



Established in 1951

CHHOTU RAM ARYA COLLEGE

Sonipat-131001

IQAC

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Date: 2 June 2019

Most Urgent

Notice

All the IQAC members are hereby informed that the 15th meeting of IQAC will be held on 9th June 2019 (Sunday) in the Office of the Principal at 10.00 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
Co-ordinator, IQAC
Sonapat



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 2019-2020.
4. To conduct Seminars and Conferences.
5. To constitute various committees for the session 2019-2020.
6. To evaluate the faculty even semester.
7. To evaluate the PSO/SO/CO of the outgoing PG classes
8. To collect feedback from all stakeholders.
9. To prepare AQAR for the academic session 2018-2019.
10. To prepare the criteria of Fee concession for the session 2019-2020.
11. To prepare the lesson plans for the session 2019-2020.
12. To introduce value added courses from the session 2019-2020.
13. Any other item with the permission of the chair.



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Minutes of the Meeting

Meeting No. 15 Date: 09-06-2019 Time: 10.00 A.M.
Total Members: 17 Present Members: 11

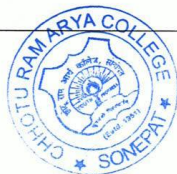
The first meeting of the Internal Quality Assurance Cell (IQAC) for the academic year 2019-20 was held on 9th June 2019 (Sunday) at 10.00 A.M. in the office of the Principal Dr. Narender Singh. The meeting was chaired by Dr. Narender Singh.

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, Sonapat	- 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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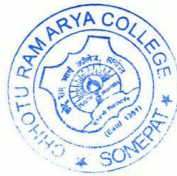
6	Dr. Naresh Rathee	Teacher Representative	<i>Dr. Naresh Rathee</i>
7	Dr. Anu Rathee	Teacher Representative	<i>Anu Rathee</i>
8	Sh. Rajroop Singh	Teacher Representative	<i>Rajroop Singh</i>
9	Dr. Sadhana Tyagi	Teacher Representative	- Absent -
10	Dr. B.K. Singh	Teacher Representative	- Absent -
11	Dr. Rajiv	Teacher Representative	<i>Rajiv</i>
12	Sh. Harbir singh	Administrative Staff	<i>Harbir Singh</i>
13	Sh. Kamal Saroha	Alumni	<i>Kamal Saroha</i>
14	Sh. Vikas Saroha	Industrialist	<i>Vikas Saroha</i>
15	Ms. Bhawna	Student	- Absent -
16	Sh. Bijender Singh	Student Parent	- Absent -
17	Sh. Vishal Khapra	External Expert	- Absent -

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:





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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 2019-2020:

It was decided that the academic calendar be prepared for the session 2019-2020. 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 2019-2020:

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 2018-2019

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 2019-2020.

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 2019-2020.





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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. To introduce value added courses from the session 2019-2020.

It is decided that value-added course be offered to students in online mode fro this session. The co-ordinator is given the responsibility to explore the possibility of such courses.

13. 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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Compliance Report

In compliance with the resolution made in the 15th meeting of IQAC held on 9th June 2019 for the academic year 2019-2020, the following activities are successfully carried out and a compliance report is taken on 4th July 2019.

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 2019 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, 2019.

2. To prepare the academic calendar for 2019-2020:

Academic calendar for the session 2019-2020 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.

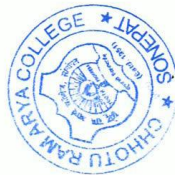
4. To constitute the various committees for the session 2019-2020:

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:





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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.

7. To prepare AQAR for the academic session 2018-2019.

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 2019-2020.

Criteria and categories of Fee Concession is prepared

9. To prepare the lesson plan for the session 2019-2020.

The lesson plans are prepared by the faculties of different departments and are uploaded on the college website.

10. To introduce value added courses from the session 2019-2020.

The coordinator informed that Coursera an online platform is offering various value added course free of cost. Out of the several course the following courses are shortlisted which the co-ordinator deem fit for study. The students could learn online without any financial burden on the students as well as on college's exchequer.

S.No.	Name of Course	Course Code	Offered by	Level of Entry
1	English for Business and Entrepreneurship	20USTEBE	Uni. of Pennsylvania	UG
2	Successful Negotiation: Essential Strategies and Skills	20USTNESS	Uni. of Michigan	UG
3	Financial Markets	20USTFM	Yale University	UG
4	Private and Venture Capital	20USTPEVC	Uni. of Bocconi	UG
5	Sports Marketing	20USTSM	Northwestern University	UG
6	Neural Workshop and Deep Learning	20USTNNDL	deeplearning.ai	UG
7	The Science of Well-being	20USTSWB	Yale University	UG





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8	Forensic Accounting and Fraud Examination	20USTFAFE	West Virginia Uni.	UG
9	Business English: Finance and Economics	20PSTBEFE	Arizona State Uni.	PG
10	Principles of Corporate Finance	20PSTPCFTV	American Institute of Business and Economics	PG
11	Excel Skills of Business Specialization	20PSTESBS	Macquarie University	PG
12	Applying Data Analytics in Finance	20PSTADAF	Uni. of Illinois	PG

Co-ordinator Place the compliance report in the next meeting of the IQAC.

IQAC
Chhotu Ram Arya College
Sonapat

Co-ordinator, IQAC

Date: 4th July, 2019



Chhotu Ram Arya College, Sonipat



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Date: 01 Sept 2019

Most Urgent

Notice

All the IQAC members are hereby informed that the 16th meeting of IQAC will be held on 8th Sept 2019 (Sunday) in the Office of the Principal at 10.00AM. 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 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 setup Central Media Centre (CMC).
3. To start remedial classes for weak and slow learners.
4. To sign more MOU's
5. To collect API-PBAS forms.
6. To generate awareness among staff members to adopt eco-friendly methods.
7. To organize Alumni meet.
8. To organize educational tours.
9. Any other item with the permission of the chair.





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Minutes of the Meeting

Meeting No. **16** Date: 08-09-2019 Time: 11.00 A.M.
Total Members: **17** Present Members: **12**

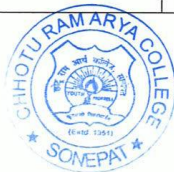
The Second meeting of the Internal Quality Assurance Cell (IQAC) for the academic year 2019-20 was held on 8th Sept 2019 (Sunday) at 10.00 A.M. in the office of the Principal Dr. Narender Singh. The meeting was chaired by Dr. Narender Singh.

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	
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 - On lien
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	
16	Sh. Rajkumar	Student Parent	Absent -
17	Sh. Vishal Khapra	External Expert	

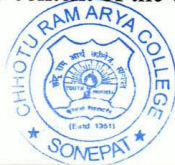
The following items were discussed and the decisions taken thereof:

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 setup Central Media Centre (CMC).

It is decided that a CMC be setup in the college to start recording of Lectures, Talks to be posted in the e-content of the college and other Social Media sites.





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

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

4. To sign more MOU's.

It was decided that atleast two MOU's be signed with other Educational Institutes and Industries for more interaction for the Staff as well as students.

5. To collect API-PBAS forms

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

6. To generate awareness among staff members to adopt eco-friendly methods.

It was decided that one day workshop be organized to create awareness among the staff members about the benefits of Eco-friendliness.

7. To organize Alumni meet.

It was decided that Alumni meet of the session 2019-2020 be organized in the college.

8. To organize educational tours.

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

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

No other item was placed.

Co-ordinator, IQAC
Chhotu Ram Arya College
Sonapat



Chhotu Ram Arya College, Sonipat



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Compliance Report

In compliance with the resolution made in the 16th meeting of IQAC held on 8th Sept 2019 for the academic year 2019-2020, the following activities are successfully carried out and a compliance report is taken on 06th Oct 2019.

1. To setup Central Media Centre (CMC).

A request to seek financial approval to purchase the equipments required for the setting up of CMC is sent to the Administrator and the reply is in awaiting.

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

HODs informed that the remedial classes has started.

3. To sign more MOU's.

Two more MOU's are signed.

4. To collect API-PBAS forms

The forms of API are collected.

5. To generate awareness among staff members to adopt eco-friendly methods.

The schedule to hold one day workshop to create awareness among the staff members about the benefits of Eco-friendliness is fixed in the month of November.

6. To organize Alumni meet.

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

7. 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.





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Co
IQAC

Chhotu Ram Arya College
Sonapat

Co-ordinator, IQAC

Date: 6th Oct, 2019



Principal
Chhotu Ram Arya College, Sonapat



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Date: 2 Jan 2020

Most Urgent

Notice

All the IQAC members are hereby informed that the 17th meeting of IQAC will be held on 12th Jan 2020 (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 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 conduct faculty evaluation odd semester.
3. To conduct industrial visits.
4. To conduct various activities under incubation centre to enhance multidisciplinary activities.
5. To conduct mentorship week in the month of March to assist the needy students.
6. To launch Zero Waste—Green Campus campaign in the college.
7. Any other item with the permission of the chair.



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Minutes of the Meeting

Meeting No. 17 Date: 12-01-2020 Time: 01.00 P.M.
Total Members: 17 Present Members: 12

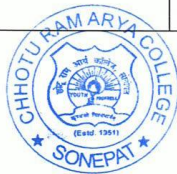
The third meeting of the Internal Quality Assurance Cell (IQAC) for the academic year 2019-20 was held on 12th Jan 2020 (Sunday) at 01.00 P.M. in the office of the Principal Dr. Narender Singh. The meeting was chaired by Dr. Narender Singh.

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 - On Lien
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	
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 faculty evaluation odd semester:





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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 industrial visits.

It was decided that HOD of the Commerce Dept. be directed to conduct Industrial visits for the students as a part of Curriculum.

4. To conduct various activities under incubation centre to enhance multidisciplinary activities.

It was decided to convey the incharges of various outreach activities to hold multidisciplinary activities in the college for multifarious development of personality.

5. To conduct mentorship week in the month of March to assist the needy students.

It is decided that the period of mentor-mentee interaction be increased from one day to one week under the name "परामर्श पखवाड़ा".

6. To launch Zero Waste—Green Campus campaign in the college

It is decided that Unit-I & II of NSS be directed to launch a Zero Waste—Green Campus campaign in the college.

7. 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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Compliance Report

In compliance with the resolution made in the 3rd meeting of IQAC held on 12th Jan 2020 for the academic year 2019-2020, the following activities are successfully carried out and a compliance report is taken on 30th Jan 2020.

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 industrial visits.

HOD Commerce informed that Industrial Visit in the leadership of Sh. Satish Parashar was conducted successfully.

3. To conduct various activities under incubation centre to enhance multidisciplinary activities.

Incharges of Unit I & II of NSS informed that a fresh schedule of activities with multidisciplinary outcome has prepared and working on it.

4. To conduct mentorship week in the month of March to assist the needy students.

Mentors are allocated and dates will be released very soon.

5. To launch Zero Waste—Green Campus campaign in the college.

Incharges of Unit I & II of NSS informed that in collaboration with Eco-club and College Beautification Committee Zero Waste—Green Campus campaign in the college is organized successfully,

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

Co-ordinator
IQAC

Chhotu Ram Arya College
Sonepat
Co-ordinator, IQAC

Date: 30th Jan, 2020



Chhotu Ram Arya College, Sonipat



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Date: 19th March 2020

Most Urgent Notice

All the IQAC members are hereby informed that the an emergent 18th meeting of IQAC will be held on 24th March 2020 (Tuesday) in ONLINE MODE 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. The link of the meeting will be shared with you very soon.

Co-ordinator
IQAC
Chhotu Ram Arya College
Sonapat

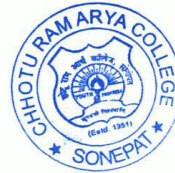
Co-ordinator, IQAC



Chhotu Ram Arya College, Sonipat

Agenda of the Meeting:

1. To read and confirm the minutes of the previous meeting.
2. To conduct online classes during Lockdown.
3. To conduct workshop on the holding online classes.
4. To conduct one day workshop to explain the SOP during COVID 19 Pandemic.
5. Any other item with the permission of the chair.





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Minutes of the Meeting

Meeting No. 18th Date: 24th March 2020 Time: 10.00 A.M.
Total Members: 17 Present Members: 7

The fourth meeting of the Internal Quality Assurance Cell (IQAC) for the academic year 2019-20 was held on 24th March 2020 (Tuesday) at 10.00 A.M. in ONLINE MODE. 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	- Absen -
2	Dr. Narender Singh	Chairperson	
3	Dr. Harindra Singh	Co-ordinator	
4	Dr. Pawan Kumar	Teacher Representative	Absen-
5	Dr. J. S. Phor	Teacher Representative	
6	Dr. Naresh Rathee	Teacher Representative	





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

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 online classes during Lockdown.

It is decided that in the wake of COVID-19 pandemic, there is complete lockdown in the country. To complete the course and to safeguard the academic interest of the students, a committee comprising the senior most teachers each of Arts,





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3. To conduct workshop on the holding online classes.

It is decided that one-day workshop for each faculty members be organised to train them in taking online classes. Coordinator IQAC is entrusted with this task and to make all the necessary arrangements for holding this by following all the procedure laid down in the SOP.

4. To conduct one day workshop to explain the SOP during COVID 19 Pandemic.

5. It is decided that one-day workshop for each faculty members be organised to make them aware about the various Do's and Dont's of the SOP.

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

The coordinator tabled the emergency agenda of putting all the activities laid down in Academic Calendar in abeyance.

It is decided that till further orders all the activities laid down in Academic Calendar be put in abeyance.

Co-ordinator
IQAC
Chhotu Ram Arya College
Sonapat

Co-ordinator, IQAC



Principal
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 18th meeting of IQAC held on 24th March 2020 for the academic year 2019-2020, the following activities are successfully carried out and a compliance report is taken on 25th April 2020.

1. To conduct online classes during Lockdown.
2. **To conduct remedial classes for weak and slow learners.**
All the HODs informed that they have completed all the ground work for the conduct of online classes.
3. **To conduct workshop on the holding online classes.**
The Coordinator IQAC informed that training of all the faculty members has completed and they have been trained how to use various electronic platform for holding online classes.
4. **To conduct one day workshop to explain the SOP during COVID 19 Pandemic.**
The Coordinator IQAC informed that training of all the faculty members has completed and they have been trained how to follow the various procedures laid down in SOP.
5. **To Put all the activities in abeyance**
It is informed by the Coordinator that all the activities chalked out for the academic session 2019-2020 are defferd till further orders.

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

Co-ordinator
IQAC
Chhotu Ram Arya College
Sonapat

Co-ordinator, IQAC

Date: 25th April 2020



Principal
Chhotu Ram Arya College, Sonipat