Yearly Status Report - 2017-2018

Part A	
Data of the Institution	
1. Name of the Institution	**KRISHNA COLLEGE OF LAW**
Name of the head of the Institution	**PARVEZ AHMAD KHAN**
Designation	**Principal**
Does the Institution function from own campus	**Yes**
Phone no/Alternate Phone no.	**01342-251300**
Mobile no.	**9219657200**
Registered Email	**krishnalawcollege@rediffmail.com**
Alternate Email	**kclbijnor@gmail.com**
Address	**Noorpur Road**
City/Town	**BIJNOR**
State/UT	**Uttar pradesh**
Pincode	**246701**

2. Institutional Status

Affiliated / Constituent	**Affiliated**
Type of Institution	**Co-education**
Location	**Rural**
Financial Status	**private**
Name of the IQAC co-ordinator/Director	**Mr. Pradeep Kumar**
Phone no/Alternate Phone no.	**01342251300**
Mobile no.	**9997403991**
Registered Email	**pradeeprathore2005@gmail.com**
Alternate Email	**dr.pakhan@yahoo.com**

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	http://kclbijnor.ac.in/content-image/aqar%2016-17.pdf

4. Whether Academic Calendar prepared during the year

Yes

if yes,whether it is uploaded in the institutional website: Weblink :	http://kclbijnor.ac.in/content-image/ACADEMIC_CALENDER_2017_18.pdf

5. Accrediation Details

Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
1	**B**	**2.11**	**2013**	**05-Jan-2013**	**04-Jan-2018**

6. Date of Establishment of IQAC

28-Jul-2014

7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries
Clean and Green Campus & Plastic free zone	**14-Sep-2017** **1**	**145**
Yoga Classes for Teachers	**04-Aug-2017**	**156**

| and Students | 1 | | | |

L::asset('/'),'public/').'/public/index.php/admin/get_file?file_path='.encrypt('Postacc/Special_Status/'.$instdata->upload_special_status)}}

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

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
nil	00	nil	2018 00	0
No Files Uploaded !!!				

9. Whether composition of IQAC as per latest NAAC guidelines:	**No**
Upload latest notification of formation of IQAC	**No Files Uploaded !!!**
10. Number of IQAC meetings held during the year :	**1**
The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website	**Yes**
Upload the minutes of meeting and action taken report	<u>View Uploaded File</u>
11. Whether IQAC received funding from any of the funding agency to support its activities during the year?	**No**

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

1. To Start the process of LL.M. Course in the college 2. To review Girls Grievance Cell. 3. Renovation of Building.

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

Plan of Action	Achivements/Outcomes
to white wash the building and renovation	Fulfilled
to review Girl's Grievance Cell	Fulfilled

To Start the Process of LL.M. course in the college	Process started.

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14. Whether AQAR was placed before statutory body ?	No
15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	No
16. Whether institutional data submitted to AISHE:	Yes
Year of Submission	2018
Date of Submission	01-Mar-2018
17. Does the Institution have Management Information System ?	No

<div align="center">Part B</div>

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

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

Institution has a viable and well planned mechanism for curriculum delivery and documentation. It has adopted following modules for the purpose: - 1. Time-Table: - At the start of the session a consolidated and class wise Time-Table is prepared by the committee comprising of Principal, Head of Department and Two Senior Faculty Members. Workload of teachers is judiciously divided in accordance with the specialization and other skills of teacher. It is displayed at the notice Board for the benefit of students and teachers. Class wise time table is also affixed outside each class room. 2. Academic Calendar: - Academic Calendar is prepared for the coming session in the month of June. In this calendar, all Curricular and Co-curricular activities are mentioned. It is published in brochure and circulated in orientation classes. Calendar helps the students in making up their mind for each and every activity. 3. Orientation Programme: - Every year in the starting of session an orientation programme is organized in the college. In this programme students are told about the different dimensions and scope of legal education by concerned Teachers. Student are also told about the benefit of the course and its usability. Hence the students come to know about the targets to achieve in their life. 4. Assignments: - Assignment topics are given by each subject teacher. Student prepare their assignment in time. Assignment and viva-voce is conducted for internal assessment for each subject. Special weightage is given to the attendance of students in class and in other co-curricular activities. 5. Upgradation of Library: - Library Committee meets every year in the month of May and June for the purpose of Academic Audit. Teachers are asked to provide the list of new books for library. Books are purchased from the market in early June and properly displayed in the library.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year					
Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entreprene urship	Skill Development
No Data Entered/Not Applicable !!!					

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

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

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
No Data Entered/Not Applicable !!!		

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

	Certificate	Diploma Course
Number of Students	0	0

1.3 – Curriculum Enrichment

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

Value Added Courses	Date of Introduction	Number of Students Enrolled
No Data Entered/Not Applicable !!!		
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1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
No Data Entered/Not Applicable !!!		
No file uploaded.		

1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	No
Alumni	Yes
Parents	Yes

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

Feedback Obtained

Feedback is one of the best practice of improvement. It also helps in thinking of the best possible solution to perform better. It provides positive criticism and allows to see what everyone can change to improve their focus and results.

It creates a healthy communication flow. • College collects the feedback on curriculum aspects and courses from different stake holders such as the students, Alumni, Faculty and Parents. College has established Academic Council in order to ensure and analyze the academic excellence at student and faculty levels. Periodical analysis is made by Academic council from the following: Student performance, Faculty performance in every semester, utilization of infrastructure and requirements for quality enrichment. • College collects the feedback physically from stakeholders on curriculum, further college website invites all stakeholders to provide feedback online. • Collected feedback data is presented to the Academic council meeting for necessary implementation in curriculum.

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
LLB	LAW	300	325	300
BA LLB	LAW	180	210	180
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2.2 – Catering to Student Diversity

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

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2017	480	0	32	0	32

2.3 – Teaching - Learning Process

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

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Numberof smart classrooms	E-resources and techniques used
32	10	4	2	0	0
View File of ICT Tools and resources
View File of E-resources and techniques used

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

College has an integrated mentoring system where the faculty acts as a link between the students and the college and perform the following functions. 1. Mentors are assigned to monitor and guide students throughout the year. 2. Mentors coordinate with the parents regarding the progress of the students. 3. Mentors also keep track of the mentees performance in the class. 4. Mentors communicate with fellow faculty and promote mentees at the time of difficulty / opportunity to help them develop further in there are as of interest. • Principal meets all mentors of the college at least once in a month for the reviewing of proper implementation of the system. He suggests and advises mentors whenever necessary. Initiate administrative action on a student (when necessary). A detailed report of mentoring system is placed before the Academic committee of the college. Committee discusses the mentoring related issues at least twice in a semester and revises or upgrades the system if necessary. Mentoring system enhances the students confidence and encourages them by setting

higher goals, taking risks and ultimately guiding them to achieve higher levels.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
480	17	1:28

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
0	0	0	0	0

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

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
No Data Entered/Not Applicable !!!			
No file uploaded.			

2.5 – Evaluation Process and Reforms

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

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
No Data Entered/Not Applicable !!!				
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2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

Assessment of performance is an integral part of teaching and learning process. As a part of sound educational strategy, the college adopts centralized continuous evaluation (CIE) system to assess all aspects of a students development on a continuous basis throughout the year. 1. Orientation on Evaluation process: Students are made aware of the evaluation process through the initiatives. The orientation programmes at the beginning of the semester through public address system of the college are very fruitful. Amendment in the evaluation process is discussed through tutorial meetings. 2. Result Analysis and Review meetings- Result is analyzed by the subject teachers. The performance of the students is mentioned by the Principal and the necessary feedback is given to the concerned faculty members. 3. Progress reports parents meeting: - College is keen on monitoring the performance of the students and reports the parents. 4. Remedial Classes: - Remedial classes are conducted for the slow learners, absentees and the students who participate in sports etc. This practice helps struggling learners to update their subject knowledge and helps them to catch up with their peers.

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

The academic calendar is very useful document, which contains the important dates to guide both teachers and students. Our academic calendar provides important information about important dates, examination dates, extracurricular

activities etc. • Before the commencement of every semester college prepare a detailed study plan, assignments for the individual faculty members and the number of classes allotted to each course. Time-Table committee prepares a detailed time table and academic calendar for the entire semester. Finally, this is distributed to the faculty members and students and also made available on the college website. The effectiveness of the process is maintained through effective monitoring by the Principal. The college has a vibrant culture of instilling inquisitiveness and scientific temper among the students through a number of activities.

2.6 – Student Performance and Learning Outcomes

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

http://kclbijnor.ac.in/content-image/PROGRAME_OUTCOME_2018.pdf

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
BALLB	BA LLB	LAW	49	34	69.38
LLB	LLB	LAW	147	101	68.7
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2.7 – Student Satisfaction Survey

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

http://kclbijnor.ac.in/content-image/STUDENT_satisfaction.pdf

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

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

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
No Data Entered/Not Applicable !!!				
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3.2 – Innovation Ecosystem

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

Title of workshop/seminar	Name of the Dept.	Date
NATIONAL SEMINAR ON HUMAN RIGHTS	LAW	16/09/2017

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

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
No Data Entered/Not Applicable !!!				
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3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
No Data Entered/Not Applicable !!!					
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3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
00	00	00

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

Name of the Department	Number of PhD's Awarded
00	0

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

Type	Department	Number of Publication	Average Impact Factor (if any)
No Data Entered/Not Applicable !!!			
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3.3.4 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
00	0
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3.3.5 – Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
No Data Entered/Not Applicable !!!						
No file uploaded.						

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

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
No Data Entered/Not Applicable !!!						
No file uploaded.						

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

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	0	2	1	3
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3.4 – Extension Activities

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

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
00	00	0	0
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3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
00	00	00	0
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3.4.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activites	Number of students participated in such activites
Legal Awareness Camp	District Legal Service Authority	LEGAL AWARENESS	5	185
Legal Aid Camp	District Legal Service Authority	LEGAL AID	4	55
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3.5 – Collaborations

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

Nature of activity	Participant	Source of financial support	Duration
00	00	00	00
No file uploaded.			

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

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
No Data Entered/Not Applicable !!!					
No file uploaded.					

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

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs

CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

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

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
27	27

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Others	Existing
Value of the equipment purchased during the year (rs. in lakhs)	Existing
Seminar halls with ICT facilities	Existing
Classrooms with LCD facilities	Existing
Seminar Halls	Existing
Class rooms	Existing
Campus Area	Existing

View File

4.2 – Library as a Learning Resource

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

Name of the ILMS software	Nature of automation (fully or patially)	Version	Year of automation
WEB TECH	Partially	2.0	2016

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	7974	1742288	125	78782	8099	1821070
Journals	8	82685	1	22700	9	105385
No file uploaded.						

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

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
No Data Entered/Not Applicable !!!			
No file uploaded.			

4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidt	Others

								h (MBPS/ GBPS)	
Existing	20	1	1	1	1	1	1	10	0
Added	5	0	0	0	0	0	0	10	0
Total	25	1	1	1	1	1	1	20	0

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

<div align="center">

20 MBPS/ GBPS

</div>

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
00	[00](00)

4.4 – Maintenance of Campus Infrastructure

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

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurredon maintenance of physical facilites
14	14	13	13

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

The college ensures optimal allocation and utilization of the available financial resources for the maintenance and upkeep of different facilities by holding regular meetings of various committees constituted for the purpose as per the requirements in the interest of students. • Library - The requirement of books is taken from the concerned teachers. Senior teachers are involved in the process. The finalized list of required books is duly approved and signed by the Principal. • Every year in the beginning of the session, students are motivated to register themselves in library to use INFLIBNET. • Library has special facility for visually challenged students by setting up two special computers for them. • Suggestion box is installed inside the reading room to take users feedback. Their continuous feedback helps a lot in introducing new ideas regarding library enrichment. • To ensure return of books, no dues from the library is mandatory for students before appearing in exam. • The proper account of visitors (students and staff) on daily basis is maintained. • Other issues such as weeding out of old titles, schedule of issue/return of books etc are resolved by the library committee. • Sports: - Regarding the maintenance of Indoor badminton, Volley ball court, T.T. courts, Gym on the college sports in-charge consults coaches. In their valuable guidance accommodation is arranged. • Computers – Centralized computer Laboratory is established by the college. Computer maintenance is done regularly and non-repairable systems are disposed of. • Classrooms – The College has a building committee for maintenance and upkeep of infrastructure. Committee submits their requirements to the Principal regarding classroom furniture and other related requirements. The college development fund is utilized for maintenance and minor repair of furniture and other electrical equipment • With the help of the maintenance in charge cleanliness of classrooms is maintained. He is well equipped with modern tools of cleaning such as mops, gloves etc. • A complaint register is maintained in the office in which students as well as faculty can register their problems which are resolved within a set time frame. • Students are sensitized regarding

cleanliness and motivated for energy conservation by careful use of electricity in classrooms. There are technicians, masons, plumber, carpenters under the supervision of maintenance in charge who ensure the maintenance of classrooms and related infrastructure. The college management puts special emphasis is on the cleanliness of the campus.

http://kclbijnor.ac.in/content-image/academic%20and%20support%20facilities.pdf

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	00	0	0
Financial Support from Other Sources			
a) National	00	0	0
b)International	00	0	0
No file uploaded.			

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

Name of the capability enhancement scheme	Date of implemetation	Number of students enrolled	Agencies involved
Personal Counselling	07/03/2018	105	IQAC Krishna College of Law Bijnor
Remedial Classes	23/09/2017	95	IQAC Krishna College of Law Bijnor
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5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passedin the comp. exam	Number of studentsp placed
2018	PREPARATION FOR COMPETITIVE EXAM	45	30	2	0
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5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
2	2	1

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Nameof organizations visited	Number of students participated	Number of stduents placed	Nameof organizations visited	Number of students participated	Number of stduents placed
00	0	0	00	0	0
No file uploaded.					

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

Year	Number of students enrolling into higher education	Programme graduated from	Depratment graduated from	Name of institution joined	Name of programme admitted to
2017	1	LLB	LAW	CCS UNIVERSITY MEERUT	LLM
2017	1	BALLB	LAW	MJP ROHILKHAND UNIVERSITY BAREILLY	LLM
View File					

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

Items	Number of students selected/ qualifying
No Data Entered/Not Applicable !!!	
No file uploaded.	

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

Activity	Level	Number of Participants
ANNUAL SPORTS MEET	COLLEGE LEVEL	140
View File		

5.3 – Student Participation and Activities

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

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
No Data Entered/Not Applicable !!!						
No file uploaded.						

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

Representatives of Students Council actively participate in various activities of the college. The help in coordinating all the events related to academics and other co-curricular and Extra. curricular activities, as per the directives of teaching faculty. Council has the members from each class of both courses. Students Council and its members. Sr. NO. Designation Member 1. 2. 3. 4. 5. 6.

7. Chairman of the Council Head Secretary Member- Academics Member- Seminar/Guest Lectures Member - Sports/Cultural Activities Member- Court Visits/Awareness Camps Teaching Faculty LL. B. Final year student LL. B. (5Yrs.) Final year student Contribution of the students Council in Academic Administration. 1. Co-ordination in day to day academic activities at their level. 2. Co-ordination in communicating the information between students and Teaching faculty. 3. Co-ordination in special events. 4. Co-ordination in organizing cultural events. 5. Co-ordination in organizing sports and games for the students. 6. Co-ordination in arranging court visits and educational tours for students. 7. Co-ordination in inviting the external guest speakers and organizing the seminar and workshops. • The college provides necessary support to the council members in organizing and Co-coordinating the events. It encourages the students to develop their leadership skills through these activities. Student members in this council can become real heroes and competent managers in future by learning all these skills.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

0

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

0

5.4.4 – Meetings/activities organized by Alumni Association :

00

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

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

The College practices decentralization and participative management. The success of the college is a result of the combined effects of all who work towards attaining the vision of the institution. Right from the President of the Management Committee to the staff and students, all the stakeholders have a role to play in building of the college. Their involvement and Co-operation in devising and implementing decision making policies for academic and administrative affairs through various bodies and committees have contributed to the growth of the college. • The College focuses on decentralization by intending equal opportunity (equal role to participate) in functioning of the college management. College Governing Council and each committee has been provided with specific functions cater to the needs of the college for the ongoing progress and development of the college. Management Committee takes case of infrastructure facilities which fulfill the quality and required needs of the higher education bodies to reach the set goals or bench-marks of the college. It also extends all the amenities for the teaching and non-teaching faculty and students. Governing council of the college takes care of financial management and the utilization of the facilities for the college. It also helps in upgradation of the standard of amenities which supports effectively the teaching learning aspects. It guides and articulates the available resources and provides freehand to the head of the college to carry out the activities in order to reach the expected maximum standard to turn to motivate the teaching

and non-teaching faculty to work according to the goal set. Teacher Guardian Committee is available in the college taking care of students from first year of students admission. • The Principal, teaching and non-teaching staff along with class representatives together concentrate on fostering the progress of institution by sharing the responsibilities and participate growth of the college and to act according to the aims and objectives of the Institution.

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

Partial

6.2 – Strategy Development and Deployment

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

Strategy Type	Details
Examination and Evaluation	• Examination and Evaluation: - Affiliated colleges only conduct the exams as per the directions given by the university. The college has no role in evaluation etc. Only marks for internal assessment and viva-voce are awarded by the college. This task is exclusively related to the Principal and the Faculty members. Timely declaration and dissemination of results is ensured by him. Any type of bias against any students reduced to minimum by him looking into the details of all marks given to the students by subject teachers.
Admission of Students	• Admission of students: - Students are admitted in college through criterion prescribed by bar council of India and Affiliating university. At 45 marks are required for intermediate and graduation to take admission in LL. B. (5 Yrs.) as and LL. B. (3Yrs) Courses respectively. A relaxation of 5 is provided to the students of schedule caste and schedule tribe categories. A relaxation of 3 is also available for the students belongs to other Backward Classes. The college invites application for admission directly and takes admission strictly on the basis of order of merit.
Human Resource Management	• Human Resource Management: - Manager and the Principal are very alert to utilize the available manpower on the basis of their potentials and interests. Thus, different layers and divisions have been created for different types of tasks in the college like mentors, in charges of co-curricular and games activities, proctor, assistant proctors etc. Reshuffling take place only when it is needed otherwise responsibilities are

	not changed. In this way, all the teaching staff is attached to students in some way or the other. Same is seen with regard to office or library staff. Good performing students are also selected as faculty or non-teaching staff for the college after completing their qualification.
Library, ICT and Physical Infrastructure / Instrumentation	• Library, ICT Physical Infrastructure / Instrumentation: - Management is very sincere in providing books for the library every year. Library is kept open from 9:00 A.M. to 5:00 A.M. at the order of management so that students can be benefitted from it regularly. ICT materials like computers of Wi-Fi facilities are regularly checked by the management and repairing is done immediately if needed. As far as physical infrastructure like building, furniture, lawn, playground etc. is concerned, it is excellent and credit goes only, to the managing committee.
Research and Development	• Research and Development: - The students of the college attend court proceeding regularly. They visit district court twice in a week. The students learn how legal proceedings take place in courts. They also prepare case diary for various types of cases in the courts. This has been provided in their curriculum of the paper drafting and pleading, moot-court and professional ethics.
Teaching and Learning	• Teaching and Learning: - The Manager checks the time table every year. He also takes the help of web cameras for ensuring full utilization of teaching learning resources. Manager discusses the achievement of students after each semester exams. Analysis of result is given to him regularly and feedback is obtained. Biometric Thumb impression of all teaching and non-teaching staff is there to ensure punctuality of the staff. Holidays and vacations are also declared as per the calendar. Thus, his role is pivotal in the whole teaching learning process after the Principal.
Curriculum Development	Curriculum Development: - The task is basically related to the affiliated University and the role of management is also negligible here. It has, however, its role in implementing

curriculum and its objectives through class time table, academic Calendar, Orientation programmes. The Manager keeps the records of all these three things and monitors all the activities going on in the college physically as well as through web cameras. Thus, he is fully alert for implementation of curriculum. Flexibility given in the curriculum is fully utilized for further development of the curriculum like allowing maximum number of optional to students, introducing several tests for monitoring learning of students.

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

E-governace area	Details
Planning and Development	Planning and Development: - Everything with de-grade to teaching learning process is preplanned by using academic calendar of the college. Planning with regard to educational enhancement of students and their placement is also made every year and its outcome is analyzed in the IQAC. College has also planned to start LL.M in the near future for this purpose Infrastructure is to be updated, from next year. Every teacher of the college has been kept involved in each of the activities for maximum participation of teachers in the system. Academic calendar of the college is uploaded on the website. Minutes of IQAC are also uploaded on the website and link is provided to all students and faculty by email. Achievement of the college is also uploaded on the college website regularly. The management committee of the College has been duly approved by the affiliating University.
Administration	• Administration: - The management committee of the College has been duly approved by the affiliating university at the top President and Manager Administration of the college is hierarchical in nature. At the top, there is the Manager of the college. Below this level, there is a Director to look after all day to day activities, then there is Principal for monitoring all academic activities from admission to examination, below here, there is Proctor with his team for maintaining discipline in the college. Then there is HOD and below him there

	are mentors and in charge of different activities. At the bottom, we see student's representation in the performing of administrative and other activities. The details of these persons in given on the website on a regular page.
Finance and Accounts	• Finance and Accounts: - Regular auditing of finance and accounts by a CA is the important feature of the college. For this purpose, everything is kept on record. No cash payment above Rs. 15000/- is given to anybody. Salary of staff is credited in their respective accounts. Income of the college and all its expenses are maintained on a ledger book along with using a software. Cash transaction is not encouraged in the college. Each and every type of financial records can be seen on computers in the office. Which are also inter connected by LAN and every operator uses his own password to open the system.
Student Admission and Support	• Student Admission and Support :- All norms with regards to reservation and scholarship are followed at the time of admission. Every effort is made to get the scholarship forms filled. Eligible students from SC/ST, OBC and General Category get fee refund and scholarships is as per State and Central Government. Management of the college also gives fee concession to needy students. Admission process is online. Similarly, scholarship forms are also filled online and college provides full facility to students.
Examination	• Examination: - As per university norms examination is conducted in the college under the vigilance of web cameras. Teachers are also sent to the university for evaluation work. Everything regarding examination is displayed well by the college on the notice boards. Examination forms of the students are forwarded by the college to the university by keeping full record on the software of the university and admit cards of the students are downloaded on the dates given and supplied to students in person.

6.3 – Faculty Empowerment Strategies

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

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
2018	Dr. Sonia	National Seminar	Meerut College Meerut	1500

[View File](#)

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

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
No Data Entered/Not Applicable !!!						
No file uploaded.						

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

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
No Data Entered/Not Applicable !!!				
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6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
0	0	0	0

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
00	00	00

6.4 – Financial Management and Resource Mobilization

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

00

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

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
00	0	00
No file uploaded.		

6.4.3 – Total corpus fund generated

00

6.5 – Internal Quality Assurance System

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	No	Nill	Yes	Principal
Administrative	No	Nill	Yes	Manager

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

1. Parent Teacher Association meets at least twice in a year for feedback. 2. Association supports students in their out of campus community related program. 3. Donations are received from the Association to help poor students.

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

Refreshment for them at lunch break. Facility of advance payment in case of emergency. Free conveyance for them by College bus.

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

1. Mentoring system in the College. 2. Incorporating local situations in lesson planning. 3. Monthly lecture on teaching learning and evaluation by experts for benefit of teachers.

6.5.5 – Internal Quality Assurance System Details

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

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
No Data Entered/Not Applicable !!!					
No file uploaded.					

CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

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

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
Legal Awareness Camp	11/11/2017	11/11/2017	30	110

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

Percentage of power requirement of the University met by the renewable energy sources
0

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries

Physical facilities	Yes	1
Provision for lift	No	0
Ramp/Rails	Yes	1
Rest Rooms	Yes	1
Scribes for examination	No	0
Braille Software/facilities	No	0
Special skill development for differently abled students	No	0
Any other similar facility	No	0

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2017	1	1	22/11/2017	1	Free Legal Aid Clinic	Free legal advice to villagers having poor access to institutes providing free legal Services	110
2018	1	1	22/03/2018	1	Tree Plantation	Environment Protection	55

View File

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

Title	Date of publication	Follow up(max 100 words)
No Data Entered/Not Applicable !!!		

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Human Right Day Celebration	10/12/2017	10/12/2017	100
National Law Day Celebration	26/11/2017	26/11/2017	110

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

1. Planting saplings and trees in the campus. 2. Banning tobacco and smoking in the campus. 3. Making the campus neat and clean. 4. Water Harvesting. 5. Installation of Silent Generator.

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

Best Practices – I Title of the Practice: Financial Aid to the deserving students by the college. Objectives of the Practice: - It has been obtained from the profile students joining various courses of the college that they are many students coming from the rural areas with low economic background. Their parents are unable to provide them a sustained financial support because agriculture, being a gamble with rain in the coastal areas of river Ganga, is not source of assured income. So, the noble objectives of the practice are. • To extend financial aid to the poor students, especially from the rural area, to save them from discontinuation of their studies owing to poverty. • To support financially and the deserving poor students without discrimination of caste, creed or gender. • To promote the 'equality' among the students. • To inculcate the values of 'generosity' and sense of social responsibility among the students. The expected outcome of this practice is that the students should be able to complete their study with good mental condition. The beneficiaries are treated with the principle of 'lend and helping hand' without discrimination. The Context: - The noble objective had its teething as well as challenging troubles in its designing and implementation. • Pooling up the required resources was a tough task. • After many awareness sitting with the all concerned, the college set up a 'fund' on the campus for voluntary donations by alumni, students, staff and other visitors including charity organizations. The college struggled a lot in deciding the eligibility criterion for the aid. • After comprehensive deliberations with students and teachers, it was decided to extend the benefit to all the poor students who do not have the advantage of government or endowment scholarships without any discrimination of caste, creed or gender. • Verification of financial backwardness of the aspirants was yet another challenge. • The management has insisted on strict adherence to the rules framed about this fund in spite of the influential sections and caste associations undue interference in the implementation of practice. The Practice: - In an around the areas of the college, there has been a long history of frequent floods, which have savaged the rural life throwing the people into miserable conditions of poverty, illiteracy and ill health. In a situation of such dire poverty whatever meager resources available are used primarily to make both ends meet. So sending their children to the town for higher education becomes almost impossible for the poor parents in the rural areas in the context of higher education demanding higher amounts of money, though sometimes, they do venture to admit their children to colleges in the town, they are unable to give sustained financial support throughout the course of study because agriculture, being a gamble with rain in the district is not a source of assured income. So it is evident that without financial support from an external source, the rural youth cannot hope to successfully complete their higher studies. Innovation and Best Practice: The College is known as illustrious institution, true to its legacy of pro-poor student attitude since its inception, has taken a firm resolve to extend all possible financial support to the deserving students and help them to realize their fond dream of acquinency higher education. For this, the College is managing a separate account with 'Special Students Relief Account' (SSRA). In this account voluntary donations from management, alumni, and other sources like NGO's are deposited. The financial support is extended to all the

deserving poor students without any discrimination of caste, creed or gender. The students whose parents do not have fixed reasonable source of income and do not provided any other financial assistance in form of social welfare or endowment scholarships are eligible for the aid. A duly constituted committee of three senior faculty members of the College scrutinizes the applications received from the aspirants for the aid from SSRA. It finalizes the list of eligible students for the aid after due verification of the documentary evidence enclosed and strictly following the guidelines framed for the purpose, and submits the same to the Principal for sanctioning the actual amount of the aid. Evidence of Success: The cite one of the many success stories of the noble practice, the College fee of Miss Priyanka Student of LLB (3) Final Year during 2017-18 was paid from SSRA amounting Rs. 15000.00 for three years. She completed LLB successfully with more than 65 of marks. Now she is practicing in district court with a sense of social service. She is extending a helping hand in various ways including free legal aid to the needy women's in the district. Problems Encountered: In the beginning of designing the best practice, some groups of the students opposed the idea, the welfare scholarship holders too should be given to the opportunity. • They also expressed growing apprehension that the funds collected for the purpose would be misused. • As a result, most of the students and staff did not come forward to contribute to the fund. • Some even blamed that the idea of the endowment scholarship is not based on social justice. • The College had to overcome many of these impediments to persuade the alumni and other Philanthropists in favour of insisting the endowment scholarships to encourage more students to develop a keen spirit of competition to secure the endowment scholarships. Best Practices – II Title of the Practice : Women Empowerment Objectives of the Practice :- Women are doubly affected by the backwardness and discrimination. So the College has resolved to take up the cause of women empowerment. For the women empowerment, following objectives have been fixed :- • Mentoring women students on women specific issues with one women teacher as mentor for every 20 women mentees. • Creating an environment through awareness programmes to enable the girls students to realize their full potential for learning and solving their problems independently. • Arranging special sessions with the police and social activists for enabling the girls students to be aware of several types of exploitation taking the advantage of their innocence and gullibility. • Dealing amicably with the student victims of exploitation of all sorts maintaining utmost confidentiality of the private life to protect their dignity. • Involving social activists and government officials to enlighten the students on human rights and fundamental freedom for a equal rights and opportunities. • Organizing debates and discussion on gender equality to enable the students to realize gender sensitization, thus leading to more equality and harmony in family and society. • Conducting seminars and special sessions on ragging, eve teasing and dowry system to expose the ill-effects of the evils. • Extending financial assistance to the deserving poor women of disadvantaged sections to help acquire their degree. • Organising the exclusive health programmes for women students by women doctors. Free treatment of women related health problems and conducting awareness programmes on the importance of sanitation, personal hygiene and prevention of seasonal diseases. • Tackling the social development, health consequences and prevention of HIV/AID's from gender perspective. • Girls student are told about various laws related to all the important aspects of life. The Context :- • The girl students in the beginning were not enthusiastic to participate in the deliberations. • Some parents and staff vehemently opined that the awareness/sensitization programmes defeated the very purpose of sending their wards to college. • The Coordinator and the members of the unit had to visit certain families and persuade the parents that all the programmes were meant for the betterment and empowerment of their dear daughters. • As the gender sensitization programmes designed revealed several disparities and inequalities, that we might not have noticed earlier, people

especially the other gender, argued discussing gender and gender roles would breakup families and destroy society. • Similarly the various legal protective provisions for women were misunderstood as undue favour meant to be little man. • Even some teachers supporting the arrangements often opined that the change was difficult to be accepted as the ideas emanated from these seminars/workshops/debates on gender inequalities appeared new and startling. • Some parents found fault with the College their children were detained in the College beyond working hours for unconnected and counter productive programmes. • Under these circumstances, the College has thought it appropriate to forge ahead with the objective implementations the objective for which an exclusive cell is created. The Practice :- Discrimination against women even in 21st century is a devastating reality. That is why 'gender inequality' has been a matter of serious concern across the globe and within the countries. India still has a long way to go before achieving gender equality and empowerment of women. Especially the rural areas are ravaged by the miserable conditions of object poverty, illiteracy, ill health and superstition. A good number of girls come from rural areas. The majority of these girls belong to the weaker sections including schedule caste, schedule tribes, other backward classes and minorities

Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link
http://kclbijnor.ac.in/content-image/Best%20Practices.pdf

7.3 – Institutional Distinctiveness

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

The distinctive features of the college that makes it different from other institutions of the district are as follows. 1. College is not a money making shop with regard to any course. Whatever fee is decided by the regulatory authority is only charged from students either by draft or cheque. Even fee concessions are given to needy and poor students. 2. Here no students are discriminated on the basis of caste, creed or gender and staff from every segment of the society is appointed to keep such biases under control. Everybody feels equal and empowered here. 3. The discipline of the college is so smart that everyone feels safe and respected. 4. Safety of students and staff is ensured by a number of cells like grievance redressal cell, women cell, SC cell etc. and nobody is kept under undue pressure. 5. Safety of students and staff is also ensured by the management with its rapport with police administration. 6. Multi-cultural representation is seen in the morning assembly and thus a superb level of communal harmony is seen here. 7. College uniform and ID are provided to students in order to differentiate them from outsiders in the campus. 8. College is Eco friendly and Eco fresh with a lot of greenness here. 9. College is an example of cleanliness from one corner to the other and even a piece of paper of leaf cannot be seen on the ground anywhere. 10. College is chosen by students at the time of counseling on a priority basis because of its 11. quality of education and discipline. Even girls prefer this co-ed college most. 12. Mostly only those teaching staff happen to leave this college who get a government job. 13. Otherwise they do not leave this college to join other self-financed colleges. 14. Mentoring system of this college is very popular in the locality among parents. 15. Students of this college are very popular in the community for creating different types of awareness in the neighborhood.

Provide the weblink of the institution
http://kclbijnor.ac.in/content-image/Inst%20Dist.pdf

8.Future Plans of Actions for Next Academic Year

1. To further Strengthen the ICT. 2. To create an Incubation Center for Legal projects 3. To have more industry academic interface so that there is more corporate participation in academics. 4. To implant Lecture captivating system in the institution. 5. Conducting programmes to encourage and support students to start their own legal ventures. 6. Conducting activities to hone the creative skills of students and provide a platform to display their creativity 7. Initiatives for an Eco friendly learning space 8. Conducting student focused academic and skills development activities 9. The college plans to conduct an International Conference in the next Academic year. 10. The institution plans to focus more on research and Development in the next Academic year by increasing the publications of faculty and also motivating students community to write research papers.