



Established in 1951

CHHOTU RAM ARYA COLLEGE

Sonipat-131001

IQAC

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Date: 4 June 2018

Most Urgent

Notice

All the IQAC members are hereby informed that the 11th meeting of IQAC will be held on 17th June 2018 (Sunday) in the Office of the Principal at 11.00 AM. The brief agenda of the meeting is given below. All the members are requested to kindly make it convenient to attend the meeting as per schedule.

Co-ordinator
IQAC
Chhotu Ram Arya College
Sonapat
Co-ordinator, IQAC



Chhotu Ram Arya College, Sonipat

Agenda of the Meeting:

1. To read and confirm the minutes of the previous meeting.
2. To set up a helpdesk for the students to fill and submit online admission forms.
3. To prepare the academic calendar for the session 2018-2019.
4. To conduct Seminars and Conferences.
5. To constitute various committees for the session 2018-2019.
6. To evaluate the faculty even semester.
7. To evaluate the PSO/SO/CO of outgoing PG classes
8. To encourage research work in college.
9. To prepare AQAR for the academic session 2017-2018.
10. To prepare the criteria of Fee concession for the session 2018-2019.
11. To prepare the lesson plans for the session 2018-2019.
12. Any other item with the permission of the chair.



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CHHOTU RAM ARYA COLLEGE

Sonipat-131001

IQAC

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Minutes of the Meeting

Meeting No. **11** Date: 17-06-2018 Time: 11.00 A.M.
Total Members: **17** Present Members: **12**

The first meeting of the Internal Quality Assurance Cell (IQAC) for the academic year 2018-19 was held on 17th June 2018 (Sunday) at 11.00 A.M. in the office of the Principal Dr. Narender Singh. The meeting was chaired by Dr. Narender Singh.

The meeting started with the welcome address of Dr. Harindra Singh, Co-ordinator IQAC, who welcomed the chairperson Dr. Narender Singh and all the members of the Internal Quality Assurance Cell.

The following agenda items were placed and discussed during the meeting and it was unanimously resolved to implement them in letter and spirit. The meeting was adjourned after the vote of thanks to the chair.

The following members were present in the meeting:

S.No.	Name	Capacity	Signature
1	Sh. Surinder Singh Dahiya	President, TRES, Sonipat	
2	Dr. Narender Singh	Chairperson	
3	Dr. Harindra Singh	Co-ordinator	
4	Dr. Pawan Kumar	Teacher Representative	
5	Dr. J. S. Phor	Teacher Representative	





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IQAC

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6	Dr. Naresh Rathee	Teacher Representative	
7	Dr. Anu Rathee	Teacher Representative	
8	Sh. Rajroop Singh	Teacher Representative	
9	Dr. Sadhana Tyagi	Teacher Representative	
10	Dr. B.K. Singh	Teacher Representative	- Absent -
11	Dr. Rajiv	Teacher Representative	
12	Sh. Sanjay Tyagi	Administrative Staff	
13	Sh. Kuldeep Malik	Alumni	- Absent -
14	Sh. Yudhvir Singh	Industrialist	- Absent -
15	Ms. Komal	Student	- Absent -
16	Sh. Rajkumar	Student Parent	- Absent -
17	Sh. Vishal Khapra	External Expert	

The following items were discussed and the decisions taken thereof:

1. To read and confirm the minutes of the previous meeting:

The minutes of the previous meeting were presented by the coordinator and confirmed its compliance. The action taken report was placed before the committee for perusal.

2. To set up a helpdesk for the students to fill and submit online admission forms:





CHHOTU RAM ARYA COLLEGE

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It was decided that keeping in mind the overwhelming success of helpdesk, increase the number of helpdesk to provide free of cost hassle-free services to the aspiring prospective students. A 'HELPDESK' with more human resources be established in the college to help the students in filling their Centralized online admission form on Director General, Higher Education, Haryana portal.

3. To prepare the academic calendar for 2018-2019:

It was decided that the academic calendar be prepared for the session 2018-2019. The Coordinator, IQAC will be the person in charge to get the academic calendar prepared.

4. To conduct Seminars and Conferences

It was decided that proposals to conduct various seminars/conferences be sent to Director General, Higher Education, Haryana for permission and financial assistance.

5. To constitute the various committees for the session 2018-2019:

It was decided to constitute various committees (criterion-wise) in the college.

6. To evaluate Faculty in Even Semester:

It was decided that HODs evaluate the performance of the faculty of their respective departments based on the results of the Even semester.

7. To evaluate PSO/SO/CO of the outgoing PG classes:

It was decided that IQAC shall evaluate the Programme specific Outcome/Subject Outcome/Course Outcome of the outgoing PG classes.

8. To encourage Research work in the college.

It was decided that the eligible staff members be encouraged to apply for including their name in the panel of research supervisors.

9. To prepare AQAR for the academic session 2017-2018

It was decided that all the in-charges of different criteria start the documentation and filling of forms of their respective domains.

10. To prepare the criteria of Fee concession for the session 2018-2019.

It was decided that the criteria and categories of Fee Concession to the students of our college be prepared,

11. To prepare the lesson plan for the session 2018-2019.





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IQAC

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It was decided that all the HODs be informed that they take the necessary steps to get the lesson plans prepared by the faculties of their respective departments within 14 days.

12. **Any other item with the permission of the chair.**

No table item was placed.

Co-ordinator
IQAC

Chhotu Ram Arya College
Sonipat

Co-ordinator, IQAC



Chhotu Ram Arya College, Sonipat



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IQAC

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Compliance Report

In compliance with the resolution made in the 11th meeting of IQAC held on 17th June 2018 for the academic year 2018-2019, the following activities are successfully carried out and a compliance report is taken on 9th July 2018.

1. To set up a helpdesk for the students to fill out online admission forms:

A 'HELPDESK' with more number of Data Entry Operators is established in the college w.e.f. 5th June 2018 to help the students in filling their Centralized online admission form on Director General, Higher Education, Haryana portal, this service started w.e.f. 6th June, 2018.

2. To prepare the academic calendar for 2018-2019:

Academic calendar be prepared for the session 2018-2019 is prepared and uploaded on college website.

3. To conduct Seminars and Conferences

Proposals to conduct various seminars/conferences are sent to Director General, Higher Education, Haryana for permission and financial assistance.

4. To constitute the various committees for the session 2018-2019:

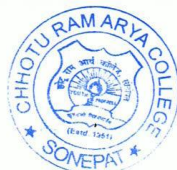
Various committees (criterion-wise) in the college are created.

5. To evaluate Faculty in Even Semester:

HODs informed that the evaluation of the performance of the faculty of their respective departments based on the results of the Even semester has accomplished.

6. To evaluate PSO/SO/CO of the outgoing PG classes:

IQAC informed that the evaluation of the PSO/SO/CO of the outgoing PG classes has completed as per the criteria laid down by the IQAC.





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7. **To prepare AQAR for the academic session 2017-2018.** It was decided that all the in-charges of different criteria start the documentation and filling of forms of their respective domains.
8. **To prepare the criteria of Fee concession for the session 2018-2019.** Criteria and categories of Fee Concession is prepared
9. **To prepare the lesson plan for the session 2018-2019.** The lesson plans are prepared by the faculties of different departments and are uploaded on the college website.

Place the compliance report in the next meeting of the IQAC.

Co-ordinator
IQAC
Chhotu Ram Arya College
Sonapat
Co-ordinator, IQAC

Date: 9th July, 2018



Chhotu Ram Arya College, Sonipat



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CHHOTU RAM ARYA COLLEGE

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IQAC

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Date: 09 Aug 2018

Most Urgent

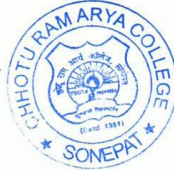
Notice

All the IQAC members are hereby informed that the 12th meeting of IQAC will be held on 25th August 2018 (Sunday) in the Office of the Principal at 11.00AM. The brief agenda of the meeting is given below. All the staff members are requested to please make it convenient to join the meeting as per schedule.

Co-ordinator
IQAC

Chhotu Ram Arya
Sonapat

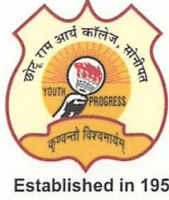
Co-ordinator, IQAC



Chhotu Ram Arya College, Sonipat

Agenda of the Meeting:

1. To read and confirm the minutes of the previous meeting.
2. To send a request to Registrar, Industries and Societies to appoint an Administrator.
3. To construct parking for staff members of the college.
4. To start remedial classes for weak and slow learners.
5. To conduct one day workshop on CBCS pattern of curriculum.
6. To collect API-PBAS forms.
7. To start the process of filling of vacant posts.
8. To dig Borewell for watering of playgrounds.
9. To organize Alumni meet.
10. To organize educational tours.
11. Any other item with the permission of the chair.



CHHOTU RAM ARYA COLLEGE

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IQAC

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Minutes of the Meeting

Meeting No. **12** Date: 25-08-2018 Time: 11.00 A.M.
Total Members: **17** Present Members: **12**

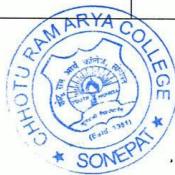
The Second meeting of the Internal Quality Assurance Cell (IQAC) for the academic year 2018-19 was held on 25th Aug 2018 (Sunday) at 11.00 A.M. in the office of the Principal Dr. Narender Singh. The meeting was chaired by Dr. Narender Singh.

The meeting started with the welcome address of Dr. Harindra Singh, Co-ordinator IQAC, who welcomed the chairperson Dr. Narender Singh and all the members of the Internal Quality Assurance Cell.

The following agenda items were placed and discussed during the meeting and it was unanimously resolved to implement them in letter and spirit. The meeting was adjourned after the vote of thanks to the chair.

The following members were present in the meeting:

S.No.	Name	Capacity	Signature
1	Administrator	Tika Ram Education Society, Sonipat	Absent -
2	Dr. Narender Singh	Chairperson	
3	Dr. Harindra Singh	Co-ordinator	
4	Dr. Pawan Kumar	Teacher Representative	
5	Dr. J. S. Phor	Teacher Representative	





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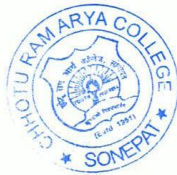
6	Dr. Naresh Rathee	Teacher Representative	
7	Dr. Anu Rathee	Teacher Representative	
8	Sh. Rajroop Singh	Teacher Representative	
9	Dr. Sadhana Tyagi	Teacher Representative	
10	Dr. B.K. Singh	Teacher Representative	- Absent -
11	Dr. Rajiv	Teacher Representative	
12	Sh. Sanjay Tyagi	Administrative Staff	
13	Sh. Kuldeep Malik	Alumni	- Absent -
14	Sh. Yudhvir Singh	Industrialist	- Absent -
15	Ms. Komal	Student	- Absent -
16	Sh. Rajkumar	Student Parent	- Absent -
17	Sh. Vishal Khapra	External Expert	

The following items were discussed and the decisions taken thereof:

1. To read and confirm the minutes of the previous meeting:

The minutes of the previous meeting were presented by the coordinator and confirmed its compliance. The action taken report was placed before the committee for perusal.

2. To send a request to Registrar, Industries and Societies to appoint an Administrator.





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IQAC

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It is decided that the term of the management/Governing Body has completed on 23rd Aug 2018, so as per Haryana Govt. rules a formal request be sent to Registrar, Industries and Societies to appoint an Administrator.

3. To construct parking for staff members of the college.:

It was decided that the construction of parking for staff members of the college is to be done.

4. To start remedial classes for weak and slow learners.

It was decided that extra remedial classes be started for the weak and slow learners.

5. To conduct one day workshop on CBCS pattern of curriculum

It was decided that at least two more sessions of workshop on CBCS pattern be organized for the faculty to remove any anomalies and doubts.

6. To collect API-PBAS forms

It was decided that API-PBAS forms be collected from the staff who are covered under API system.

7. To start the process of filling of vacant posts.

It was decided that the process of preparation of Roster of posts and approval of the roster be taken from the Director General, Higher Education, Haryana.

8. To dig Borewell for watering of playgrounds.

It was decided that the borewell is to be dug in the college for the watering of the playgrounds.

9. To organize Alumni meet.

It was decided that Alumni meet of the session 2018-2019 be organized in the college.

10. To organize educational tours.

It was decided that Educational tours departmentwise is to be conducted as per university norms.

11. Any other item with the permission of the chair.

No table item was placed.

Co-ordinator
IQAC

Chhotu Ram Arya College
Co-ordinator, IQAC
Sonapat



Chhotu Ram Arya College, Sonipat



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Sonipat-131001

IQAC

- Jo -

Compliance Report

In compliance with the resolution made in the 12th meeting of IQAC held on 25th Aug 2018 for the academic year 2018-2019, the following activities are successfully carried out and a compliance report is taken on 05th Sept 2018.

1. To send a request to Registrar, Industries and Societies to appoint an Administrator.

A formal request is sent to Registrar, Industries and Societies to appoint an Administrator.

2. To construct parking for staff members of the college.:

Construction committee is working on it and hopefully it will be completed within 12 months.

3. To start remedial classes for weak and slow learners.

HODs informed that the remedial classes has started.

4. To conduct one day workshop on CBCS pattern of curriculum.

One-day workshop on CBCS pattern is fixed in the month of Oct 2017

5. To collect API-PBAS forms

The forms of API are collected.

6. To start the process of filling of vacant posts.

Roster is prepared and sent to DGHE for approval.

7. To dig Borewell for watering of playgrounds.

Borewell is dug in the college for the watering of the playgrounds.





CHHOTU RAM ARYA COLLEGE

Sonipat-131001

IQAC

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8. To organize Alumni meet.

Alumni meet of the session 2018-2019 will be organized very soon.

9. To organize Educational tours.

Notification of Educational tours departmentwise is circulated and awaiting for the students' response.

Place the compliance report in the next meeting of the IQAC.

Co-ordinator
IQAC

Chhotu Ram Arya College
Sonapat.

Co-ordinator, IQAC

Date: 5th Sept, 2018



Chhotu Ram Arya College, Sonipat



CHHOTU RAM ARYA COLLEGE

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IQAC

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Date: 15 Nov 2018

Most Urgent

Notice

All the IQAC members are hereby informed that the 13th meeting of IQAC will be held on 9th Dec 2018 (Sunday) in the Office of the Principal at 01.00 PM. The brief agenda of the meeting is given below. All the staff members are requested to kindly join the meeting as per schedule.

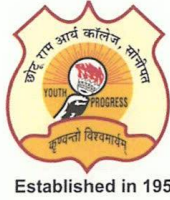
Co-ordinator
IQAC
Chhotu Ram Arya
Sonapat
Co-ordinator, IQAC



Chhotu Ram Arya College, Sonipat

Agenda of the Meeting:

1. To read and confirm the minutes of the previous meeting.
2. To conduct faculty evaluation odd semester.
3. To conduct skill development and personality development program.
4. To conduct one workshop on increasing the outreach activities.
5. To increase the employability of the UG's students.
6. Any other item with the permission of the chair.



CHHOTU RAM ARYA COLLEGE

Sonapat-131001

IQAC

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Minutes of the Meeting

Meeting No. **13** Date: 09-12-2018 Time: 01.00 P.M.
Total Members: **17** Present Members: **12**

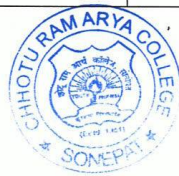
The third meeting of the Internal Quality Assurance Cell (IQAC) for the academic year 2018-19 was held on 9th Dec 2018 (Sunday) at 01.00 P.M. in the office of the Principal Dr. Narender Singh. The meeting was chaired by Dr. Narender Singh. Dr. Narender Singh informed the house that Sh. Prashant Pawar, IAS is appointed as Administrator of the Society.

The meeting started with the welcome address of Dr. Harindra Singh, Co-ordinator IQAC, who welcomed the chairperson Dr. Narender Singh and all the members of the Internal Quality Assurance Cell.

The following agenda items were placed and discussed during the meeting and it was unanimously resolved to implement them in letter and spirit. The meeting was adjourned after the vote of thanks to the chair.

The following members were present in the meeting:

S.No.	Name	Capacity	Signature
1	Administrator	Tika Ram Education Society, Sonapat	- Absent -
2	Dr. Narender Singh	Chairperson	
3	Dr. Harindra Singh	Co-ordinator	
4	Dr. Pawan Kumar	Teacher Representative	





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IQAC

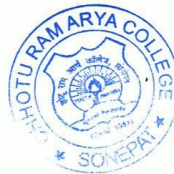
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5	Dr. J, S. Phor	Teacher Representative	JSP
6	Dr. Naresh Rathee	Teacher Representative	NR
7	Dr. Anu Rathee	Teacher Representative	Rathee
8	Sh. Rajroop Singh	Teacher Representative	Rajroop
9	Dr. Sadhana Tyagi	Teacher Representative	Sadhana
10	Dr. B.K. Singh	Teacher Representative	- Absent -
11	Dr. Rajiv	Teacher Representative	Rajiv
12	Sh. Sanjay Tyagi	Administrative Staff	Sanjay
13	Sh. Kuldeep Malik	Alumni	- Absent -
14	Sh. Yudhvir Singh	Industrialist	- Absent -
15	Ms. Komal	Student	Komal
16	Sh. Rajkumar	Student Parent	- Absent -
17	Sh. Vishal Khapra	External Expert	Vishal Khapra

The following items were discussed and the decisions taken thereof:

1. To read and confirm the minutes of the previous meeting:

The minutes of the previous meeting were presented by the coordinator and confirmed its compliance. The action taken report was placed before the committee for perusal.





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CHHOTU RAM ARYA COLLEGE

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IQAC

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2. To conduct faculty evaluation odd semester:

It was decided that the faculty evaluation on the basis of the results of odd semester be conducted to identify any area which needs more improvements and attention.

3. To conduct skill development and personality development program:

It was decided that all HODs be directed to conduct skill development and personality programme to enhance the skills and personality of the students.

4. To conduct one workshop on increasing the outreach activities.

It was decided to conduct workshop on increasing the outreach activities in the college.

5. To increase the employability of the UG students.

It is decided that a Career and Placement Cell will directed to work in this direction.

6. Any other item with the permission of the chair.

No table item was placed.

Co-ordinator
IQAC

Chhotu Ram Arya College
Sonapat

Co-ordinator, IQAC



Chhotu Ram Arya College, Sonipat



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CHHOTU RAM ARYA COLLEGE

Sonipat-131001

IQAC

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Compliance Report

In compliance with the resolution made in the 3rd meeting of IQAC held on 9th Dec 2018 for the academic year 2018-2019, the following activities are successfully carried out and a compliance report is taken on 10th Jan 2019.

1. To conduct faculty evaluation odd semester:

Faculty evaluation was conducted by the Principal and IQAC coordinator to assess the degree of excellence of the work performed by the faculty members.

2. To conduct skill and personality development program:

Department wise skill and personality programme were organized.

3. To conduct one workshop on increasing the outreach activities.

Unit-I & Unit-II of NSS cell organized one-day workshop to increase it outreach activities in the college.

4. To increase the employability of the UG students.

Road map is prepared by the Career & Placement Cell to achieve the assigned the task.

Place the compliance report in the next meeting of the IQAC.

Co-ordinator
IQAC
Chhotu Ram Arya College
Sonapat
Co-ordinator, IQAC

Date: 10th Jan, 2019



Chhotu Ram Arya College, Sonipat



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Sonipat-131001

IQAC

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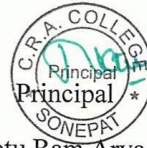
Date: 11 April 2019

Most Urgent

Notice

All the IQAC members are hereby informed that the 14th meeting of IQAC will be held on 21st April 2019 (Sunday) in the Office of the Principal at 10.00 AM. The brief agenda of the meeting is given below. All the staff members are requested to kindly join the meeting as per schedule. .

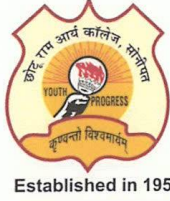
Co-ordinator
IQAC
Chhotu Ram Arya College
Sonipat
Co-ordinator, IQAC



Chhotu Ram Arya College, Sonipat

Agenda of the Meeting:

1. To read and confirm the minutes of the previous meeting.
2. To conduct remedial classes for weak and slow learners.
3. To conduct Skill Development Programme during Summer vacations.
4. To hold summer Camp for sports persons.
5. To conduct faculty development programme.
6. To conduct workshop on the strategies of Question Paper setting.
7. Any other item with the permission of the chair.



CHHOTU RAM ARYA COLLEGE

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IQAC

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Minutes of the Meeting

Meeting No. 14 Date: 21-04-2019 Time: 10.00 A.M.
Total Members: 17 Present Members: 11

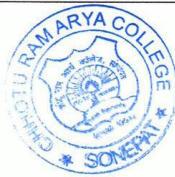
The fourth meeting of the Internal Quality Assurance Cell (IQAC) for the academic year 2018-19 was held on 21st April 2019 (Sunday) at 10.00 A.M. in the office of the Principal Dr. Narender Singh. The meeting was chaired by Dr. Narender Singh.

The meeting started with the welcome address of Dr. Harindra Singh, Co-ordinator IQAC, who welcomed the chairperson Dr. Narender Singh and all the members of the Internal Quality Assurance Cell.

The following agenda items were placed and discussed during the meeting and it was unanimously resolved to implement them in letter and spirit. The meeting was adjourned after the vote of thanks to the chair.

The following members were present in the meeting:

S.No.	Name	Capacity	Signature
1	Administrator	Tika Ram Education Society, Sonipat	-ABSENT-
2	Dr. Narender Singh	Chairperson	
3	Dr. Harindra Singh	Co-ordinator	
4	Dr. Pawan Kumar	Teacher Representative	-ABSENT-
5	Dr. J. S. Phor	Teacher Representative	





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IQAC

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6	Dr. Naresh Rathee	Teacher Representative	
7	Dr. Anu Rathee	Teacher Representative	
8	Sh. Rajroop Singh	Teacher Representative	
9	Dr. Sadhana Tyagi	Teacher Representative	
10	Dr. B.K. Singh	Teacher Representative	- ABSENT -
11	Dr. Rajiv	Teacher Representative	
12	Sh. Sanjay Tyagi	Administrative Staff	
13	Sh. Kuldeep Malik	Alumni	
14	Sh. Yudhvir Singh	Industrialist	- ABSENT -
15	Ms. Komal	Student	- ABSENT -
16	Sh. Rajkumar	Student Parent	- ABSENT -
17	Sh. Vishal Khapra	External Expert	

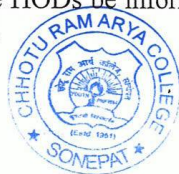
The following items were discussed and the decisions taken thereof:

1. To read and confirm the minutes of the previous meeting:

The minutes of the previous meeting were presented by the coordinator and confirmed its compliance. The action taken report was placed before the committee for perusal.

2. To conduct remedial classes for weak and slow learners.

It is decided that all the HODs be informed to conduct remedial classes for the weak and slow learners.





CHHOTU RAM ARYA COLLEGE

Sonipat-131001

IQAC



3. To conduct Skill Development Programme during Summer vacations.

It is decided that skill development programmes like Electrical Wiring, MS office, Excel, E-payment be organised during summer vacations.

4. To hold summer Camp for sports persons.

It is decided that a summer camp be organised for the sports persons during summer vacations to enhance their stamina and capacity.

5. To conduct faculty development programme.

It is decided that Faculty development programmes like Power-point, MS office, Excel, E-payment be organised during summer vacations.

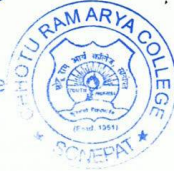
6. To conduct workshop on the strategies of Question Paper setting:

It is decided that a workshop be conducted by one of the most senior and experienced faculty members to educate the faculty members about the Dos and Don'ts of Question Paper setting.

7. Any other item with the permission of the chair.

No table item was placed.

Co-ordinator
IQAC
Chhotu Ram Arya College
Sonipat
Co-ordinator, IQAC



Chhotu Ram Arya College, Sonipat



Established in 1951

CHHOTU RAM ARYA COLLEGE

Sonipat-131001

IQAC

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Compliance Report

In compliance with the resolution made in the 14th meeting of IQAC held on 21st April 2019 for the academic year 2018-2019, the following activities are successfully carried out and a compliance report is taken on 05th May 2019.

1. To conduct remedial classes for weak and slow learners.

All the HODs informed that they have completed the remedial classes for the weak and slow learners.

2. To conduct Skill Development Programme during Summer vacations.

Internship and Training cell is informed about the decision of the IQAC cell and the cell has conducted workshop on Electrical Wiring and the workshop on MS office, Excel, E-payment be organised after the commencement of Practical Exams..

3. To hold summer Camp for sports persons.

Sports department has made all the preparation for the conduct of summer camp for the sports persons. Sports department informed that till date 80 sports persons has registered their names for this camp.

4. To conduct faculty development programme.

Faculty Development Programme will be conducted after the exams as most of the staff is on exam duty.

5. To conduct workshop on the strategies of Question Paper setting:

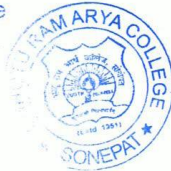
A workshop by one of the most senior and experienced superannuated faculty members Dr. Narinder Kumar Saini was conducted and all the information to the bare thread were given to the participant.

Place the compliance report in the next meeting of the IQAC.

Co-ordinator
IQAC

Chhotu Ram Arya College
Sonipat
Co-ordinator, IQAC

Date: 5th May, 2019



Chhotu Ram Arya College, Sonipat