



Yearly Status Report - 2014-2015

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, Bijnor
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	PRADEEP KUMAR
Phone no/Alternate Phone no.	09412360987
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_PREVIOUS_DETAIL.pdf
4. Whether Academic Calendar prepared during the year	No

5. Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	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
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7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries
Inclusion of Moral Lessons from the Life of Religious and Social Reformers in the morning Assembly	03-Apr-2014 10	280

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

[View Uploaded File](#)

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

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
NIL	NIL	NIL	2015 00	0
No Files Uploaded !!!				

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

Yes

Upload latest notification of formation of IQAC

[View Link](#)

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

[View Uploaded File](#)

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

No

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

1. Inclusion of Moral Lessons from Life of Religious and Social Reformers in Morning Assembly. 2. Providing Transport Facility to the Staff. 3. Organizing Legal Awareness Camps. 4. Regular Court Visit of Students

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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	Achievements/Outcomes
Inclusion of Moral Lessons from Life of Religious and Social Reformers in Morning Assembly.	Fulfilled
Providing Transport Facility to the Staff.	Transport Facility is provided to the Staff.
Organizing Legal Awareness Camps.	Legal Awareness Camps are Organized in

near by villages.

Regular Court Visit of Students

Students are going for Court Visit Regularly

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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	2015
Date of Submission	28-Oct-2015
17. Does the Institution have Management Information System ?	No

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

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

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/entrepreneurship	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 !!!		
No file uploaded.		

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 !!!		
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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 Employers. 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	200	180
No file uploaded.				

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
2014	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	Number of smart classrooms	E-resources and techniques used
32	6	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 !!!				
No file uploaded.				

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 provide

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_2015.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
LLB	LLB	LAW	238	74	31.92
BALLB	BA LLB	LAW	72	16	22.22
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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
TEACHING LEARNING WORKSHOP	LAW	14/11/2014

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 !!!				
No file uploaded.				

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 !!!					
No file uploaded.					

3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
0	0	0

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

Name of the Department	Number of PhD's Awarded
0	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 !!!			
No file uploaded.			

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
0	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	2	4
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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
0	0	0	0
No file uploaded.			

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
0	0	0	0
No file uploaded.			

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

Name of the scheme	Organising unit/Agen cy/collaborating agency	Name of the activity	Number of teachers participated in such activites	Number of students participated in such activites
Legal Aid Camp	District Legal Service Authority	Legal Aid	7	65
Legal Awareness Camp	District Legal Service Authority	Legal Awareness	6	60
View File				

3.5 – Collaborations

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

Nature of activity	Participant	Source of financial support	Duration
0	0	0	0
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
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participated under MoUs

No Data Entered/Not Applicable !!!

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CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

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

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
30	29

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)	Newly Added
Seminar halls with ICT facilities	Newly Added
Classrooms with LCD facilities	Newly Added
Seminar Halls	Newly Added
Class rooms	Existing
Campus Area	Existing
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4.2 – Library as a Learning Resource

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

Name of the ILMS software	Nature of automation (fully or partially)	Version	Year of automation
No Data Entered/Not Applicable !!!			

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	7110	1501355	360	97560	7470	1598915
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4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
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 Bandwidth (MBPS/	Others
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								GBPS)	
Existing	10	1	1	1	1	1	1	10	0
Added	5	0	0	0	0	0	0	0	0
Total	15	1	1	1	1	1	1	10	0

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

10 MBPS/ GBPS

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
No Data Entered/Not Applicable !!!	

4.4 – Maintenance of Campus Infrastructure

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

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
14	14	16	15

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
Remedial Classes	30/01/2015	40	IQAC Krishna College of Law Bijnor
Personal Counselling	23/03/2015	15	IQAC Krishna College of Law Bijnor
View File			

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

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed
2014	Preparation for Competitive Exam	10	5	0	0
View File					

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
3	3	3

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
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	Department graduated from	Name of institution joined	Name of programme admitted to
2014	5	LL.B.	Law	MJPRU Bareilly Kumayun University CCS University Meerut	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
kho kho (women)	Inter-University	9
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/ International	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
Admission of Students	<ul style="list-style-type: none"> • 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	<ul style="list-style-type: none"> • 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	<ul style="list-style-type: none"> • 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.

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.

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-governance area	Details
Finance and Accounts	<ul style="list-style-type: none"> • 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	<ul style="list-style-type: none"> • 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	<ul style="list-style-type: none"> • 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.

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.

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/	Name of the	Amount of support
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		workshop attended for which financial support provided	professional body for which membership fee is provided	
2015	Mr. Pradeep Kumar	National Seminar on Protection of women from domestic violence	Shia PG College Lucknow	800
2015	Dr. M. A. Khan	National Seminar on Human Rights- Problem and Prospects	CCS University Meerut	1000
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 !!!				
No file uploaded.				

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
NA	NA	NA

6.4 – Financial Management and Resource Mobilization

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

NA

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
NA	0	NA
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	00	Yes	Principal
Administrative	No	00	Yes	Manager

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

<p>1. Parent Teacher Association meets at least twice in a year for feedback. 2. Association supports students in their out of campus community related programme. 3. Donations are received from the Association to help poor students.</p>
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6.5.3 – Development programmes for support staff (at least three)

<p>Refreshment for them at lunch break. Facility of advance payment in case of emergency. Free conveyance for them by College bus.</p>
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6.5.4 – Post Accreditation initiative(s) (mention at least three)

<p>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.</p>

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	12/03/2015	12/03/2015	25	30
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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
Ramp/Rails	Yes	2
Physical facilities	Yes	0
Provision for lift	No	0
Braille Software/facilities	No	0
Rest Rooms	Yes	2
Scribes for examination	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
2014	1	1	18/11/2014	01	Free Legal Aid Clinic	Free legal advice to villagers having poor access to institutes providing free legal	23
2015	1	1	20/02/2015	1	Tree Plantation	Environment Protection	65

[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
Celebration of Human Rights Day	10/12/2014	10/12/2014	152
Celebration of Law Day	26/11/2014	26/11/2014	135
No file uploaded.			

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. Using 25 solar energy out of the total consumption.

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 acquiring 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 Kamlesh Kumari Student of LLB (3) First Year during 2014-15 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 girl's 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 girl's 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 an 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. • Organizing 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/AIDS 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 counterproductive 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 without

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 ecofriendly and eco fresh with a lot of greeneries here. 9. College is an example of cleanliness from one corner to the other and even a piece of paper or 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

FUTURE PLAN FOR NEXT ACADEMIC SESSION 2014-15 The success and development of any educational institution depends on how it plans about its future and for its coming session. This planning is made on three levels. (i) At management level (ii) At Principal level (iii) At IQAC level Keeping the financial and human resources into account the above three levels of planning are integrated and a comprehensive future plan of action is prepared. The same thing is done in our college also and a comprehensive future plan is prepared in March every year. Important points related to plan of action for the academic session 2014-15 are given below: i. The building of the College will be painted afresh after necessary repair. ii. College canteen will be upgraded by enlarging its space for sitting. iii. New Vehicle stand will be constructed to give the college a new look. iv. Green areas of the college will be increased by planting more trees and saplings. v. The whole campus will be made eco-friendly. vi. At least one classroom will be made as smart classroom. vii. Library will be made fully automated by using a good software there. viii. More journals will be subscribed and some more books of new syllabus will be added. ix. Electronic announcement system will be developed in all classrooms. x. All parts of the College including library, labs and classrooms will be backed by web cameras for proper monitoring. xi. Arrangement periods will be allotted as against those who are on leave. xii. MOU with Law firms will be signed for internship and practicing. xiii. Efforts will be made to get some grant from UGC to conduct a national level seminar on education. xiv. Services of a practicing Advocates from the field of legal Practice will be hired to improve quality of education in the campus. xv. A multimedia production unit will be established in the college to produce e-content in the College.