



YEARLY STATUS REPORT - 2020-2021

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. MINAXI TOMAR
• Designation	PRINCIPAL
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	01204174500
• Mobile No:	9910491472
• Registered e-mail	ipemlaw@ipemgzb.ac.in
• Alternate e-mail	meenakshi.tomar@ipemgzb.ac.in
• Address	A-13/1 SSGT ROAD INDUSTRIAL AREA NH-9
• City/Town	GHAZIABAD
• State/UT	UTTAR PRADESH
• Pin Code	201010
2.Institutional status	
• Type of Institution	Co-education
• Location	Urban
• Financial Status	Self-financing

• Name of the Affiliating University	CHAUDHARY CHARAN SINGH UNIVERSITY MEERUT				
• Name of the IQAC Coordinator	SONAM SINGH				
• Phone No.	01204174500				
• Alternate phone No.	01204174300				
• Mobile	8077751574				
• IQAC e-mail address	iqac.law@ipemgzb.ac.in				
• Alternate e-mail address	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/AQAR-2019-20.pdf?x25078				
4.Whether Academic Calendar prepared during the year?	Yes				
• if yes, whether it is uploaded in the Institutional website Web link:	https://law.ipemgzb.ac.in/wp-content/uploads/2022/02/Academic-Calendar-2020-Onwards-compressed-compressed.pdf?x25078				
5.Accreditation Details					
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	B	2.39	2015	03/03/2015	02/03/2020
Cycle 2	B+	2.59	2021	20/10/2021	19/10/2026
6.Date of Establishment of IQAC			07/08/2012		
7.Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,					
Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount	
Nil	Nil	Nil	Nil	Nil	
8.Whether composition of IQAC as per latest NAAC guidelines			Yes		
• Upload latest notification of formation of IQAC			View File		

9.No. of IQAC meetings held during the year	02	
<ul style="list-style-type: none"> • Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? 	Yes	
<ul style="list-style-type: none"> • If No, please upload the minutes of the meeting(s) and Action Taken Report 	View File	
10.Whether IQAC received funding from any of the funding agency to support its activities during the year?	No	
<ul style="list-style-type: none"> • If yes, mention the amount 		
11.Significant contributions made by IQAC during the current year (maximum five bullets)		
Activities conducted at International Level such as International E-Seminar, International Conference		
Frequent Use of ICT Facilities by the students as well as teachers.		
Introduced Online Feedback System from all stakeholders & Introduced Annual Student Satisfaction Survey. Detailed analysis of feedback and student satisfaction survey held and action taken as per the analysis report.		
Faculty participation in Seminars/Conference Paper Presentations and research publications.		
Updation of physical and ICT infrastructure, Updation of Manupatra Software in Computer Lab in addition to e-resources available in Library.		
12.Plan of action chalked out by the IQAC in the beginning of the Academic year towards Quality Enhancement and the outcome achieved by the end of the Academic year		

Plan of Action	Achievements/Outcomes
<p>To conduct International E-Seminar on "Sexual Offences Against Women"</p>	<p>IPEM Law Academy conducted international E-Seminar on "Sexual Offences Against Women" on 10th April, 2021. Total 37 papers were presented during the session. 71 participants participated the event through Zoom and around 150 through YouTube link.</p>
<p>To conduct International Webinar on "Offences against women"</p>	<p>IPEM Law Academy conducted International Webinar on "Offences against Women" on 30th Jan. 2021. Dr. Seema Singh from Delhi University was the main speaker of the event. 262 participants attended the webinar.</p>
<p>Online Guest Lecture on "Competition Law in Market"</p>	<p>IPEM Law Academy conducted an alumni guest lecture on 8th Jan. 2021. The session was attended by 153 students.</p>
<p>To conduct International Webinar on "Cyber Crime and Ethics"</p>	<p>IPEM Law Academy conducted International Webinar "Cyber Crime and Ethics" on 6th March 2021. Mr. Pavan Duggal, Advocate, Supreme Court of India & Prof. (Dr.) Sachin Rastogi, Member Secretary FRC (Law), Amity Institute of Advanced Legal Studies, Amity University Noida enlightened the participants with their vast knowledge. There were more than 500 participants from different countries.</p>
<p>To conduct Online Moot Court Competition</p>	<p>IPEM Law Academy conducted Online Moot Court Competition on 26th April 2021 & 15th June, 2021. 14 teams registered for the event out of which 11 teams presented their arguments before</p>

	the judges & 15 teams registered for the event out of which 10 teams presented their arguments before the judges respectively.
To conduct various online activities	Online Internal Quiz Competition 15th May, 2021 with 61 participants. Online Internal Debate Competition 5th April, 2021 with 31 participants. ONLINE Creative Writing Competition on 21st Nov. 2020 with 35 participants.
To conduct Legal Aid & Legal Awareness Programme	IPEM Law Academy conducted Legal Aid Camp on 10th Nov. 2020 with 10 students at Chhijarsi Village. IPEM Law Academy conducted Legal Aid Camp on 6th Jan. 2021 with 05 students at Sadullapur & Khora Village.
Initiatives for Staff Welfare	Introduced Free Transport Facility (Bus) & Revised Faculty Appraisal Form.

13. Whether the AQAR was placed before statutory body?	Yes
---	-----

- Name of the statutory body

Name	Date of meeting(s)
IQAC	26/03/2022

14. Whether institutional data submitted to AISHE

Year	Date of Submission
2020	20/02/2020

Extended Profile

1. Programme	
1.1	88

Number of courses offered by the institution across all programs during the year		
File Description	Documents	
Data Template	View File	
2.Student		
2.1 Number of students during the year		641
File Description	Documents	
Data Template	View File	
2.2 Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year		150
File Description	Documents	
Data Template	View File	
2.3 Number of outgoing/ final year students during the year		178
File Description	Documents	
Data Template	View File	
3.Academic		
3.1 Number of full time teachers during the year		20
File Description	Documents	
Data Template	View File	
3.2 Number of Sanctioned posts during the year		35

File Description	Documents
Data Template	View File

4.Institution	
4.1 Total number of Classrooms and Seminar halls	22
4.2 Total expenditure excluding salary during the year (INR in lakhs)	61.03
4.3 Total number of computers on campus for academic purposes	33

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

1.1.1 - The Institution ensures effective curriculum delivery through a well planned and documented process

IPEM Law Academy ensures effective delivery of curriculum through a defined process and it is considered as the most important curricular aspect. IPEM Law Academy follows the CCS University prescribed syllabus. IPEM Law Academy ensures the curriculum delivery through a well planned and documented process which includes following instruments:-

- **Academic Calendar:** The academy follows the Academic calendar and executes it thoroughly. The Head of Department directs the faculty members and assigns responsibilities, allocates the subjects, plans the conduct, and monitors the finished prospectus. The principal screens the compelling execution of the Calendar through proper gatherings with the Head of Department and if essential, casual conversations with the workforce.
- **Time- Table In-charge:** The academy appoints a Timetable InCharge for systematic preparation of the same. The Timetables are displayed on the Notice Board and shared with the students in softcopy. The link for the syllabus by the university is also provided to the students.
- **Course Plan and Course Coverage Register:** Course plan is prepared by every faculty member at the beginning of the

academic year. They record the details of each lecture in the course coverage register. The faculty schedule extra lectures as and when necessary and maintain their records. Periodic assessment of course coverage registers is conducted by IQAC through HODs.

Teaching Aids:

- The faculty uses power point presentations along with traditional white board teaching.
- Methods like presentations, group discussion, quiz, case study for effective delivery of curriculum are being used. Study materials, notes and question banks are provided in the class. Educational field visits, Court visits, Lok-Adalat visits, Legal Aid camps are organized.
- Group projects are assigned to teach them team spirit, sharing and develop presentation, research skills. Social sites such as Microsoft Teams, Youtube, Whatsapp etc. are used for effective teaching. ICT based materials are uploaded on the college website. Guest lectures and guidance by Alumni are provided to the students. Internet, Computer, LCD projectors are utilized on regular basis.
- Library: The Academy maintain their own library to facilitate the students to have access to the latest books available in concerned subjects and topics. The books are issued to the students as and when needed by them. The record of the same is maintained in the Library and Issue register maintained by all the Departments.
- Teacher support: The Academy encourages the faculty to participate in Orientation and Refresher courses to update their knowledge of subject. New recruits are given orientation regarding law teaching pedagogy.
- Feedback: The academy collects feedback from the faculty, students, alumni and parents. The collected feedback is analyzed using different parameters and the performance of the students. Any discrepancies identified are considered for correction and suggestions are taken for improvement.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	https://ipemgzb-my.sharepoint.com/:f:/g/personal/ipemlaw_ipemgzb_ac_in/EoiA-r-9MMtEpQk-uazv7gBh2QadWHjy-CGsI5L0c2f5g?e=lMBMsp

1.1.2 - The institution adheres to the academic calendar including for the conduct of Continuous Internal Evaluation (CIE)

The Institution adheres to the academic calendar including for the Conduct of Continuous Internal Evaluation (CIE).

- Before the commencement of each semester, Academy notifies an academic calendar for both the courses of BALLB and LLB respectively, which includes the date of commencement of the classes, sessionalexaminations and activities for the academic session. The academyprepares a calendar and subsequently acts accordingly. The calendar of activities includes details like the total number of working days and holidays also.
- The academic activities including the conduct of sessional examinations are adhered according to the academic calendar. The academic calendar helps the faculty members to plan their respective course delivery, research work, academic and co-curricular activities. Department head closely supervise and monitor the completion of the syllabus as per the courseplan prepared by faculty members. Syllabus coverage for each sessional examinationis decided well in advance and faculty members work accordingly.
- Sessional Examinations take place twice a semester. First Sessional exam on the completion of half syllabus and second sessional exam on the completion of full syllabus. Along with sessional examinations, regularassignments, presentations, and group discussions are a part of the evaluation system.
- There is a well-defined process for the conduct of internal examinationsasper the calendar of events. The subject facultyprepare internalquestion papers based on the revised syllabus along with the scheme of evaluation and approval by the principal. The date sheet of internal examination prepared by the examination committee is shared with the students and conducted as per the schedule.Pre-University examinationis conducted at the end of the semester.

The Principal, through the Deptt. meetings, frequently reviews the

semester's progress and provides suitable suggestions.

File Description	Documents
Upload relevant supporting documents	View File
Link for Additional information	https://ipemgzb-my.sharepoint.com/:f:/g/personal/ipemlaw_ipemgzb_ac_in/Ehj-JhNPUEZIoTGJJrK6kIcBckDX9RSGq6Tj_Na2WBjeDw?e=utBFqm

1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University

D. Any 1 of the above

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	View File
Any additional information	No File Uploaded

1.2 - Academic Flexibility

1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented

1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented

02

File Description	Documents
Any additional information	View File
Minutes of relevant Academic Council/ BOS meetings	No File Uploaded
Institutional data in prescribed format (Data Template)	View File

1.2.2 - Number of Add on /Certificate programs offered during the year**1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)**

01

File Description	Documents
Any additional information	View File
Brochure or any other document relating to Add on /Certificate programs	View File
List of Add on /Certificate programs (Data Template)	View File

1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year

179

1.2.3.1 - Number of students enrolled in subject related Certificate or Add-on programs during the year

179

File Description	Documents
Any additional information	View File
Details of the students enrolled in Subjects related to certificate/Add-on programs	View File

1.3 - Curriculum Enrichment**1.3.1 - Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum**

Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum in the following manner:

1. Gender: Seminars and webinars are conducted at regular intervals to spread general awareness and to place emphasis on gender equality. At the time of admissions 50% concession was given to the female candidates. College regularly conducts different extension activities not only in college premises but also in adopted villages under UBA Scheme. Major gender issues are focused and addressed

through activities like Save girl child, International E- Seminars on the theme such as Sexual Offences against Women, Essay writing and poster making competitions, etc.

2. Environment and Sustainability: The Academy organizes workshops/ seminars on the issues related to Environment & Ecology. The main objective is to make students aware of the efficient use of natural resources. Also, Academy celebrates the Environment Day by planting trees to clean the environment. The blue and green dustbins are kept at a nominal distance for waste materials.

3. Human Values: The Academy organizes programs to inculcate human values in students and staff. The academy regularly arranges social and cultural activities on campus and in the adopted villages.

4. Professional Ethics: Besides syllabus, the faculty emphasized ethical practices such as truthful information, facts, and unprejudiced approach. Academy organizes internship drives for training and development of students, aptitude test etc. on a regular basis to make the students familiar with professional skills and ethics.

File Description	Documents
Any additional information	View File
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum	View File

1.3.2 - Number of courses that include experiential learning through project work/field work/internship during the year

09

File Description	Documents
Any additional information	View File
Programme / Curriculum/ Syllabus of the courses	View File
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	View File
MoU's with relevant organizations for these courses, if any	No File Uploaded
Number of courses that include experiential learning through project work/field work/internship (Data Template)	View File

1.3.3 - Number of students undertaking project work/field work/ internships

177

File Description	Documents
Any additional information	View File
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni

A. All of the above

File Description	Documents
URL for stakeholder feedback report	View File
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	View File
Any additional information(Upload)	View File

1.4.2 - Feedback process of the Institution may be classified as follows	A. Feedback collected, analyzed and action taken and feedback available on website
---	---

File Description	Documents
Upload any additional information	View File
URL for feedback report	https://ipemgzb-my.sharepoint.com/:f:/g/personal/ipemlaw_ipemgzb_ac_in/EvpE8w8P3XJFouB-N_37W4oBhyLt0WqexDKSvwL7JxY_eA?e=FM2GYf

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of sanctioned seats during the year

300

File Description	Documents
Any additional information	View File
Institutional data in prescribed format	View File

2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)

2.1.2.1 - Number of actual students admitted from the reserved categories during the year

83

File Description	Documents
Any additional information	View File
Number of seats filled against seats reserved (Data Template)	View File

2.2 - Catering to Student Diversity

2.2.1 - The institution assesses the learning levels of the students and organizes special Programmes for advanced learners and slow learners

The institution assesses the learning levels of the students and

organizes special Programmes for advanced learners and slow learners

- IPEM LAW ACADEMY has a fair system for the admission process. The students are admitted in the academy without considering caste, creed, religion, social and economic status. After the completion of admission process, regular classes commence as per the academy's time table. The Academy provides 50% concession in fees for girl candidates for enrolment in the course.
- After admissions, the academy adopts a process to identify slow and advanced learners among students. Advanced learners and slow learners have been identified according to their performances in the classroom as well as the result in the sessional examinations. After listing the slow and advanced learner, the faculty prepares a separate list of slow and advanced learners and conduct extra lectures for weaker students. The teacher aims at making weak students understand the concepts in simplest way.
- Advanced learners are encouraged to participate in internal and external competitions to enhance their skills. Students are encouraged to refer to advanced text books, journals, and legal knowledge.
- Regular assignments are given to enhance their knowledge. They are also encouraged to apply for different competitive examinations.

The following activities are done by teachers for the students:

Slow learners:

1. Mentorship
2. Remedial Classes
3. Notes
4. Group discussion
5. Encouragement in Sports and academic activities.
6. Encouragement to refer books from the library

Advanced Learners:

1. Seminars/Conferences

2.Group Discussions

3.Preferences in activity participation

4.Selected as student conveners in various clubactivities such as Cultural, and Sports to develop their overall personality.

File Description	Documents
Link for additional Information	https://ipemgzb-my.sharepoint.com/:f:/g/personal/ipemlaw_ipemgzb_ac_in/EnTlXG1FzL5Ovu5m0-xLer0B4ATluC4jp5MFtJM8Q2vT8A?e=HpmnqB
Upload any additional information	View File

2.2.2 - Student- Full time teacher ratio (Data for the latest completed academic year)

Number of Students	Number of Teachers
641	32

File Description	Documents
Any additional information	View File

2.3 - Teaching- Learning Process

2.3.1 - Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences

- IPEM Law Academy practices a teaching methodology that focuses on the development of students. This helps the students in boosting their confidence and inspiring others too.
- Since students vary in their ability to understand and absorb it is unattainable to handle the requirements and expectations of a single student and expect a consistent learning outcome from all.
- The teacher facilitates learning by permitting every student to understand at their personal level by making their involvement in the activities in order that they will absorb and grasp knowledge at their own pace.
- Every Subject is outlined with course outcomes and programme outcomes. This provides a comprehensive understanding to the students right at the start of the course on what ought to be the first focus.
- It also helps them in self-evaluating their performance at the

conclusion of the course. Feedback given by students at the end of every semester provides a chance to spot any lacunae which may then be removed.

- Court Visits, Legal awareness Camps, Parliament Visits etc are the means utilized by the subject faculty to supply practical and participative learning. Internal assessments are planned by conducting internal sessional examination and thus encouraging students for preparation of university examination.
- Assignments are needed to be submitted by students. Apart from these, in addition to the subjects/courses in LLB and BA LLB, internship is provided to facilitate students to acquire practicing experience.
- Discussions in the scheduled lectures and debate competitions are organized in an order that students will be analyzed by eliciting or obtaining responses to the topic of discussion.
- Ability and improvement of communication skills are offered by the way of organizing various activities under different clubs i.e. Sports Club, Communication Club, IT Club, Cultural Club.
- Coordinators and conveners of various clubs, Grievance Redressal Cell, help the students as to involve their participation in every aspect and maintain transparency in order to inculcate or to implant a way of responsibility in them.

File Description	Documents
Upload any additional information	View File
Link for additional information	https://ipemgzb-my.sharepoint.com/:f:/g/personal/ipemlaw_ipemgzb_ac_in/EhGBMwIEGHJNvzm0GNI4QKQBZ24yD1Uarpio9SKchwKFHg?e=veJlQ4

2.3.2 - Teachers use ICT enabled tools for effective teaching-learning process. Write description in maximum of 200 words

ICT enabled tools for effective teaching-learning process:-

In order to be corporate ready, students must acquire and master the most up-to-date technology today. As a result, teachers are merging technology with traditional teaching methods to keep pupils engaged in continuous learning. In order to support, enhance, and optimise the delivery of education, colleges use information and communication technology (ICT) in education.

The following tools are used by Academy for ICT enabled work environment -

1. Projectors
2. Desktop and Laptops
3. Printer
4. Photocopier machine
5. Scanner
6. Online Classes through Zoom, Microsoft Team, Google Classroom

Use of ICT by Faculty :-

A. PowerPoint Presentations - Faculty members are encouraged to use projectors to provide power-point presentations in their classes. They prepare successful presentations with the use of digital library, online search engines, and websites.

B. Industry Connect - Guest lectures, professional discussions, and various competitions are often organized for students in the seminar and conference rooms, which are digitally equipped.

C. Online quiz - Faculties prepare online quiz for students after the completion of each unit with the help of GOOGLE FORMS or KAHOOT.

Online competitions - Various technical events and management events such as Poster making presentation, Law Quiz, Debates, Paper Presentations, Moot Competitions, Legal Case Analysis etc. are being organized with the help of various Information Communication Tools.

File Description	Documents
Upload any additional information	View File
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	https://law.ipemgzb.ac.in/infrastructure/

2.3.3 - Ratio of mentor to students for academic and other related issues (Data for the latest completed academic year)

2.3.3.1 - Number of mentors

32

File Description	Documents
Upload, number of students enrolled and full time teachers on roll.	View File
Circulars pertaining to assigning mentors to mentees	View File
mentor/mentee ratio	View File

2.4 - Teacher Profile and Quality**2.4.1 - Number of full time teachers against sanctioned posts during the year**

32

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	No File Uploaded
List of the faculty members authenticated by the Head of HEI	View File

2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)**2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year**

07

File Description	Documents
Any additional information	View File
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year(Data Template)	View File

2.4.3 - Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed academic year)

2.4.3.1 - Total experience of full-time teachers

85

File Description	Documents
Any additional information	No File Uploaded
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

2.5 - Evaluation Process and Reforms

2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and mode. Write description within 200 words.

IPEM Law Academy has a transparent and robust evaluation process in terms of frequency and variety.

- In order to ensure transparency in internal assessment, the system of internal assessment is communicated with the students well in time. The Principal holds meetings of the faculties and directs them to ensure effective implementation of the evaluation process. The Internal Examination Committee has been established and it takes care of every aspect related to the same. Students are assessed continuously through various evaluation processes at the academy and University level.
- Continuous evaluation is made through Group Discussions, Presentations, Moot Court, Sessional Examinations, Pre-University Examination, Assignments Submission, Field Visit / Field Work and Seminars.
- Sessional Examinations are conducted two times as per the schedule given in the academic calendar. The weightage for the same is fixed and is based on the University pattern.
- The performance of the students is communicated to the students. Personal guidance is given to the poor-performing students after their assessment. Students appearing for the Second / third year are asked to deliver presentations of the subject concerned. Topics are given by their teachers to prepare for their respective powerpoint presentation.

For transparent and robust for internal assessment, the following mechanisms are conducted

- Internal Examination Committee

- Question Paper Setting
- Vetting of Question Paper
- Maintenance of Examination Committee Registers
- Conduct of Examination
- Result discussion with students regarding their internal assessment.

The method of internal assessment helps the teachers to evaluate the students more effectively. Due to internal assessment, the interest of the student towards learning and attending the classes has been also increased. It has created the interest among the students to take active participation in various co-curricular and extra-curricular activities for their overall personality development. The seminar presentation improves the communication skills of the students which is very essential to face the interviews. In this way mechanism of Internal assessment is transparent and robust.

File Description	Documents
Any additional information	View File
Link for additional information	https://ipemgzb-my.sharepoint.com/:f:/g/personal/ipemlaw_ipemgzb_ac_in/EqvE8Y2By7JMm_OVW_RbXkQABK5RkDYeOlfumWx4ZJi3QcA?e=Gcl9gK

2.5.2 - Mechanism to deal with internal examination related grievances is transparent, time-bound and efficient

IPEM Law Academy carefully tracks the evaluation of grievances in an efficient and punctual manner. Principal frames excellent policy and strategic plans of the academy and is also responsible for timely and systematic solution of instructional & evaluation process.

In case of grievances of assessment of university exam, the student is directed to make the right representation to the university authority via registrar office.

Academy Level -

Internal assessment is an obvious system. Though sessional examination has no weightage of marking as per the University,

however, the academy conducts sessional examinations two times in a semester to prepare students for their University Exams. All the scholars are acquainted with the transparency of inner evaluation. After evaluation of answer sheets, these are shown to students via subject faculty and discuss the question paper in the classroom if they have any doubt regarding the marking.

Further, the result is analyzed and shared with every class coordinator so that the list of slow learners and advanced learners can be prepared. At the end, mark sheets are submitted to the Examination Committee.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	https://www.ipemgzb.ac.in/grievance.php

2.6 - Student Performance and Learning Outcomes

2.6.1 - Teachers and students are aware of the stated Programme and course outcomes of the Programmes offered by the institution.

The Academy has clearly stated learning outcomes of the Programs and Courses. The following mechanism is followed by the academy to communicate the learning outcomes to the teachers and students.

- Hard Copy of syllabi and Learning Outcomes are available in the department for ready reference to the teachers and students. Soft Copy of Curriculum and Learning Outcomes of Programs and Courses are uploaded on the Academy website for reference.
- The importance of the learning outcomes has been communicated to the teachers in every IQAC Meeting and Faculty Meeting.
- At least five hours are spent by the teachers for introducing the subject to the students.
- Learning Outcomes of the Programs and Courses are observed and measured periodically.
- Demonstrate thorough conceptual understanding in the core areas of all the subjects.
- Identify the most relevant concepts that arise in everyday life,

and devise a strategy in order to arrive at the solutions in the respective subjects and are made to understand the connection between key concepts and applications.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	https://ipemgzb-my.sharepoint.com/:x:/g/personal/ipemlaw_ipemgzb_ac_in/EUT6h0nbUotCux-C4FJKE9kBs1DoytA6qfCjUl-UMNiZtQ?e=h4EKa3
Upload COs for all courses (exemplars from Glossary)	View File

2.6.2 - Attainment of Programme outcomes and course outcomes are evaluated by the institution.

The Academy conducts Pre-University exams before every semester of the CCS University Meerut to bring out the exam fever and nervousness of the students. On the same pattern of University, Academy conducts these internal papers. Those students who do not perform well in these Pre University exams are given opportunity to have remedial classes to make the improvements in their performance.

- Result of the students --- Semester wise Report is made.

The outcomes of the programme can be summarized as:-

- To develop a broad understanding of Law
- To develop the ability to deal with different types of legal issues and laws
- To gain knowledge about the Bar Council Registration.
- To analyze and understand changes in regard to rule of Law, economic reforms, human rights, women's rights, rights of children, elderly, sick and disadvantaged segments of the Population.

The objectives of the programme can be summarized as follows:-

- To aware the students with a sound understanding of legal knowledge.
- To help the students with various skills required in their career.
- To encourage the students with the knowledge of legal

practice.

- Regular Updates on website & social websites such as Facebook, Instagram, WhatsApp, LinkedIn, Twitter & YouTube make our students and teachers duly informed about the academic activities

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	https://ipemgzb-my.sharepoint.com/:x:/g/personal/ipemlaw_ipemgzb_ac_in/EVjgbA03ct50qXgzPs9KBqUBLoLCRjGOR89eU71LIQ7nBw?e=Oya65r

2.6.3 - Pass percentage of Students during the year

2.6.3.1 - Total number of final year students who passed the university examination during the year

170

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	View File
Paste link for the annual report	https://ipemgzb-my.sharepoint.com/:b:/g/personal/ipemlaw_ipemgzb_ac_in/EQ4JImu2PhhNlfeFR-DTBa0BbqKVKc6xJcr81l3j4ZCsAA?e=VxmhS0

2.7 - Student Satisfaction Survey

2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design its own questionnaire) (results and details need to be provided as a weblink)

<https://law.ipemgzb.ac.in/wp-content/uploads/2022/03/sss-responses.pdf?x25078>

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

3.1.1 - Grants received from Government and non-governmental agencies for research projects /

endowments in the institution during the year (INR in Lakhs)**3.1.1.1 - Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)**

0

File Description	Documents
Any additional information	No File Uploaded
e-copies of the grant award letters for sponsored research projects /endowments	No File Uploaded
List of endowments / projects with details of grants(Data Template)	View File

3.1.2 - Number of departments having Research projects funded by government and non government agencies during the year**3.1.2.1 - Number of departments having Research projects funded by government and non-government agencies during the year**

0

File Description	Documents
List of research projects and funding details (Data Template)	View File
Any additional information	No File Uploaded
Supporting document from Funding Agency	No File Uploaded
Paste link to funding agency website	Nil

3.1.3 - Number of Seminars/conferences/workshops conducted by the institution during the year**3.1.3.1 - Total number of Seminars/conferences/workshops conducted by the institution during the year**

05

File Description	Documents
Report of the event	View File
Any additional information	View File
List of workshops/seminars during last 5 years (Data Template)	View File

3.2 - Research Publications and Awards

3.2.1 - Number of papers published per teacher in the Journals notified on UGC website during the year

3.2.1.1 - Number of research papers in the Journals notified on UGC website during the year

03

File Description	Documents
Any additional information	View File
List of research papers by title, author, department, name and year of publication (Data Template)	View File

3.2.2 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year

3.2.2.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings during the year

07

File Description	Documents
Any additional information	View File
List books and chapters edited volumes/ books published (Data Template)	View File

3.3 - Extension Activities

3.3.1 - Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the year

Extension activities is a form of interaction between any Institute and the community. Extension activities are an integral part of legal Education. The Academy's faculty and students are

involved in multifarious Extension activities for promoting the idea of institute's neighborhood community network. The Extension activities are integral to teaching at the Academy. Engagement of students in these activities is the first window to observe life closely at the grassroots.

IPEM Law Academy carried out the following extension activities during the academic year 2020-21:

- Legal Aid Camp- The main objective of Legal Aid camp is to provide knowledge to the common public living in remote areas and to the weaker sections of the society about legal aid & ensure equal justice, to ensure justice at cheap cost or free of cost, to provide justice at door step, to provide legal awareness, to provide legal education, to provide Para- legal aid, to provide social and economic justice, to protect legal rights & to protect human rights
- Celebration of Independence Day, Republic Day, Constitution Day, Yoga Day, Human Rights Day etc.
- Conduct of Webinars.

File Description	Documents
Paste link for additional information	https://ipemgzb-my.sharepoint.com/:f:/g/personal/ipemlaw_ipemgzb_ac_in/Eie3PZutitVFrBtq24b8xmQBVmaEkenMW9-w0yuStk_KA?e=U3BrB8
Upload any additional information	No File Uploaded

3.3.2 - Number of awards and recognitions received for extension activities from government / government recognized bodies during the year

3.3.2.1 - Total number of awards and recognition received for extension activities from Government/ government recognized bodies during the year

01

File Description	Documents
Any additional information	View File
Number of awards for extension activities in last 5 year(Data Template)	View File
e-copy of the award letters	View File

3.3.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., (including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs) during the year

3.3.3.1 - Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

04

File Description	Documents
Reports of the event organized	View File
Any additional information	View File
Number of extension and outreach Programmes conducted with industry, community etc for the last year (Data Template)	View File

3.3.4 - Number of students participating in extension activities at 3.3.3. above during the year

3.3.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

204

File Description	Documents
Report of the event	View File
Any additional information	View File
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	View File

3.4 - Collaboration

3.4.1 - The Institution has several collaborations/linkages for Faculty exchange, Student exchange, Internship, Field trip, On-the- job training, research etc during the year

28

File Description	Documents
e-copies of linkage related Document	View File
Details of linkages with institutions/industries for internship (Data Template)	View File
Any additional information	No File Uploaded

3.4.2 - Number of functional MoUs with national and international institutions, universities, industries, corporate houses etc. during the year

3.4.2.1 - Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. during the year

28

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	View File
Any additional information	No File Uploaded
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	View File

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

4.1.1 - The Institution has adequate infrastructure and physical facilities for teaching- learning. viz., classrooms, laboratories, computing equipment etc.

IPEM Law Academy encompasses a well maintained lush green campus ensuring adequate availability and optimal utilization of physical infrastructure for teaching learning activities.

Classrooms:Academy encompasses enough well-furnished, well-ventilated, spacious classrooms equipped with LCD projectors for conducting theory classes.

Technology Enabled learning facility: The Academy has a Computer Lab where the provision of Multimedia learning, Wi-Fi connectivity, and internet access is provided.

Seminar Hall: The Academy has a seminar hall for conducting national / international seminars at the college. The students are promoted for active involvement in paper presentations, group discussions, etc.

Wi-Fi: The entire campus is Wi-Fi enabled with 24/7 internet facilities to the students and staff.

Available bandwidth: 100 MBPS. Internet facilities are available throughout the whole campus including labs, classrooms, library, offices of all Departments and hostels.

Library: Excellent Resources are available for self-learning. The Academy has a subscription to Manupatra for research work.

Academic Block Campus II hosts the Law Academy and has the following infrastructure:

- The academy has 19 classrooms of 60 capacity each,
- 19 classrooms are equipped with LCD Projectors,
- 3 Faculty Rooms with sitting Cabins for teachers, furnished with furniture, desktop, internet connectivity (LAN & Wi-Fi), phone connection,
- Fully furnished Faculty Common Room
- Huge Library Building with a seating capacity of 100 readers.
- Moot Court Hall (150 capacity)
- Badminton Hall
- Basketball Court
- Separate Commons Rooms for Boys and Girl students
- Separate Washrooms complexes for Boys and Girls
- Separate washrooms for faculty/Staff.

Administration Block: Campus-1 hosts the Administrative offices and Common facilities:

- Registrar Office
- Accounts Office
- Air-Conditioned Conference Room
- Offices of Administration
- Air-Conditioned Seminar Hall
- One computer lab with latest computer systems. (As Per requirement)
- Auditorium (300 capacity, Centralized Air Condition)
- Solar Panel
- High Quality of generator for regular uninterrupted supply of power. Rainwater Harvesting.
- Borewell for regular supply of water.
- Guest House
- Girls Hostel
- Boys Hostel
- Cafeteria
- Basket Ball Courts
- Play Ground etc. For use by the students and staff

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://ipemgzb-my.sharepoint.com/:f:/g/personal/ipemlaw_ipemgzb_ac_in/EoYTdx5BSRdBmTTGW0FU_ewBbgR16--lXns2YSZBNlrkFA?e=mL2DhM

4.1.2 - The Institution has adequate facilities for cultural activities, sports, games (indoor, outdoor), gymnasium, yoga centre etc.

Adequate Infrastructure

- The Academy has adequate facilities and infrastructure for curricular and co-curricular activities.
- The Academy has sports facilities for games i.e., outdoor, and indoor like Badminton, Chess, Ludo, Cricket, Basketball & Volleyball etc.
- The Academy has a separate badminton court for the students, apart from this there is also a basketball court.
- The Sports committee supervises indoor and outdoor games and conducts monthly meets.
- There is a separate arrangement of Yoga Hall for providing physical fitness awareness to the staff and students.

An adequate infrastructure has been provided for the students to take part in extracurricular activities.

- The Auditorium with a seating capacity of more than 300 seats is very well equipped with good acoustics.
- The Academy has seminar halls to conduct extracurricular activities.
- National level seminars and cultural activities are conducted here on a regular basis.
- There is always a proper arrangement of Dias, Mikes, Podiums & Banners to conduct any programme.

- The Academy has a storeroom where the related equipment like basketball, chess, ludo, badminton etc. can be procured by the head of the sports committee during any conduct of the game.
- Equipment, i.e., Sound System with speakers and screens which are required for conducting activities like National Seminar, Conferences etc. are properly arranged and regular maintenance and proper care is always being taken

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://ipemgzb-my.sharepoint.com/:f:/g/personal/ipemlaw_ipemgzb_ac_in/EiDw14M75TVKjT9-RbqZYWQB8JBh6w5WEpGkA6ykLjnoyA?e=jMHo2H

4.1.3 - Number of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc.

22

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

22

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://law.ipemgzb.ac.in/infrastructure/
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

4.1.4 - Expenditure, excluding salary for infrastructure augmentation during the year (INR in Lakhs)

4.1.4.1 - Expenditure for infrastructure augmentation, excluding salary during the year (INR in lakhs)

13.14

File Description	Documents
Upload any additional information	View File
Upload audited utilization statements	View File
Upload Details of budget allocation, excluding salary during the year (Data Template)	View File

4.2 - Library as a Learning Resource

4.2.1 - Library is automated using Integrated Library Management System (ILMS)

The library is the prime learning resource of any particular institution and is partially automated through integrated library Management System Known as sim Software.

- The library is a knowledge source of college and provides adequate services to its user.
- Library has collection of 6751 books.
- Reading room of Law Academy Library is well furnished to accommodate 50 students at a time and provides conducive environment for study to the students.
- The Library is air-conditioned and the MANUPATRA is installed in the system for the use of students and faculty members.
- Well-stocked and presently having a collection of books are continuously added to the collection to equip students with a wide range of academic.
- OPAC (Open Public Access Catalogue) Facility is provided for the students and faculties.
- The Library is well equipped with open access and e-resources for the use of the students as well as faculty members.
- The various housekeeping activities like data entry, issue and return and renewal of books are being maintained.
- The Academy Library is fully automated and provides user services through computer.
- Visitor's timing of entry and exit is always being maintained
-
- CCTVs are installed in the Library area for surveillance purpose

File Description	Documents
Upload any additional information	View File
Paste link for Additional Information	https://ipemgzb-my.sharepoint.com/:f:/g/personal/ipemlaw_ipemgzb_ac_in/ErMy9FXya_tKpXVxu_TvZLIEB4SVVEchmlFtazZdVU3d2Bg?e=Miy3S5

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources

A. Any 4 or more of the above

File Description	Documents
Upload any additional information	View File
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	View File

4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e- journals during the year (INR in Lakhs)

4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)

0.29

File Description	Documents
Any additional information	View File
Audited statements of accounts	View File
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	View File

4.2.4 - Number per day usage of library by teachers and students (foot falls and login data for online access) (Data for the latest completed academic year)

4.2.4.1 - Number of teachers and students using library per day over last one year

12

File Description	Documents
Any additional information	No File Uploaded
Details of library usage by teachers and students	View File

4.3 - IT Infrastructure

4.3.1 - Institution frequently updates its IT facilities including Wi-Fi

IPEM Law Academy has developed IT facilities to meet the Learning requirements of students and faculty. Some of the facilities are discussed below

- **Computer Lab:** The computer lab consists of 100 computers with Internet connectivity for the purpose of student development. Thereby, as per the curriculum, students are offered up-to-date technology. They are installed and updated as and when required and the maintenance of the computers is done by the technicians as and when required.
- **Digital Library:** The college provides digital library to the students which includes E-Books, journals, access to manupatra which enables them to search for case laws, articles and provisions to update their legal knowledge.
- **Digital Classrooms:** classrooms are enabled with ICT facilities like projectors. Students are taught through power point presentations which enables them to learn in a much more effective way.
- **Seminar Hall:** The Academy has a well-equipped seminar hall with ICT facilities like a projector, and a personal laptop attached to the projector. In addition to this, the seminar hall is equipped with mike, speakers and internet connection.
- **Wifi-Enabled Campus:** The whole campus of the Academy has Wi-Fi facility with a speed of 100 mbps.
- **Faculty Cubics:** Each faculty is provided with personal computers which are connected through LAN or Wifi Fi for preparation of power point presentation as teaching learning materials.
- **Website:** The college website is monitored and updated from time to time by the Website Faculty Coordinator of the

college.

- **CCTV:** There are CCTV cameras installed in the entire campus area of the college to provide additional safety security to the students and the staff, for the prevention of untoward incidents in the campus.
- For maintenance, repairs/servicing of computers, Internet Wi Fi networking, installation of software and maintenance and upgradation of hardware, the department will approach the IT person concerned.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://ipemgzb-my.sharepoint.com/:f:/g/personal/ipemlaw_ipemgzb_ac_in/Es8mX6K01ltForhX8zVy9EcBXq7C-elEkaK2MU8qUW632w?e=ZPRoFh

4.3.2 - Number of Computers

45

File Description	Documents
Upload any additional information	View File
Student – computer ratio	View File

4.3.3 - Bandwidth of internet connection in the Institution

A. ? 50MBPS

File Description	Documents
Upload any additional Information	View File
Details of available bandwidth of internet connection in the Institution	View File

4.4 - Maintenance of Campus Infrastructure

4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support

facilities) excluding salary component during the year (INR in Lakhs)**4.4.1.1 - Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component during the year (INR in lakhs)****34.34**

File Description	Documents
Upload any additional information	No File Uploaded
Audited statements of accounts.	View File
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	View File

4.4.2 - There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.

There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - library, sports complex, computers, classrooms etc.

- Library, sports facilities, computers, and classrooms are continuous process.
- Academy has well-defined guidelines and procedure for repairing and maintenance activities to ensure time-bound maintenance work.
- The Academy has established systems and procedures for maintaining & utilizing all the physical facilities such as physical, academic and support facilities which are augmented and maintained properly through Administration.
- At the beginning of every academic session, proper availability of whiteboards, lighting, furniture, projectors in classrooms etc. is taken care properly and if needed the requirements are fulfilled.
- Library Committee is functional which takes care of all the library matters and functions.
- Sports Club has the responsibility for the creation and maintenance of sports facilities on the campus for the students and the faculty.
- Upgradation of software and hardware and maintenance of ICT

facilities is done.

- The maintenance work related to facilities like toilet blocks, computer lab, equipment, furniture, replacement, electric work, plumbing, RO-water-facilities, water tank, etc. is maintained on regular basis.
- The Academy has signed various contracts for maintaining and utilizing physical facilities.
- A system of procedures has evolved over the years for the maintenance and optimal utilization of Infrastructure.
- Rules and regulations of the library are displayed and given in the calendar.
- Classrooms and campus cleanliness, campus maintenance is ensured by the support staff.
- Security staff i.e. Guards provide safety for the students.
- IT resources are supported with system like UPS/automatic switchover generators.
- The administrator takes care of computer maintenance and camera surveillance etc.
- Computers are monitored by the technical assistance and sensitive computers are provided antivirus software.
- The Warden manages the hostel maintenance and proper utilization of the hostel facilities.
- Sports amenities are also maintained.
- Auditorium, Seminar and Conference Hall are extensively used for the conduct of every type of activities.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://ipemgzb-my.sharepoint.com/:f:/g/personal/ipemlaw_ipemgzb_ac_in/EsgZq_m5h9dIhznQ0KmGuGUBtkvigSGTZZeSN9sJeoLAjw?e=qGh9Jt

STUDENT SUPPORT AND PROGRESSION	
5.1 - Student Support	
5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year	
5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year	
44	
File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	View File
Upload any additional information	View File
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	View File
5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year	
5.1.2.1 - Total number of students benefited by scholarships, free ships, etc provided by the institution / non- government agencies during the year	
182	
File Description	Documents
Upload any additional information	View File
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	View File
5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills	A. All of the above

File Description	Documents
Link to institutional website	https://law.ipemqzb.ac.in/past-events/
Any additional information	View File
Details of capability building and skills enhancement initiatives (Data Template)	View File

5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

128

5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

128

File Description	Documents
Any additional information	View File
Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template)	View File

5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees

A. All of the above

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	View File
Upload any additional information	No File Uploaded
Details of student grievances including sexual harassment and ragging cases	No File Uploaded

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

17

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	View File

5.2.2 - Number of students progressing to higher education during the year

5.2.2.1 - Number of outgoing student progression to higher education

04

File Description	Documents
Upload supporting data for student/alumni	View File
Any additional information	No File Uploaded
Details of student progression to higher education	View File

5.2.3 - Number of students qualifying in state/national/ international level examinations during the year (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)

5.2.3.1 - Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government

examinations) during the year

0

File Description	Documents
Upload supporting data for the same	View File
Any additional information	No File Uploaded

5.3 - Student Participation and Activities**5.3.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national / international level (award for a team event should be counted as one) during the year****5.3.1.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national / international level (award for a team event should be counted as one) during the year.**

0

File Description	Documents
e-copies of award letters and certificates	No File Uploaded
Any additional information	No File Uploaded
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	View File

5.3.2 - Institution facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities (student council/ students representation on various bodies as per established processes and norms)

Students have active representation in academic and administrative bodies and committees of the Academy.

- Committees

There are various committees which comprise of student members along with faculty members nominated by the Head of the Department.

Following Committees are in action in:

- Moot Court Committee
- Legal Aid Committee
- Internship/Placement Committee
- Seminar/Webinar/Workshop Committee
- FDP/Guest Lecture Committee
- Sports and Culture Committee
- Environmental Awareness Committee

Committee members hold meetings whenever concerned event/activity takes place for its smooth functioning.

- Clubs

There are 5 clubs which comprise of student conveners along with one faculty convener nominated by the Head of the Department. This helps in organization and management of various events conducted by the following clubs:

- Sports Club
- IT Club
- Communication Club
- Cultural Club
- Entrepreneurship Club
- Organization of Events by Clubs and Committees

Students along with faculty members organize, and celebrate various significant days such as Constitutional Day, Human Rights Day, Environment Day, Yoga Day, Independence Day, Republic Day.

The above activities enhance their communication skills, management skills, leadership skills, team-work, time-management, resource management skills and builds confidence in each student.

File Description	Documents
Paste link for additional information	https://ipemgzb-my.sharepoint.com/:b:/g/personal/ipemlaw_ipemgzb_ac_in/EX1Vy1lsw0JlrZjA4ZafuF4BYlr8DlyNux5OZmEOR_Hn5g?e=AIkhes
Upload any additional information	View File

5.3.3 - Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions)

5.3.3.1 - Number of sports and cultural events/competitions in which students of the Institution participated during the year

08

File Description	Documents
Report of the event	View File
Upload any additional information	No File Uploaded
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions) (Data Template)	View File

5.4 - Alumni Engagement

5.4.1 - There is a registered Alumni Association that contributes significantly to the development of the institution through financial and/or other support services

There is no registered alumni association of IPEM Law Academy but we understand that Alumni is the most significant resource of any institution, who contribute straightforwardly or by implication to the establishment. Academy constantly remains in touch with its meritorious alumni, and they assume a significant part in forming the fate of the establishment.

- The Alumni Association makes and keeps a deep-rooted association between the Academy and its alumni.
- Alumnis are additionally welcomed to ground occasions like Foundation Day, Cultural Occasions, Moot Court Competitions, Debate Competitions, Quiz Competitions.

- This aggregate greatness is our commitment to the developing age, the Academy, and the public overall. Alumni have contributed altogether towards different Academic exercises, for example, Giving Lectures, Moot Court Competition, Quiz, Debating Competitions etc.

The Alumni contribute in the accompanying way:

- Input on educational program
- Teaching learning process
- Significant ideas about changing patterns about legal industry

Alumni meets are directed intermittently for systems administration reinforcing social relations and imparting knowledge to the understudies for prospects. Alumni are additionally occupied with giving arrangement backing and Research exercises. They are helpful in advancing understudies and assist them with becoming legal sector prepared.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

5.4.2 - Alumni contribution during the year (INR in Lakhs)

E. <1Lakhs

File Description	Documents
Upload any additional information	No File Uploaded

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

6.1.1 - The governance of the institution is reflective of and in tune with the vision and mission of the institution

VISION

The vision of IPem Law Academy is "to produce Professionals who would pioneer the future Revolutions.

MISSION

- To cater state-of-the-art infrastructure facilities.
- To apply latest Pedagogical Methods while delivering the Academic Programs
- To utilize the potential of highly qualified, experienced and committed faculty.
- To generate knowledge and promote academic growth by offering various value added programs.
- To collaborate with academia, industry and society for long term interactions.
- To generate and disseminate knowledge through training programs/workshops/seminars/conferences/publications.
- To develop human potential to its fullest extent so that capable professionals emerge in a range of profession.
- To strive for Professional Excellence with ethical and moral values.

IPEM Law Academy is alive to these basics and this is reflected in our major thrust areas which are to create an environment for world class management education, value-based learning on human dynamics, interactivity and optimization of time as the exhaustible resources.

File Description	Documents
Paste link for additional information	https://law.ipemgzb.ac.in/vision-and-mission-of-ipem-law-academy/#governing-body
Upload any additional information	View File

6.1.2 - The effective leadership is visible in various institutional practices such as decentralization and participative management.

Decentralization and Participative Management of the Academy-

- IPEM Law Academy promotes participative management, ideas to academic goals & progression strategies to promote efficient functioning to it through well defined organisational structure.
- The Academy constitutes various committees and reviews them every year for smooth working.
- The Academy has a Law Advisory Board which helps us to gain new insights.

- Representation of teachers have been made in various committees.

Case Study Showing Decentralisation and Participative Management-

The Academy has adopted the decentralisation and participative management in the process of academic and administration. The management provides generous freedom and flexibility to the Principal to lead all the academic activities of the Academy. The Principal and faculty members regularly meet and take necessary steps to formulate and implement the perspective plan of the Academy. As part of quality improvement and quality initiative the Academy and other Committees continuously work on quality improvement.

- In the beginning of academic year all faculty members conduct a meeting and discuss the smooth functioning of the Academy.
- Various committees are constituted and responsibilities are assigned to them.
- As before conducting any event a procedure is always followed i.e. at the primary stage an approval is always taken from the management to conduct any activity.
- After approval the budget is proposed and approved.
- Then the duties and responsibilities are divided amongst faculty members.
- After that the brochure or poster of the said event is prepared and circulated.
- After the completion of the event, a detailed report is prepared and then submitted to heads and IQAC Cell.

File Description	Documents
Paste link for additional information	https://ipemgzb-my.sharepoint.com/:f:/g/personal/ipemlaw_ipemgzb_ac_in/EhpuQPCXhwFPnASYx3wTWEmBTDDdbb5WTBMgACl05TaEJsA?e=7af8Zr
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

Decentralization and Participative Management of the Academy-

- IPEM Law Academy promotes participative management, ideas to academic goals & progression strategies to promote efficient functioning to it.
- The Academy constitutes various committees and reconstitutes them every year for smooth working.
- The Academy has a Law Advisory Board which helps us to gain new insights.
- Representation of teachers have been made in various committees.

Case Study Showing Decentralisation and Participative Management-

The Academy has adopted the decentralisation and participative management in the process of academic and administration. The management provides generous freedom and flexibility to the Principal to lead all the academic activities of the Academy. The Principal and faculty members regularly meet and take necessary steps to formulate and implement the perspective plan of the Academy. As part of quality improvement and quality initiative the Academy and other Committees continuously work on quality improvement.

- In the beginning of academic year all faculty members conduct a meeting and discuss the smooth functioning of the Academy.
- Various committees are constituted and responsibilities are assigned to them.
- As before conducting any event a procedure is always followed i.e. at the primary stage an approval is always taken from the management to conduct any activity.
- After approval the budget is proposed and approved.
- Then the duties and responsibilities are divided amongst faculty members.

- After that the brochure or poster of the said event is prepared and circulated.
- After the completion of the event, a detailed report is prepared and then submitted to heads and IQC Cell.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	https://ipemgzb-my.sharepoint.com/:f:/g/personal/ipemlaw_ipemgzb_ac_in/EuR_loUeAthPuiL4Yx4-HlYBpfj1BlcjNS5T5QXzH3Re0w?e=Ht0vfl
Upload any additional information	View File

6.2.2 - The functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment and service rules, procedures, etc.

The functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment and service rules, procedures, etc-

- The Academy successfully implemented an activity based on the strategic plan with implementing DR. B.S. GOEL MEMORIAL AWARDS which was given by the Institute with the prime objective of recognizing and encouraging meritorious students to perform well in academics and getting ranks at college and University levels.
- The initiative presents achievers as role models for the rest of the students and to ensures that the spirit of achievement is percolated down to all the sections of the student.
- The initiative presents achievers as role models for the rest of the students and to ensures that the spirit of achievement is percolated down to all the sections of the student.
- Management recognizes each and every meritorious student by giving them CASH AWARDS for bringing laurels to the institution.
- The institution also felicitates students with outstanding academic achievements in the august presence of parents on the Orientation Programme to inculcate, develop and enhance the academic quality in all the students of the college.

- The Academy frames its future plan keeping its vision and mission as the basis of the perspective plan.
- While deciding its future initiatives, the college ensures that it touches all facets of development including teaching/learning, research, and development, community engagement, human resource planning/development, infrastructure etc.
- At regular Intervals the Deptt. meets fortnightly to discuss the targets taken on the Individual and Departmental Level on various aspects such as - Teaching-learning planning, operational planning and other resource planning.
- Apart from this, the Academy has its separate advisory board which plays an important role and acts as a pathway between Management and the Principal.

File Description	Documents
Paste link for additional information	https://ipemgzb-my.sharepoint.com/:f:/g/personal/ipemlaw_ipemgzb_ac_in/EjfvMXS8jfJMkhmGEkFmcmEBnu877Z0MrRb08jzS5MYK4Q?e=4WjBCc
Link to Organogram of the Institution webpage	https://law.ipemgzb.ac.in/vision-and-mission-of-ipem-law-academy/#organizational-structure
Upload any additional information	View File

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination

B. Any 3 of the above

File Description	Documents
ERP (Enterprise Resource Planning) Document	View File
Screen shots of user interfaces	View File
Any additional information	View File
Details of implementation of e-governance in areas of operation, Administration etc (Data Template)	View File

6.3 - Faculty Empowerment Strategies

6.3.1 - The institution has effective welfare measures for teaching and non- teaching staff

IPEM Law Academy trusts the contribution of the employee towards the overall development and progress of the Academy.

IPEM Law Academy always encourages and supports the involvement of the staff in the improvement of the effectiveness and efficiency of the Academy's process. The Faculty being the intellectual capital is the greatest asset of the Academy. So, the Academy offers worthwhile welfare schemes to all the teaching and non-teaching staff to ensure and boost their work culture and effectiveness.

- IPEM Law Academy offers free Transport Facility for the teaching and non-teaching staff.
- The Academy offers the subsidized food for all teaching and non-teaching staff.
- The Academy has a Free Mediclaim Policy for its Faculty/Staff .
- Each year on Teacher's Day, the Outstanding Faculty, based on their overall performance is felicitated.
- There's special provision for Special Incentives I.e. Special incentives are given on acquiring Ph.D, JRF/NET or other higher qualifications.
- Special Incentives are also provided to the faculties for publishing their paper in National/ International/Scopus Index/UGC approved journals.

- Admission Incentive is also provided to Teaching and Non-Teaching staff based on their support during admission time.
- For Non-Teaching staff there is a facility of P.F. & ESI to Staff.
- At the end of each year, the Faculty submits a Self-Appraisal and that with the Comments of the HODs is submitted for further processing. For Non-Teaching staff: Annual and special increments on emoluments.

File Description	Documents
Paste link for additional information	https://ipemgzb-my.sharepoint.com/:f:/g/personal/ipemlaw_ipemgzb_ac_in/EnYYPoDD3YFCvHnTTDD9r_sBxl-IwK7eRuDa8toUE-qa9w?e=2cSZIA
Upload any additional information	View File

6.3.2 - Number of teachers provided with financial support to attend conferences/ workshops and towards membership fee of professional bodies during the year

6.3.2.1 - Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the year

0

File Description	Documents
Upload any additional information	No File Uploaded
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	View File

6.3.3 - Number of professional development /administrative training programs organized by the institution for teaching and non-teaching staff during the year

6.3.3.1 - Total number of professional development /administrative training Programmes organized by the institution for teaching and non teaching staff during the year

04

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	View File
Reports of Academic Staff College or similar centers	View File
Upload any additional information	View File
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	View File

6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)

6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year

04

File Description	Documents
IQAC report summary	View File
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	View File
Upload any additional information	View File
Details of teachers attending professional development programmes during the year (Data Template)	View File

6.3.5 - Institutions Performance Appraisal System for teaching and non- teaching staff

Institutions Performance Appraisal System for teaching and non-teaching staff

- The Academy has a performance appraisal system for all teaching and non-teaching staff. Every faculty member teaching and non-teaching has to submit self-appraisal form to the

Principal/Director at the end of the academic year.

- Teaching faculty performance is reviewed based on student results, punctuality, commitment, teaching skills, number of papers presented, number of conferences and workshops attended, research projects undertaken and involvement in other college activities.
- Non-teaching faculty are assessed based on attitude towards public.

The Principal of the Academy evaluates performance based on the following key parameters:

- Results (average of all the subjects handled in previous academic year June to July).
- Professional Improvement - Paper Presented and published, books published, Seminars and Workshops etc. participated, any other research and development activities
- General Behaviour and Attitude Regularity and punctuality, Willingness to take up work from time to time
- Outstanding Achievement, additional qualifications like NET, SLET, M.Phil, Ph.D or any other distinguished achievement - personal or institutional.
- Student Feedback for underperforming in any of the above parameters by the faculty, Principal conducts personal meeting with the faculty. As the outcome of the meeting, Principal helps to empower the faculty with required skills and expertise by deputing to faculty training programme as needed.
- Personal Interview with the management with every faculty of the college helps management in understanding the achievements and limitations of the teachers and to decide over the incentives and other benefits for the teachers.

File Description	Documents
Paste link for additional information	https://ipemgzb-my.sharepoint.com/:f:/g/personal/ipemlaw_ipemgzb_ac_in/EjxE9F3q4rZDj4htiNxsAsYB7hIqZZ7yjN_JKb0rO7VaUg?e=NTfYRV
Upload any additional information	View File

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly Enumerate the various internal and external financial audits carried out during the year with the mechanism for settling audit objections within a maximum of 200 words

The Academy has a very strong mechanism for conducting internal and external audit.

INTERNAL AUDIT:

The academy has its own internal 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, test cheque and verification of the events happened in the area of financial managements. Mechanism of Internal audit and settlement of objections implemented in the institutions is as follows:

- Study of the trust deed and regulations
- Examine the previous financial statements
- Noting of provisions applicable Evaluation of Internal control system
- Verifications of student's fee registers
- Authorization of fees concessions, controls, policies
- Examining the statutory payments to different bodies like EPF, ESI, TDS, Income Tax

- Examining the Bank Pass book Examining Grants, sponsorships, deposits, payments.
- At the end crosscheck all procedures and educating to put control for all transactions
- Interdepartmental stock checking reports.
- Internal audit is carried out twice a year.

1st Audit - in the Month of March to obtain budgets and approvals

2nd Audit - in the Month of September to review the utilization of budgets and for ratification of new items not included in the 1st Audit Budget.

EXTERNAL AUDIT:

External audit is carried out in an elaborate manner on yearly basis. The institution accounts are audited regularly by both Internal and statutory auditors. As of now there is no major findings / objections. Minor errors of omissions and commissions pointed by the audit team are immediately rectified / corrected and precautionary steps are taken to avoid references of such errors in future.

Mechanism and settlement of objections of External Audit:

- Examining the procedures and policies and regulations
- Vouching the receipts by JV, payments, PO, etc.
- Verify the salary payment, TDS, Income Tax, EPF, ESI, Professional tax, Gratuity, etc
- Examining the property titles, approvals, fee payments to regulation bodies
- Evaluating fee receipts
- Certify the audit report
- Filing the Income Tax returns regularly
- Carrying of audit in accordance with specifically or according

to the rules of the financial statements and crosscheck all procedures and educating to put control for all transactions.

File Description	Documents
Paste link for additional information	https://ipemgzb-my.sharepoint.com/:b:/g/personal/ipemlaw_ipemgzb_ac_in/Eb_Udxc7d49GtZ9tP_uJfDNoB7y5VqtuApPsGwhtNALS3tg?e=9o1v4k
Upload any additional information	View File

6.4.2 - Funds / Grants received from non-government bodies, individuals, philanthropers during the year (not covered in Criterion III)

6.4.2.1 - Total Grants received from non-government bodies, individuals, Philanthropers during the year (INR in Lakhs)

0

File Description	Documents
Annual statements of accounts	No File Uploaded
Any additional information	No File Uploaded
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	No File Uploaded

6.4.3 - Institutional strategies for mobilization of funds and the optimal utilization of resources

Policy for Resource Mobilization

1. The Academy mobilizes funds primarily through the student fee collection.
2. Using the Infrastructure available at the city prime location, College earns good figures by renting resources like classrooms, auditorium for various public exams.
3. Alumni contributions
 - The Academy is financially viable by self-generating funds through student fee collection. The Academy charges various fee structures for different programme. The entire financial needs of the institution are managed through these funds. The

Academy

- The Academy is located in prime location with easy commutable services. Many organizations and exam agency request academy infrastructure to conduct their classes and examination.
- State-of-art auditorium is much in demand for many educational institutions to conduct their programmes.
- Through these, decent revenue is generated.

Optimal Utilization of resources

The Academy is self-sufficient for the recurring expenses like maintenance and operations. The Academy has a well-defined mechanism to monitor effective and efficient utilization of available financial resources for the development of the academic processes and infrastructure. The Management frames resource and expenditure policy. The Management also implements budgetary policy like funds allocation to departments, labs, sports, infrastructure, maintenance and others Budget is prepared by Accounts department.

For most of the institutional financial needs and requirements, funds generated from fee collection are used.

Utilization of resources is primarily for:

- Staff Salary
- Research activities
- Professional development and administrative training programmes
- Sports and cultural activities
- Training & Placement
- Student and staff support measures
- Software & Internet charges
- Library resources

- ICT infrastructure
- Repair & maintenance work
- Printing & stationary

File Description	Documents
Paste link for additional information	https://ipemgzb-my.sharepoint.com/:f:/g/personal/ipemlaw_ipemgzb_ac_in/EmnkC7LUnDVGooG57jUmWfYBV-uncoiG-1016HfA1rLZUA?e=7zcsyK
Upload any additional information	View File

6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes

The IQAC Cell of the IPEM Law Academy is functional and runs after improving and keeping up with the quality of education, distinguishing and recommending better approaches for utilizing showing helps, creating suitable infrastructure.

IQAC is an effective and productive inside planning and observing component. The IQAC assumes a crucial part in maintaining and upgrading the nature of the establishment and proposes quality enhancement measures to be embraced.

The IQAC meets twice a year to design, direct, execute and evaluate the instructing, examination, and distribution exercises in the Academy.

The IQAC endeavors to spread quality culture through quality improvement initiatives and best practices. Huge enhancements in quality have been made by standardizing the following

IQAC initiatives:

Strategic preparation of key regions and relegating liabilities:

- Academic Results
- Students soft skills training

- Training and Placement
- Academic Monitoring

IQAC analyze the entire quality system which are key aspect based. The quality strategies and processes used are:

- To intensify curricular aspects with value added course, enrichment programmes , life skills programme.
- To intensify feedback collection, analysis and review
- Continuously practice decentralized and Participative governance with faculty performance evaluation through self-appraisal forms and confidential reports
- To express strong concern for environmental activities including rain water harvesting, plastic ban, waste management and alternate source of energy

File Description	Documents
Paste link for additional information	https://ipemgzb-my.sharepoint.com/:f:/g/personal/ipemlaw_ipemgzb_ac_in/EmnkC7LUnDVGooG57jUmWfYBV-uncoiG-1016HfAlrLZUA?e=7zcsyK
Upload any additional information	View File

6.5.2 - The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities

IQAC being the central body within the college monitors and review the teaching-learning process regularly. Based on feedback various innovative activities and reforms were introduced.

The improvements based on feedback implemented are:

- IQAC periodically reviews the teaching-learning process, structures & methodologies of operations which includes Academic Calendar, Preparation of course plan, Time-Table etc.

IPEM Law Academy makes sure that the programmes offered in the curriculum and outside the curriculum include contribution to national development, fostering global competencies among students, inculcating a value system among students, promoting the use of technology and quest for excellence. Our academy efforts to ensure that the curriculum bears a thrust on these core values include the initiative for contribution to national development.

The Academy uses education as the tool for empowering women and through the transaction of the curriculum it has adopted. It seeks to address the all round development of the students enrolled in the various academic programs it offers.

The major improvements took place in the following aspects: The institute has arranged Value Added Programme in English & Computer for students to enhance their communication skills.

Courts & Jails visits are arranged periodically by the department to give the students a practical knowledge and exposure to court practices. The academy has a comprehensive Placement training department which is executed through qualified staff and experts from outside.

- Remedial classes are strengthened and formalized.
- Classes for computer literacy, teaching skill development, communicative English for language skill development etc.
- Participation in experiential learning, surveys, simulated learning.
- Student centric methods like individualized methods like programme learning, computer assisted instructions, tutorials, discussion cum demonstration method etc are in use.
- We have strengthened the alumni association via, time to time get-together in the academy campus.
- We have mentoring system in our academy. Every class of each faculty has one mentor/ class in charge who looks after the student's attendance, his/her performance, discipline, efficiency and over all soft skill development of students.

Analysis of feedback of teachers by the students has been

formalized. A team/committee is formed every year for the analysis and communicating it to respective teachers. A well framed questionnaire covering assessment points is given to students during midsession statistical analysis of the scores is computed (percentage).

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)

D. Any 1 of the above

File Description	Documents
Paste web link of Annual reports of Institution	https://law.ipemgzb.ac.in/igac/
Upload e-copies of the accreditations and certifications	View File
Upload any additional information	View File
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year

The Academy shows gender sensitivity in providing facilities such as :-

1.Safety and Security

2.Counseling

3.Common Room

1.Safety and Social Security-

1.Security Personnel: Security posting of security personnel at vantage points especially the Main Gate, Administrative Office and many other places to keep watch on persons entering and leaving the campus/places within the academy.

2.CCTV Cameras:The whole campus is under cameras' surveillance which includes classrooms, canteen area, library, seminar hall, auditorium corridors and vantage points to check the undesirable activities of the students.

3.Transportation

For the safety of girl students, Academy provides free bus service to all students and Faculties/Staff of the academy. There are two buses which are engaged with the seating capacity of 50 and 30 seats each.

a)Gender Equity

The Academy's management is very sensitive towards gender justice and undertakes special measures for the protection of the rights of the women. A committee has been constituted namely, Women grievance Committee. The Committee deals with the cases / complaints of sexual harassment and any other type of harassment of the female students, teaching and non-teaching women staff of the academy. All the individual complaints are examined by the committee and result into immediate suitable action. The Committee aids the faculty for taking preventive steps in the matter of gender discrimination and sexual harassment. The Committee may form / review the guidelines / policy for redressal of the grievance as required from time to time. It is formed only by female faculty members consisting of one coordinator and two members and also one student representative. We are proud to state that in our college the incidents of sexual harassment of women students are nil due to the discipline in the campus. This Committee interacts with women students at regular intervals to identify any sort of issues existing. The women Committee is capable of dealing the cases very confidently with its team.

b) Mentoring and Counseling

Mentoring: Maturity, mental balance, attitudinal attributes and relations management are well mentored by assigned faculty members. Holistic mentoring that start from day 1 of induction and extends throughout their stay in the campus and further goes into their life spans is adopted.

Counseling: The counseling related to the different aspects i.e. academic, career, personal achievement motivation is provided in the areas of Academic/ Study related discomforts felt, Homesick syndrome, Stresses due to strained inter-personal relations, difficulties due to family problems, and umpteen revealed and unrevealed causes, partly due their age and external environment.

c) Common Room

To keep the privacy as well as to eliminate unwanted incidents, Academy maintains separate common room for boys and girls. There are separate washrooms for girls & boys.

File Description	Documents
Annual gender sensitization action plan	https://ipemgzb-my.sharepoint.com/:b:/g/personal/ipemlaw_ipemgzb_ac_in/EbDb-NR-10xLleR9tUk5zdQB00iNuCdeXRvezSSGWV2B7A?e=fT1SCs
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	https://ipemgzb-my.sharepoint.com/:f:/g/personal/ipemlaw_ipemgzb_ac_in/EiYRfKe-WaFNh2BqWqgTvNUB-wfj-3Y82jDsOuX_8tP2NA?e=Oni2Rr

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment

A. 4 or All of the above

File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	View File

7.1.3 - Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 200 words) Solid waste management Liquid waste management Biomedical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management

SOLID WASTE MANAGEMENT -

- At utmost care is taken to dispose off the solid waste in which it has been categorised in two types i.e. Dry & Wet Waste. The Dry and Wet Waste Dustbins are kept in the campus at different places.
- The Academy adopts paper saving mode to facilitate the solid waste management by using the both sides of the papers.
- There is minimal use of plastics. And awareness has also been created amongst the students and staffs to say no to plastic.
- The Academy adopts almost paperless concept by digitization of office procedures through electronic means via WhatsApp, Emails & Google Classrooms.
- Leftover food and waste from the Mess and Cafeteria is taken away by Class-IV staffs.
- All the waste is collected and sent to Municipal pits time to time.

LIQUID WASTE MANAGEMENT - Liquid waste that is generated in the Academy falls into following categories:

- Liquid waste released from hostel, mess and cafeteria reaches to Sewage.
- Waste Water is used in gardening.
- The Academy has Rain Water Harvesting System through Parle Agro.
- The Academy has proper drainage system for disposing off the water wastage.

E-WASTE MANAGEMENT -

- Electronic Gadgets are repaired for minor defects to ensure its optimum utilization.
- E-Waste like electronic equipments i.e. computers, phones, keyboards, mouse etc if reusable are being donated to the nearby schools and institutions.
- Some e-waste which cannot be reused are sent to the scrappers.
- The Academy is going to form a committee which specifically work on e-waste management.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	View File
Geo tagged photographs of the facilities	https://ipemgzb-my.sharepoint.com/:b:/g/personal/ipemlaw_ipemgzb_ac_in/EV6v9tSo67BEotAxBk15lbAwBWv_YScqE-tjD3VtnWolBzQ?e=wbbUZA
Any other relevant information	No File Uploaded

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus

A. Any 4 or all of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Any other relevant information	View File

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows:

A. Any 4 or All of the above

<p>1.Restricted entry of automobiles 2.Use of Bicycles/ Battery powered vehicles 3.Pedestrian Friendly pathways 4.Ban on use of Plastic 5.landscaping with trees and plants</p>	
File Description	Documents
Geo tagged photos / videos of the facilities	View File
Any other relevant documents	View File
7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution	
7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities	A. Any 4 or all of the above
File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	View File
Certification by the auditing agency	View File
Certificates of the awards received	No File Uploaded
Any other relevant information	View File
<p>7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading</p>	A. Any 4 or all of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Policy documents and information brochures on the support to be provided	No File Uploaded
Details of the Software procured for providing the assistance	No File Uploaded
Any other relevant information	View File

7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 200 words).

The Academy is proactively taking efforts in providing an inclusive environment. The initiatives are to promote better education, economic upliftment of the needy and setting communal harmony.

- Unnat Bharat Abhiyaan (Under Ministry of HRD)-Adopted 5 villages in Ghaziabad region to conduct activities for their socio-economic development. Academy has conducted legal aid camps for providing knowledge and awareness of the rights to the general public on varied themes such as Domestic Violence, Property related laws, Motor Vehicle Act 2019.
- The Academy's faculty members, staff and students jointly celebrate the cultural and regional festivals, like New-year's day, Fresher's Party, Teacher's day, Orientation and farewell program, Induction program, Plantation, Human Rights Day, Constitutional Day etc.
- Motivational lectures of eminent persons of the field are arranged for all-round development of the students for their personality development and to make them responsible citizens following the national values of social and communal harmony and national integration.
- Besides academic and cultural activities, we have built up many strong infrastructures for a variety of sports activities for the physical development of the students.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	View File
Any other relevant information	No File Uploaded

7.1.9 - Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens

The Academy sharpens the students and the employees to the constitutional commitments about qualities, freedoms, duties and obligations and continually works upon to sustain them as better residents of the country through different curricular and extra-curricular exercises.

The Academy conducts different programmes on Human Rights to give mindfulness among students-

- Constitutional Day-The students have taken an interest in different exercises like Supreme Court visits, visit to the Parliament. This large number of visits have been coordinated to advance the mindfulness about different Constitutional and legitimate commitments. Further, aside from the previously mentioned exercises, the Academy has additionally coordinated understudy driven exercises like poster-making competition which have consistently gotten colossal cooperation from the students and advanced their mindfulness about different parts of Indian citizenship.
- Fundamental Duties and Rights- The IPPEM Law Academy has organized various instructional and co-curricular activities for the propagation of the Fundamental Duties and Rights of the Indian citizens. The students have enthusiastically participated in numerous activities like:

1. Academic activities like Seminar, Conferences, Alumnitalks, Guest lectures and many others have enriched the consciousness of this aspects.

2. Organizing Moot Court, Debate Competitions, Presentations on numerous current legal issues.

- Human Rights Day Celebration and Blood Donation Programmes are

conducted on regular basis.

- The move-cutting issues like Gender, Environmental sustainability, Human Values and Professional Ethics etc., locate ample space in relation to applying them into the curriculum.
- The curriculum is designed through the university which consist of lots of those components consisting of the topics specifically Professional Ethics, Moral Values and Environmental Studies.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	View File
Any other relevant information	View File

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff 4.
Annual awareness programmes on Code of Conduct are organized

A. All of the above

File Description	Documents
Code of ethics policy document	View File
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	View File
Any other relevant information	No File Uploaded

7.1.11 - Institution celebrates / organizes national and international commemorative days, events and festivals

In the pursuit of all-inclusive training, efforts are taken to make them conscious of the contribution of social, cultural, and academic reformists. Nukkad Nataks are prepared to highlight numerous social subject matters.

Celebration of days like Constitution Day, Human Rights Day and World Environment Day creates awareness among students about the human rights, significance of the Indian Constitution, Fundamental Rights and Fundamental Duties of Indian residents.

The Academy celebrates Independence Day and Republic Day with amazing enthusiasm. The effort is a step closer to indoctrinating patriotism and nationalism within the students. This holistic method will cross a long manner in developing responsible citizens.

Republic Day

Republic Day is observed on January 26th to commemorate the adoption of the Constitution of India. Various ceremonial ceremonies, such as flag-hoisting, are held on this day.

Independence Day- It is celebrated every year on 15th August. It is a grand event marked with the flag hosting. Cultural activities related to independence movement are exhibited.

2nd October Mahatma Gandhi Birth Anniversary.- A standout amongst the most mainstream events in India and one of the three National occasions, Gandhi Jayanti is celebrated in our Academy on 2nd October of every year, consistently to stamp the birth anniversary of Mahatma Gandhi.

Other Events organized by the Academy are:

- National Yoga Day
- Constitutional Day
- Human Rights Day

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	View File
Geo tagged photographs of some of the events	View File
Any other relevant information	No File Uploaded

7.2 - Best Practices

7.2.1 - Describe two best practices successfully implemented by the Institution as per NAAC format provided in the Manual.

A. MOOT COURT COMPETITION

1. Title of the Practice

Moot Court Competition at Academy level as well as National Level.

2. Objectives of the Practice

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. Participating in the moot court competitions helps you in enhancing your researching skills because it is your research on the basis of which you will be fighting your case and representing your side and it also helps you in framing a good moot court memorial on the basis of which the other team would raise objections and question you. This will also help in enhancing your skills as to how to adapt to prompt situations and how you tackle situations where you are at unease. Moot Court helps an individual to build his confidence in communicating and putting his view in front of the people. It helps a person to build his confidence to such an extent that he does not fear to question or to speak in

front of anybody and can fight cases efficiently. Moot Court helps in giving the practical implication and knowledge to the students who are studying law in such a way which they will never find in the books and would be unaware of, as practical and theoretical knowledge are like two different sides of the same coin and to pass

the hurdle you need to study both of them although both look same but are totally opposite in reality.

3. The Context

Our students are on a mission towards better India by breaking the boundaries of religion and caste. Thoughts of great Indian personalities sowed into the young minds through the exhibitions and programs conducted on these days. The institution practices pluralist approach towards all religion functions and encourages the students and faculty to showcase the same. Staff and students get to know the importance of national integrity in the country in general and their role in it in particular. IPEM Law Academy is a dynamic, creative learning institution that strives to meet challenges by providing innovative solutions leading to learning break through for all students. It is dedicated to establish strong, just upright minds and develop the talents of the students thereby to discover their greatness. Therefore the college by organizing competition has given an opportunity to the students, to explore their talent and presenting skills with reference to the various Moot Problem.

4. The Practice

IPEM Law Academy organizes 3 Moot Court Competition in every Academic Semester. In which each team comprises of 3 students with one as the researcher and the other two as the speakers (mooters) presenting their arguments on either side. This teaches the students to perform well when they are together in as a team and analyze what are their strengths and weakness, how can they work upon them to achieve maximum efficiency. It also helps to work with people who are different from you and it also teaches how to coordinate with each other. The main purpose of moot Court is to establish a good overview by the students of law and enhancing the legal skills. It teaches the students how to work under pressure with the goal to give productive output.

Mooting is not just about presenting propositions of law. An important aspect is applying those propositions to the facts in order to argue for the result. The Participant should be very familiar with the moot problem and be able to take the judge to relevant paragraphs in it. You will often make extensive use of authority in delivering your submissions. You need to know what principle a given case stands for and if a case is binding on the court before which the moot is being argued.

A critical aspect of mooting is time management. You need to be able

to expand or contract your submissions depending on how interventionist the judge is.

The procedure imitates that followed in real courts: the judge enters, the mooters and the judge bow to each other, the clerk announces the matter, the mooters give their appearances and are then called on in turn to present their submissions, the judge asks questions of the mooters, the court adjourns, and the judge then returns to deliver a brief judgment and some feedback.

5. Evidence of Success

Students are exposed to new and contemporary areas of law every year. The competitions are appreciated by all students. This competition also motivates students to go for Litigation. The main purpose of moot Court is that to make you practice before actually becoming a professional and practicing in courtrooms about everything. If you have years of practice then it is easier for one to make a lot of clients because of his practice and knowledge one has gained in the field. Students who participate first time in this kind of activities not only get the exposure but also the motivation to take part in a more comprehensive way and in other competition and moots as well. These kinds of Moot Court competitions boost up the morale of the students and help them to talk passively and hence put forth their ideas in front of anybody if earlier they were hesitant to do so.

In 2020 we also organized National Moot Court Competition in which 20 Teams of different Universities /Institutes have registered themselves. The event was organized on 31st January & 1st February, 2020 and was chaired by various legal arena.

6. Problems Encountered and Resources Required

Students faced problem in drafting Memorial. Students coming from rural areas need additional training and help to take benefits of the resources for drafting memorials as some of them are not computer literate. The learner has to read the moot problem carefully and thoroughly to have a clear understanding of the facts but generally students don't read carefully and thoroughly the facts which is the reason for their failure.

B. LEGAL AID AND AWARENESS CAMP

1. Title of the Practice

Legal Aid and Awareness Camp for the Weaker Section of the Society.

2. Objectives of the Practice:

IPEM Law Academy was established by Late Dr. B. S. Goel, with an objective of providing legal education to the economically, educationally and socially weaker sections of the society all efforts and initiatives have been taken to develop legal literacy for the betterment of the society at large that invoke awareness amongst students and teachers with regard to social accountability and social responsibility.

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.

3. The Context:

As we know that about 70% of the people living in rural areas are illiterate and even more than that percentage of the people are not aware of the right conferred upon them by law. Even literate people do not know what are their rights and entitlements under the law. It is this absence of legal awareness which is responsible for the deception, exploitation and deprivation of rights and benefits from which the poor suffer in this land. Legal awareness is essential aspect of our Curricular Activity. These camps are an effective way to help students develop interpersonal and professional skills. One cannot become skilled simply by reading about skills or watching others perform lawyering tasks.

4. The Practice:

To ensure justice for all, safeguard popular rights, and promote legal empowerment of the society, need is always felt for making the public aware about their rights and entitlements. With the same token, such awareness can be credited for facilitating the aggrieved person to quickly take resort to channels available for the redressal of grievances, through agencies like the Police, the Executive and the Judiciary. Further the awareness of one's legal rights paves the way for participation of the masses in the decision making process.

It is due to this situation, that Legal awareness has been

recognized as a tool of qualitative change at the basic level as it provides them with the adequate knowledge of their rights. Legal literacy connotes the knowledge of the primary level in law. After the citizens (particularly marginalized or underprivileged groups) become aware of the rights provided to them by law, they can use such awareness as a tool to fight injustices. Such awareness can transform their lives. Legal awareness is the first step to that end.

As evident from the speech of the Prime Minister, a democracy is meaningless, unless the people know their basic human rights like education, employment and the right to live a life of dignity and self respect. Such awareness is possible only through the mechanism of legal literacy. Legal literacy, being the first step towards knowledge of the law, the Mission aims at legal education of all sections of society.

We are organizing legal aid and Awareness camp at villages to provide legal aids to needy persons. These camps are organized for the progressiveness of society and upliftment of masses. Free legal aid camps provide information relating to the social and economic justice, protection of legal rights, constitutional rights. human rights, legal awareness, legal education to the weaker section of the society. We are also a part of Unnat Bharat Abhiyaan under which we have been

allotted 5 Villages. The Unnat Bharat Abhiyan Scheme launched by Government of India to facilitate the people of villagers who are living in very poor atmosphere. By this scheme the Government want to improve the life style & living conditions of poor people. We also organize camp in those villages and create awareness among the villagers.

5. Evidence of Success:

The effective implementation of these camps, especially for economically weaker section of society made it possible to aware the society about their rights and spread legal literacy in the society.

This camp explained the different provisions of law relating to women as Indian Penal Code, Criminal .Procedure Code, 1973, Hindu Marriage Act, 2005 & Protection of Women from Domestic Violence Act, 2005. Students also expressed their thought on the topic and explained legal aid camp can help in solving their legal problem. Some local residents asked their solution for the legal problems they are facing in the present situation such as physical assault,

property dispute, kidnapping etc. In legal aid camp students were divided into group consists of 4 or 5 and they accessed to the different locality with the material related to legal aid, admission pamphlets and met with the local resident and tried to solve their legal problem personally. The residents were informed that if any query they can contact our legal aid clinic located in the IPeM Law Academy campus.

6. Problems Encountered and Resources Required:

It is said that the Poor man looks upon the law as an enemy, not as a friend. For him the law is always taking something away. The legal aid system in India has proven ineffective because there is a perception that free service is incompatible with quality service. The legal aid movement cannot achieve its goal so long as people are not aware of their basic rights. When the poor are not aware of their legal rights, they are subject to exploitation and ultimately deprived of the rights and benefits provided to them under law. Thus, the key to a successful free legal aid system is increased awareness among the populace and more efficient delivery processes.

In most of the villages local political groups at times cause hindrance in conducting Camp for their personal motives to take the credit in organizing such camps.

File Description	Documents
Best practices in the Institutional web site	View File
Any other relevant information	No File Uploaded

7.3 - Institutional Distinctiveness

7.3.1 - Portray the performance of the Institution in one area distinctive to its priority and thrust within 200 words

The Vision, Mission and Objectives of the Law Academy clearly points towards providing Value Based Education based on the curriculum of the affiliating University combining it with the core values so as to produce a competent Professional and good Human being. We believe in maintaining healthy environment for all its students.

IPeM Law Academy provides an atmosphere that facilitates personal commitment to the educational success of students in an environment that values multiplicity and society.

So many efforts are being made for the past few years to change the

Teaching - Learning environment into activity based learning. Following are the methods adopted to transform the academic environment:

- Changing the teaching methodology by encouraging the faculty to use Power Point Presentation where ever required.
- Students are encouraged to present poster and oral paper presentations. Counseling system.
- Every Faculty member is allotted 15-20 students to whom one acts as a Mentor. The Mentor identifies the academic and personal problems of his/her ward.
- The wards are encouraged to participate both in curricular and extra- curricular activities.
- Eminent experts of National reputed people are invited from academic /organization /industries for seminar, workshop, conferences etc.

The focus is on skill development, career oriented programs, and academia interaction and college have brought all these aspects under curriculum implementation and enrichment.

In addition to the classroom interactions, following are the other methods of learning experiences provided to the students:

- Internships.
- Seminars/ Workshops
- Students give feedback about the faculty at the end of each session or semester.

The students play major role in the events like National Moot Court Competition, Seminars, Workshops, and Debate Competitions etc., which are being organized by the college and inculcate the qualities of co-operation, co-ordination and team work.

Students participate in Social Responsibility Activities like Blood Donation, Legal Aid Camps.

File Description	Documents
Appropriate web in the Institutional website	View File
Any other relevant information	No File Uploaded

7.3.2 - Plan of action for the next academic year

- To introduce other academic programmes i.e. Master of Laws.
- Since the Academy is located in the prime location of the city, there are several colleges in the vicinity the institution has the option of reaching out to these for academic collaboration.
- To introduce Add-on courses like in following fields- Cyber Crimes, Intellectual Property Rights, Labour Law, Human Rights, Environment Law etc.
- Effective Training and Placement for the students.
- To provide new opportunities for students to travel and visit other places to enhance their learning experience.