



# **SELF STUDY REPORT**

**FOR**

**2<sup>nd</sup> CYCLE OF ACCREDITATION**

**I. P. E. M. LAW ACADEMY**

**A-13/1,SOUTH SIDE G.T. ROAD INDUSTRIAL AREA, NH-9 BYPASS,  
GHAZIABAD**

**201010**

**[www.law.ipemgzb.ac.in](http://www.law.ipemgzb.ac.in)**

**Submitted To**

**NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL**

**BANGALORE**

**July 2021**

# 1. EXECUTIVE SUMMARY

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## 1.1 INTRODUCTION

IPEM Group established under the aegis of Laksh Educational Society, registered under the Societies Act, 1860, continues to build on its reputation as a premier Group of Institutions and has now established campuses offering different courses in the areas of Management, Information Technology, Law and Education. IPEM Ghaziabad is one of the best BCA, BBA, PGDM, B.A.LL.B, LLB, BTC, B.Ed College.

The IPEM Law Academy is NAAC Accredited and Affiliated to Chaudhary Charan Singh University, Meerut and approved by the Bar Council of India. IPEM Law Academy offers LL.B (3 years) and B.A.LL.B (5 Yrs) courses. The LL.B (3 years) course was introduced in 2005 with 180 seats and B.A.LL.B (5 years Integrated) course was introduced in 2012 with 120 seats. The campus of IPEM Law Academy spread over 2000 Sq Meters and build up area is 3307.5 Sq Meters. The quality of education is reflected in the performance of the Students as we have above 90% result with maximum first divisions. The LL.B (3 Years) & B.A.LL.B (5Years) course equip a person with a degree in Law, enabling him/her to register himself/herself as an Advocate to practice, Legal Profession, take up a job in Police, Bank, Law Firm, Civil Services or go for higher studies. Besides imparting knowledge of law in all spheres, a lot of emphasis is given to practical exposure at IPEM which has an experience of running this Course successfully for the last more than Twelve years. The B.A.,LL.B course is ideal for students who wish to make Law as a professional career after their 10+2 (Inter) examination..The Course is run on Semester system, however a lot of emphasis is given on academics as well as Law subjects, with practical exposure to budding young law professional.

### Location

The IPEM Law Academy is Located on NH-24 Bypass (Near Vijay Nagar, Ghaziabad), adjoining East Delhi, Noida & Greater Noida (West), the IPEM Law Academy is well connected by all modes of public transport also. The railway station is at a distance of 3 Km. from the college and various modes of transport is available at all hours.

### 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.

## 1.2 Strength, Weakness, Opportunity and Challenges(SWOC)

### Institutional Strength

- The cooperation of dedicated staff members ensures smooth functioning of the institution.
- The Faculty members particularly come forward spontaneously to shoulder many responsibilities related to the furtherance of vision and the wellbeing of the institution.
- Remedial classes are organized to clarify doubts, re-explaining of important topics for improving performance.
- Appropriate counseling with additional teaching, eventually helps students to attend classes regularly.
- All the staff members maintain good relation with students and deal with their problems in a gentle manner.
- Generally, one teacher is assigned for each batch as Coordinator/ Mentor.
- Computer proficient faculty who can accomplish the more complex task.
- The institution has a strong Alumnae Association which shares its vision and academic, co-curricular and social work initiatives.
- Its Hostel is a strength accommodating students from distant areas and enabling them to enjoy a hospitable stay.
- State of art infrastructure.
- LCD Projectors help to give good content to students through PPT teaching.
- Regular Moot Courts, co curricular/sports help the students in improving their overall personality,
- Online *Manupatra* in the Library is helping students/teachers for good research.

### Institutional Weakness

- To start LL.M as lot of Alumni are interested and demanding the same.
- To strengthen innovative methodologies that will enable our students to thrive in a changing professional environment.
- There should be more recourse allocated for enriching the library.
- We have to engage our Alumni more effectively for creating more opportunities for our students.
- There is a paucity of Ph.D qualified Faculty members which needs to be addressed soon.
- No scope of doing research by the students. The last semester of LL.B/B.A.LL.B programme must be directed to internship and writing dissertation by doing research. For this CCS University must modify the syllabus scheme.
- There should be marks for internal assessment in each semester as per the practice in other Universities.
- Lack of flexibility in admitting International students to degree programs.

### Institutional Opportunity

- The staff members with their various connections possess the potential to provide many opportunities for academic and other collaborations and partnerships from which the institution may stand to gain.

- To introduce other academic programmes i.e. Master of Laws.
- Since the Institute 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.

### **Institutional Challenge**

- To maintain high quality in the academic environment in order to sustain student demand.
- Limited accessibility to funds as a private Institution.
- Faculty Retention
- Getting UGC Grant & Funds
- Flexibility of Course Curriculam Enrichment

## **1.3 CRITERIA WISE SUMMARY**

### **Curricular Aspects**

The Academy follows the curricular design as prescribed by the CCS University, Meerut and Bar Council of India, New Delhi.

In the course of their studies, the students are encouraged to visit the Parliament, the Supreme Court, High Courts and the District Courts; to participate in wide-ranging programs such as Seminars, Workshops, Debates, Guest Lectures and Moot courts. Students of Law are encouraged to pursue career options in various areas like Academics, Judicial Services, Advocacy, Law Officer, Legal Advisor, and or being placed in Law Firms.

We conduct three Moot Court exercises in each Semester and all students are encouraged to take part in these exercises. The students prepare Memorials based upon their arguments from both the sides. This has improved the argumentative skills of the students, creating confidence in them and helping in learning the preparation of arguments.

Most of the teaching in classes is conducted through Power Point Presentations.

### **Effective Curricular Planning:**

- To create an Environment for Professional Education.
- To stimulate the academic environment of legal Education for promotion of quality teaching- learning process.
- The institute gets prepared the Time-Table by the Staff and instruct for effective implementation of the curriculum as per rules prescribed by the University and BCI.
- The IPEM Law Academy provides:

#### **1. Debates**

2. Moot Court Competitions
3. Legal Awareness Camp
4. Extempore
5. Case Analysis Competition

The Law Academy has built in mechanisms to ensure syllabus completion and conduct of Continuous Internal Evaluation (CIE) within the time frame and accordingly the various measures are taken. The Academic committee balances the trade-off between strict adherence to the Academic calendar and conduct of CIE. The CIE is based upon three sessional examination conducted in every semester, where the question paper are based upon the university examination patterns. The answer sheets are evaluated and discussed in the Class with the students.

The status of checkpoints and gap identified in monitoring are conveyed to the Principal/Director for the necessary implementation.

- In the beginning of the academic session the students are apprised of Academic Calendar and same is displayed on notice boards.

### **Teaching-learning and Evaluation**

The Law classes LL.B (3 Year) & B.A.LL.B (5 Year) course aims at preparing effective legal professions and advisors capable of responding to the changing needs of the modern corporate sector in the Indian Society. The IPER Law Academy has all full time faculty, Visiting Faculty as well as per BCI Norms/CCS University Norms are engaged from time to time as per the needs.

The Law Academy Follows a student's Centric Approach with Lectures, Moot Court proceedings/Practice, Legal Aid Clinic, Legal Aid Camps etc. The students of LL.B (3 Year) & B.A.LL.B (5 Year) are admitted on merit basis as per rules prescribed by CCS University Meerut. Self Study Presentation, Seminars, Quiz Competitions, Moot Court Competition are organized for both the programmes. Some special features of the programme are:-

- Mentoring system is common in all the Departments.
- Library facilities for all students.
- Students are given sample opportunities to participate and present papers in National and International Seminars
- To stimulate the academic environment of Legal Education for promotion of quality teaching-learning process.
- To provide quality related legal services to economically weaker section of the Society.
- To make the Student able and self-confident.
- Effective implementation of the curriculum as per rules prescribed by the University and BCI.
- The adequate flexibility in the curriculum for providing learning experiences to the students by Computer Classes.
- There is always a regular evaluation which enables to improve the quality of the course and teaching.

Each Course and that respective Teacher has his /her own pattern of Internal Examination like Practical, Group discussions, Seminar, Presentations, and Projects etc.

- The performance of the students is assessed on a continuous basis by conducting two mid Sessional exams per semester where the average is taken of both. .
- The college faculty and students are involved in multifarious activities for promoting the idea of institute's neighborhood community network. Major Extension Activities of IPEM Law Academy:
  - Legal Aid Camp
  - Jail Visit
  - Parliament House Visit
  - Media House Visit
  - United Nation Information Centre Visit
  - Supreme Court Visit

### **Research, Innovations and Extension**

Most of the Faculty Members are carrying their research work and have written and presented papers in the Number of Seminar/ Conferences. Their Research papers have also been accepted and published in various Journal of the National Repute. The faculty members who are registered for pursuing Ph.D Degree are encouraged for Research and Further Studies and Adjustment in Teaching Schedule. IPEM Law Academy conducts every year a National Seminar on any current legal issue. The faculty members submit their research paper, which are published in Law Journal published by IPEM Law Academy, which is a Peer reviewed Law Journal with ISSN Registration.

Research is well recognized as an effective way for educational institutions to disseminate knowledge and make an early and direct impact on society. Presentation and publication of research findings is one of the significant component of research process which plays an important role in sharing knowledge among the research community. IPEM Law Academy promotes and motivates its faculty members and students for research activities, research paper presentations and publication of research work in journals of repute. The institute is committed to disseminating its research work as widely as possible to accomplish maximum impact.

### **Research Policy:-**

- Faculty members shall conduct research in areas of their interest or competence.
- Faculty members are encouraged to identify inter-disciplinary research in their chosen field of research.
- All publications and research papers of faculty have to go through rigorous plagiarism check through Plagiarism checking tools like Turn tin, etc.
- Meritorious research work by faculty is be awarded with suitable incentives.

The extension work of IPEM Law Academy includes mainly legal Aid Camp in villages, Legal AID Clinic for poors, Community Development Programmes, Blood Donation Camps etc. There are extracurricular activities such as outdoor and Indoor games, Cultural Activities, etc. held time to time for all the students.

### **Infrastructure and Learning Resources**

IPEM Law Academy has a state of Art Building and other infrastructure facilities as per requirement of BCI & CCS University, Meerut. IPEM Law Academy has excellent, specious and well equipped classrooms fitted with LCD projectors Etc. The Academy has Legal Aid Clinic, Spacious Moot Court Hall with all the modern

facilities, Information and Communication, Technology Laboratory, Library with Stock of Books and Journals and a Reading room.

The cross –cutting issues like Gender, Environmental sustainability, Human Values and Professional Ethics etc., find an sample space when it comes to applying them positively into the curriculum. We believe in maintaining healthy environment for all its students. The College periodically assesses the infrastructure requirement for the proposed expansions.

The College at present has following infrastructural facilities:

### **Academic Block Campus II**

- Colleges have 19 classrooms of the capacity of 60 students each out of which 12 classrooms are fitted with LCD Projectors and rest of classrooms with portable Projector.
- Three Faculty halls with 16 cabins fitted with furniture, desktop, internet connectivity (LAN), phone connections etc.
- Huge Library hall with a seating capacity of 50 members, equipped with Computers fitted with online software *Manupatra*.
- Moot Court Hall (150 capacity)

### **Administration Block: Campus I**

- Registrar Office
- Air Conditioned Conference Room (30 capacity)
- Offices of Administration, Accounts
- Medical Room
- Air Conditioned Seminar Hall
- Air Conditioned Auditorium (300 capacity)
- Hostels

In addition, the College has

- Cafeteria
- Badminton Court
- one Basket Ball Court, and
- Separate washrooms for boys and girls & for faculty.

### **Safety and Social Security**

- **Security Personnel:** Security posting of security personnel at vantage points especially the Main Gate to keep watch on persons entering and leaving the campus/places within the campus.
- **CCTV Cameras:** Cameras are in place at vantage points/places, interior offices/departments/hostels and all.
- **Transportation:** Our institute provides free bus service to all students and Faculties/Staff of the institute from different locations in Ghaziabad as well as from Metro stations in Noida and Ghaziabad. This bus service is available on Sunday also for Law students.

## Student Support and Progression

The College provides scholarships for the economically backward students under various Government Scholarship by Samaj Kalyan Vibhag of the State. The institute also provides 50% fee concession at the time of admission for girl students admitted in the College.

The Institution has a transparent mechanism for investigating ragging cases on campus by the Anti-Ragging Committee.

Students have won awards at inter college level in both sports and cultural events. Many Alumni have contributed to the development of infrastructure on Campus and also towards scholarships and prizes for the students. All the students of B.A.LL.B, 4th & 5th year are attached for internship with the practicing Advocates, where they are placed after the completion of their degree.

Anti-Ragging Committee preserves a Culture of Ragging Free Environment in the college Campus.

## Mentoring

**Mentoring:** All the students are divided into various groups constituting of 8-10 students and each group is placed under the mentorship of a teacher for constant mentoring.

**Sport/Game and Yoga Practice:** While academics play a significant role, sports-related activities are also important in shaping the personality and character of a student. With the same ideology, IPEM Law Academy also emphasizes sports and encourages its students to participate in various tournaments. The students have all the facilities for games and sports. Adequate infrastructures are provided for indoor and outdoor games and extra-curricular activities. IPEM Law Academy organizes various sports-related programs including badminton, table tennis, basketball, Chess, Carom, etc. for students. The Sports committee supervises for indoor and outdoor games and conducts monthly sports meets, College has organized inter departmental, departmental and lead college level tournament successfully.

**Common Room:** To keep the privacy as well as to eliminate unwanted incidents, the college maintains separate common room for boys and girls. Separate toilets for girls and boys as well as availability of water are also provided to the students. Separate hostel facilities are provided for Boys and Girls in the college campus. It has adequate high security and good discipline. Each room has an attached bathroom. The Canteen of the college provides food to the hostel residents also.

## Governance, Leadership and Management

The Mission and Vision of the College are achieved through good governance, able leadership and effective management. The College is governed by the Advisory Board Committee comprising of senior academicians, Judges and Senior Advocates. The Institution practices decentralization and participative management by involving the Deans, Heads of Departments / Units, faculty, students and Alumni at different levels of decision-making. E-Governance exists in all aspects of administration. Governance, Leadership and Management in the College are democratic and participatory where students and staff are members of decision-making Administrative and Academic committees. Faculty members have been provided with financial support to attend conferences and workshops. The College organizes Faculty Development Programmes, workshops, lectures, etc. The Institution ensures enhanced academic research with a well-equipped Library with access to



various learning resources. A number of scholarships have been provided to the students. The infrastructure of our Academy is designed in such a way that the Differently abled persons can access in the Academy with great ease. IPEM Law Academy has all the facilities which are required for Differently abled persons like Wheel chairs etc., we also arrange classes for the Differently disabled person (if any) on the Ground Floor of the Academy.

There is an all-day Alumni meet creating an opportunity for Alumni, current students and faculty to interact and bond once in a year. Discussion on opportunities and Institute development initiatives form the crux of the talk. It is also a day for Alumni to relive their days at the Institute and share memories and experiences during their stay at the college and post their graduation. The IPEM Law Academy Alumni Association is a formally known as “REMINISCENCE”. Alumni Association creates and maintains a life-long connection between the Institute and its alumni.

Alumni Association members are also invited to campus events like Foundation Day, Convocation Day, and other cultural events, Moot Court Competition, Debate Competition, Quiz Competition are judged by the Alumni on Campus. This collective excellence is our contribution to the growing generation, the Institute and the society as a whole

### **Institutional Values and Best Practices**

The Mission of the institute includes Academic Professional Excellence. Safety and security of students and staff are ensured by the institute.

Alumni have significantly contributed towards various Academic activities such as Moot Court Competition, Quiz, Debating Competitions etc. Students are provided clean RO water and Canteen facility within the campus.

Celebration of important days like Constitution Day, Human Rights Day create awareness amongst students about issues of human rights, Patriotisms and importance of the Indian Constitution, Fundamental Rights and Fundamental Duties. The college celebrates Independence Day and Republic Day with great enthusiasm.

. On this day, various formal events including flag-hoisting etc are organized and which are followed by “Constitution awareness program” in which students and staff members get information of their Duties towards Nation and rights given to them by our Constitution. By organizing such type of events institute does its share to immersed patriotism and awareness to next generation. On 5th September, we celebrate Dr. Radhakrishnan’s birthday as Teacher’s Day with great fervour.

### **Moot Court:**

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.

If one has 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.

## **Legal Aid Camp**

Legal aid is necessary in developing countries so long as the poor exist in 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.

Free legal aid camps provide information relating to social and economic justice, protection of legal rights, constitutional rights. Human rights, legal awareness, legal education to the weaker section of the society.

NAAC

## 2. PROFILE

### 2.1 BASIC INFORMATION

Name and Address of the College	
Name	I. P. E. M. LAW ACADEMY
Address	A-13/1, South Side G.T. Road Industrial Area, NH-9 Bypass, Ghaziabad
City	Ghaziabad
State	Uttar pradesh
Pin	201010
Website	<a href="http://www.law.ipemgzb.ac.in">www.law.ipemgzb.ac.in</a>

Contacts for Communication					
Designation	Name	Telephone with STD Code	Mobile	Fax	Email
Principal	Minaxi Tomar	0120-4174262	9910491472	0120-417450 0	ipemlaw@ipemgzb .ac.in
IQAC / CIQA coordinator	Sonam Singh	0120-4174239	8077751574	0120-000000	sonam.singh@ipe mgzb.ac.in

Status of the Institution	
Institution Status	Self Financing

Type of Institution	
By Gender	Co-education
By Shift	Regular Day

Recognized Minority institution	
If it is a recognized minority institution	No

Establishment Details	
Date of establishment of the college	01-07-2005

**University to which the college is affiliated/ or which governs the college (if it is a constituent college)**

State	University name	Document
Uttar pradesh	Choudhary Charan Singh University	<a href="#">View Document</a>

**Details of UGC recognition**

Under Section	Date	View Document
2f of UGC	03-08-2015	<a href="#">View Document</a>
12B of UGC	03-08-2015	<a href="#">View Document</a>

**Details of recognition/approval by stationary/regulatory bodies like AICTE,NCTE,MCI,DCI,PCI,RCI etc(other than UGC)**

Statutory Regulatory Authority	Recognition/Approval details Institution/Department programme	Day,Month and year(dd-mm-yyyy)	Validity in months	Remarks
BCI	<a href="#">View Document</a>	08-07-2019	24	The Institute has permanent affiliation from the concerned university however BCI approval file for coming session is under process

**Details of autonomy**

Does the affiliating university Act provide for conferment of autonomy (as recognized by the UGC), on its affiliated colleges?	No
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**Recognitions**

Is the College recognized by UGC as a College with Potential for Excellence(CPE)?	No
Is the College recognized for its performance by any other governmental agency?	No

Location and Area of Campus				
Campus Type	Address	Location*	Campus Area in Acres	Built up Area in sq.mts.
Main campus area	A-13/1, South Side G.T. Road Industrial Area, NH-9 Bypass, Ghaziabad	Urban	0.49	3387.2

## 2.2 ACADEMIC INFORMATION

Details of Programmes Offered by the College (Give Data for Current Academic year)						
Programme Level	Name of Programme/Course	Duration in Months	Entry Qualification	Medium of Instruction	Sanctioned Strength	No. of Students Admitted
UG	BA LLB, Law	60	Intermediate	English + Hindi	120	65
UG	LLB, Law	36	Graduation	English + Hindi	180	157

### Position Details of Faculty & Staff in the College

Teaching Faculty												
	Professor				Associate Professor				Assistant Professor			
	Male	Female	Others	Total	Male	Female	Others	Total	Male	Female	Others	Total
Sanctioned by the UGC /University State Government	1				0				40			
Recruited	1	0	0	1	0	0	0	0	12	12	0	24
Yet to Recruit	0				0				16			
Sanctioned by the Management/Society or Other Authorized Bodies	3				0				32			
Recruited	2	1	0	3	0	0	0	0	12	12	0	24
Yet to Recruit	0				0				8			

Non-Teaching Staff				
	Male	Female	Others	Total
Sanctioned by the UGC /University State Government				0
Recruited	0	0	0	0
Yet to Recruit				0
Sanctioned by the Management/Society or Other Authorized Bodies				9
Recruited	7	2	0	9
Yet to Recruit				0

Technical Staff				
	Male	Female	Others	Total
Sanctioned by the UGC /University State Government				0
Recruited	0	0	0	0
Yet to Recruit				0
Sanctioned by the Management/Society or Other Authorized Bodies				4
Recruited	4	0	0	4
Yet to Recruit				0

### Qualification Details of the Teaching Staff

Permanent Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
D.sc/D.Litt.	0	0	0	0	0	0	0	0	0	0
Ph.D.	2	1	0	0	0	0	2	2	0	7
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	9	11	0	20

Temporary Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
D.sc/D.Litt.	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	0	0	0
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	0	0	0	0

Part Time Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
D.sc/D.Litt.	0	0	0	0	0	0	0	0	0	0
Ph.D.	1	1	0	0	0	0	0	1	0	3
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	2	0	0	2

Details of Visting/Guest Faculties				
Number of Visiting/Guest Faculty engaged with the college?	Male	Female	Others	Total
	3	2	0	5

**Provide the Following Details of Students Enrolled in the College During the Current Academic Year**

Programme		From the State Where College is Located	From Other States of India	NRI Students	Foreign Students	Total
UG	Male	247	132	0	0	379
	Female	178	84	0	0	262
	Others	0	0	0	0	0

**Provide the Following Details of Students admitted to the College During the last four Academic Years**

Programme		Year 1	Year 2	Year 3	Year 4
SC	Male	36	42	45	58
	Female	36	35	27	26
	Others	0	0	0	0
ST	Male	1	1	1	1
	Female	0	2	1	1
	Others	0	0	0	0
OBC	Male	138	117	136	171
	Female	60	49	48	49
	Others	0	0	0	0
General	Male	249	256	291	334
	Female	159	159	162	188
	Others	0	0	0	0
Others	Male	0	0	0	0
	Female	0	0	0	0
	Others	0	0	0	0
Total		679	661	711	828



## Extended Profile

### 1 Program

#### 1.1

Number of courses offered by the Institution across all programs during the last five years

2019-20	2018-19	2017-18	2016-17	2015-16
88	88	86	86	73
File Description		Document		
Institutional data in prescribed format		<a href="#">View Document</a>		

#### 1.2

Number of programs offered year-wise for last five years

2019-20	2018-19	2017-18	2016-17	2015-16
2	2	2	2	2

### 2 Students

#### 2.1

Number of students year-wise during last five years

2019-20	2018-19	2017-18	2016-17	2015-16
679	661	711	768	675
File Description		Document		
Institutional data in prescribed format		<a href="#">View Document</a>		

#### 2.2

Number of seats earmarked for reserved category as per GOI/State Govt rule year-wise during last five years

2019-20	2018-19	2017-18	2016-17	2015-16
150	150	150	150	150

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>

## 2.3

### Number of outgoing / final year students year-wise during last five years

2019-20	2018-19	2017-18	2016-17	2015-16
180	183	216	206	102
File Description	Document			
Institutional data in prescribed format	<a href="#">View Document</a>			

## 3 Teachers

### 3.1

#### Number of full time teachers year-wise during the last five years

2019-20	2018-19	2017-18	2016-17	2015-16
20	16	15	15	13
File Description	Document			
Institutional data in prescribed format	<a href="#">View Document</a>			

### 3.2

#### Number of sanctioned posts year-wise during last five years

2019-20	2018-19	2017-18	2016-17	2015-16
35	35	35	35	35
File Description	Document			
Institutional data in prescribed format	<a href="#">View Document</a>			

## 4 Institution

### 4.1

#### Total number of classrooms and seminar halls

**Response: 22**

## **4.2**

**Total Expenditure excluding salary year-wise during last five years ( INR in Lakhs)**

2019-20	2018-19	2017-18	2016-17	2015-16
98.1	86.72	93.34	67.12	83.91

## **4.3**

**Number of Computers**

**Response: 45**

## **4.4**

**Total number of computers in the campus for academic purpose**

**Response: 33**

## 4. Quality Indicator Framework(QIF)

### Criterion 1 - Curricular Aspects

#### 1.1 Curricular Planning and Implementation

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

##### Response:

IPEM Law Academy follows the curricular design as prescribed by CCS University, Meerut and Bar Council of India, New Delhi.

- The effective delivery of Curriculum is the most vital aspect. In the course of the studies, the students are encouraged to visit the Parliament, the Supreme Court, High Courts and the District Courts.
- The teachers and students participate in wide-ranging programs such as Seminars, Workshops, Debates, Guest Lectures and Moot courts.
- Students of Law are encouraged to pursue career options in various areas like Academics, Judicial Services, Advocacy, Law Officer, Legal Advisor, and or being placed in Law Firms.

**The Academy ensures effective curriculum delivery through systematic and strategic transparent mechanism which is as follows:**

- Academic Calendar is prepared before commencement of academic session as per CCS University academic schedule.
- Calendar includes curricular & Co-curricular activities of Academy.
- The distribution of workload is also allotted in the Academic Calendar and circulated amongst all the faculties through Mails and in hard copies too.
- Regular meetings are also conducted to execute the same rigorously.

##### Academic Calendar

- Academic Calendar is prepared before commencement of academic session as per CCS University academic schedule.
- Calendar includes curricular & Co-curricular activities of Academy.
- The distribution of workload is also allotted in the Academic Calendar and circulated amongst all the faculties through Mails and in hard copies too.
- Regular meetings are also conducted to execute the same rigorously.

##### Time Table

- The Academy gets prepared the Time-Table and instructions are given for effective implementation of the curriculum as per rules prescribed by the University and BCI.
- The Time-Table is displayed on Notice-Boards and also sent to the students through Whatsapp/Broadcasts Groups.

**Course Coverage**

- The Course Coverage/Teaching Plan is prepared by each and every faculty in the beginning of the academic session and the same is pasted on the Course Coverage Registers.
- The entries are filled on daily basis by the respective faculty after taking the class which includes the date, class strength & the topic which has been covered during the class.

**Methodologies:**

- The Academy employs highly interactive methodologies to teach students which include Lecture Method, Case Method, Problem Method, Discussion Method etc.
- The main emphasis is on Moot Courts where the students participate in a Court Environment & students prepare Memorials based upon their arguments from both sides.
- This has improved the argumentative skills of the students, creating confidence in them & helping in learning the preparation of arguments.
- Most of the teaching in classes is conducted through Power Point Presentations.

*Regular check is done for the proper conduction of effective curriculum delivery through conduct of meetings at regular intervals.*

*The Law Advisory Board Meeting is also conducted once a year to apprise about the previous steps taken and to take out suggestions for the improvement of the working.*

**Effective Curricular Planning is made to:**

- Create an Environment for Professional Education.
- Provide quality related legal services to economically weaker section of the Society.
- Make the Student able and Self Confident.

File Description	Document
Upload Additional information	<a href="#">View Document</a>
Link for Additional information	<a href="#">View Document</a>

**1.1.2 The institution adheres to the academic calendar including for the conduct of CIE****Response:**

**The Law Academy adheres to the academic calendar for the proper and smooth conduct for Continuous Internal Evaluation.**

- The Academy strongly trusts in transparency in its functioning and also maintains it.
- The Academic Calendar is properly displayed on the website and also on notice boards so that it

can be communicated to the students.

- Academic Calendar lays down a very strong pillar of the academic delivery. It further propagates the vision and mission of Academy.
- Preparation of academic calendar immensely contributes to achieving the Continuous Internal Evaluation. The Academic Calendar helps as a source of information and planner for students, faculty, staff, and other stakeholders of the Academy.
- It encompasses all the processes of the Academy such as, the Student section, Academic, co-curricular and extracurricular activities.
- Implementing gaps are reviewed periodically. The status of checkpoints and gap identified in monitoring are conveyed to the Director for the necessary implementation.

## **Continuous Internal Evaluation with Academic Calendar :-**

### **1. Class and Time-Table :-**

The Time-Table is prepared in the beginning of academic session for each class and the same is circulated through Whatsapp Groups and Mails among the students by the respective Class Coordinators for their kind reference. And it is also displayed on the notice boards.

### **2. Course File and Teaching Plan :-**

After the allocation of subjects to the faculty, the course file is being maintained by each and every faculty consisted detailed teaching plan also. It also consisted various details i.e. time-table, attendance, result , course outcomes etc.

### **3. Internal/Sessional Examination :-**

There is a culture of conducting two sessional exams and Pre-University Test at regular interval and which already being mentioned in Academic Calendar. The schedule for the same is announced in advance. After that the answer sheets are evaluated and the answers are discussed with the students.

However, University has not given the weightage to the Internal/Sessional Examination Marks.

### **4. Assignments :-**

The Assignment is an additional part of Continuous Internal Evaluation. Assignments are assigned to the students and a certain date is given for submission.

### **5. Student Feedback :-**

The Academy takes feedback from the students about the curriculum, syllabus coverage, applicability of curriculum in daily life, content delivery etc.

### **6. Academic Monitoring :-**

All faculty members maintain their respective course coverage registers and weekly it is being sent to Dean Academics with the remarks of Principal.

Apart from this a faculty fortnight report is also filled by all the faculty which includes the topics covered during the class in last 15 days , student average class strength and also some suggestions are asked which can be used for the betterment and improvement of the Academy.

File Description	Document
Upload Additional information	<a href="#">View Document</a>
Link for Additional information	<a href="#">View Document</a>

**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 last five years**

1. Academic council/BoS of Affiliating university
2. Setting of question papers for UG/PG programs
3. Design and Development of Curriculum for Add on/ certificate/ Diploma Courses
4. Assessment /evaluation process of the affiliating University

**Response:** E. None of the above

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>

## 1.2 Academic Flexibility

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

**Response:** 100

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

**Response:** 02

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

**1.2.2 Number of Add on /Certificate programs offered during the last five years**

**Response:** 5

**1.2.2.1 How many Add on /Certificate programs are offered within the last 5 years.**

2019-20	2018-19	2017-18	2016-17	2015-16
1	1	1	1	1

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>
Brochure or any other document relating to Add on /Certificate programs	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

**1.2.3 Average percentage of students enrolled in Certificate/ Add-on programs as against the total number of students during the last five years****Response:** 5.56**1.2.3.1 Number of students enrolled in subject related Certificate or Add-on programs year wise during last five years**

2019-20	2018-19	2017-18	2016-17	2015-16
51	40	45	30	27

File Description	Document
Details of the students enrolled in Subjects related to certificate/Add-on programs	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

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

The cross –cutting issues like Gender, Environmental sustainability, Human Values and Professional Ethics etc., find an ample space when it comes to applying them positively into the curriculum. We believe in maintaining healthy environment for all its students. The curriculum is designed by the university itself



does include many of these aspects such as the subjects namely Professional Ethics and Moral Values and Environmental Studies.

#### University Curriculum:-

S.No	Course	Cross cutting issues	Subject
1.	LLB 6th sem.	Gender & Human Values	Law relating to Women & Child
2.	LLB 6th sem. & BALLB 4th sem.	Human Values	Law of Human Rights
3.	LLB 4th sem.	Environment Sustainability	Environmental Law
4.	LLB 3rd sem. & BALLB 7th sem.	Professional Ethics	Professional Ethics, Accountability of Lawyers and Bar Bench Relation

There are various committees which take care of the students such as:

#### (i) Women Grievances Committee:

It is formed only by female faculty members consisting of one coordinator and two members and also one student representative from each department. The cell interacts with women students at regular intervals to identify any sort of issues existing. The women cell is capable of dealing the cases very confidently with the help of its team members.

#### (ii) Anti- Ragging Committee:

As per the guidelines of UGC an Anti- Ragging Committee has been constituted to handle the issues pertaining to ragging. Any student can lodge a complaint without disclosing his/her identity in case of any inconvenient incident.

#### (iii) Proctorial Board:

There is a Proctorial board consisting of members including a representative from Deptt. which basically deals with the disputes settlement of the students.

#### (iv) Flying Squads:

There is a flying squad floor wise in the department. The committee plays an important role in maintaining the discipline in the campus during class hours and also during any occasion or event.

File Description	Document
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

### 1.3.2 Average percentage of courses that include experiential learning through project work/field work/internship during last five years

**Response:** 9.92

#### 1.3.2.1 Number of courses that include experiential learning through project work/field work/internship year-wise during last five years

2019-20	2018-19	2017-18	2016-17	2015-16
9	9	9	9	6

File Description	Document
Programme / Curriculum/ Syllabus of the courses	<a href="#">View Document</a>
MoU's with relevant organizations for these courses, if any	<a href="#">View Document</a>
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	<a href="#">View Document</a>
Institutional data in prescribed format	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

### 1.3.3 Percentage of students undertaking project work/field work/ internships (Data for the latest completed academic year)

**Response:** 26.07

#### 1.3.3.1 Number of students undertaking project work/field work / internships

**Response:** 177

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

## 1.4 Feedback System

**1.4.1 Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders 1) Students 2) Teachers 3) Employers 4) Alumni**

**Response:** A. All of the above

File Description	Document
Any additional information (Upload)	<a href="#">View Document</a>
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	<a href="#">View Document</a>
URL for stakeholder feedback report	<a href="#">View Document</a>

**1.4.2 Feedback process of the Institution may be classified as follows: Options:**

1. Feedback collected, analysed and action taken and feedback available on website
2. Feedback collected, analysed and action has been taken
3. Feedback collected and analysed
4. Feedback collected
5. Feedback not collected

**Response:** B. Feedback collected, analysed and action has been taken

File Description	Document
Upload any additional information	<a href="#">View Document</a>
URL for feedback report	<a href="#">View Document</a>

## Criterion 2 - Teaching-learning and Evaluation

### 2.1 Student Enrollment and Profile

#### 2.1.1 Average Enrolment percentage (Average of last five years)

**Response:** 74.27

##### 2.1.1.1 Number of students admitted year-wise during last five years

2019-20	2018-19	2017-18	2016-17	2015-16
232	208	198	238	238

##### 2.1.1.2 Number of sanctioned seats year wise during last five years

2019-20	2018-19	2017-18	2016-17	2015-16
300	300	300	300	300

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

#### 2.1.2 Average percentage of seats filled against reserved categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy ) during the last five years ( exclusive of supernumerary seats)

**Response:** 54.13

##### 2.1.2.1 Number of actual students admitted from the reserved categories year wise during last five years

2019-20	2018-19	2017-18	2016-17	2015-16
100	81	58	84	83

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

## 2.2 Catering to Student Diversity

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

#### Response:

**The Academy is well adhered to assess the learning levels of the students and in organising different types of programmes.**

- The students admitted in our Academy are from various sections and community of the society i.e. General, ST, SC, and OBC.
- The Academy is very much aware about their overall growth and social upliftment in the society.
- The Academy has a fair system for admission process. The students are admitted without considering caste, creed, and gender, and religion, social and economic status.
- The Academy assesses the learning levels of admitted students through an orientation programme for the entire freshers. Besides Alumni will also be invited to share their experiences.
- The Academy follows the process of bifurcated the students into the category of Advanced learners and slow learners which are identified as per their responses in the class room as well as the performance in the Class & participation in the activities.

#### Activities/Programmes for Advanced Learners-

- The advanced learners are identified by the faculty through curricular and co-curricular activities
- The students who join the Academy who are hailing from different economic, social and educational backgrounds are provided computer literacy, communication skills, extra-curricular skills, and awareness.
- For advanced learners, Opportunities are provided to them to participate in Moot Court competitions, Debates and other activities.
- The performance of advanced learners is identified based on the response, speed of comprehension, enunciation of ideas, assimilation and conceptual understanding.
- The Participation in classroom discussions and interactions is another instance of assessing the progress of advance learners.

#### Activities/Programmes for Slow Learners-

- Each student gets to interact on a one-to-one basis regarding academic, personal and psycho-socio issues with the mentors under the supervision of a faculty.
- The problems of the students are also identified through the parents.
- There are some revision classes to find out the slow learners.
- Encouraging the students to prepare class notes.
- The faculty holds revision classes for the students at least twice a month.
- Government Scholarships (Samaj Kalyan Vibhag) provision is also there to encourage them.
- Career guidance and Orientation classes are provided to slow learners.
- Students are encouraged to participate in the various competitions.
- Notes are also provided to the students by the respective subject faculty.

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Paste link for additional Information	<a href="#">View Document</a>

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

**Response:** 34:1

File Description	Document
Any additional information	<a href="#">View Document</a>

## 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

**Response:**

- Teaching–learning methods adopted by the faculty members include Lecture Method, Interactive Method, Computer-assisted Learning, etc.
- The Teaching – learning activities are made effective through illustration.
- To acquire first-hand knowledge on the subjects and current practices students are engaged in field study.
- Topics are taught through Power point presentations to make learning interesting besides oral presenting methods.
- The Academy regularly conducts the club activities under which the participative learning in the students increases.
- The Moot Court Competition is a regular practice of IPEM Law Academy, in which the students have been provided the exposure of practicality which he/she will be facing in coming time.
- The Academy conducts Legal Aid Camps at various places in which student get experiential learning and also encouraged towards problem solving experiences.
- Debate Competition is also organized for the students to Increase the learners' confidence, poise, and self-esteem. It is an engaging, active, learner-centered activity and also helps in critical thinking skills.
- Visits to Parliament, Jails and Courts are regularly conducted to provide the practical exposure to the students.

#### **Lecture method:**

This traditional method is commonly adopted by all the teachers. This method facilitates the faculties to interpret, explain and revise the content of a particular text only for better understanding of the subject by the students.

#### **Interactive method:**

The faculty members make learning interactive with students by motivating student participation in group discussion, questions and answers on current affairs.

### Case Study and Discussion:

The case discussion method is a participatory based way of learning where students gain skills in critical thinking, communication, reasoning and group dynamics. The Academy uses case studies in diverse fields of Law.

### Group Learning Method:

Group Discussions are conducted on a particular topic which is given to the students and the students put their views about the same.

### Seminars:

The Seminars are organized where in the papers are presented by students on contemporary topics to enrich their learning experience and they are also encouraged to participate and volunteer the events.

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Link for additional information	<a href="#">View Document</a>

### 2.3.2 Teachers use ICT enabled tools for effective teaching-learning process.

#### Response:

#### Learning Management System (LMS) & E – Learning Resources

- Information & Communications Technology (ICT) enabled teaching methodologies and advanced technology is being followed by the faculty members in class rooms with the help of internet ports.
- The use of multimedia teaching aids like, LCD projectors, computer/laptops/tablet systems are usually in use in classroom with the help of Internet ports.
- The electronic resource packages like MANUPATRA are available. The faculty members effectively utilize Audio Visual aids to demonstrate the concepts to the students using the resources to enhance the learning experience.
- The Library of IPEM Law Academy is equipped with e-resources. We provide open access of E-Books to the students.
- Sufficient numbers of Books & Journals are available in the library. The Research journals are available in the Library.
- The Academy conduct seminars, workshops and guest lectures on the new developments in the core subjects for effective teaching and learning by the faculty members and students in each semester.
- Seminar Hall is well equipped with multimedia facilities using ICT enabled tools. Lectures by Senior Legal Academicians & Legal Practitioners are conducted in seminar hall using ICT

facilities.

- Teaching Learning Effectiveness especially in the context of COVID-19 Pandemic, the classes were conducted through Google Classrooms, Video Lectures and through Microsoft Teams App.
- During the pandemic situation, the Academy conducted different Online Activities -

1. Webinar
2. Online Quiz Competition
3. Inter Institutional Legal Essay Writing Competition
4. Online Moot Court Competition
5. Online Quiz Competition
6. Online Guest Lecture

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process.	<a href="#">View Document</a>

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

**Response:** 85:1

#### 2.3.3.1 Number of mentors

**Response:** 08

File Description	Document
Upload year wise, number of students enrolled and full time teachers on roll.	<a href="#">View Document</a>
Mentor/mentee ratio	<a href="#">View Document</a>
Circulars pertaining to assigning mentors to mentees	<a href="#">View Document</a>

## 2.4 Teacher Profile and Quality

### 2.4.1 Average percentage of full time teachers against sanctioned posts during the last five years

**Response:** 45.14



File Description	Document
List of the faculty members authenticated by the Head of HEI	<a href="#">View Document</a>
Institutional data in prescribed format	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

#### 2.4.2 Average percentage of full time teachers with Ph. D. / D.M. / M.Ch. / D.N.B Superspeciality / D.Sc. / D.Litt. during the last five years (consider only highest degree for count)

**Response:** 28.53

##### 2.4.2.1 Number of full time teachers with *Ph. D. / D.M. / M.Ch. / D.N.B Superspeciality / D.Sc. / D.Litt.* year wise during the last five years

2019-20	2018-19	2017-18	2016-17	2015-16
7	5	3	5	3

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

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

**Response:** 2.55

##### 2.4.3.1 Total experience of full-time teachers

Response: 51

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

## 2.5 Evaluation Process and Reforms

#### 2.5.1 Mechanism of internal assessment is transparent and robust in terms of frequency and mode

**Response:**

CCS University has not introduced Internal Assessment at LL.B. & B.A.LL.B. Programmes. However the Academy at its own level conducts its Sessional Examination three times in a Semester to prepare the students for final University Examinations.

#### Sessional Examination:

- Valuation is done by the respective subject teacher within two days.
- Answer sheets are shown to all the students and answers are also discussed with the students.

After satisfaction students put their signatures on the answer sheets. Some questions have specific remarks of the value regarding deduction of marks.

However, University allows Viva-voce Examinations to be conducted by the External Examiners along with the Internal Examiner in some of the subjects based upon the Internship, Moot-Court, Pre-Trial Proceedings, Drafting and Pleading in the following examinations :-

#### Practical/ Viva-Voce Examination:

S.No.	Course	Subject
1.	LLB 3rd sem.	Professional Ethics, Accountability of Lawyers and Bar Bench Relation
2.	LLB 4th sem.	ADR
3.	LLB 5th sem. &	Drafting of Pleading & Conveyancing
4.	LLB 6th sem.	Moot Court, Pre Trial Preparation and Participation in Trial Proceedings
5.	BALLB 7th sem.	Professional Ethics, Accountability of Lawyers and Bar Bench Relation
6.	BALLB 8th sem.	ADR
7.	BALLB 9th sem.	Moot Court, Pre Trial Preparation and Participation in Trial Proceedings
8.	BALLB 10th sem.	Public Interest Lawyering

File Description	Document
Any additional information	<a href="#">View Document</a>
Link for additional information	<a href="#">View Document</a>

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

##### Response:

The Students need to apply to the University for Correction in marks and re-evaluation in a particular subject in the External Examination as per the procedure laid down by C.C.S University. The Registrar of

the college guides the student about the process. The process is also explained on the C.C.S University website for errors like the mark sheets indicating that the student was absent. The college promptly sends the duly certified attendance sheet to assist in locating marks in exam branch and correcting discrepancies.

CCS University has not introduced Internal Assessment at LL.B. & B.A.LL.B. Programmes. However the Institute at its own level conducts its Sessional Examination twice in a Semester to prepare the students for final University Examinations.

There is complete transparency followed in the Sessional Examination. At the beginning of the semester, faculty members inform the students about the Sessional Examinations which will be conducted during the semester.

- The Sessional Examination schedules are prepared and communicated to the students well in advance.
- To ensure proper conduct of Sessional Examinations, two invigilators are assigned to each hall. Evaluation is done by the course handling faculty members within two days from the date of examination.
- The answer sheets of the students are distributed to them for the verification by the students.
- The independent learning, practical approach to the real-time applications is tested by viva voce for courses.

File Description	Document
Any additional information	<a href="#">View Document</a>
Link for additional information	<a href="#">View Document</a>

## 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.

#### Response:

- Program outcomes and Course outcomes for all programs offered by the Institution are stated and displayed on website and communicated to teachers and students.
- Vision and Mission, Syllabus of LL.B.(3yr ) and BALL.B. (5 yr), Admission Enquiry form and Course, Photo Gallery (all activities), Infrastructure & Mandatory Disclosure, Alumni Registration, Virtual Tour & College Legal Journal Details are displayed on the Website of the Academy namely [ipemgzb.ac.in](http://ipemgzb.ac.in)

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	Document
Upload COs for all courses (examples from Glossary)	<a href="#">View Document</a>
Upload any additional information	<a href="#">View Document</a>
Paste link for Additional information	<a href="#">View Document</a>

#### **2.6.2 Attainment of programme outcomes and course outcomes are evaluated by the institution.**

**Response:**

**Evaluation system-**

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, College 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.

- Each teacher thoroughly evaluates the answer sheet and gives suggestions one to one student.
- Result of the students --- Semester wise Report is made
- Extracurricular Activities
- Internship makes the student conversant with interview techniques of Lawyers and clients, filing of papers in Court and associated activities of Court.
- Moot court competition at college level makes the students confident in the Court Room when they go in real Court.
- Providing Study material to the student from time to time.
- Our institution promotes to the teachers & students to organize workshops/Seminars as well as deputed to participate in the seminars and conferences.
- Moreover, they are promoted to present and publish research papers to achieve the Course

Outcomes and Programme Outcomes successfully.

- Besides this, our college also tries to attain the course outcomes and program outcomes by conducting the activities such as cultural activities, Career Counseling, Personality Development Program, and Communication Skills, Various collegiate and inter-collegiate competitions, etc.

In addition to this, students are promoted for the creativity in Literature in the form of writing Articles. Thus, the course outcomes and program outcomes are fulfilled through these types of activities.

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Paste link for Additional information	<a href="#">View Document</a>

### 2.6.3 Average pass percentage of Students during last five years

**Response:** 81.09

#### 2.6.3.1 Total number of final year students who passed the university examination year-wise during the last five years

2019-20	2018-19	2017-18	2016-17	2015-16
161	170	197	193	57

#### 2.6.3.2 Total number of final year students who appeared for the university examination year-wise during the last five years

2019-20	2018-19	2017-18	2016-17	2015-16
189	186	216	236	102

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Institutional data in prescribed format	<a href="#">View Document</a>
Paste link for the annual report	<a href="#">View Document</a>

## 2.7 Student Satisfaction Survey

### 2.7.1 Online student satisfaction survey regarding teaching learning process

**Response:** 3.54

File Description	Document
Upload database of all currently enrolled students (Data Template)	<a href="#">View Document</a>

## Criterion 3 - 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 last five years (INR in Lakhs)

Response: 0.5

##### 3.1.1.1 Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the last five years (INR in Lakhs)

2019-20	2018-19	2017-18	2016-17	2015-16
0.5	0	0	0	0

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>
e-copies of the grant award letters for sponsored research projects / endowments	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

#### 3.1.2 Percentage of departments having Research projects funded by government and non government agencies during the last five years

Response: 0

##### 3.1.2.1 Number of departments having Research projects funded by government and non-government agencies during the last five years

2019-20	2018-19	2017-18	2016-17	2015-16
0	0	0	0	0

##### 3.1.2.2 Number of departments offering academic programmes

2019-20	2018-19	2017-18	2016-17	2015-16
1	1	1	1	1

File Description	Document
Supporting document from Funding Agency	<a href="#">View Document</a>
Institutional data in prescribed format	<a href="#">View Document</a>
Paste link to funding agency website	<a href="#">View Document</a>

### 3.1.3 Number of Seminars/conferences/workshops conducted by the institution during the last five years

**Response: 17**

#### 3.1.3.1 Total number of Seminars/conferences/workshops conducted by the institution year-wise during last five years

2019-20	2018-19	2017-18	2016-17	2015-16
01	05	06	04	01

File Description	Document
Report of the event	<a href="#">View Document</a>
Institutional data in prescribed format	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

## 3.2 Research Publications and Awards

### 3.2.1 Number of papers published per teacher in the Journals notified on UGC website during the last five years

**Response: 0**

#### 3.2.1.1 Number of research papers in the Journals notified on UGC website during the last five years.

2019-20	2018-19	2017-18	2016-17	2015-16
0	0	0	0	0



File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>
Institutional data in prescribed format	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

### 3.2.2 Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during last five years

**Response:** 0.51

#### 3.2.2.1 Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year-wise during last five years

2019-20	2018-19	2017-18	2016-17	2015-16
08	0	0	0	0

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>
Institutional data in prescribed format	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

## 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 last five years.

**Response:**

The Extension activities are a form of interaction between the institute and the community. Extension activities are an integral part of legal Education. The college 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 UG teaching at the college. Engagement of students in these activities is the first window to observe life closely at the grassroots.

#### Major Extension Activities of IPEM Law Academy

- Legal Aid Camp
- Jail Visit
- Parliament House Visit
- Media House Visit

- United Nation Information Centre Visit
- Supreme Court Visit
- Legal Aid and Awareness Camp
- The main objective of Legal Aid and Awareness 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.
- Jail is one of the most important components of criminal justice system, which lead to rehabilitation of offender. Basically Jail is a correctional institution used to detain persons who are in lawful custody of state. It includes both under trail and convicts. The visit to jail reflects the lacunas in the existing Jails and the treatment provided to the inmates. The students observe the status of facilities being provided to inmates.

Parliament is the pillar of any democracy. We live in the country where Parliamentary system exists. Meaning thereby is that elected members (by people) who on the basis of majority form government and for effective governance there is a strong opposition PARTY. As we know Parliament is supreme authority to legislate the law and this law is implemented by Executive & it is checked and scrutinized by judiciary from time to time. Legislative, Executive and Judiciary are three bodies of democracy.

- Media House Visit provide the students to get the opportunity for quality learning experience to all our students by adapting the following methods :
- To promote understanding of subject and technologies those are redefining various practices.
- To familiarize and help the students with a wide range of communication skills required for programme production.
- To make students interact with top media professionals and experts from various fields to widen their vision.
- To provide opportunities to participate in live projects / programmes in order to develop the competitive edge in students.
- Walk through studios and newsrooms of AajTak and IndiaToday TV.
- Meet news anchors & veterans of journalism.

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Paste link for additional information	<a href="#">View Document</a>

### 3.3.2 Number of awards and recognitions received for extension activities from government/ government recognised bodies during the last five years

**Response: 0****3.3.2.1 Total number of awards and recognition received for extension activities from Government/ Government recognised bodies year-wise during the last five years.**

2019-20	2018-19	2017-18	2016-17	2015-16
0	0	0	0	0

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>
e-copy of the award letters	<a href="#">View Document</a>

**3.3.3 Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., during the last five years ( including Government initiated programs such as Swachh Bharat, Aids Awareness, Gender Issue, etc. and those organised in collaboration with industry, community and NGOs)****Response: 45****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., year-wise during the last five years**

2019-20	2018-19	2017-18	2016-17	2015-16
12	12	6	10	5

File Description	Document
Reports of the event organized	<a href="#">View Document</a>
Institutional data in prescribed format	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

**3.3.4 Average percentage of students participating in extension activities at 3.3.3. above during last five years****Response: 45.62****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., year-wise during last five years**

2019-20	2018-19	2017-18	2016-17	2015-16
626	239	268	308	148

File Description	Document
Report of the event	<a href="#">View Document</a>
Institutional data in prescribed format	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

### 3.4 Collaboration

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

**Response: 0**

**3.4.1.1 Number of linkages for faculty exchange, student exchange, internship, field trip, on-job training, research etc year-wise during the last five years**

2019-20	2018-19	2017-18	2016-17	2015-16
00	00	00	00	00

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>
e-copies of linkage related Document	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

**3.4.2 Number of functional MoUs with national and international institutions, universities, industries, corporate houses etc. during the last five years**

**Response: 147**

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

2019-20	2018-19	2017-18	2016-17	2015-16
24	42	41	27	13

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Institutional data in prescribed format(Data template)	<a href="#">View Document</a>
e-Copies of the MoUs with institution./ industry/ corporate houses	<a href="#">View Document</a>

## Criterion 4 - 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.**

**Response:**

**Infrastructure:**

The level and quality of Infrastructure is the touchstone of any accomplished legal professional Institute. IPEM Law Academy periodically assesses the infrastructure requirement for the proposed expansions. The Academy has its state of art infrastructure. The Academy at present has the following infrastructural facilities on campus:

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

- 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 labs 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.

We are conscious of the fact that the infrastructure is to be optimally used. Keeping in view the Academy, we are certainly having more than adequate infrastructure. To optimally use this infrastructure, Academy has staggered its academic activities from 9:00 a.m. to 5:00 p.m. We regularly hold conferences, workshops and seminars to use our Infrastructural facilities. Sports facilities are used by the students on a daily basis.

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Paste link for additional information	<a href="#">View Document</a>

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

##### **Response:**

##### **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, Basket Ball & Volley Ball etc.
- The Academy has separate badminton court for the students, apart from this there is also a basketball court.
- The Sports committee supervises for indoor and outdoor games and conducts monthly meets,
- There is separate arrangement of Yoga Hall for providing the physical fitness awareness to the staff and students.

The 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 have 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 particular programme.
- The Academy has store room where the related equipments like basket ball, chess, ludo, badminton etc can be procured by the head of the sports committee during any conduct of the game.
- Equipments i.e Sound System with speakers and screens which are required for conducting the activities like National Seminar, Conferences etc. are properly arranged and regular maintenance and proper care is always being taken.

For proper and smooth conduct of the cultural and sports activities , Academy has formed different clubs i.e. Sports Club & Cultural Club which comprises of Student and Faculty Representative. Regular meetings are conducted by respective clubs for the same.

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Paste link for additional information	<a href="#">View Document</a>

#### 4.1.3 Percentage of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc. (Data for the latest completed academic year)

Response: 100

##### 4.1.3.1 Number of classrooms and seminar halls with ICT facilities

Response: 22

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Institutional data in prescribed format(Data template)	<a href="#">View Document</a>
Paste link for additional information	<a href="#">View Document</a>

#### 4.1.4 Average percentage of expenditure, excluding salary for infrastructure augmentation during last five years(INR in Lakhs)

Response: 22.16

##### 4.1.4.1 Expenditure for infrastructure augmentation, excluding salary year-wise during last five years (INR in lakhs)

2019-20	2018-19	2017-18	2016-17	2015-16
48.36	31.69	6.9	2.8	11.24



File Description	Document
Upload audited utilization statements	<a href="#">View Document</a>
Upload any additional information	<a href="#">View Document</a>
Institutional data in prescribed format(Data template)	<a href="#">View Document</a>

## 4.2 Library as a Learning Resource

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

#### Response:

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

S.NO.	PHYSICAL DESCRIPTION	REMARK
1.	NAME OF ILMS SOFTWARE	SIM SOFTWARE
2.	NATURE OF AUTOMATION	FULLY
3.	VERSION	3.1.63
4.	YEAR OF AUTOMATION	2014-15

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	Document
Upload any additional information	<a href="#">View Document</a>
Paste link for Additional Information	<a href="#">View Document</a>

**4.2.2 The institution has subscription for the following e-resources**

- 1.e-journals
- 2.e-ShodhSindhu
- 3.Shodhganga Membership
- 4.e-books
- 5.Databases
- 6.Remote access to e-resources

**Response:** A. Any 4 or more of the above

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Institutional data in prescribed format(Data template)	<a href="#">View Document</a>

**4.2.3 Average annual expenditure for purchase of books/e-books and subscription to journals/e-journals during the last five years (INR in Lakhs)**

**Response:** 1.64

**4.2.3.1 Annual expenditure of purchase of books/e-books and subscription to journals/e-journals year wise during last five years (INR in Lakhs)**

2019-20	2018-19	2017-18	2016-17	2015-16
1.04	1.58	2.2	2.11	1.25

File Description	Document
Institutional data in prescribed format(Data template)	<a href="#">View Document</a>
Audited statements of accounts	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

**4.2.4 Percentage per day usage of library by teachers and students ( foot falls and login data for online access) during the last completed academic year**

**Response:** 1.14

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

Response: 8

File Description	Document
Details of library usage by teachers and students	<a href="#">View Document</a>

### 4.3 IT Infrastructure

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

##### Response:

IPEM Law Academy has a well developed system for providing IT facilities for its Faculties and Students.

- The Academy has upgraded its IT facilities including Wi-Fi frequently as per the requirements during last five years.
- The Academy has upgraded the internet connection bandwidth from 4 Mbps to 100 Mbps with a campus LAN facility.
- The Academy has updated its IT facilities with increasing the number of computers, printers, scanners, interactive LCD projectors, Xerox machines, online admission process, dynamic website, and various softwares.
- The teaching and learning process is enhanced through incorporating ICT tools and e-resources.
- Maintenance of the computers, printers and scanners are done on regular intervals.
- The Academy has proper surveillance system, also having phone extensions, photo copier Machine.
- The Academy has portable projectors which can be carried out as per requirement.
- Barcode is also available in the Library of the Academy.
- The Academy has the provision of Biometric Attendance for this the punching machine is installed at the Reception Area.

##### Updates of ICT facilities in the last five years:

Sr. No.	Facility	Quantity
1.	Total Computers	45
	Faculty Computers	
	Computer (Library)	
	Computer (Lab)	
2.	Campus Network	LAN
3.	Internet Facility	LAN
4.	ICT enabled classrooms	12
5.	Printers with scanners	01
6.	CCTVs	30
7.	Portable Projector	02
8.	Audio System	03
	Seminar Hall	
	Auditorium	

	Moot Court Hall	01	
9.	Bar code Scanner	01	
10.	Punching Machine	01	
11.	Photocopier Machine	01	

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Paste link for additional information	<a href="#">View Document</a>

#### 4.3.2 Student - Computer ratio (Data for the latest completed academic year)

Response: 21:1

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Student – computer ratio	<a href="#">View Document</a>

#### 4.3.3 Bandwidth of internet connection in the Institution

Response: E. < 05 MBPS

File Description	Document
Upload any additional Information	<a href="#">View Document</a>
Details of available bandwidth of internet connection in the Institution	<a href="#">View Document</a>

### 4.4 Maintenance of Campus Infrastructure

#### 4.4.1 Average percentage of expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the last five years(INR in Lakhs)

Response: 0

##### 4.4.1.1 Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component year-wise during the last five years (INR in lakhs)

2019-20	2018-19	2017-18	2016-17	2015-16
00	00	00	00	00

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Institutional data in prescribed format(Data template)	<a href="#">View Document</a>
Audited statements of accounts	<a href="#">View Document</a>

#### **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.**

##### **Response:**

##### **The Repair and maintenance of physical, academic and support facilities:**

- 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 blackboards, lighting, and furniture in classrooms etc. is taken care of 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.
- Up gradation of software and hardware and maintenance of ICT facilities is done.
- The maintenance work related to facilities like toilet blocks, computer labs, 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. Gurads provides safety to 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 anti-virus 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	Document
Upload any additional information	<a href="#">View Document</a>
Paste link for additional information	<a href="#">View Document</a>

NAAC

## Criterion 5 - Student Support and Progression

### 5.1 Student Support

#### 5.1.1 Average percentage of students benefited by scholarships and freeships provided by the Government during last five years

Response: 5.64

##### 5.1.1.1 Number of students benefited by scholarships and freeships provided by the Government year-wise during last five years

2019-20	2018-19	2017-18	2016-17	2015-16
40	35	40	60	24

File Description	Document
upload self attested letter with the list of students sanctioned scholarship	<a href="#">View Document</a>
Upload any additional information	<a href="#">View Document</a>
Institutional data in prescribed format	<a href="#">View Document</a>

#### 5.1.2 Average percentage of students benefitted by scholarships, freeships etc. provided by the institution / non- government agencies during the last five years

Response: 13.86

##### 5.1.2.1 Total number of students benefited by scholarships, freeships, etc provided by the institution / non- government agencies year-wise during last five years

2019-20	2018-19	2017-18	2016-17	2015-16
110	104	79	115	76

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Institutional data in prescribed format	<a href="#">View Document</a>

#### 5.1.3 Capacity building and skills enhancement initiatives taken by the institution include the following

1. Soft skills
2. Language and communication skills
3. Life skills (Yoga, physical fitness, health and hygiene)
4. ICT/computing skills

**Response:** B. 3 of the above

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>
Link to Institutional website	<a href="#">View Document</a>

#### 5.1.4 Average percentage of students benefitted by guidance for competitive examinations and career counselling offered by the Institution during the last five years

**Response:** 0

##### 5.1.4.1 Number of students benefitted by guidance for competitive examinations and career counselling offered by the institution year wise during last five years

2019-20	2018-19	2017-18	2016-17	2015-16
00	00	00	00	00

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

#### 5.1.5 The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases

1. Implementation of guidelines of statutory/regulatory bodies
2. Organisation wide awareness and undertakings on policies with zero tolerance
3. Mechanisms for submission of online/offline students' grievances
4. Timely redressal of the grievances through appropriate committees

**Response:** A. All of the above



File Description	Document
Upload any additional information	<a href="#">View Document</a>
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	<a href="#">View Document</a>
Details of student grievances including sexual harassment and ragging cases	<a href="#">View Document</a>

## 5.2 Student Progression

### 5.2.1 Average percentage of placement of outgoing students during the last five years

**Response:** 2.75

#### 5.2.1.1 Number of outgoing students placed year - wise during the last five years.

2019-20	2018-19	2017-18	2016-17	2015-16
08	07	03	03	03

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Self attested list of students placed	<a href="#">View Document</a>
Institutional data in prescribed format	<a href="#">View Document</a>

### 5.2.2 Average percentage of students progressing to higher education during the last five years

**Response:** 3.17

#### 5.2.2.1 Number of outgoing student progressing to higher education.

**Response:** 6

File Description	Document
Upload supporting data for student/alumni	<a href="#">View Document</a>
Institutional data in prescribed format	<a href="#">View Document</a>

### 5.2.3 Average percentage of students qualifying in state/national/ international level examinations during the last five years (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State

government examinations)

Response: 0

**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) year wise during last five years**

2019-20	2018-19	2017-18	2016-17	2015-16
0	0	0	0	0

**5.2.3.2 Number of students appearing in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT,GRE/ TOFEL/ Civil Services/ State government examinations) year-wise during last five years**

2019-20	2018-19	2017-18	2016-17	2015-16
15	10	12	18	08

File Description	Document
Upload supporting data for the same	<a href="#">View Document</a>
Institutional data in prescribed format	<a href="#">View Document</a>

### 5.3 Student Participation and Activities

**5.3.1 Number of awards/medals won by students for outstanding performance in sports/cultural activities at inter-university/state/national / international level (award for a team event should be counted as one) during the last five years.**

Response: 2

**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) year-wise during the last five years.**

2019-20	2018-19	2017-18	2016-17	2015-16
1	0	1	0	0

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>
e-copies of award letters and certificates	<a href="#">View Document</a>

### 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 )

#### Response:

The Academy facilitates different platforms to the students:-

- The objective of IPEM Law Academy is to make the students participate in the development as well as in the process develop their personality, organizational skills and career through interactive programs with the faculty, administration and society.
- The goal of the Academy is to provide a common platform to students for co-curricular and extra-curricular activities. It is included for all the activities organized in the college premises. Activities are well supported by a team of faculty members.
- The Academy also provides avenues for the development of Communication skills, updating knowledge, personality development and service to the society through various clubs.

#### ***STUDENTS PARTICIPATION IN VARIOUS CO-CURRICULAR AND EXTRA-CURRICULAR ACTIVITIES:***

The following are the various clubs:

- IT Club
- Communication Club
- Cultural Club
- Sports Club
- Entrepreneurship Club

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Paste link for additional information	<a href="#">View Document</a>

### 5.3.3 Average number of sports and cultural events/competitions in which students of the Institution participated during last five years (organised by the institution/other institutions)

Response: 1.8

#### 5.3.3.1 Number of sports and cultural events/competitions in which students of the Institution

**participated year-wise during last five years**

2019-20	2018-19	2017-18	2016-17	2015-16
4	01	02	01	01

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Report of the event	<a href="#">View Document</a>
Institutional data in prescribed format	<a href="#">View Document</a>

**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****Response:**

There is no registered alumni association of IPEM Law Academy.

Alumni Association creates and maintains a life-long connection between the Academy and its alumni.

Alumni Association members are also invited to campus events like

- Foundation Day
- Cultural events
- Moot Court Competition
- Debate Competition
- Quiz Competition
- The Alumni Association brings all these outstanding people together on a single platform. This collective excellence is our contribution to the growing generation, the Academy and the society as a whole. Alumni have significantly contributed towards various Academic activities such as Moot Court Competition, Quiz Debating Competitions etc

The Alumni also helps:

- To arrange and support in placement activities for the students.
- To conduct workshops and guest lecture.
- To encourage and guide the students of the institution on self-employment.
- Alumni of the IPEM Law Academy are contributing in the overall development of the students of college

which would ensure better professional future for the students.

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Paste link for additional information	<a href="#">View Document</a>

#### 5.4.2 Alumni contribution during the last five years (INR in lakhs)

**Response:** E. <1 Lakhs

File Description	Document
Upload any additional information	<a href="#">View Document</a>

## Criterion 6 - 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

**Response:**

#### **PHILOSOPHY -**

- Striving for excellence can never be an accidental and spontaneous phenomenon. It has to be engendered in the basic personality framework where it lives as a firm habit.
- 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.
- Our paradigm for various programs is to create equidistant managers and professionals who have competence to operate effectively both at the domestic and global levels.
- IPEM Law Academy strives for the service to the industry and society by providing value based managers, technocrats and professionals.
- We believe legal education is not merely confined to class room teaching. So our teaching method emphasizes to achieve a concert between the theoretical inputs and their implementation in real life situations, essential to legal practices.
- We provide academic environment which stimulates out of box thinking among our students. We ensure to provide multidimensional education environment to our students.
- To achieve this we adhere to an integrated, multi-disciplinary approach by offering various courses under the programs like B.A.LL.B. & LL.B.
- We encourage and prepare our students to choose from wide range of careers as legal professionals in the areas of litigation, Cyber Law, Human Rights, Constitutional Law, Criminal Law, Family Law and Corporate Law.
- We believe continuing education is an integral part of legal profession.
- So we intend to regularly conduct orientation, workshops and training programs for academicians, judicial officers, practicing advocates, and social activists for continuous up-gradation of knowledge and skills.

#### **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.

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Paste link for additional information	<a href="#">View Document</a>

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

#### **Response:**

#### ***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.
- Teaching Staff & other stakeholders are well involved in the which leads to efficiency, improved communication and satisfaction.
- The Academy constitutes various committees and reconstitutes them every year for smooth working.
- Besides this, there is a Law Advisory Board basically works to help the organization to gain new insights.

#### ***A case Study showing the decentralization and participative management -***

#### **IPEM Law Academy functions in a well-structured and proper manner to ensure participative management at all levels of decision-making.**

As in the Law Colleges, the knowledge of the law is thoroughly imparted. Keeping this in view, IPEM Law Academy performs its participative management through the conduct of legal aid camps at regular intervals. Students who are enrolled in any law course have zeal and enthusiasm in providing legal services. The conduct of Legal Aid Camps directs the energies of the students of law in contributing to society.

As part of quality improvement and quality initiative, all the faculty members are directed to conduct Legal Aid Camps in rural areas and prepare the students for the same. The following procedure is followed which

is as follows:-

- Academic Calendar is always prepared at the start of the session which includes all the activities to be conducted throughout the session.
- A meeting is convened for the planning and discussion (at which place and date the Legal Aid Camp has to be conducted) and also to decide the student representatives for the same.
- Then, A proposal is sent to the higher authorities for approval or for seeking permission to conduct such activity.
- After Approval, the requisition is prepared for all the likely expenditures and gets approved, with this all the essential items like Banners, Leaflets & Refreshments for the students attending the Camps is procured.
- For the proper & smooth conduct of Legal Aid Camp, prior information is also provided to the Gram Pradhan or the equivalent authority about the upcoming activity which will be conducted the next day.
- On the day of the event, our students and faculties get together at a particular spot (e.g. gram chaupal) and all the dignitaries such as Gram Pradhan or equivalent are felicitated and thanked for granting us such permission to conduct the legal aid camp, and then a general awareness about different laws and legislations for eg Women related laws, dowry matters, succession, property matters etc. is spreaded by our Student Representatives to the localities.
- Then on the same day, in the afternoon, our students conducts a door-to-door survey and work like para-legal services.
- Students are being prepared for the same and after the conduct of the Camp a detailed report is prepared and submitted to the Department for future reference and as a record.

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Paste link for additional information	<a href="#">View Document</a>

## 6.2 Strategy Development and Deployment

### 6.2.1 The institutional Strategic / Perspective plan is effectively deployed

#### Response:

- 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 ensure 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.
- In the past few years, the college has achieved several feats which include several digital initiatives like the following:

#### Campus Connectivity

- LAN system enabled campus
- ICT network spanning over campus.
- Research Initiatives
- Journal
- Digital Teaching Initiatives
- Technology Enabled Classrooms
- Subscription to e-journals and resources
- Digital Initiatives of the Library System
- Automated Library System
- Manupatra
- Internet Access Facility

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Strategic Plan and deployment documents on the website	<a href="#">View Document</a>
Paste link for additional information	<a href="#">View Document</a>

#### 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.

##### Response:

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 College along with teaching & nonteaching staff. Advisory committee plays crucial role and act as a bridge between Management & Principal of the College.

IPEM Law Academy also constituted Internal Quality Assurance Cell to check quality measures of the college & to make suggestions to improve it. So far, in the management & progress of the academy IQAC plays a crucial role.

The Academy has various committees coordinated by faculty members and monitored by the Principal to keep a check on academics and effective as well as efficient performance of the college in all aspects.

Various committees have been framed for internal coordination and monitoring which are as follow-

< > **Admission Committee IQAC Committee Library Committee Legal Aid Committee Moot Court Committee Sports Committee Anti Ragging Committee Alumni Committee Woman Grievance Committee Sexual Harassment Prevention Committee**

### **Recruitment Strategies:**

1. Academy calculates the requirement of faculty as per the University & BCI norms.
2. As per requirement, advertisement is given in reputed newspapers. Personal interviews of the candidates are carried out by the selection committee appointed by University. Qualified candidates are selected and appointment letters are issued for the same.
3. Through demo lectures followed by personal interview of the shortlisted candidates, candidates are selected.
4. The Academy takes efforts in identifying qualified senior and experienced professionals from various research Academies, academic organizations and industries.

### **Retention Strategies:**

1. Academy has promotional policies to retain the faculty.
2. Academy promotes faculty for higher studies.
3. Academy is always keen in giving regular salary; increments updated from time to time.
4. Faculty members are encouraged to write and publish articles, books as well as research papers which are financially supported by the Academy if required.
5. Regular Practice of conducting programs like FDPs, conferences, workshops & seminars give opportunities to adopt changing requirements of the curriculum and recent advances in the particular areas of Law.
6. Achievements and significant contributions of staff members are well appreciated from time to time.

7. Ideal and conducive working environment encourages the faculty members to pursue an enriching career in academics, as a result of which most of the faculty members are pursuing their Ph.D degrees.

8. The faculty members have winter and summer vacations, Casual Leave, Medical Leave, Maternity Leave and Earned Leave.

9. Annual performance analysis is done considering student feedback, peer feedback, subject results, qualification up-gradation, research work, contribution in administrative work at departmental and Academy level. Based on this, faculty can avail the promotions at Institute Level.

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Paste link for additional information	<a href="#">View Document</a>
Link to Organogram of the Institution webpage	<a href="#">View Document</a>

### 6.2.3 Implementation of e-governance in areas of operation

1. Administration
2. Finance and Accounts
3. Student Admission and Support
4. Examination

**Response:** B. 3 of the above

File Description	Document
Screen shots of user interfaces	<a href="#">View Document</a>
Institutional data in prescribed format(Data template)	<a href="#">View Document</a>
ERP (Enterprise Resource Planning) Document	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

## 6.3 Faculty Empowerment Strategies

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

**Response:**

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 Institutional process. The Faculty being the

intellectual capital is the greatest asset of the Institute. So, the Institute offers worthwhile welfare schemes to all the teaching and non-teaching staff to ensure and boost their work culture and effectiveness.

### 1. Leaves

- **Casual Leave (CL):** 12 days CL with full pay in a calendar year is admissible on pro-rata basis i.e. 1 CL per completed month of Service.
- **Earned Leave (EL):** 12 days with full pay can be earned by an employee after working for one calendar year from the date of his/her joining.
- **Duty Leave (DL) :** For participating in seminars / Workshops/ Examination/ Evaluation duty or any other duty assigned by the Institute, shall be granted with full pay, only with the prior approval of the Institute.
- **Vacation Leave for Faculty:** Maximum of 10 days in a calendar year, after completion of one year service at the Institute. This can be availed in a staggered manner when there are no classes or other academic commitments, with prior approval only.
- Maternity Leaves

### 1. Health

The Institute has a Free Mediclaim Policy for its Faculty/Staff and Insurance Policy for students.

### 1. Appreciation of staff

Each year on Teacher's Day, the Outstanding Faculty, based on their overall performance is felicitated.

### 1. Incentives:

- Teaching Staff: The Faculty is encouraged to enhance their Qualifications / Skills. Special incentives are given on acquiring Ph.D, JRF/NET or other higher qualifications.
- Faculty is also given opportunity to attend and present/ publish Papers in National/ International Seminars/ Workshops/FDPs etc, outside the Institute.
- Special Incentives are also provided to the faculties for publishing their paper in National/ International/Scopus Index/UGC approved journals.
- The institute provides e-journal, latest edition of books and Wi-Fi connectivity in the campus enabling them to improve their research activities.
- Admission Incentive is also provided to Teaching and Non-Teaching staff based on their support during admission time.
- Non-Teaching staff: P.F. & ESI facility to Staff.

### 1. Appraisal:

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.

Non-Teaching staff: Annual and special increments on emoluments.

### 1. Late Coming

In a month, a faculty/staff will be allowed six hours period, if he/she either gets late or has to go early or has urgent work in between.

### 1. Other Facilities Provided by Institute:

- Payment of salary through bank transfer to individual account during first week of the month.
- Payment of Gratuity as per rules.
- Encouragement to faculty to join SWAYAM Courses for their growth.
- Facilities to conduct teaching through Video Lectures using various platforms.

### 1. Infrastructure:

Well maintained, individual work stations :For Teaching and Non-Teaching

### 1. Hygienic working environment

- **Transport Service:** IPEM provides free Bus Service for Faculty/Staff/Students.
- **Cafeteria:** Cafeteria to provide subsidized meals/snacks.

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Paste link for additional information	<a href="#">View Document</a>

### 6.3.2 Average percentage of teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies during the last five years.

**Response: 3**

#### 6.3.2.1 Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies year wise during the last five years

2019-20	2018-19	2017-18	2016-17	2015-16
03	0	0	0	0

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Institutional data in prescribed format(Data template)	<a href="#">View Document</a>

### 6.3.3 Average number of professional development /administrative training programs organized by

**the institution for teaching and non teaching staff during the last five years**

**Response: 4.2**

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

2019-20	2018-19	2017-18	2016-17	2015-16
1	7	7	4	2

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Reports of the Human Resource Development Centres (UGC ASC or other relevant centres)	<a href="#">View Document</a>
Reports of Academic Staff College or similar centers	<a href="#">View Document</a>
Institutional data in prescribed format(Data template)	<a href="#">View Document</a>

**6.3.4 Average percentage of teachers undergoing online/ face-to-face Faculty Development Programmes (FDP)during the last five years (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course ).**

**Response: 85.62**

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

2019-20	2018-19	2017-18	2016-17	2015-16
13	11	16	12	14

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Reports of the Human Resource Development Centres (UGC ASC or other relevant centers)	<a href="#">View Document</a>
IQAC report summary	<a href="#">View Document</a>
Institutional data in prescribed format(Data template)	<a href="#">View Document</a>

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

#### Response:

- Yes, the Institution has a performance appraisal system for all teaching and non-teaching staff of College. 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, Co-Professional Improvement – Paper Presented and published, books published , Seminars and Workshops etc. participated, any other research and development activities. Workers, staff/student relation, job performance, pro activeness, behavior towards supervisor. Faculty performance is also assessed by HOD, Principal and Management. Student's feedback on teachers and teaching learning process are reviewed with utmost importance. Head of Department's annual performance report helps in evaluating faculty. All self-appraisal forms are carefully read by Principal/Director.

Principal evaluates performance based on the following key parameters :

- 1.Results (average of all the subjects handled in previous academic year June to July.
- 2.Professional Improvement – Paper Presented and published, books published , Seminars and Workshops etc. participated, any other research and development activities
- 3.General Behaviour and Attitude Regularity and punctuality Leaves Consumption – CL, EL and ML Willingness to take up work from time to time
- 4.Outstanding Achievement University ranks, additional qualifications like NET, SLET, M.Phil, Ph.D or any other distinguished achievement - personal or institutional
- 5.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.
- 6.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.

The process of evaluating Self-Appraisal form every year helps faculties to involve in many activities and



evolve as a competitive teacher.

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Paste link for additional information	<a href="#">View Document</a>

## 6.4 Financial Management and Resource Mobilization

### 6.4.1 Institution conducts internal and external financial audits regularly

#### Response:

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

#### INTERNAL AUDIT:

The institution 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	Document
Upload any additional information	<a href="#">View Document</a>
Paste link for additional information	<a href="#">View Document</a>

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

Response: 0

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

2019-20	2018-19	2017-18	2016-17	2015-16
0	0	0	0	0

File Description	Document
Institutional data in prescribed format(Data template)	<a href="#">View Document</a>

#### 6.4.3 Institutional strategies for mobilisation of funds and the optimal utilisation of resources

Response:

##### Policy for Resource Mobilization

1. Institution 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

### **Procedure**

- College is financially viable by self generating funds through student fee collection. Institution charges various fee structures for different programme. The entire financial needs of the institution are managed through these funds.
- Institution is located in prime location with easy commutable services. Many organizations and exam agency request college 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**

Institution is self-sufficient for the recurring expenses like maintenance and operations. The institute has a well-defined mechanism to monitor effective and efficient utilization of available financial resources for the development of the academic processes and infrastructure. Board of Management frames resource and expenditure policy. Board of 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 :

1. Staff Salary
2. Research activities
3. Professional development and administrative training programmes
4. Sports and cultural activities
5. Training & Placement
6. Student and staff support measures
7. Software & Internet charges
8. Library resources
9. ICT infrastructure
10. Repair & maintenance work
11. Printing & stationary

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Paste link for additional information	<a href="#">View Document</a>

## 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

**Response:**

#### **INTERNAL QUALITY ASSURANCE CELL-**

The primary task of IQAC is to develop the system for concious and consistence improvement.

Internal Quality Assurance Cell has contributed significantly for quality enhancement and assurance. With this proactive approach, IQAC Cell has designed a perspective plan encompassing all the stakeholders involved with the Academy.

#### **ROLES AND OBJECTIVES OF IQAC-**

- **To consider the constitution and role of IQAC:-**

1. IQAC will function as per the guidelines of UGC and State Government issued time to time.
  2. A committee will work to monitor the quality assurance and quality enhancement in all academic activities.
- To reinforce the existing programs by increasing the flexibility to comprehend the curriculum and learn its practical implication as per the demands and requirements of the industry.
  - To increase the productivity of the faculties by encouraging them to attend Faculty Development Programs and publish research papers in high impact factor journals.
  - To appoint faculties with experience against the vacant posts.
  - To inculcate the use of Information Communication Technology for delivering lectures and organizing academic activities.
  - To utilize the emerging technologies for an overall development of faculties and students, for the purposes of enhanced learning outcomes.
  - To improve academic and personal counseling mechanism, by organizing Faculty Development Programs/orientation workshops.

IQAC have taken many initiatives for the quality enhancement such as :-

1. Conduct of Activities at National , International and Deptt. level.
2. Taken up the Alumni Engagement in various activities of the Department.
3. The IQAC has took a step towards Digitalisation as Manupatra is installed in the Computer System.
4. Some infrastructural facilities have also been taken up.
5. Regular conduct of Alumni Meet.

## 6. Use of ICT enabled tools for teaching and learning.

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Paste link for additional information	<a href="#">View Document</a>

**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 ( For first cycle - Incremental improvements made for the preceding five years with regard to quality For second and subsequent cycles - Incremental improvements made for the preceding five years with regard to quality and post accreditation quality initiatives )**

**Response:**

*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.*

Quality enhancement initiatives in the academic and administrative domains successfully implemented during the last five years.

- Well planned Academic and Administrative activities at the beginning of the Academic year through Academic Calendar and disseminate the information to the students by Student-coordinator Groups, website, Notice Board
- Enhanced Faculty Development Programmes.
- Preparing Lesson Plans and maintaining Academic record.
- Enhanced usage of ICT and e-resources.
- Wi-Fi enabled campus
- Digital Administrative Processes
- Online Admission
- Online Fee Collection
- Online Regular Classes by different mode like Google class room, Microsoft team due to lockdown because of covid-19 pandemic
- Online Examination Date Sheets
- Online Sessional Examinations
- Online release of Sessional Examination Results
- Digitization of Academic Records and Staff Records.
- Biometric attendance system for staff members
- Classrooms equipped with LCD Projectors
- Enhanced Lab facilities with latest equipment
- Separate Library Facility with enhanced library resources
- Wi-Fi Campus with enhanced Bandwidth
- Website revamped -

- Grid-Connected Roof Top Solar Power System
- Installation of CCTVs
- RO Water Plant installed
- Laying of Parking Tiles
- Proper Disposal of Solid, Liquid and E-waste and efforts for Carbon neutrality
- Rain Water Harvesting facility
- Inclusive admission Policy
- Orientation and Induction Programmes conducted regularly
- Monitored discipline and attendance
- Regular conduction of Guest Lectures, Seminars, Workshops, Field Visits
- Remedial classes for slow learners and activities for advanced learners
- Regular conduction of Campus Recruitment Training Programme and support to Career progression and Placement activities
- Regular organization of Inter-College Academic & Cultural Festival
- Student centric activities with immediate grievance redressal mechanism as per the issue
- Encouragement, facilities and financial support provided for students participating in various Academic, cultural, sports and extra-curricular activities
- Activities conducted on women empowerment, gender sensitisation, human values and ethics.
- Inculcating and Facilitating Social Responsibility through legal aid camps, etc.
- Conduction of awareness programmes on energy conservation and using LED lights in the campus
- Sensitizing and involvement in environmental consciousness and maintenance
- Smooth and fair conduction of examination process. Results declared as per the guidelines laid by the parent university.
- Increased support for scholarships and concessions
- Regular conduction of Alumni Meets.
- Staff welfare measures enhanced with the introduction of EPF for non teaching staff, group medical insurance, fee concession to the ward of the staff, Medical leave.
- Provide a stimulating work environment for faculty and staff, where merit and hard work are recognized and rewarded.

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Paste link for additional information	<a href="#">View Document</a>

### 6.5.3 Quality assurance initiatives of the institution include:

1. Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analysed and used for improvements
2. Collaborative quality initiatives with other institution(s)
3. Participation in NIRF
4. any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)

**Response:** D. 1 of the above

File Description	Document
Upload e-copies of the accreditations and certifications	<a href="#">View Document</a>
Upload any additional information	<a href="#">View Document</a>
Institutional data in prescribed format(Data template)	<a href="#">View Document</a>
Paste web link of Annual reports of Institution	<a href="#">View Document</a>

NAAC

## Criterion 7 - 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 last five years.

##### Response:

The Academy shows gender sensitivity in providing facilities such as

1. Safety and Security
2. Counseling
3. Common Room
4. Fee Concession Policies for Girl Child

##### 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 campus.
2. **CCTV Cameras:** Cameras are in place at all vantage points/places, interior offices/departments/hostels/guest houses and all classes to check the undesirable activities of the students inside and outside classrooms, canteen area, library, corridors etc.
3. **Transportation**

For the protection of Girl students, Institute provides free bus service to all students and Faculties/Staff of the institute. Two buses have been engaged with the seating capacity of 50 and 30 seats each.

##### a. Gender Equity

The college 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 college.
- All the individual complaints are examined by the committee and result into immediate suitable action.
- The Committee provides assistance to the Faculty/Colleges 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, Home-sick 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, College maintains separate common room for boys and girls.
- There are separate washrooms for girls & boys.

**d) Fee Concession Policies for Girl Child**

The College provides 50% discount on the academic fees especially for Girl Child to promote Girls Education.

File Description	Document
Specific facilities provided for women in terms of: a. Safety and security b. Counselling c. Common Rooms d. Day care center for young children e. Any other relevant information	<a href="#">View Document</a>
Annual gender sensitization action plan	<a href="#">View Document</a>

**7.1.2 The Institution has facilities for alternate sources of energy and energy conservation measures**

1. Solar energy
2. Biogas plant
3. Wheeling to the Grid
4. Sensor-based energy conservation
5. Use of LED bulbs/ power efficient equipment

**Response:** C. 2 of the above

File Description	Document
Geotagged Photographs	<a href="#">View Document</a>
Any other relevant information	<a href="#">View Document</a>



### 7.1.3 Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 500 words)

- Solid waste management
- Liquid waste management
- Biomedical waste management
- E-waste management
- Waste recycling system
- Hazardous chemicals and radioactive waste management

**Response:**

**Response-**

IPEM Law Academy takes up an environment friendly campus. There are greenery and trees planted in whole campus. There are availability of housekeeping staff and sweepers for proper maintenance of the same. The Academy is well committed towards environment management which includes Solid, Liquid and E-Waste Management.

#### **SOLID WASTE MANAGEMENT**

- Every office, classroom of the Academy has dustbins. Campus & Class rooms are cleaned on everyday basis and waste material is deposited in the dustbin.
- That waste is collected time to time and sent to municipal pits.
- The campus has canteen, which promotes usage of degradable or washable plates rather than using any plastic material.
- Bins are kept everywhere in the campus in order to keep the campus clean and segregation of waste.
- The College has a system of leftover food distribution to the Class-IV staff.
- To maintain solid waste management, the College follows the Paper Saving Mode using both sides of the paper.

#### **LIQUID WASTE MANAGEMENT**

Liquid Waste 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	Document
Geotagged photographs of the facilities	<a href="#">View Document</a>
Relevant documents like agreements/MoUs with Government and other approved agencies	<a href="#">View Document</a>

#### 7.1.4 Water conservation facilities available in the Institution:

1. Rain water harvesting
2. Borewell /Open well recharge
3. Construction of tanks and bunds
4. Waste water recycling
5. Maintenance of water bodies and distribution system in the campus

**Response:** C. 2 of the above

File Description	Document
Geotagged photographs / videos of the facilities	<a href="#">View Document</a>
Any other relevant information	<a href="#">View Document</a>

#### 7.1.5 Green campus initiatives include:

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

**Response:** Any 4 or All of the above

File Description	Document
Geotagged photos / videos of the facilities	<a href="#">View Document</a>
Any other relevant documents	<a href="#">View Document</a>

#### 7.1.6 Quality audits on environment and energy regularly undertaken by the Institution and any awards received for such green campus initiatives:

1. Green audit
2. Energy audit
3. Environment audit
4. Clean and green campus recognitions / awards
5. Beyond the campus environmental promotion activities

**Response:** D.1 of the above

File Description	Document
Reports on environment and energy audits submitted by the auditing agency	<a href="#">View Document</a>
Certification by the auditing agency	<a href="#">View Document</a>
Any other relevant information	<a href="#">View Document</a>

#### 7.1.7 The Institution has disabled-friendly, barrier free environment

1. Built environment with ramps/lifts for easy access to classrooms.
2. Disabled-friendly washrooms
3. Signage including tactile path, lights, display boards and signposts
4. 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

**Response:** B. 3 of the above

File Description	Document
Geotagged photographs / videos of the facilities	<a href="#">View Document</a>
Any other relevant information	<a href="#">View Document</a>

#### 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 500 words).

**Response:**

**Response-**

IPEM Law Academy is committed to promoting and maintaining cultural & workplace harmony. As the College has its different clubs which works out with different aspects in which Cultural Club is one which takes the objective of development of academic and cultural activities of the students. The students participate actively in Dance Competition, Street Plays, Skits, Songs, Poetries & speeches etc.

- The Academy takes extra effort in providing an inclusive environment for all the students and employees.
- Tolerance and Harmony to cultural, regional, linguistic, communal socioeconomic and other diversities is best achieved by the major festivals of all the religions at Academy.
- Academy has formed various clubs at the campus levels which also support and propagate the idea of diverse cultures.
- Festival events give opportunities to students from various state backgrounds like Haryana, North

East states, Southern states and all across India to showcase their rich dance forms, culture and beliefs.

- These events have also seen fusion performances of all cultural dances and drama performances.
- Regional events are also celebrated at the campus especially **Lohri, Christmas**.

Few Events which are regularly celebrated by the Academy :-

1. **Republic Day** is celebrated on January 26 to commemorate the adoption of Constitution. On this day, various formal events including flag-hoisting etc are organized and which are followed by “constitution awareness program” in which students and staff members get information of their duties towards our nation and rights given to them by our constitution. By organizing such type of events institute does its share to immersed patriotism and awareness to next generation.
2. **15th August** is celebrated every year. It is a grand event marked with the flag hosting. Cultural activities related to independence movement are exhibited
3. On 5th September, we celebrate Dr. Radhakrishnan’s birthday as **Teacher’s Day** with great fervour.
4. **Gandhi Jayanti** A standout amongst the most mainstream events in India and one of the three National occasions, is celebrated in our Institute on 2nd October of consistently to stamp the birth commemoration of Mahatma Gandhi. Gandhi was additionally famously known as the Father of our Nation, Bapu or basically Mahatma. The day is announced as a national occasion and all institutes and workplaces are closed on this celebration. The standards of truth, peacefulness and trustworthiness are recalled and generally plugged among the students.
5. **Constitutional Day** is celebrated sensitizing students about the constitution of India and creating awareness about practicing social harmony.
6. **Hindi Diwas** is also celebrated on September 14 to pay tribute to the official language of India.
7. **Workshops on Workplace Harmony** – the College regularly conducts the workshops for the teaching & non-teaching staff.

- We also organize Workshop on Harmony at work place time to time for developing the feeling of tolerance and harmony among the Staff.

File Description	Document
Any other relevant information.	<a href="#">View Document</a>
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	<a href="#">View Document</a>

#### 7.1.9 Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens (within 500 words).

**Response:**

The Academy conducts various programmes on Human Rights to provide awareness among students-

- **Constitutional Day-** The students have participated in various activities like Supreme Court visits, visit to the Parliament. All these visits have been organized to promote the awareness about various Constitutional and legal obligations. Further, apart from the above mentioned activities, the Academy has also organized student centric activities like paper, poster & essay competition which have always received huge participation from the students and promoted their awareness about various aspects of Indian citizenship.
- **Fundamental Duties and Rights-** The IPEM Law Academy has organized various academic and co-curricular activities for the propagation of the Fundamental Duties and Rights of the Indian citizens. The students have enthusiastically participated in various programs like:
  1. Academic programs like Seminar, Conferences, Expert talks, etc which have enriched the awareness about this aspects.
  2. Various activities like poster making competition, etc.
  3. Organizing Moot Court Competitions on various contemporary legal issues.
  4. Organizing various forms of legal aid and legal awareness camps to impart awareness of such issues.
- Human Rights Day
- Blood Donation Programmes
- The cross –cutting issues like Gender, Environmental sustainability, Human Values and Professional Ethics etc., find an ample space when it comes to applying them positively into the curriculum. We believe in maintaining healthy environment for all its students.
- The curriculum is designed by the university itself which include many of these aspects such as the subjects namely Professional Ethics and Moral Values and Environmental Studies.

#### University Curriculum:-

S.No	Course	Cross cutting issues	Subject
1.	LLB 6th sem.	Gender & Human Values	Law relating to Women & Child
2.	LLB 6th sem. & BALLB 4th sem.	Human Values	Law of Human Rights
3.	LLB 4th sem.	Environment Sustainability	Environmental Law
4.	LLB 3rd sem. & BALLB 7th sem.	Professional Ethics	Professional Ethics, Accountability of Lawyers and Bar Bench Relation

File Description	Document
Any other relevant information	<a href="#">View Document</a>
Details of activities that inculcate values; necessary to render students in to responsible citizens	<a href="#">View Document</a>

**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.**

- 1. The Code of Conduct is displayed on the website**
- 2. There is a committee to monitor adherence to the Code of Conduct**
- 3. Institution organizes professional ethics programmes for students, teachers, administrators and other staff**
- 4. Annual awareness programmes on Code of Conduct are organized**

**Response:** A. All of the above

<b>File Description</b>	<b>Document</b>
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.	<a href="#">View Document</a>
Code of ethics policy document	<a href="#">View Document</a>

**7.1.11 Institution celebrates / organizes national and international commemorative days, events and festivals (within 500 words).**

**Response:**

**Response-**

In the pursuit of all-inclusive education, efforts are taken to make them conscious of the contribution of social, cultural and educational reformists. Street plays and skits are organized around various social themes.

- Celebration of important days like Constitution Day, Human Rights Day and World Environment Day creates awareness amongst students about issues of human rights, importance of the Indian Constitution, Fundamental Rights and Fundamental Duties of Indian citizens.
- The college celebrates Independence Day and Republic Day with great enthusiasm. The effort is a step towards indoctrinating patriotism and nationalism in the young students. This holistic approach will go a long way in creating responsible citizens.
- The views and thoughts of Indian Personalities who have sowed into the minds of our young students with the celebration of the national events every year.

**1. 26th January Republic Day-** Republic Day is celebrated on January 26 to commemorate the adoption of Constitution. On this day, various formal events including flag-hoisting etc are organized and which are followed by “constitution awareness program” in which students and staff members get information of their duties towards our nation and rights given to them by our constitution.

**2. 15th August Independence day-** It is celebrated every year. It is a grand event marked with the flag hosting. Cultural activities related to independence movement are exhibited

**3. 5th September( Dr.Sarvpalli RadhaKrishnan Birth Anniversary)-** On 5th September, we celebrate Dr. Radhakrishnan's birthday as Teacher's Day with great fervour.

**4. 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 Institute on 2nd October of consistently to stamp the birth commemoration of Mahatma Gandhi. Gandhi was additionally famously known as the Father of our Nation, Bapu or basically Mahatma.

**5. Hindi Diwas :** Hindi Diwas is celebrated on September 14 to pay tribute to the official language of India. IPPEM celebrates Hindi Diwas in the Institute to mark the importance of the country's most widely spoken language.

Other Events organizes by the Institutions are:

#### **National & International Festivals:**

- National Yoga Day
- Basant Panchmi - (Goddess of Knowledge)
- Constitutional Day
- Human Rights Day

**Birth/Death Anniversary of Great and Renowned Indian Personalities:** The Institution observes Birth/Death anniversary every year of the Indian national heroes such as:-

- Birth Anniversary of Mahatma Gandhi
- Birth Anniversary of Netaji Subhash Chandra Bose
- Birth Anniversary of Dr. A.P.J.Abdul Kalam
- Birth Anniversary of Lal Bahadur Shastri

File Description	Document
Geotagged photographs of some of the events	<a href="#">View Document</a>
Annual report of the celebrations and commemorative events for the last five years	<a href="#">View Document</a>

## **7.2 Best Practices**

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

**Response:**

**Response-**

IPPEM Law Academy successfully implements its best practices in the form of providing practical



approaches to the students which are as follows:-

## **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 to help the students in building advocacy skills, sharpen public speaking skills, and engage in legal analysis in a variety of areas of law. The Moot Court Competitions helps in the overall development of a student as an individual to become a proficient lawyer and also it makes a student familiar with the proceedings and culture of the real courtrooms. In participating the moot competitions there is an enhancement in researching skills because in general research is the basis on which the case and the representation is based. It is also helpful in framing the Memorials which are being used in the competitions on which the opposite team would be raising the questions and objections if any. It is adapting in nature as it helps in enhancing the skills of the students to adapt according the prompt situations or circumstances and also to tackling situations. Moot Court Competition helps any student to build the confidence to communicate and put forward his views. Moot court also helps in providing the practical knowledge and implications to those who participates in such a way that the students will be aware of most of the books. Every coin has a two aspects as of same there is also practical and theoretical knowledge these are two aspects of this practice.

### **3. The Context**

The vision of IPPEM Law Academy is “to produce Professionals who would pioneer the future Revolutions. To keep this in mind we try to create a learning environment for our students and strives to meet challenges through innovative solutions which basically needs to learn break through for all the students. The dedication towards the establishment strong and upright minds and developing the hidden talents of the students thereby to find out the skills. We organises the competition at regular intervals to give an opportunity to the students in which they are given place to find out, to explore their talent and presenting skills with the help of Moot Problems.

### **4. The Practice**

IPPEM Law Academy organizes 3 Moot Courts 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 isn't as regards to presenting propositions of law. a vital facet is applying those propositions to the



facts so as to argue for the result. The Participant ought to be terribly accustomed to the moot drawback and be ready to take the decide to relevant paragraphs in it. you'll typically create in depth use of authority in delivering your submissions. you would like to grasp what principle a given case stands for and if a case is binding on the court before that the moot is being argued.

A vital facet of mooting is time management. you would like to be ready to expand or contract your submissions counting on however interventionist the decide is.

The procedure imitates that followed in real courts: the decide enters, the mooters and therefore the decide bow to every different, the clerk announces the matter, the mooters provide their appearances and square measure then known as on successively to gift their submissions, the decide asks queries of the mooters, the court adjourns, and therefore the decide then returns to deliver a quick judgment and a few feedback.v

## **5. Evidence of Success**

Students are supposed to expose new and contemporary issues and areas of the law. The students appreciate these competitions. It also motivates the students to go for litigation. The main purpose of moot Court is to make the student practice before actually becoming a professional and practicing in courtrooms about everything. If anyone is having years of practice then it is easier for one to make a lot of clients because of the practice and knowledge. Students who participates 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 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 registered . The event was organized on 31st January & 1st February, 2020 and was chaired by various legal luminaries.

## **6. Problems Encountered and Resources Required**

Students faces problem in drafting the Memorial. Students who are coming from rural areas, they 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.

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

## **B. LEGAL AID AND AWARENESS CAMP**

### **1. Title of the Practice**

To provide Legal Aid and Awareness Camp.

## **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 the 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 especially women 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 and most of them are illiterate and are not aware of the rights 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 the justice for all including every community of the society, 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 individual's legal rights paves the way for participation of the masses in the decision making process.

It is due to the 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.

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	Document
Any other relevant information	<a href="#">View Document</a>
Best practices in the Institutional web site	<a href="#">View Document</a>

## 7.3 Institutional Distinctiveness

### 7.3.1 Portray the performance of the Institution in one area distinctive to its priority and thrust within 1000 words

#### Response:

#### *A compassionate approach to education for students and the society*

- The Academy has permanent affiliation to CCSU and is recognized under S. 2(f) & S. 12B of the UGC.
- A distinctive feature of the Academy is to do social justice in the field of education through its scholarship programs for girls, wherein up to 50 % of their fee is waived off.
- Another incentive for the students to gain academic thrust in their curriculum is the conferring of Dr. B. S. Goel Memorial Award to the topper students along with a cash prize , so that the students are motivated and their morale remains high.
- Mentorship of BA LLB students is done by the faculties on a ratio of 1:20. Wherein each student is made comfortable to share his/her problems with the mentor and seek guidance for their careers. The main motive behind this practice is to promote social and emotional competency of the students and ensure a positive learning environment.
- With a competitive world around us it is necessary to pay heed to the mental health of the students and how they handle stress. Students who experience positive mental health are resilient and build healthy relationships.
- Our faculties endeavor to not pressurize students and yet encourage them to have a career oriented approach towards their studies and extra-curricular activities.
- The objective of the Academy basically aims to develop the personality of the students, to develop their organizational skills and career through various curricular and extra-curricular activities.
- The Academy provides different avenues for the student's communication skills , updating knowledge and services through different activities.
- As the students are encouraged for participating in the national and international activities which are being conducted in the department which benefitted them towards a participatory oriented approach for eg. IPEM Law Academy organised a National Seminar on "Women Empowerment: Emerging Trends and Challenges" in 2017, in 2019 A National Seminar on "Gender Discrimination At Workplace : Myth or Reality" and a Webinar on "Centre-State Relations under Indian Constitution" in 2020.
- The Academy also encourages its staff and students to not ignore their social responsibility towards the society by setting an example. In the year 2020 during the pandemic, IPEM donated an amount of Rs. 10 Lakhs for Covid relief fund and masks as part of its Corporate Social Responsibility.
- The Academy has adopted 5 villages -i.e. Dasna Dehat, Chhijarsi, Mirzapur, Khora & Sadullapur nearby Ghaziabad and provides necessary support for their social and educational development by establishing legal aid camps and dispensing legal knowledge to the families and children of those villages. The Academy considers the progress of rural area students as its main objectives.
- The Academy takes care of the needs of students who want to gain exposure along with their education by providing weekend classes on Saturday and Sunday, also all the classes are wound up by 1 PM everyday so that students can do internships or research work after classes.
- A perfect amalgamation of education and technology enables the students to attend audio-visual classes in the Academy which aids in engaging the students more in a classroom and leaves enough room for discussions amongst students and faculties.
- As in the Law Colleges, the knowledge of the law is thoroughly imparted. Keeping this in view, IPEM Law Academy performs its participative management through the conduct of legal aid camps

at regular intervals. Students who are enrolled in any law course have zeal and enthusiasm in providing legal services. The conduct of Legal Aid Camps directs the energies of the students of law in contributing to society.

- Legal Aid Camps are regularly organised through the Academy to meet up the compassionate approach towards the society. The students are trained to provide legal awareness in the rural areas to the localities.
- They acts like a paralegal service provider in the villages where the legal aid camps are conducted.

File Description	Document
Appropriate web in the Institutional website	<a href="#">View Document</a>
Any other relevant information	<a href="#">View Document</a>

## 5. CONCLUSION

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### Additional Information :

The IPEM Law Academy takes extra efforts in providing an inclusive environment for all the students and employees.

The college conducts various programmes on Human Rights to provide awareness among students-

- Blood Donation Programmes
- Constitutional Day
- Human Rights Day

The curriculum is designed by the university itself which include many of these aspects such as the subjects namely Professional Ethics and Moral Values and Environmental Studies.

The college provides various facilities to Faculty as well as students:-

- Free transport for faculty and Students.
- Health Insurance for employees upto 5 lakhs.
- Computer with internet facility to each teacher for conducting research.
- Encashment of earned leave at the end of year.
- Timely increment and incentives for research & Ph D.

The Law Academy assigned the faculty, to bring out publications, organize conferences, seminars, workshops, guest lecturers etc. The Law Academy provides faculty development training programme for the teaching staff.

The Institution has a Performance Appraisal System for all teaching and non-teaching staff of College. The institute has a well-defined mechanism to monitor effective and efficient utilization of available financial resources for the development of the academic processes and infrastructure.

Our Institution 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.

The major improvements took place in the following aspects:

- The institute has arranged Value Added Programme in English & Personality Development courses.
- .E-Classroom facilities are provided to every department for a conducive learning/interaction between faculty and students.
- Courts & Jails visits are arranged periodically by the departments to give the students a practical knowledge and exposure to court practices.
- The institute has a comprehensive Placement training department which is executed through qualified staff and experts from outside.

### Concluding Remarks :

**Students Participation in Various Administrative Activities:**

The objective is to make the students participate in the development of the institute as well as in the process develop their personality, organizational skills and career through interactive programs with the faculty, administration and society. The goal of the student council is to provide a common platform to students for co-curricular and extra-curricular activities. It is included for all the activities organized in the college premises. Activities under the council will be well supported by a team of faculty members. The institution also provides avenues for the development of Communication skills, updating knowledge, personality development and service to the society through various technical clubs.

- Conducive working environment both for faculty and staff leading to faculty and staff retention.
- Research environment and importance given to faculty and student research.
- Best infrastructure with wifi campus and one of the best Library with large number of books, journals, magazines, e journals of national and international repute with latest edition.
- Continuous progressive evaluation system for students
- Participative Management.
- Use of Innovative teaching.
- Emphasis on holistic development of students.

## 6.ANNEXURE

### 1.Metrics Level Deviations

Metric ID	Sub Questions and Answers before and after DVV Verification																				
2.1.2	<p><b>Average percentage of seats filled against reserved categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy ) during the last five years ( exclusive of supernumerary seats)</b></p> <p><b>2.1.2.1. Number of actual students admitted from the reserved categories year wise during last five years</b></p> <p>Answer before DVV Verification:</p> <table><tr><td>2019-20</td><td>2018-19</td><td>2017-18</td><td>2016-17</td><td>2015-16</td></tr><tr><td>90</td><td>89</td><td>58</td><td>84</td><td>83</td></tr></table> <p>Answer After DVV Verification :</p> <table><tr><td>2019-20</td><td>2018-19</td><td>2017-18</td><td>2016-17</td><td>2015-16</td></tr><tr><td>100</td><td>81</td><td>58</td><td>84</td><td>83</td></tr></table> <p>Remark : DVV has made the changes as per provided report of SC, ST and OBC by HEI.</p>	2019-20	2018-19	2017-18	2016-17	2015-16	90	89	58	84	83	2019-20	2018-19	2017-18	2016-17	2015-16	100	81	58	84	83
2019-20	2018-19	2017-18	2016-17	2015-16																	
90	89	58	84	83																	
2019-20	2018-19	2017-18	2016-17	2015-16																	
100	81	58	84	83																	
2.3.3	<p><b>Ratio of students to mentor for academic and other related issues (Data for the latest completed academic year )</b></p> <p><b>2.3.3.1. Number of mentors</b></p> <p>Answer before DVV Verification : 13</p> <p>Answer after DVV Verification: 08</p> <p>Remark : DVV has made the changes as per provided report of mentor list by HEI.</p>																				
3.2.1	<p><b>Number of papers published per teacher in the Journals notified on UGC website during the last five years</b></p> <p><b>3.2.1.1. Number of research papers in the Journals notified on UGC website during the last five years.</b></p> <p>Answer before DVV Verification:</p> <table><tr><td>2019-20</td><td>2018-19</td><td>2017-18</td><td>2016-17</td><td>2015-16</td></tr><tr><td>12</td><td>5</td><td>2</td><td>4</td><td>0</td></tr></table> <p>Answer After DVV Verification :</p> <table><tr><td>2019-20</td><td>2018-19</td><td>2017-18</td><td>2016-17</td><td>2015-16</td></tr><tr><td>0</td><td>0</td><td>0</td><td>0</td><td>0</td></tr></table>	2019-20	2018-19	2017-18	2016-17	2015-16	12	5	2	4	0	2019-20	2018-19	2017-18	2016-17	2015-16	0	0	0	0	0
2019-20	2018-19	2017-18	2016-17	2015-16																	
12	5	2	4	0																	
2019-20	2018-19	2017-18	2016-17	2015-16																	
0	0	0	0	0																	



Remark : Provided link has not accessible by HEI.

**3.3.2 Number of awards and recognitions received for extension activities from government/ government recognised bodies during the last five years**

**3.3.2.1. Total number of awards and recognition received for extension activities from Government/ Government recognised bodies year-wise during the last five years.**

Answer before DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
0	0	0	1	0

Answer After DVV Verification :

2019-20	2018-19	2017-18	2016-17	2015-16
0	0	0	0	0

**3.3.4 Average percentage of students participating in extension activities at 3.3.3. above during last five years**

**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., year-wise during last five years**

Answer before DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
626	437	418	409	148

Answer After DVV Verification :

2019-20	2018-19	2017-18	2016-17	2015-16
626	239	268	308	148

Remark : DVV has made the changes as per provided report by HEI.

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

**3.4.1.1. Number of linkages for faculty exchange, student exchange, internship, field trip, on-job training, research etc year-wise during the last five years**

Answer before DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
22	38	39	27	13

Answer After DVV Verification :

2019-20	2018-19	2017-18	2016-17	2015-16
00	00	00	00	00

Remark : DVV has not considered provided MoUs for linkages for faculty exchange, student exchange, internship, field trip, on-job training, research by HEI.

**4.2.4 Percentage per day usage of library by teachers and students ( foot falls and login data for online access) during the last completed academic year**

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

Answer before DVV Verification : 40

Answer after DVV Verification: 8

Remark : DVV has made the changes as per average of teacher and students using library per day on (dates)

**4.3.3 Bandwidth of internet connection in the Institution**

Answer before DVV Verification : A. 750 MBPS

Answer After DVV Verification: E. < 05 MBPS

Remark : DVV has not consider provided bill because of attached bill has not of this Institute.

**4.4.1 Average percentage of expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the last five years(INR in Lakhs)**

**4.4.1.1. Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component year-wise during the last five years (INR in lakhs)**

Answer before DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
51.94	50.44	64.42	42.42	53.48

Answer After DVV Verification :

2019-20	2018-19	2017-18	2016-17	2015-16
00	00	00	00	00

Remark : Provided audited report has not matched to this institute.

**5.1.1 Average percentage of students benefited by scholarships and freeships provided by the Government during last five years**

**5.1.1.1. Number of students benefited by scholarships and freeships provided by the Government year-wise during last five years**

Answer before DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
44	39	44	62	28

Answer After DVV Verification :

2019-20	2018-19	2017-18	2016-17	2015-16
40	35	40	60	24

Remark : Sanction letter has not provided by HEI.

**5.1.3 Capacity building and skills enhancement initiatives taken by the institution include the following**

1. Soft skills
2. Language and communication skills
3. Life skills (Yoga, physical fitness, health and hygiene)
4. ICT/computing skills

Answer before DVV Verification : A. All of the above

Answer After DVV Verification: B. 3 of the above

Remark : DVV has made the changes as per provided report of Capacity building and skills enhancement initiatives by HEI.

**5.1.4 Average percentage of students benefitted by guidance for competitive examinations and career counselling offered by the Institution during the last five years****5.1.4.1. Number of students benefitted by guidance for competitive examinations and career counselling offered by the institution year wise during last five years**

Answer before DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
12	15	37	7	26

Answer After DVV Verification :

2019-20	2018-19	2017-18	2016-17	2015-16
00	00	00	00	00

Remark : DVV has not consider provided report for students benefitted by guidance for competitive examinations and career counselling and Proper Copy of circular/brochure of students benefitted has not provided by HEI.

**5.2.3 Average percentage of students qualifying in state/national/ international level examinations**

during the last five years (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) year wise during last five years**

Answer before DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
1	0	0	0	0

Answer After DVV Verification :

2019-20	2018-19	2017-18	2016-17	2015-16
0	0	0	0	0

**5.2.3.2. Number of students appearing in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT,GRE/ TOFEL/ Civil Services/ State government examinations) year-wise during last five years**

Answer before DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
15	10	12	18	08

Answer After DVV Verification :

2019-20	2018-19	2017-18	2016-17	2015-16
15	10	12	18	08

Remark : DVV has not consider provided report of students qualifying by HEI.

**5.3.3 Average number of sports and cultural events/competitions in which students of the Institution participated during last five years (organised by the institution/other institutions)**

**5.3.3.1. Number of sports and cultural events/competitions in which students of the Institution participated year-wise during last five years**

Answer before DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
9	05	02	03	03

Answer After DVV Verification :

2019-20	2018-19	2017-18	2016-17	2015-16
4	01	02	01	01

**7.1.2 The Institution has facilities for alternate sources of energy and energy conservation**

	<p><b>measures</b></p> <ol style="list-style-type: none"> <li>1. Solar energy</li> <li>2. Biogas plant</li> <li>3. Wheeling to the Grid</li> <li>4. Sensor-based energy conservation</li> <li>5. Use of LED bulbs/ power efficient equipment</li> </ol> <p>Answer before DVV Verification : A. 4 or All of the above          Answer After DVV Verification: C. 2 of the above          Remark : DVV has made the changes as per provided Bill of LED , Solar Power by HEI.</p>
7.1.4	<p><b>Water conservation facilities available in the Institution:</b></p> <ol style="list-style-type: none"> <li>1. Rain water harvesting</li> <li>2. Borewell /Open well recharge</li> <li>3. Construction of tanks and bunds</li> <li>4. Waste water recycling</li> <li>5. Maintenance of water bodies and distribution system in the campus</li> </ol> <p>Answer before DVV Verification : A. Any 4 or all of the above          Answer After DVV Verification: C. 2 of the above          Remark : DVV has made the changes as per provided report by HEI.</p>
7.1.6	<p><b>Quality audits on environment and energy regularly undertaken by the Institution and any awards received for such green campus initiatives:</b></p> <ol style="list-style-type: none"> <li>1. Green audit</li> <li>2. Energy audit</li> <li>3. Environment audit</li> <li>4. Clean and green campus recognitions / awards</li> <li>5. Beyond the campus environmental promotion activities</li> </ol> <p>Answer before DVV Verification : A. Any 4 or all of the above          Answer After DVV Verification: D.1 of the above          Remark : DVV has made the changes as per provided report of Quality audits on environment and energy regularly by HEI.</p>

## 2.Extended Profile Deviations

Extended Form Deviations					
ID	Extended Questions				
1.3	<b>Number of outgoing / final year students year-wise during last five years</b>				
	Answer before DVV Verification:				
	2019-20	2018-19	2017-18	2016-17	2015-16
	189	186	216	209	102

## Answer After DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
180	183	216	206	102

NAAAC