



Yearly Status Report - 2019-2020

Part A

Data of the Institution

1. Name of the Institution		I. P. E. M. LAW ACADEMY
Name of the head of the Institution		DR. MEENAKSHI TOMAR
Designation		Principal
Does the Institution function from own campus		Yes
Phone no/Alternate Phone no.		01204174500
Mobile no.		9910491472
Registered Email		ipemlaw@ipemgzb.ac.in
Alternate Email		meenakshi.tomar@ipemgzb.ac.in
Address		A-13/1 SOUTH SIDE G.T. ROAD INDUSTRIAL AREA, NH-9 BYPASS
City/Town		GHAZIABAD
State/UT		Uttar pradesh
Pincode		201010

2. Institutional Status	
Affiliated / Constituent	Affiliated
Type of Institution	Co-education
Location	Urban
Financial Status	Self financed
Name of the IQAC co-ordinator/Director	MS.NEHA GARG
Phone no/Alternate Phone no.	01204174500
Mobile no.	8077751574
Registered Email	ipemlaw@ipemgzb.ac.in
Alternate Email	sonam.singh@ipemgzb.ac.in

3. Website Address	
Web-link of the AQAR: (Previous Academic Year)	https://law.ipemgzb.ac.in/wp-content/uploads/2021/05/SUBMITTED-AQAR-2018-19.pdf
4. Whether Academic Calendar prepared during the year	Yes
if yes,whether it is uploaded in the institutional website: Weblink :	https://law.ipemgzb.ac.in/NewFolder/Academic%20Calendar%202019-20.pdf?t=1609752257

5. Accreditation Details					
Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
1	B	2.39	2015	03-Mar-2015	02-Mar-2020

6. Date of Establishment of IQAC	07-Aug-2012
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7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by	Date & Duration	Number of participants/ beneficiaries

IQAC		
DR B S GOEL NATIONAL MOOT COURT COMPETITION	31-Jan-2020 01	88
INTERNAL MOOT COURT COMPETITION	07-Sep-2019 01	34
NATIONAL WEBINAR	20-Jun-2020 01	580
ALUMNI MEET	23-Feb-2020 01	150
Inter-institutional Online Case Analysis Competition	13-Jun-2020 01	55
Online Quiz Competition	23-May-2020 01	57
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8. Provide the list of funds by Central/ State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.

Institution/Department/ Faculty	Scheme	Funding Agency	Year of award with duration	Amount
NIL	NIL	NIL	2020 0	0
No Files Uploaded !!!				

9. Whether composition of IQAC as per latest NAAC guidelines:

Yes

Upload latest notification of formation of IQAC

[View File](#)

10. Number of IQAC meetings held during the year :

2

The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website

Yes

Upload the minutes of meeting and action taken report

[View File](#)

11. Whether IQAC received funding from any of the funding agency to support its activities during the year?

No

12. Significant contributions made by IQAC during the current year(maximum five bullets)

1. Conduction of National Activities for students skill enhancement. 2. Feedback is regularly taken to facilitate the teaching and learning process. 3. Meetings of Academic Advisory Board is regularly conducted. 4. Encouragement is given to

teachers to participate in refresher course , seminars and workshops etc. 5. Conduct of Regular meetings for proper deployment of the strategic plan

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13. Plan of action chalked out by the IQAC in the beginning of the academic year towards Quality Enhancement and outcome achieved by the end of the academic year

Plan of Action	Achivements/Outcomes
NATIONAL ACTIVITIES	NATIONAL WEBINAR, INTER INSTITUTIONAL ACTIVITIES
PRACTICAL KNOWLEDGE	JAIL VISIT , MOOT COURT COMPETITIONS
IMPROVING COMMUNICATION & IT SKILLS	DEBATE COMPETITION, POWERPOINT PRESENTATION
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14. Whether AQAR was placed before statutory body ?

Yes

Name of Statutory Body	Meeting Date
MANAGING COMMITTEE	26-Aug-2020

15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?

No

16. Whether institutional data submitted to AISHE:

Yes

Year of Submission

2020

Date of Submission

20-Feb-2020

17. Does the Institution have Management Information System ?

Yes

If yes, give a brief descripton and a list of modules currently operational (maximum 500 words)

1. IPEM Law Academy under the aegis of Laksh Educational Society is governed under the rules of Chaudhary Charan Singh University, Meerut and Bar Council of India . 2. The Management committee has appointed Principal as Head of the Academy along with teaching non teaching staff. 3. The Advisory committee plays crucial role and act as a bridge between Management Principal of the Academy. 4. Regular Meetings are conducted All policy decisions are

discussed and accordingly governing body of Management takes decision and communicates it to principal for further course of action. 5. Various Committees are there in the Department for smooth working of the department. 6. In the year 2012 Law Academy also constituted Internal Quality Assurance Cell to check quality measures of the Academy to make suggestions to improve it.

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

1.1.1 – Institution has the mechanism for well planned curriculum delivery and documentation. Explain in 500 words

IPEM Law Academy follows the curricular design as prescribed by the CCS University, Meerut and Bar Council of India, New Delhi. Depending on our resource potentiality, institutional goals and concern towards the students, we impart quality education. In the course of the studies, the students are encouraged to visit the Parliament, the Supreme Court, High Courts and the District Courts. The teachers and students participate in wide-ranging programs such as Seminars, Workshops, Debates, Guest Lectures and Moot courts. Students of Law are encouraged to pursue career options in various areas like Academics, Judicial Services, Advocacy, Law Officer, Legal Advisor, and or being placed in Law Firms. The Academy has developed a structured and effective implementation of the curriculum related with identification of learning gap, Industry Expectation, New Skills and Knowledge Enhancement etc. Effective Curricular Planning is made to:

- Create an Environment for Professional Education.
- Stimulate the academic environment of legal Education for promotion of quality teaching- learning process.
- Provide quality related legal services to economically weaker section of the Society.
- Make the Student able and Self Confident.

Methodologies:

- The Academy employs highly interactive methodologies to teach students which include Lecture Method, Case Method, Problem Method, Discussion Method, Simulation and Role Play, etc.
- The plan on Teaching Methodologies also covers Lectures, Tutorial and Presentations.
- The main emphasis is on Moot Courts where the students participate in a Court Environment. We conduct three Moot Court exercises in each Semester and all students are encouraged to take part in these exercises. The students prepare Memorials based upon their arguments from both the sides. This has improved the argumentative skills of the students, creating confidence in them and helping in learning the preparation of arguments.
- Most of the teaching in classes is conducted through Power Point Presentations.
- Academic Calendar is prepared before commencement of academic session as per CCS University academic schedule. Calendar includes curricular & Co-curricular activities of all the Departments of Academy.
- The Academy gets prepared the Time-Table by the Staff and instruct for effective implementation of the curriculum as per rules prescribed by the University and BCI.
- Adequate flexibility in the curriculum is provided for learning experience to the students by Computer classes.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entrepreneurship	Skill Development
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NIL

NIL

Nil

0

NIL

NIL

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
No Data Entered/Not Applicable !!!		
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1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
BA LLB	LAW	10/09/2019
LLB	LAW	17/09/2019

1.2.3 – Students enrolled in Certificate/ Diploma Courses introduced during the year

	Certificate	Diploma Course
Number of Students	Nil	Nil

1.3 – Curriculum Enrichment

1.3.1 – Value-added courses imparting transferable and life skills offered during the year

Value Added Courses	Date of Introduction	Number of Students Enrolled
COMPUTER BASICS (03 MONTHS)	04/02/2020	51
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1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BA LLB	LAW	34
LLB	LAW	88
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1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	Yes
Alumni	Yes
Parents	Yes

1.4.2 – How the feedback obtained is being analyzed and utilized for overall development of the institution? (maximum 500 words)

Feedback Obtained
The Academy has a well established system of collecting feedback from the stakeholders. The feedback on the curriculum obtained from various segments discussed in IQAC. The Academy regularly organized meetings of stakeholders and encourages various stakeholders such as students, alumni, faculty to give their

feedback on curriculum. The Head of the Academy collects the feedback from teachers, students, parents and Alumni with regards to the curriculum, teaching quality, Co-Curricular activities, Extracurricular activities, Library and infrastructural demands. The students feedback is taken about the curriculum content, course delivery, teaching learning process and academic facilities. After taking feedback, the analysis is always being done and action is also being taken. The Academy takes part in the curriculum development process through proper analysis of feedback given by the Alumni. Apart from this the feedback is being taken from the other various stakeholders i.e. teachers, employers and parents. Basically, IPEM Law Academy collects proper feedback through a form and it helps in monitoring the academic content and processes thereby achieving quality sustenance and progressively quality enhancement.

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BA LLB	LAW	120	150	68
LLB	LAW	180	265	164
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2.2 – Catering to Student Diversity

2.2.1 – Student - Full time teacher ratio (current year data)

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2019	232	Nil	27	Nil	27

2.3 – Teaching - Learning Process

2.3.1 – Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc. (current year data)

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Number of smart classrooms	E-resources and techniques used
27	27	19	19	Nil	6
View File of ICT Tools and resources					
View File of E-resources and techniques used					

2.3.2 – Students mentoring system available in the institution? Give details. (maximum 500 words)

The Academy has developed a system of appointing Class Teachers for each class. The allotment of classes to the faculty is decided in the staff meeting at the commencement of academic year and the students are also informed about it. Since the Academy has full time faculty the students are divided according to the strength of the classes. The mentors/class teachers are responsible for the academic performance and progress of the students. They are also entrusted with the job of monitoring the attendance and records of class tests and activities of other subjects as well. The class teachers also look after the cognitive, emotional and psychological well being of the students. For this the mentors/class teachers are well informed about the socio-economic as well as educational background of their mentees. The mentors also counsel the students as and when necessary regarding their personal, academic as well as career issues. They also collect feedback from other subject

teachers, especially regarding the slow learners to facilitate their progress. Teacher-parents meetings are organized so that parents can also be included in the entire process. The teachers have been given freedom to make use of formal as well as informal means to achieve the desired objectives regarding the students. IPEM Law Academy is running a effective Mentorship Program in which each faculty member is having a group of only 10 to 12 students for mentoring session. This includes - -Personal grooming -Academic Record of mentee -Extra curricular activities Participation -Attendance and Leave Record -Institute Fee Record All the Students have been allotted their Mentors, who regularly guide them regarding Participation in Internship / Research Work/ Report Preparation and keep them motivated for Personal Development and improvement. The teachers submit their regular mentorship reports fortnightly regarding the status of the student.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
679	27	1:25

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
2	2	Nil	Nil	5

2.4.2 – Honours and recognition received by teachers (received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the year)

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
Nil	NIL	Nil	NIL
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2.5 – Evaluation Process and Reforms

2.5.1 – Number of days from the date of semester-end/ year- end examination till the declaration of results during the year

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
LLB	K 5001-5005	SEMESTER	24/06/2020	31/07/2020
LLB	K 3001-3005	SEMESTER	25/06/2020	31/07/2020
LLB	K 1001-1005	SEMESTER	24/06/2020	30/07/2020
BA LLB	BL 901-905	SEMESTER	14/06/2019	28/07/2020
BA LLB	BL 701-705	SEMESTER	17/06/2020	28/07/2020
BA LLB	BL 501-505	SEMESTER	16/06/2020	22/07/2020
BA LLB	BL 301-305	SEMESTER	15/06/2020	27/07/2020
BA LLB	BL 101-105	SEMESTER	16/06/2020	29/07/2020

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2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

CCS University has not introduced Internal Assessment at LL.B. B.A.LL.B. Programmes. However the Institute at its own level conducts its Sessional Examination three times in a Semester to prepare the students for final University Examinations. Sessional Examination: • Valuation is done by the

respective subject teacher within two days . • Answer sheets are shown to all the students and answers are also discussed with the students . After satisfaction students put their signatures on the answer sheets. Some questions have specific remarks of the valuer regarding deduction of marks. However, University allows Viva-voce Examinations to be conducted by the External Examiners along with the Internal Examiner in some of the subjects based upon the Internship, Moot-Court, Pre-Trial Proceedings, Drafting and Pleading in the following examinations :- Practical/ Viva-Voce Examination: S.No. Course Subject 1) LLB 3rd sem. Professional Ethics, Accountability of Lawyers and Bar Bench Relation 2) LLB 4th sem. ADR 3) LLB 5th sem. Drafting of Pleading Conveyancing 4) LLB 6th sem. Moot Court, Pre Trial Preparation and Participation in Trial Proceedings 5) BALLB 7th sem. Professional Ethics, Accountability of Lawyers and Bar Bench Relation 6) BALLB 8th sem. ADR 7) BALLB 9th sem. Moot Court, Pre Trial Preparation and Participation in Trial Proceedings 8) BALLB 10th sem. Public Interest Lawyering

2.5.3 – Academic calendar prepared and adhered for conduct of Examination and other related matters (250 words)

As the Academy is affiliated to Chaudhary Charan Singh University, the norms are followed by the Academy. Time table relating to the examination is given by the university every year at the beginning of the academic year according the time table is prepared in the Academy. The time table for teaching hours and internal evaluation is adjusted according to the rules of the university. The time table for conducting the internal exams is also set by the concerned Faculties of their subjects like Professional ethics, ADR, Drafting, pleading and convincing as well as moot court. The number of activities carried out for the same are planned by the concerned Faculties and they set up a time table for the same. On similar basis internal exams are also taken in the Academy. Their time table is set up by the concerned Faculties of the course. As they are having semester pattern their internal exams are taken thrice a year.

2.6 – Student Performance and Learning Outcomes

2.6.1 – Program outcomes, program specific outcomes and course outcomes for all programs offered by the institution are stated and displayed in website of the institution (to provide the weblink)

<https://law.ipemgzb.ac.in/wp-content/uploads/2020/12/BALLB-PO-CO-converted.pdf>

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
BL	BA LLB	LAW	52	42	80.76
K	LLB	LAW	137	113	82.48
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2.7 – Student Satisfaction Survey

2.7.1 – Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design the questionnaire) (results and details be provided as weblink)

https://ipemgzb-my.sharepoint.com/:w:/g/personal/ipemlaw_ipemgzb_ac_in/EU6Ts_uX1qd9BprB_Lab6JwIBfvGRAeMfeP2Loi-u0fZmqg?e=TnHbS3

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

3.1.1 – Research funds sanctioned and received from various agencies, industry and other organisations

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Nil	0	0	0	0
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3.2 – Innovation Ecosystem

3.2.1 – Workshops/Seminars Conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the year

Title of workshop/seminar	Name of the Dept.	Date
WORKSHOP ON INTELLECTUAL PROPERTY RIGHTS	LAW	30/01/2020

3.2.2 – Awards for Innovation won by Institution/Teachers/Research scholars/Students during the year

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
BEST FACULTY AWARD	MS. SONAM SINGH	IPEM	05/09/2020	BEST FACULTY AWARD
View File				

3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
NIL	NIL	NIL	NIL	NIL	Nil
No file uploaded.					

3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
0	0	0

3.3.2 – Ph. Ds awarded during the year (applicable for PG College, Research Center)

Name of the Department	Number of PhD's Awarded
NIL	Nil

3.3.3 – Research Publications in the Journals notified on UGC website during the year

Type	Department	Number of Publication	Average Impact Factor (if any)
National	LAW	5	Nil
View File			

3.3.4 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
LAW	7
View File	

3.3.5 – Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

Title of the	Name of	Title of journal	Year of	Citation Index	Institutional	Number of
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Paper	Author		publication		affiliation as mentioned in the publication	citations excluding self citation
NIL	NIL	NIL	Nil	0	NIL	Nil
No file uploaded.						

3.3.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
NIL	NIL	NIL	Nil	Nil	Nil	0
No file uploaded.						

3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	Nil	7	Nil	Nil
Presented papers	Nil	7	Nil	Nil
View File				

3.4 – Extension Activities

3.4.1 – Number of extension and outreach programmes conducted in collaboration with industry, community and Non- Government Organisations through NSS/NCC/Red cross/Youth Red Cross (YRC) etc., during the year

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
Online Inter Institutional Legal Essay Writing Competition	IPEM LAW ACADEMY	3	88
Online Inter Institutional Case Analysis Competition	IPEM LAW ACADEMY	3	55
UNIC Visit	IPEM LAW ACADEMY	2	36
Legal Aid Camp	IPEM LAW ACADEMY	2	29
View File			

3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
NIL	NIL	NIL	Nil
No file uploaded.			

3.4.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agency/collaborating	Name of the activity	Number of teachers participated in such	Number of students participated in such
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	agency		activites	activites
Awareness Social Work	ROTARY CLUB	BLOOD DONATION CAMP	7	28
SOCIAL WORK	DISTRICT LEGAL SERVICES AUTHORITIES	JAIL VISIT	2	45
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3.5 – Collaborations

3.5.1 – Number of Collaborative activities for research, faculty exchange, student exchange during the year

Nature of activity	Participant	Source of financial support	Duration
INTERNSHIP	STUDENTS	2000 PER STUDENT	45
View File			

3.5.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
COMPULSORY INTERNSHIP	INTERNSHIP	Advocate Sushil Chauhan Ghaziabad Court	11/11/2020	10/12/2020	15
View File					

3.5.3 – MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
Advocate Ankit Tyagi, Tis Hazari Court	07/10/2020	INTERNSHIP	15
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CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

4.1.1 – Budget allocation, excluding salary for infrastructure augmentation during the year

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
20000000	4836720

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Campus Area	Existing
Class rooms	Existing

Seminar Halls	Existing
Classrooms with LCD facilities	Existing
Seminar halls with ICT facilities	Existing
Classrooms with Wi-Fi OR LAN	Existing
Laboratories	Existing
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4.2 – Library as a Learning Resource

4.2.1 – Library is automated {Integrated Library Management System (ILMS)}

Name of the ILMS software	Nature of automation (fully or partially)	Version	Year of automation
SIM	Fully	3.1.63	2014

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	6628	1369710	123	255288	6751	1624998
Journals	57	312488	78	4740	135	317228
Digital Database	Nil	Nil	1	25500	1	25500
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4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
NIL	NIL	NIL	Nil
No file uploaded.			

4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/GBPS)	Others
Existing	60	2	2	0	0	4	1	100	0
Added	0	0	0	0	0	0	0	0	0
Total	60	2	2	0	0	4	1	100	0

4.3.2 – Bandwidth available of internet connection in the Institution (Leased line)

100 MBPS/ GBPS

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
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4.4 – Maintenance of Campus Infrastructure

4.4.1 – Expenditure incurred on maintenance of physical facilities and academic support facilities, excluding salary component, during the year

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
7301000	1700184	15810000	3494398

4.4.2 – Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. (maximum 500 words) (information to be available in institutional Website, provide link)

The Academy has developed a transparent and prompt mechanism for maintain and utilizing the physical academic and support facilities. As far as the infrastructure is concerned minor repairs and changes are carried out under the direction of the Principal and Major changes are subjected to the approval of the Managing Committee of the Academy. The computers in the Academy are maintained by the administration of the Academy. The proposal for new purchasing are kept before the Managing Committee. The Library of the Academy is having oldest and rich collection related to Legal Education and Information. The library is spending adequate amount for purchasing of new text books, Journals and online legal database. The Academy provides separate browsing center with good speed of internet for the users. The Academy conducts the indoor and outdoor games every semester. The Academy is having has well ventilated classrooms with all basic facilities with projectors for maintaining the effective teaching. Our office staff keeps watch on facilities and services which are provided by the Academy. Stakeholders are provided guidance in regard to availing of facilities. The Academy displayed the necessary instruction for the proper use of facilities. The external electricians hired for conducting regular checkup to avoid the problems. Students are guided about the use of instruments and staff members keep vigilance about the proper utilization. The Academy has installed the water purifier to provide potable water to the students and working staff.

<https://law.ipemgzb.ac.in/wp-content/uploads/2021/01/Procedures-and-policies-for-maintaining-and-utilizing-physical-academic-and-support-facilities-converted.pdf>

CRITERION V – STUDENT SUPPORT AND PROGRESSION**5.1 – Student Support**

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	SCHOLARSHIP /FREESHIP	110	1473175
Financial Support from Other Sources			
a) National	Scholarship and Fee Reimbursement Online System, U.P	44	118585
b) International	Nil	Nil	Nil

[View File](#)

5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implementation	Number of students enrolled	Agencies involved
YOGA AND MEDITATION	21/06/2020	12	SOCIAL WELFARE
View File			

5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed
2019	REMEDIAL CLASSES	12	Nil	Nil	Nil
No file uploaded.					

5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
Nil	Nil	Nil

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
NIL	Nil	Nil	VARIOUS	122	122
View File					

5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of programme admitted to
2020	9	LLB	LAW	VARIOUS	LLM
View File					

5.2.3 – Students qualifying in state/ national/ international level examinations during the year (eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
NET	Nil
Civil Services	Nil
No file uploaded.	

5.2.4 – Sports and cultural activities / competitions organised at the institution level during the year

Activity	Level	Number of Participants
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PowerPoint Presentation Competition	Institution	30
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5.3 – Student Participation and Activities

5.3.1 – Number of awards/medals for outstanding performance in sports/cultural activities at national/international level (award for a team event should be counted as one)

Year	Name of the award/medal	National/ International	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2019	NIL	National	Nil	Nil	Nil	Nil
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5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

The Academy has organized several programmes such as: Interclass Moot Court competition, Essay competition, Rangoli competition, Poster making competition, Debate Competition, Guest lecture etc. Our students have representation on following academic and administrative bodies: Internal Complaint Committee, Anti ragging committee Internal Quality Assurance Cell, Library Committee, Sports Committee, Moot Court Association, Cultural Committee.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

175

5.4.3 – Alumni contribution during the year (in Rupees) :

0

5.4.4 – Meetings/activities organized by Alumni Association :

1. Guest Lectures 2. Judging the various Competitions 3. Internship (Employers)

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

6.1.1 – Mention two practices of decentralization and participative management during the last year (maximum 500 words)

The Practice Strategies which are linked to participatory management are implemented at Functional and executive level. At the strategic level, policies are formulated Regarding the admission process, examination (internal external) Ethics, discipline, complaints mechanism and library services etc. The functional aspect is applied through the exchange of knowledge between teachers. The faculty shares information on various topics of academic interest and participates in various seminars Conference at national and state levels. At the operational level, Principal works to keep all the work going smoothly everything concerning teachers and non-teaching staff . All the rules and notification are regularly implemented if required by Regulatory authorities such as Bar Council of India, University Grants Commission CCS University Etc. At the same time, the organization provides authority and executive

representatives to regularize the work. There are several statutory committees such as Anti ragging Committee, Library Committee, Mentoring Committee, Redressal Committee etc.

6.1.2 – Does the institution have a Management Information System (MIS)?

Yes

6.2 – Strategy Development and Deployment

6.2.1 – Quality improvement strategies adopted by the institution for each of the following (with in 100 words each):

Strategy Type	Details
Teaching and Learning	The teaching in the Academy takes place in traditional ways. The faculties teach their respective subjects by using traditional methods. In order to bridge the gap between theoretical teaching and practical learning, field visits to courts, prisons etc are arranged. The students are encouraged to do internships in various law firms and corporate houses to learn litigation and non litigation aspects of the theory subjects
Curriculum Development	The Academy, being permanently affiliated to the CCS University, is bound to follow the Curriculum developed by the University. The Academy takes due care that all the subjects covered under the Curriculum are allotted to expert in-house visiting faculties and the syllabus is completed within due time. The respective faculties submit their teaching plan in advance according to which the syllabus is to be completed and after completion, the syllabus completion form is also submitted. Guest lectures and various one day seminars and workshops are arranged by the respective faculties to inculcate practical perspectives of the theory subjects covered under the Curriculum.
Admission of Students	The Academy is affiliated to CCS University and approved by Bar Council of India. To follow the process Academy has its separate Admission Committee .
Examination and Evaluation	The Academy is the centre for University examinations conducted for the regular law courses. The Academy conducts all the examinations with due diligence. Apart from the regular external examination, the Academy conducts regular internal assessment of the students throughout the year. For the purpose of internal assessment, Academy has formulated internal

assessment policy which defines the areas of internal assessment, the activities to be conducted for internal assessment and the criteria and parameters of evaluation. The activities for internal evaluation process include report writing of speeches of Expert Guest speakers, field visits, etc. The Academy has developed an elaborate system of record maintenance of this evaluation.

6.2.2 – Implementation of e-governance in areas of operations:

E-governance area	Details
Planning and Development	Asserts Solution IT
Finance and Accounts	Tally software is used for the finance and accounts section
Student Admission and Support	SIM Software 3.1.63
Examination	CCS University Meerut, U.P. Online Exam Form, Result, Notices etc. through University Website

6.3 – Faculty Empowerment Strategies

6.3.1 – Teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies during the year

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
Nil	NIL	NIL	NIL	Nil
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6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
2019	WORK PLACE HARMONY	Nil	28/12/2019	01/01/2020	11	Nil
2019	Nil	SKILL DEVELOPMENT PROGRAMME	21/08/2019	Nil	12	Nil
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6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional	Number of teachers who attended	From Date	To date	Duration
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development programme				
NIL	Nil	Nil	Nil	0
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6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
27	27	4	6

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
Financial Assistance, Transport Facilities, Medical Leave, Maternity Leave, Duty Leave, Gratuity, Insurance Policy, Meal System	Financial Assistance, Transport Facilities, Medical Leave, Maternity Leave, Duty Leave, Gratuity, Insurance Policy, Meal System	Fee concession, Fee Installments, Transport, Meal system, WI-FI, Library access, Sports Playground, Students Insurance, Hostel, Notes availability through website

6.4 – Financial Management and Resource Mobilization

6.4.1 – Institution conducts internal and external financial audits regularly (with in 100 words each)

<p>The institution has a very strong mechanism for conducting internal and external audit. The institution has its own audit mechanism, an ongoing continuous process in addition to its external audits. Qualified internal Auditors from external resources are permanently appointed. A team of staff under them do a thorough check and verifications of all vouchers, supporting documents, records and books, e-statements of the transactions that are carried out in each financial year including budget estimations, utilizations, cash transactions, bank reconciliation statements and verification of the events happened in the area of financial managements.</p>
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6.4.2 – Funds / Grants received from management, non-government bodies, individuals, philanthropies during the year(not covered in Criterion III)

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
NIL	0	NIL
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6.4.3 – Total corpus fund generated

0

6.5 – Internal Quality Assurance System

6.5.1 – Whether Academic and Administrative Audit (AAA) has been done?

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	Rishi Kapoor and Company	Yes	Rishi Kapoor and Company
Administrative	Yes	Rishi Kapoor and Company	Yes	Rishi Kapoor and Company

6.5.2 – Activities and support from the Parent – Teacher Association (at least three)

1. Guest Lecture 2. Internship 3. Mentorship

6.5.3 – Development programmes for support staff (at least three)

1. Training Programme for Support staff. 2. Training Programme for nonTeaching Staff. 3. Workshop on Harmony

6.5.4 – Post Accreditation initiative(s) (mention at least three)

1. Conduction of Activities on National and International Levels. 2. Activities related to the development of IT Writing Skills. 3. Students Productivity for the society in the field of academics.

6.5.5 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	Yes
b)Participation in NIRF	No
c)ISO certification	No
d)NBA or any other quality audit	Yes

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2020	NATIONAL WEBINAR	11/02/2020	20/06/2020	20/06/2020	570
2020	PowerPoint Presentation Competition	11/02/2020	09/05/2020	09/05/2020	30
2020	Inter-Inst itutional Online Legal Essay Competition	11/02/2020	06/06/2020	06/06/2020	88
2020	Inter-Inst itutional Online Legal Case analysis Competition	11/02/2020	13/06/2020	13/06/2020	55

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CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

7.1.1 – Gender Equity (Number of gender equity promotion programmes organized by the institution during the year)

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
LEGAL AID CAMP	20/02/2020	20/02/2020	23	11

7.1.2 – Environmental Consciousness and Sustainability/Alternate Energy initiatives such as:

Percentage of power requirement of the University met by the renewable energy sources

1. Plantation in the college premises. 2. Environment Awareness Committee constituted. 3. Solar Power Panels 4. Use of LED Bulbs 5. Waste Management 6. Water Harvesting System 7. Proper facilities and construction of Tanks etc.

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	Nil
Rest Rooms	Yes	Nil
Special skill development for differently abled students	Yes	Nil

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2019	1	1	20/02/2020	1	LEGAL AID CAMP	LEGAL AWARENESS	39
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7.1.5 – Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

Title	Date of publication	Follow up(max 100 words)
PROSPECTUS	07/11/2020	The code of conduct of the teachers is monitored according to the service conditions rules of teachers. The code of conduct for the students are published in the prospectus which is published on the website of the College.

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
GANDHI JAYANTI	01/10/2019	01/10/2019	25
REPUBLIC DAY CELEBRATION	25/01/2020	25/01/2020	30
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7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

With a view to saving electricity and reduce the consumption of power, strict instructions have been issued to the faculty and staff for using electricity judiciously. Sensitization programs are being conducted among the staff, students and faculty for switching of the lights/fans/ACs/Computer Screens and

any other electronic gadgets when not in use. Surprise checks are also conducted by the authorities from time to time to ensure compliance of the instructions given regarding the use of electricity. Additionally, low power consuming technology such LED lights have also been introduced throughout the campus. This has definitely resulted in reducing the consumption of electricity and conserving energy which happens to be a national wealth. IPEM Law Academy has implemented various Solar Energy Power projects within the campus.

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

A. MOOT COURT COMPETITION The Benefits of Participating in Moot Court Competitions provides an opportunity for students to build advocacy skills, sharpen public speaking skills, and engage in legal analysis in a variety of areas of law. Moot Court helps in the overall development of an individual as a good and proficient lawyer and participating in Moot Court Competition regularly makes a student familiar with the proceedings that take place generally in real courtrooms. B. LEGAL AID AND AWARENESS CAMP The main object of legal aid camp is to provide knowledge to student about legal aid ensure equal justice. Legal aid is necessary in developing countries so long as poor exist in the society. Due to lack of knowledge, people are not aware of their rights and thereby are troubled by the powerful and lose the benefits provided by the state.

Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link

<http://law.ipemgzb.ac.in/best-practices/>

7.3 – Institutional Distinctiveness

7.3.1 – Provide the details of the performance of the institution in one area distinctive to its vision, priority and thrust in not more than 500 words

The institution's stated Vision and Mission is to understand the nature, purpose and philosophy of legal education to make students enable to understand and grow according to their abilities and provide them the facility to utilize resources for their betterment as well as for the betterment of the society. The Vision, Mission and Objectives of the Law Academy clearly points towards a value based education based on the curriculum of the affiliating University combining it with the core values. The IPEM Law Academy has a strong bonding with the local people and we have third Generation students studying in this college. The vision of the legal education is to shower the essence of legal education setting the innovative standards in the area of legal education. We produce not only good legal professional, but our efforts is to make them good human being also, so that they can contribute in the Nation Building. The Mission of the institute is to create an environment filled with resource fullness enabling our students becoming an example in the area of legal education. It would remain a focused endeavor of the Institution to educate our students with skills to the respective field. Our students are appearing in the Judicial Service examination of various States and have qualified the examinations also. The fundamental mission of IPEM Law Academy is to provide its students with the knowledge, skills, and ethical values needed for a career in the law. In order to achieve its mission, the college has created, and is continuing to create, a community of outstanding legal scholars, teachers and students and making the following efforts:-

- to advance and disseminate knowledge of the law with a view to ensuring its proper role in national development.
- to develop in the students a sense of responsibility to serve the society in the field of law by developing skills in advocacy, judicial and other legal services.
- to impart high-quality legal education and to develop

overall personality of the student in a disciplined environment. • to prepare lawyers of tomorrow for handling legal issues not only restricted to the national boundaries but also complex cross-border transactions, by developing legal skills in core specialized areas such as Business Laws, Intellectual Property Rights, Cyber Laws, and Trade Laws etc. • to make its law graduates capable of successfully pursuing a career at the Bar, competing for Judicial Services, Civil Services, Defence Services and placements in Multi-national Corporations. • to organize lectures, seminars, symposia and conferences for the dissemination of legal knowledge and to make law and legal processes efficient instruments of social development. • to be a centre of excellence in the field of legal education by adopting modern teaching and training techniques. • to impart training and conduct refresher courses for law teachers, judicial officers, advocates and other persons engaged or interested in the legal field.

Provide the weblink of the institution

<http://law.ipemqzb.ac.in/about-us/>

8.Future Plans of Actions for Next Academic Year

In accordance with the vision and mission, following actions have been planned by the institution : 1. To seek research grants and projects 2. To introduce new certificate courses with respect to evolving trends in legal profession 3. To conduct more development programmes for quality up gradation of teaching and administrative staff. 4. To introduce value added programmes. 5. To have more scope in Training and Placement.