

Minutes of the 2<sup>nd</sup> meeting of the IQAC held on 18<sup>th</sup> May, 2013 at 3.00 p.m. in the Committee Room of the Academic Building of the Institute at Sarnath, Varanasi.

The following members attended the meeting: -

- |   |                                      |
|---|--------------------------------------|
| 1. Prof. Geshe N. Samten<br>Hon'ble V.C., CIHTS                         | Chairman                             |
| 2. Ven. Tashi Tsering(s)<br>Reader in Sakya Sampradaya, CIHTS           | Member                               |
| 3. Dr. B.R. Tripathi<br>Associate professor, CIHTS                      | Member                               |
| 4. Ven. L.N. Shastri<br>Associate Professor, CIHTS                      | Member                               |
| 5. Dr. D.R. Singh<br>Associate Professor, CIHTS                         | Member, Registrar<br>External Member |
| 6. Prof. Maheshwari Prashad   |                                      |
| 7. Dr. M.P.S. Chandel<br>Associate Professor Pol. Science & Coordinator | Member Secretary                     |

Prof. N.H. Samtani, External Member, Prof. R.C. Tiwari, External Member, Prof. Lobsang Tenzin, Sowa-Rigpa, Prof. K.N. Mishra and Ven. Lobsang Yarphe could not attend the meeting.

The Chairman welcomed all the members for coming and attending the 2<sup>nd</sup> meeting of the IQAC.

Thereafter, the IQAC took up the agenda item-wise and decided as under: -

**Agenda Item No. 1**      **Confirmation of the Minutes of the last meeting of the IQAC held on 15<sup>th</sup> July, 2012.**

The Minutes of the last Meeting of the IQAC held on 15-7-2012 was discussed and confirmed.

**Agenda Item No.2**      **Considering Action taken on the decision of the last meeting of the IQAC held on 15<sup>th</sup> July, 2012**

- All the faculty members were apprised about the importance of AQAR and the PBAS templates in a meeting under the chairmanship of Hon'ble V.C.
- An agency has been assigned to furnish the office of Deans and Heads in Sambhot Bhawan. The work has been started and the Deans and HoDs will be given the offices within a month.

- The examination committee was assigned the work relating to CBCS and the committee has submitted its report to the authority for its implementation.
- The Deans and HoD's have had meetings in the respective faculties and departments to ensure the reinforcement of the unique practice of setting question papers.

**Agenda  
Item No. 3**

**Assignment work in context of controlling the plagiarism and also to ensure authenticity.**

The Committee discussed the matter relating Assignment Work and was of the view that assignment work given to the students should include appropriate instruction so as to protect their work from plagiarism.

**Agenda  
Item No. 4**

**Inclusion of quiz, debate, speech, presentation (both oral & computer assisted) for all students on Saturday activities.**

The committee discussed the matter and decided that Saturday activities be organized in a way so as to ensure cent percent participation of students. These activities shall be evaluated as an important component of internal evaluation.

**Agenda  
Item No. 5**

**Use of ICT in Teaching-Learning.**

It was decided that Technology Mode Teachings- especially uses of power point be made compulsory for teachers. If required, ICT training would be organized for faculty members to get them acquainted in using technology mode teaching efficiently.

**Agenda  
Item No. 6**

**Circulation of PBAS templates among the teachers.**

The Committee discussed about the PBAS templates and decided that the Performance Based Appraisal System (PBAS) templates be distributed among the faculty members and they should also be given an orientation to furnish it, if so required.

**Agenda  
Item No. 7**

**Use of Multimedia by the teachers.**

It was decided that the Computer Section will be instructed to provide Internet ID to faculty members for use of multimedia/internet by the faculty members.

**Agenda  
Item No. 8**

**Distribution of Academic Calendar.**

The Committee discussed the matter and decided that arrangement be made to arrange distribution of Academic Calendar among the teachers and the teachers be asked to ensure compliance of the academic activities strictly as per date and time, mentioned in the Academic Calendar.

**Agenda  
Item No. 9**

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

The committee discussed about the new water cooler with RO and decided that new water cooler with RO will be installed for teachers and students in addition to the existing water cooler and filters.

There being no further items for discussions the meeting ended with a vote of thanks to the Chair.

*Mpc*  
Dr. M.P.S. Chandel,  
Coordinator, IQAC &  
Member Secretary

*N. Samten*  
Prof Geshe N. Samten  
Vice-Chancellor