



Yearly Status Report - 2016-2017

Part A

Data of the Institution

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. Poonam Khanna
Designation	Principal
Does the Institution function from own campus	Yes
Phone no/Alternate Phone no.	01204174500
Mobile no.	9910491472
Registered Email	ipemlaw@ipemgzb.ac.in
Alternate Email	meenakshi.tomar@ipemgzb.ac.in
Address	A-13/1 SSGT Road Industrial Area NH-24 Bypass
City/Town	Ghaziabad
State/UT	Uttar pradesh
Pincode	201010

2. Institutional Status	
Affiliated / Constituent	Affiliated
Type of Institution	Co-education
Location	Urban
Financial Status	Self financed
Name of the IQAC co-ordinator/Director	Dr. Meenakshi Tomar
Phone no/Alternate Phone no.	01204174500
Mobile no.	9910491472
Registered Email	ipemlaw@ipemgzb.ac.in
Alternate Email	meenakshi.tomar@ipemgzb.ac.in

3. Website Address	
Web-link of the AQAR: (Previous Academic Year)	https://law.ipemgzb.ac.in/NewFolder/5ff025d53d042_aqar_report%20SUBMITTED%202015-16.pdf?t=1609750966
4. Whether Academic Calendar prepared during the year	Yes
if yes,whether it is uploaded in the institutional website: Weblink :	https://law.ipemgzb.ac.in/NewFolder/Academic%20Calendar%202016-17.pdf?t=1609752257

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

6. Date of Establishment of IQAC	07-Aug-2012
---	--------------------

7. Internal Quality Assurance System

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

IQAC		
Jail Visit	23-Nov-2016 01	30
LEGAL AID CAMP	14-Oct-2016 01	45
Orientation Programme	03-Sep-2016 2	90
View File		

8. Provide the list of funds by Central/ State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.

Institution/Department/ Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Zero	Zero	Zero	2017 00	0
No Files Uploaded !!!				

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

Yes

Upload latest notification of formation of IQAC

[View File](#)

10. Number of IQAC meetings held during the year :

2

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

Yes

Upload the minutes of meeting and action taken report

[View File](#)

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

No

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

1. Orientation/Induction Programmes for new comers. 2.Organization of Guest Lectures. 3. Regular organization of Legal Aid Camps. 4. Visit to legal agencies for practical aspects 5. Communication Activities conducted.

[View File](#)

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

Plan of Action	Achivements/Outcomes				
Legal Aid Camp	Regular Conduct of Legal Aid Camps				
Lok Adalat Visit	Conduct of Lok Adalat proceedings				
Jail Visit	Practical Aspects Knowledge				
View File					
14. Whether AQAR was placed before statutory body ?	Yes				
<table border="1"> <thead> <tr> <th>Name of Statutory Body</th> <th>Meeting Date</th> </tr> </thead> <tbody> <tr> <td>Managing Committee</td> <td>09-Aug-2016</td> </tr> </tbody> </table>		Name of Statutory Body	Meeting Date	Managing Committee	09-Aug-2016
Name of Statutory Body	Meeting Date				
Managing Committee	09-Aug-2016				
15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	No				
16. Whether institutional data submitted to AISHE:	Yes				
Year of Submission	2017				
Date of Submission	10-Mar-2017				
17. Does the Institution have Management Information System ?	Yes				
If yes, give a brief description and a list of modules currently operational (maximum 500 words)	<p>IPEM Law Academy, Ghaziabad is governed by the LAKSH Society, Ghaziabad, under the rules and regulations framed by Chaudhary Charan Singh University, Bar Council of India. Management committee has appointed Principal as Head of the Academy along with teaching nonteaching staff. Advisory committee plays crucial role and act as a bridge between Management Principal of the Academy. All policy decisions are discussed deliberated in meetings and accordingly governing body of Management takes decision and communicates it to principal for further course of action. In the year 2012 Law Academy also constituted Internal Quality Assurance Cell to check quality measures of the Academy to make suggestions to improve it. So far, in the management progress of Law Academy IQAC plays crucial role. The Law Academy has various committees coordinated by faculty members and monitored by the Principal to keep a</p>				

check on academics and effective as well as efficient performance of the academy in all aspect.

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

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

For proper and effective implementation of well planned curriculum delivery and documentation, the Academy follows some practices. Such as in Academy process, academic calendar is made before the start of the academic year and all the faculty member are notified in advance. The Time-Table and dates of the commencement of academic session are always informed prior to the start of every academic year and Principal of the Academy calls meeting and directs to all the faculties to prepare accordingly. Generally, Academic Planner provides the planning and organization of curricular , holistic and non-holistic activities and faculty coordinator. The regular conduct of Orientation Programme is done for students of first year so as to facilitate their absorption in the campus. And to motivate the students, every academic calendar is inaugurated at the auspicious hands of legal luminaries. Teachers prepares an effective well thought teaching plan, endeavors to execute it accordingly under the supervision. The principal reviews the teaching plan and course coverage and then calls a meeting and do personal interaction regarding it, if required. For facilitating the thorough understanding of subjects by the students, different methods are used such as learning through seminars, guest lectures, group discussion etc. Also the Remedial And Revisionary Classes are arranged for the students. Feedback is also taken by the students, parents and other stakeholders and also acted upon.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entrepreneurship	Skill Development
NIL	NIL	Nil	00	00	00

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
Nil	00	Nil
View File		

1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
LLB	LAW	16/01/2017
BA LLB	LAW	16/08/2016

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

	Certificate	Diploma Course

Number of Students

Nil

Nil

1.3 – Curriculum Enrichment

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

Value Added Courses	Date of Introduction	Number of Students Enrolled
COMPUTER BASICS (03 MONTHS)	10/10/2016	60
View File		

1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BA LLB	LAW	73
LLB	LAW	137
View File		

1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	No
Alumni	Yes
Parents	Yes

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

Feedback Obtained
<p>The Academy has a well established system of collecting feedback from the stakeholders. The feedback on the curriculum obtained from various segments discussed in IQAC. The Academy regularly organized meetings of stakeholders and encourages various stakeholders such as students, alumni, faculty to give their feedback on curriculum. The Head of the Academy collects the feedback from teachers, students, parents and Alumni with regards to the curriculum, teaching quality, Co-Curricular activities, Extracurricular activities, Library and infrastructural demands. The students feedback is taken about the curriculum content, course delivery, teaching learning process and academic facilities. After taking feedback, the analysis is always being done and action is also being taken. The Academy takes part in the curriculum development process through proper analysis of feedback given by the Alumni. Apart from this the feedback is being taken from the other various stakeholders i.e. teachers, employers and parents. Basically, IPEM Law Academy collects proper feedback through a form and it helps in monitoring the academic content and processes thereby achieving quality sustenance and progressively quality enhancement.</p>

CRITERION II – TEACHING- LEARNING AND EVALUATION**2.1 – Student Enrolment and Profile**

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
LLB	LAW	180	205	168

BA LLB	LAW	120	140	70
View File				

2.2 – Catering to Student Diversity

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

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2016	323	443	11	11	22

2.3 – Teaching - Learning Process

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

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Number of smart classrooms	E-resources and techniques used
22	22	19	19	Nil	1

[View File of ICT Tools and resources](#)

[View File of E-resources and techniques used](#)

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

The Academy has developed a system of appointing Class Teachers for each class. The allotment of classes to the faculty is decided in the staff meeting at the commencement of academic year and the students are also informed about it. Since the Academy has full time faculty the students are divided according to the strength of the classes. The mentors/class teachers are responsible for the academic performance and progress of the students. They are also entrusted with the job of monitoring the attendance and records of class tests and activities of other subjects as well. The class teachers also look after the cognitive, emotional and psychological well being of the students. For this the mentors/class teachers are well informed about the socio-economic as well as educational background of their mentees. The mentors also counsel the students as and when necessary regarding their personal, academic as well as career issues. They also collect feedback from other subject teachers, especially regarding the slow learners to facilitate their progress. Teacher-parents meetings are organized so that parents can also be included in the entire process. The teachers have been given freedom to make use of formal as well as informal means to achieve the desired objectives regarding the students.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
766	22	1 : 34

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
5	5	Nil	4	5

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

Year of Award	Name of full time teachers receiving awards from state level, national level,	Designation	Name of the award, fellowship, received from Government or recognized

	international level		bodies
2016	NIL	Nil	NIL
View File			

2.5 – Evaluation Process and Reforms

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

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
LLB	K 5001-5005	SEMESTER	24/12/2016	24/01/2017
LLB	K 3001-3005	SEMESTER	24/12/2016	23/01/2017
LLB	K 1001-1005	SEMESTER	22/12/2016	23/01/2017
BA LLB	BL 901-905	SEMESTER	16/12/2016	11/01/2017
BA LLB	BL 701-705	SEMESTER	12/12/2016	04/01/2017
BA LLB	BL 501-505	SEMESTER	16/12/2016	11/01/2017
BA LLB	BL 301-305	SEMESTER	14/12/2016	09/01/2017
BA LLB	BL 101-105	SEMESTER	13/12/2016	05/01/2017
View File				

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

The Academy has University exams as well as internal exams. The Academy is affiliated by Chaudhary Charan Singh University. Hence the Academy has to follow the university norms for the same. At present we have hundred marks theory marks papers for all the classes except a few subjects like Drafting, Pleading and Convencing, Moot court, ADR and professional ethics. The Academy takes their internal exams by conducting tests, assignments and seminar presentations.. The subjects for L L B course like Drafting, Pleading, Moot court, ADR, Professional ethics are internally evaluated by the Academy through the concerned professors. Various activities like role play, seminar presentations, tests, assignments, moot courts and mock trials are been conducted in the Academy. Students are taken to court visits and chamber visit in order to abide them with the court procedures. Various assignments are taken from them and internal viva is also taken of these students by asking them questions based on syllabus.

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

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

2.6 – Student Performance and Learning Outcomes

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

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

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
BL	BA LLB	LAW	73	66	90
K	LLB	LAW	137	125	91
No file uploaded.					

2.7 – Student Satisfaction Survey

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

<http://law.ipemgzb.ac.in/feedback-option/>

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

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

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Nil	00	NIL	0	0
View File				

3.2 – Innovation Ecosystem

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

Title of workshop/seminar	Name of the Dept.	Date
WORKSHOP ON INTELLECTUAL PROPERTY RIGHTS	LAW DEPT.	08/02/2017

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

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
BEST FACULTY AWARD	Ms. Ponam Tyagi	IPEM	05/09/2016	BEST FACULTY AWARD
View File				

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

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

3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
04	00	00

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

Name of the Department	Number of PhD's Awarded
LAW	1

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

Type	Department	Number of Publication	Average Impact Factor (if any)
National	LAW	2	00
View File			

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

Department	Number of Publication
LAW	2
View File	

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

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

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

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

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

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	Nil	Nil	Nil	10
View File				

3.4 – Extension Activities

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

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
LEGAL AID CAMP	IPEM LAW ACADEMY	3	70

Harit Paryavaran Diwas	IPEM Law Academy	2	50
International Yoga Day	IPEM Law Academy	5	80
Independence Day Celebration	IPEM Law Academy	2	88
Guest Lecture	IPEM Law Academy	3	90
Legal Awareness Program	IPEM Law Academy	2	50
View File			

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

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
NIL	00	00	Nil
No file uploaded.			

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

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activities	Number of students participated in such activities
Social Work	District legal services Authorities	Jail Visit Legal aid Camp	2	28
Awareness Social Work	Rotary Club Ghaziabad	Blood Donation Camp	15	95
View File				

3.5 – Collaborations

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

Nature of activity	Participant	Source of financial support	Duration
Internship	Students	2000 per student	45
View File			

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

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
Compulsory Internship	Internship	S.K.AGGRAWAL ASSOCIATES	21/11/2016	20/12/2016	15
COMPULSORY INTERNSHIP	Internship	Advocate Neelam, Ghaziabad	01/12/2016	30/12/2017	15

COMPULSORY INTERNSHIP	Internship	Court Kaushik firms, Patiala Court	09/01/2017	08/02/2017	15
COMPULSORY INTERNSHIP	INTERNSHIP	Advocate Geeta Rani, Karkardooma Court	09/01/2017	08/02/2017	15
View File					

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

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
S K AGRAWAL ASSOCIATES	14/11/2016	INTERNSHIP	15
Advocate Neelam, Ghaziabad Court	23/11/2016	INTERNSHIP	15
Kaushik firms, Patiala Court	03/01/2017	INTERNSHIP	15
Advocate Geeta Rani, Karkardooma Court	04/01/2017	INTERNSHIP	15
View File			

CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

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

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
250000	288561

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Campus Area	Existing
Class rooms	Existing
Laboratories	Existing
Seminar Halls	Existing
Classrooms with LCD facilities	Existing
Seminar halls with ICT facilities	Existing
Video Centre	Existing
View File	

4.2 – Library as a Learning Resource

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

Name of the ILMS software	Nature of automation (fully or partially)	Version	Year of automation
---------------------------	---	---------	--------------------

SIM	Fully	3.1.63	2010
-----	-------	--------	------

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	138	41568	352	100906	490	142474
Journals	16	80632	54	102725	70	183357
View File						

4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

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

4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/GBPS)	Others
Existing	30	1	1	0	0	2	1	50	0
Added	5	1	1	0	0	2	1	50	0
Total	35	2	2	0	0	4	2	100	0

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

50 MBPS/ GBPS

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
Recording Facility	https://law.ipemgzb.ac.in/
Study Material	https://www.ipemgzb.ac.in/notes/

4.4 – Maintenance of Campus Infrastructure

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

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
5306000	1379862	12192000	2862260

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

The Academy has developed a transparent and prompt mechanism for maintain and utilizing the physical academic and support facilities. As far as the

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

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

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	BALLB SCHOLARSHIP /FREESHIP ANALYSIS REPORT	115	2716500
Financial Support from Other Sources			
a) National	Scholarship and Fee Reimbursement Online System, U.P	84	1514010
b)International	NIL	Nil	0
View File			

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

Name of the capability enhancement scheme	Date of implemetation	Number of students enrolled	Agencies involved
Yoga and meditation	15/06/2016	62	Mr. Himanshu Lodhi (Yogashala) Kavinagar Ghaziabad
View File			

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

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling	Number of students who have passedin the comp. exam	Number of studentsp placed

			activities		
2017	Guidance for Judicial Competition	7	10	Nil	3
No file uploaded.					

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

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

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
NIL	Nil	Nil	VARIOUS	135	78
View File					

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

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of programme admitted to
2016	7	LLB	LAW	VARIOUS INSTITUTIONS	LLM
View File					

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

Items	Number of students selected/ qualifying
Nil	Nil
View File	

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

Activity	Level	Number of Participants
RANGOLI COMPETITION Nil	INSTITUTION	8
SINGING COMPETITION Nil	INSTITUTION	15
DANCE COMPETITION Nil	INSTITUTION	11
BASKET BALL Nil	INSTITUTION	38
CHESS Nil	INSTITUTION	10
POSTER MAKING COMPETITION Nil	INSTITUTION	15
View File		

5.3 – Student Participation and Activities

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

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2016	NIL	Nil	Nil	Nil	Nil	NIL
No file uploaded.						

5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

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

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

160

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

0

5.4.4 – Meetings/activities organized by Alumni Association :

1. Alumni Guest Lectures 2. Judging various competitions at Institutional Level

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

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

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

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

Yes

6.2 – Strategy Development and Deployment

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

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

	maintenance of this evaluation
Admission of Students	The Academy is affiliated to CCS University and approved by Bar Council of India. To follow the process Academy has its separate Admission Committee .

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

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

6.3 – Faculty Empowerment Strategies

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

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
2017	DR. APARNA SOTI	IMPACT OF GLOBLISATION ON THE PERFORMANCE OF FOREIGN TRADE IN INDIA- PROBLEMS AND CHALLENGES	IPEM LAW ACADEMY	500
2017	MS. SEEMA YADAV	INTERNET OF THINGS: AN ERA OF DIGITALIZATION	IPEM LAW ACADEMY	500
2016	MS. POONAM TYAGI	IMPACT OF GLOBLISATION ON THE PERFORMANCE OF FOREIGN TRADE IN INDIA- PROBLEMS AND CHALLENGES	IPEM LAW ACADEMY	500
2016	DR. MEENAKSHI TOMAR	IMPACT OF GLOBLISATION ON THE PERFORMANCE OF FOREIGN TRADE IN INDIA- PROBLEMS AND CHALLENGES	IPEM LAW ACADEMY	500
No file uploaded.				

6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the	Title of the	From date	To Date	Number of	Number of
------	--------------	--------------	-----------	---------	-----------	-----------

	professional development programme organised for teaching staff	administrative training programme organised for non-teaching staff			participants (Teaching staff)	participants (non-teaching staff)
2016	GUEST LECTURE ON GENDER DISCRIMINATION	NIL	26/11/2016	26/11/2016	5	2
View File						

6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
FACULTY DEVELOPMENT PROGRAMME	8	11/12/2017	18/12/2017	07
No file uploaded.				

6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
22	22	2	5

6.3.5 – Welfare schemes for

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

6.4 – Financial Management and Resource Mobilization

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

The institution has a very strong mechanism for conducting internal and external audit. The institution has its own audit mechanism, an ongoing continuous process in addition to its external audits. Qualified internal Auditors from external resources are permanently appointed. A team of staff under them do a thorough check and verifications of all vouchers, supporting documents, records and books, e-statements of the transactions that are carried out in each financial year including budget estimations, utilizations, cash transactions, bank reconciliation statements, test cheque and verification of the events happened in the area of financial managements.

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

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
NIL	0	NIL
No file uploaded.		

6.4.3 – Total corpus fund generated

0

6.5 – Internal Quality Assurance System

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

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

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

1. Guest Lecture 2. Internship 3. Mentorship
--

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

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

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

More conduct of different activities - 1. Legal Aid Camps 2. Legal Awareness Programmes 3. Lok Adalat Visit

6.5.5 – Internal Quality Assurance System Details

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

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2016	ORIENTATION PROGRAMME	18/08/2016	03/09/2016	04/09/2016	90
2016	LEGAL AID CAMP	18/08/2016	14/10/2016	14/10/2017	45
View File					

CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

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

Title of the	Period from	Period To	Number of Participants
--------------	-------------	-----------	------------------------

programme				
			Female	Male
GUEST LECTURE ON GENDER DISCRIMINATION	26/11/2016	26/11/2016	28	40

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

Percentage of power requirement of the University met by the renewable energy sources
1. Plantation in the college premises. 2. Environment Awareness Committee constituted. 3. Solar Power Panels 4. Use of LED Bulbs

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	Nil
Rest Rooms	Yes	Nil
Any other similar facility	Nil	Nil

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2016	1	1	14/10/2016	01	LEGAL AID CAMP	LEGAL AWARENESS	58
2016	1	1	10/09/2016	1	LOK ADALAT	PROCEDURAL ASPECTS	49
2016	1	1	23/11/2016	1	JAIL VISIT	PROCEDURAL ASPECTS	45

[View File](#)

7.1.5 – Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

Title	Date of publication	Follow up(max 100 words)
PROSPECTUS	05/07/2016	The code of conduct of the teachers is monitored according to the service conditions rules of teachers. The code of conduct for the students are published in the prospectus which is published on the website of the College.

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
----------	---------------	-------------	------------------------

CONSTITUTIONAL DAY	26/11/2016	26/11/2016	46
HUMAN RIGHTS DAY	10/12/2016	10/12/2016	72
GANDHI JAYANTI CELEBRATION	01/10/2016	01/10/2016	33
REPUBLIC DAY CELEBRATION	25/01/2016	25/01/2016	52
View File			

7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

With a view to saving electricity and reduce the consumption of power, strict instructions have been issued to the faculty and staff for using electricity judiciously. Sensitization programs are being conducted among the staff, students and faculty for switching of the lights/fans/ACs/Computer Screens and any other electronic gadgets when not in use. Surprise checks are also conducted by the authorities from time to time to ensure compliance of the instructions given regarding the use of electricity. Additionally, low power consuming technology such LED lights have also been introduced throughout the campus. This has definitely resulted in reducing the consumption of electricity and conserving energy which happens to be a national wealth. IPEM Law Academy has implemented various Solar Energy Power projects within the campus.

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

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

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

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

7.3 – Institutional Distinctiveness

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

The institution's stated Vision and Mission is to understand the nature, purpose and philosophy of legal education to make students enable to understand and grow according to their abilities and provide them the facility to utilize resources for their betterment as well as for the betterment of the society. The Vision, Mission and Objectives of the Law Academy clearly points towards a value based education based on the curriculum of the affiliating University combining it with the core values. The IPEM Group has completed 24 years of existence, has a strong bonding with the local people and we have third Generation students studying in this college. The vision of the legal education is to shower the essence of legal education setting the innovative standards in

the area of legal education. We produce not only good legal professional, but our efforts is to make them good human being also, so that they can contribute in the Nation Building. The Mission of the institute is to create an environment filled with resource fullness enabling our students becoming an example in the area of legal education. It would remain a focused endeavor of the Institution to educate our students with skills to the respective field.

Our students are appearing in the Judicial Service examination of various States and have qualified the examinations also. The fundamental mission of IPEM Law Academy is to provide its students with the knowledge, skills, and ethical values needed for a career in the law. In order to achieve its mission, the college has created, and is continuing to create, a community of outstanding legal scholars, teachers and students and making the following efforts:-

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

Provide the weblink of the institution

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

8.Future Plans of Actions for Next Academic Year

In accordance with the vision and mission, following actions have been planned by the institution :

1. To seek research grants and projects
2. To introduce new certificate courses with respect to evolving trends in legal profession
3. To conduct more development programmes for quality up gradation of teaching and administrative staff.
4. To introduce value added programmes.