and Program Education Objectives/ Program Outcomes/ Course Objectives & Outcomes for the students (batch 2018). The consent was given to ratify the distribution of marks for M.Tech dissertation which was already notified vide notification no IKGPTU/Reg/NF/157 dated on 04/04/2019 (**Annexure 4B**).

4.3.2 The proposed list of relevant MOOC/SWAYAM courses which may replace open elective courses of M.Tech was finalized by all the BOS members (**Annexure 4C**)

Item 4.4 To consider the updation of the scheme and curriculum of M.Sc Food Technology for batch 2019 onwards.

The syllabus and scheme was put before the members and the deliberations were carried out on the proposal of updation of scheme and syllabus of M.Sc Food technology students with for batch 2019 onwards. The following decisions were made:

4.4.1 The proposed eligibility criteria for M.Sc food technology has been finalized by BOS members from batch 2019 onwards as below

“Bachelor of Science / Applied Science in any subject/ B. Tech Food Technology / Biotechnology/ Sugar Technology/ Sugar and Alcohol Technology/ Fermentation Technology / Dairy Technology/B.Voc. (Food Science & Technology/Agri-Food Technology/Food Processing) /Bachelor in Hotel Management and Catering Technology or any other examination recognized equivalent thereto with at least 50% marks in aggregate”

4.4.2 The proposed scheme and syllabus has been finalized by BOS Members with proposed minor modification (agenda item 4.4.2 a, 4.4.2 b and 4.4.2.d) and Program Education Objectives/ Program Outcomes/ Course Objectives & Outcomes for the students of M.Sc food technology from batch 2019 onwards. The board of studies members gave their consent to ratify the distribution of marks for M.Sc dissertation which was already notified vide notification no IKGPTU/Reg/NF/157 dated on 04/04/2019 as per agenda item 4.4.2 c (**Annexure 4D**).

4.4.3 The proposed evaluation scheme of internal & external awards (agenda item 4.4.3) of laboratory courses was finalized by all the BOS members as below:

	Marks Distribution*	Particulars	Marks
Internal (Total- 35 Marks)	60%	Internal written exam	21
	~25%	Practical Record	09
	~15%	Attendance	05
External (Total- 15 Marks)	60%	Written exam &/or Performance	09

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	40%	Viva	06
Total			50

4.4.4 The proposed evaluation scheme of theory course including sessional /Mst exams as well as continuous mode scheme (agenda item 4.4.4.1, 4.4.4.2) was finalized by all the BOS members as below:

For Internal of 30 Marks	Criteria	Marks Distribution %age*	Marks
	Sessional/MST Exams	60%	18
	Continuous Mode	40%	12
Total Marks			30

For Internal of 15 Marks	Criteria	Marks Distribution %age*	Marks
	Sessional/MST Exams	60%	9
	Continuous Mode	40%	6
Total Marks			15

4.4.4.1. Sessional/MST Exams:

(i) The university regulations regarding awarding of sessional/internal marks will be implemented for M. Sc. Food Technology (IKG.PTU/DA/2224 dated 19.7.2017). According to regulation, there should be two MST exams MST(I) + MST(II). Both the MSTs should be made compulsory for all the students.

(ii) In addition to above, It is recommended that if any student could not be able to appear in one or another MST, it should be the responsibility of the student to request as below

Permission time period	Approving authority
Within 10 days from date of conduct of MST	Head of Department
Within 30 days from date of conduct of MST	Director (Main Campus)
After 30 days	Vice-Chancellor

4.4.4.2 Continuous Mode Scheme

For Internal of 30 Marks	Criteria	Marks Distribution %age*	Maximum Marks
	Attendance	~15%	4
	Home assignment /Presentation	~25%	8
Total			12

For Internal of 15 Marks	Criteria	Marks Distribution %age*	Maximum Marks
	Attendance	~15%	2
	Home assignment /Presentation	~25%	4
Total			6

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4.4.5 The proposed guidelines for the allotment of marks for attendance (agenda item no. 4.4.5) was finalized by all the BOS members.

Percentage of Attendance*	Theory (Attendance Maximum Marks 02)	Theory (Attendance Maximum Marks 04)	Practical (Attendance Maximum Marks 05)
More Than 95%	2	04	05
91-95%	1.5	03	04
86-90%	1	02	03
81-85%	1	01	02
75-80%	0.5	0.5	01
< 75% attendance	nil	nil	nil

Item 4.5 To consider the updation of the scheme and curriculum of M.Tech Food Technology for batch 2019 onwards.

The syllabus and scheme was put before the members and the deliberations were carried out on the proposal of updation of scheme and syllabus of M.Tech. Food Technology students for batch 2019 onwards. The following decisions were made:

4.5.1 Modification in eligibility criteria of M.Tech. Food Technology

B. Tech./ B.E. (Food Engineering/ Food Technology/ Food Engineering & Technology/ Food Process Engineering/ Food Process Technology/ Dairy Technology/ Dairy Engineering/ Food Biotechnology/ Agri. Process Engineering/ Agri. Engineering/Biotechnology) or **B.Sc. (Hons) in Food Technology, BSc (Hons) Agriculture (with elective/hons in Food Technology/Food Process Engineering)** or any equivalent degree with **at least 50% (45% in case of candidate belonging to reserved category) marks in aggregate**

OR

M.Sc. (Food Science/ Food Technology/ Food Science and Technology/ Food Processing and Technology/ Biotechnology/**Agriculture**) or any equivalent degree with **at least 50% (45% in case of candidate belonging to reserved category) marks in aggregate.**

4.5.2 Proposed scheme and syllabus used for M.Tech. Food Technology batch 2019 onward (Annexure J) with modification:

- i) The proposed scheme and syllabus has been finalized by BOS Members with proposed minor modification (agenda item 4.5.2 a, 4.5.2 b) and Program Education Objectives/ Program Outcomes/ Course Objectives & Outcomes for the students of M.Tech. Food Technology from batch 2019 onwards (**Annexure 4E**).
- ii) The board of studies members gave their consent to ratify the distribution of marks for M.Sc dissertation which was already notified vide notification no IKGPTU/Reg/NF/157 dated on 04/04/2019 as per agenda item 4.5.2 c (**Annexure 4E**).
- iii) The BOS members gave their consent for inclusion of following courses in M.Tech Food Technology for Batch 2019 onwards (**Annexure 4E**):
 - a. Two audit courses i.e. Audit I and Audit II (Non-credit) - As per agenda item 4.5.2d,

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 B. S. S. (Signature)
 29/07/19 (Date)
 B. S. S. (Signature)
 H. S. (Signature)

- b. Open elective course - As per agenda item 4.5.2e
- c. Research Methodology and IPR course - As per agenda item 4.5.2f
- d. Mini project with Seminar course - As per agenda item 4.5.2g

4.5.3 The proposed list of relevant MOOC/SWAYAM courses which may replace open elective courses of M.Tech was finalized by all the BOS members (**Annexure 4F**)

4.5.4 The proposed evaluation scheme of internal & external awards (agenda item 4.5.4) of laboratory courses was finalized by all the BOS members as below

	Marks Distribution	Particulars	Marks
Internal (Total- 30Marks)	60%	Internal written exam	18
	25%	Practical Record	8
	15%	Attendance	4
External (Total- 20 Marks)	60%	Written exam &/or Performance	12
	40%	Viva	08
Total			50

4.5.5 The proposed evaluation scheme of theory course including sessional /Mst exams as well as continuous mode scheme (agenda item 4.5.5.1, 4.5.5.2) was finalized by all the BOS members.

For Internal of 40 Marks	Marks Distribution %age		Marks
	Sessional/MST Exams	60%	24
	Continuous Mode	40%	16
Total Marks			40

For Internal of 20 Marks	Marks Distribution %age		Marks
	Sessional/MST Exams	60%	12
	Continuous Mode	40%	8
Total Marks			20

4.5.5.1 Sessional/MST Exams:

(i) The university regulations regarding awarding of sessional/internal marks will be implemented for M. Tech. Food Technology (IKG.PTU/DA/2224 dated 19.7.2017). According to regulation, there should be two MST exams MST(I) + MST(II). Both the MSTs should be made compulsory for all the students.

(ii) In addition to above, It is recommended that if any student could not be able to appear in one or another MST, it should be the responsibility of the student to request as below

Permission time period	Approving authority
Within 10 days from date of conduct of MST	Head of Department
Within 30 days from date of conduct of MST	Director (Main Campus)
After 30 days	Vice-Chancellor

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4.5.5.2 Continuous Mode Scheme

For Internal of 16 Marks	Criteria	Maximum Marks
	Attendance	6
	Home assignment /Presentation	10
	Total	16

For Internal of 8 Marks	Criteria	Maximum Marks
	Attendance	3
	Home assignment /Presentation	5
	Total	8

4.5.6 The proposed guidelines for the allotment of marks for attendance (agenda item no. 4.5.6) was finalized by all the BOS members.

Percentage of Attendance	Theory (Attendance Maximum Marks 06)	Theory (Attendance Maximum Marks 03)	Practical (Attendance Maximum Marks 04)
More Than 95%	06	03	04
91-95%	05	2.5	03
86-90%	04	02	02
81-85%	03	1.5	01
75-80%	02	1	0.5
< 75% attendance	nil	nil	nil

4.6 Any other item with the Permission of Chair

The following agenda were put up as table agenda

4.6.1 Vision and mission of Department of Food Science and Technology

The vision and mission of Department of Food Science and Technology was put before the members and the deliberations were carried out on vision and mission of Department of Food Science and Technology. The proposed vision and mission of Department of Food Science and Technology has been finalized by BOS Members

Vision:

To create competent professionals those, contribute towards the economic development of the nation by going in line with the policy of Government of India in the field of food processing food safety and security.

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Mission:

- Development of human resources in the field of food science and technology to serve the cause of nation
- Providing a strong theoretical and practical background across the food science discipline with an emphasis on developing sustainable resources to cater food and nutrition related challenges
- Development of human resources in the area of clinical nutrition and research to contribute effectively in making India healthy
- Create favorable environment for innovation to translate theoretical knowledge into practical applications
- Inculcating professional ethical values, innovative research capabilities and leadership abilities
- Holistic development of the youth through the process of self evaluation and continuous improvement

4.6.2 Recommendation of the names of paper setters for external examiners for M.Sc. Food Technology and M.Tech. Food Technology.

The deliberations were carried out on names of paper setters for external examiners for different courses of M.Sc. Food Technology and M.Tech. Food Technology. It is finalized that the names of paper setters for external examiners for M.Sc. Food Technology and M.Tech. Food Technology will be sent by BIS members to Dr. Barinderjit Singh latest by August 12, 2019 through email.

4.6.3 To deliberate on the nature of courses being run in the Department of Food Science and Technology.

The BOS members also suggested that keeping in mind the NAAC/NBA guidelines and requirements and receiving funding from central agencies, it will be appropriate to run different nature of courses (Food Technology/Clinical Research) under Department of Food Science and Technology and Department of Pharmaceutical Sciences, respectively for the holistic growth of faculty and students of the institution.

Meeting ended with vote of thanks by Ms Jyotsna.

Dr. Balmeet Singh Gill *BBG 29/7/19*
Dr. Deep Narayan Yadav *Deep 29/7/19*
Dr. Kamlesh Prasad *KP 29/7/19*
Dr. Vikas Nanda *VN 29/7/19*
Dr. Manbir Singh *Manbir 29/7/19*
Dr. Amritpal Kaur *Amrit 29/7/19*
Dr. Bindu *Bindu 29/7/19*
Dr. Ankur Ojha *Ankur 29/7/19*
Dr. Bhupinder Singh *Bhupinder 29/7/19*
Dr. B.S. Khatkar *B.S. 29/7/19*
Ms. Naval Preet Kaur *Naval 29/7/19*
Ms. Disha *Disha 29/7/19*

BBG

29/7/19
Dr. Rajinder (rector)
Head KSIT

Bani
29/07/19
Dr. Barinderjit Singh

Rajneesh
29/07/19
Dr. Rajneesh Kant Sachdev

Please list up for approval

Convenor (BMS)