



SELF STUDY REPORT

FOR

2nd CYCLE OF ACCREDITATION

M.C.E.SOCIETY'S A.K.K.NEW LAW ACADEMY PUNE

HIDYATULLAH ROAD, AZAM CAMPUS, CAMP

411001

www.nlapune.org

Submitted To

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

BANGALORE

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1. EXECUTIVE SUMMARY

1.1 INTRODUCTION

M.C.E. Society's A. K. K. New Law Academy, Pune was established in 1994 and named after Hon'ble Late Adv. Mr. Abdul Kadir Khan. The college is approved by Bar Council of India and Permanently Affiliated to Savitribai Phule Pune University. It has been recognised under Section 2(f) & 12(B) of U G C Act, 1956. The college runs B.A. LL.B (5 Year), LL.B. (3 Year), LL.M. (2 Year) courses. The college also has Ph. D (Law) Research Centre affiliated to Savitribai Phule Pune University, Pune.

Maharashtra Cosmopolitan Education Society (M.C.E. Society), Pune, the parent Governing Body of the college, established in the year 1948 endeavors to bring education for all sections of the society irrespective of religion, caste and creed. It is both a religious and linguistic minority educational institution as per Article 30(1) of the Constitution of India.

The college provides an unmatched environment of excellence in the form of good infrastructure, well-qualified faculty, well-equipped e-library and various opportunities for practical training. The teachers guide and help the students to develop communication skills, effective research skills, analyzing and solving complex legal problems. The students participate actively in various activities in the fields of academics, sports, curricular and co-curricular activities. The intra-collegiate moot court competition Legist provides an opportunity to students to explore their advocacy skills.

Apart from the regular curricular activities, the college always plays a vital role in developing and shaping students as responsible citizens by involving them in various social activities like NSS Camp, Legal Aid Camps, Free Legal Aid and Advice Centre etc.. Every year the college organizes Pinnacle-Inter Law Collegiate Sports and Cultural Meet to explore the hidden talents of law students in sports, cultural and academic events. The faculty-students' ratio supports a vast array of courses and opportunities for independent research. Furthermore, the college also contributes to the community welfare by conducting legal aid camps, rallies, street plays on legal awareness, blood donation camp etc.

Vision

M.C.E. Society's A.K.K. New Law Academy, Pune is a dynamic, creative learning institution that strives to meet challenges by providing innovative solutions leading to learning breakthroughs for all students. It is dedicated to establish strong, just upright minds and develop the talents of the students thereby to discover their greatness. We are here to empower every individual with knowledge and confidence.

Mission

The aim of M.C.E. Society's A.K.K. New Law Academy is to cater to the needs of the students of all communities in general of minorities and backward classes in particular and to provide them required amenities, assistance and help for their upliftment by giving opportunity in joining the legal profession and make them an able, confident, competent, efficient and well trained advocates.

1. The College aims that the students should understand the basic concepts and procedure of law and become self sufficient to carry out the necessary research on any legal problems that may come their way.
2. The College aims to promote the understanding of law in its social, economic, political, and scientific contexts.
3. The College seeks to assimilate rich cultural values with justice oriented legal learning.
4. The College provides a major force in the intellectual, cultural and economic life of its students with the objectives of creating a world class learning process.
5. The College has embraced a secular culture of experimentation, communication and commitment to the society.
6. The College aims not only to convert laymen into lawmen but to mobilize the youth creating dynamic law professionals.
7. The College play's a vital role in over all development of students by organizing legal aid camps, guest lectures, seminars, conferences, workshops etc.

1.2 Strength, Weakness, Opportunity and Challenges(SWOC)

Institutional Strength

1. As geographically, the college is situated in the heart of the city i.e. at Camp area in Pune, the students have comfortable access to the college.
2. The college has good infrastructural facilities to fulfill the basic and advance requirements of the students (like college building, library, e-library, moot court hall, reading room, hostel, sports ground, skill development centre etc.).
3. The college has well-qualified and experienced full-time and visiting faculty and majority with Ph.D degree and seven faculty members are research guides. The college has empanelled a good number of retired judges, practicing lawyers, retired professors and eminent scholars to recommend and improve the methods of teaching structured inputs and recommend assignments.
4. The college is aided by Government of Maharashtra and therefore the fee structure is very low comparative to unaided colleges. This provides an opportunity to meritorious economically backward students to take admission by paying less amount of fee.
5. The college was the first one selected by the University among all 25 law colleges, to start LL.M (2 Year Course) centre and to start Ph.D (Law) Research Centre.
6. At present, there are ten law research guides in our college Ph.D Research centre.
7. The college has well-furnished library and well-equipped computer lab with the internet facility and its own separate website to help the staff and students to conduct research.
8. The college has Skill Development Centre to train the students in effective communication as well as writing skills for enhancement of the better career and thereby the better world through intellectual and personal growth.
9. The management is always supportive to enrich the quality education
10. The college has free Legal aid and advice centre and the Centre for Minority Welfare to help the socially and economically backward class.
11. Eminent legal luminaries such as Supreme Court and High Court Judges, Senior lawyers visit our college time to time and share their knowledge with the students.
12. The excellent results and consistent appearance of students in the merit list of the University has drawn a large number of applications for admission, which is more than the sanctioned strength in most of the courses

Institutional Weakness

1. The college is located in the Cantonment area and infrastructural expansion is restricted due to FSI regulation.
2. Syllabus is decided by Savitribai Phule Pune University. Hence, there are limitations for practical training.

Institutional Opportunity

1. There is scope for the college to conduct more legal aid camps and Street Play Competition in collaboration with Pune District legal services authority to provide practical knowledge to our students and serve the society by creating legal awareness among the people.
2. Our college along with other sister institutions of higher educational institutions can give an opportunity to attract students to pursue law course.
3. The alumni association of our college can be strengthened.

Institutional Challenge

1. As law is still opted as a last career option, the college gets less quality students. Hence, it is a challenge to groom these students and make them ready for legal profession in this competitive world.
2. Most of the students from Marathi and other vernacular mediums face problem in coping up with the subjects in English which lead them to take drop.
3. Increasing number of law colleges in city.

1.3 CRITERIA WISE SUMMARY

Curricular Aspects

M.C.E. Society's A.K.K New Law Academy, Pune is aided by Government of Maharashtra, recognized by Bar Council of India, affiliated to Savitribai Phule Pune University, Pune and r

The college offers the regular courses of Savitribai Phule Pune University namely L.L.B (3Year) B. A. LL.B. (5 Year) and LL.M (2 year). Apart from these courses, the college also has Ph. D (Law) Research Centre affiliated to Savitribai Phule Pune University.

In the beginning of each Semester, the Internal Quality Assurance Cell plans the college time table to ensure effective curriculum delivery. The teachers prepare their academic plan of teaching. An academic calendar is also prepared to plan curricular, co-curricular and extra-curricular activities throughout the year. The College

also provides the students an opportunity to improve their personality by conducting lectures on Communication Skills and Soft Skills. The college conducts Judicial Magistrate First Class (JMFC) coaching to guide the students for judiciary examination. The college also organizes various co-curricular activities like Conferences, Seminars, Workshops on legal topics, Essay Competition, Moot Court Competition, Legal Aid Camps, Court Visits, Street Play which help the students to understand their subjects thoroughly and to learn the skills and tools of a lawyer and enable the students to practice law professionally.

The principal of the college represented various bodies at Savitribai Phule Pune University as Dean, Faculty of Law, Member, Board of Studies, Member, Academic Council etc. At present, one of the faculty members is the member, Board of Studies and five staff members actively participated in University Syllabus Revision Committee. Furthermore, more than 50 % teachers actively participate in other University works such as Equalance Committee, Answer Book Monitoring Committee etc.

The college tries to strengthen the students to meet the needs of current competitive world by proper implementation of curriculum offered by Savitribai Phule Pune University, Pune and by organizing various co-curricular and extra-curricular activities.

Teaching-learning and Evaluation

At present, Maharashtra State government regulates Law admissions for B.A.LL.B (5 Year) & LL.B (3 Year) in Maharashtra through centralized admission procedure. Admissions are based on the entrance examination conducted by the State Government. Admissions for the PG & Ph. D. programs are as per the directives of Savitribai Phule Pune University. Communication Skill development program is offered by the college to the students coming from vernacular medium at no cost. One of the key strengths of the college is passionate faculty members. The college encourages faculty members to improve their qualifications, attend workshops and conferences by providing financial assistance and duty leave. Good management policies and academic environment has resulted into high retention ratio. Due to the efforts taken by the faculty members and students, most of the students complete their law course in the stipulated time with good percentage. Student-faculty ratio is optimally maintained to facilitate student-centric learning environment. Faculty use ICT to make teaching effective. Teaching learning processes are continually improved based on students' results and students' satisfaction.

Research, Innovations and Extension

The College is a single faculty department and runs the LL.M. (P.G.) Course. The LL.M. Students are undertaking research work particularly in Second year for submitting the 'Dissertation' for the award of LL.M. Degree as a part of curriculum. The College also has the Ph. D. (Law) Research Centre approved by the Savitribai Phule Pune University which provides common facilities viz. office support, technology and equipment supports like Computer Lab with internet facility to Ph. D. scholars from the Academic Year 2013-14 onwards. The College has Skill Development Centre (SDC) approved under UGC XIIth Plan.

The College has taken various initiatives for creation and transfer of knowledge to the student and provides conducive environment for research and technology driven innovations. It organizes various guest lectures, seminars, workshops, moot court competitions like P. A. Inamdar International & National Level Moot Court Competitions, LEGIST- An Intra-collegiate Moot Court Competition, and Faculty Development Programmes on Research Methodology and related topics to train the students and teachers for conducting research in a

scientific manner.

The College has Research Committee to guide the students and teachers in conducting research properly. The Maximum numbers of teaching faculty are involved in research projects funded by the University/UGC, New Delhi. The faculty has noticeable number of research papers/books/chapters in edited book publication in UGC listed or Peer Reviewed Journals. The College also has constituted the Departmental Academic Integrity Panel (DAIP) and formulated Policy on Plagiarism to check the Plagiarism.

The College is also engaged in extension activities in collaboration with Government Organization, Non-Government Organisations by organizing Seminars, Workshops, Field Trips, Training Programmes, Moot Court Competitions wherein various Law Colleges from India and abroad participate.

Infrastructure and Learning Resources

The college has its own building with Class rooms, Library, Reading room, Skill development centre, Moot Court cum Conference Hall, Administrative office, Staff Room, Common Room for Girls, Canteen. The huge V.M. Gani Sports Complex in the Azam campus is available for all the sports activities of the college. The management of the college has been constantly enhancing the infrastructure and other required facilities to ensure quality Education.

The library of the college has reading room, reference section and well equipped E-Library with 25 computers for users connected with 100 Mbps broadband internet facility. The library also provides photocopy/printout facility. The college also has Skill development Centre having 60 seating capacity with internet facility and H.D. quality Video Conferencing.

The College is having Research Centre wherein 16 Computers have been installed for Research Students & Research Guides to access e-resources for their Research & Development.

The college maintains its infrastructure through the financial assistance from the parent trust by continuous maintaining and supervising the infrastructure by the staff appointed particularly for this purpose. The provision is made by the parent trust to maintain the campus clean, beautiful and environment friendly.

Student Support and Progression

The college comprehensively plans various students' welfare initiatives in areas such as admission, infrastructure, curricular and co-curricular activities. The college helps economically backward students by providing them fee concessions and scholarships. Students are given information regarding various scholarships and financial schemes provided by various departments of government. The college management also tries to provide financial help through fee concession to poor and needy students who approach the management.

Student council structured on the guidelines of Savitribai Phule Pune University is formed every year. In this council meritorious students of every class, SC/ST/OBC/Women candidates are given due representation as per the University guidelines. Further, students are given adequate representation in various decision-making committees of the college like College Development Committee, Internal Quality Assurance Cell, Library Committee, Cultural and NSS Committee, Anti-Ragging Committee, Anti-Sexual Harassment and Grievance Redressal Committee etc.

The college runs capability development schemes like Soft Skill Development, Career Counseling, remedial coaching and training for Competitive Examinations. Few of our students have cleared their NET/SET/Judiciary exam.

The college traces the Students progressing to higher education and encourages them for the same. The Placement Cell is with a spirit to develop its functioning in a more attractive way in coming future. College arranges alumni meet at regular interval and tries to keep in touch with the past students.

Yoga and Meditation training is provided to interested students to strengthen student's Physical and Mental health. A large number of Sports and Cultural events are organized every year by organizing an inter-law collegiate festival. The students actively participate at State, National and International sports tournament, co-curricular activities and cultural events. Grievance Redressal Cell, Anti-Ragging Committee and Anti-Sexual Harassment Cell take necessary measures to prevent incidents of ragging and sexual harassment on the campus. Our ragging free campus and sexual harassment complaint free campus is the credit of the organized efforts of our active students.

Governance, Leadership and Management

The administration of the college is managed by the Local Managing Committee. The Management conducts regular meeting with the principal to discuss the activities of the institution. The Principal conducts regular meeting of the faculty from time to time & during the meetings the various plans of the academic year are discussed. The principal distributes the responsibilities on every teaching faculty to perform various curricular & co-curricular activities.

The Principal also addresses the students at the beginning of the academic year explaining all aspects of the institution & motivate them. Various Committees in the college plan their activities & execute them with student's participation. Moreover, the college provides funds and leave to staff for attending orientation and refresher courses, seminars, workshops etc. The management provides fund for updating infrastructure according to requirement of faculty and students.

The staff also gets medical facility through MMER'S Unani Medical College situated in the Azam Campus. The trust provides bus service for the academic tours & picnics every year. There is internal arrangement of the resources utilization for tours & picnics.

The management is very approachable, open-minded, motivating & progressive. It always tries to enhance the welfare measures in the college. The Maharashtra Cosmopolitan Education Society, the Parent Trust which runs this college, in true sense, provides Cosmopolitan atmosphere & celebrates regularly Diwali, Eid & Charismas. In short, it is a center of National Integration.

Institutional Values and Best Practices

The college organizes Gender Equality Promotion Programmes in every academic year for the involvement of Girls and Boys students to show their talent by conducting different activities. The college also shows gender sensitivity by providing safety and security of the students by providing 24 hours CCTV surveillance along with counseling. There are separate common rooms for girls and boys in the college.

Recently an alternate energy by solar plant for power requirement as a part of environment consciousness and sustainability has been installed in our campus and our college also has Waste, Liquid waste and E-Waste Management system. Old tube lighting power energy has been replaced through LED bulbs in all Institutions of Azam Campus. Our campus also has rain water harvesting system with 156 solar panels installed in our college building.

Furthermore, as a part of protection towards Environment, our campus had taken initiative, entitled as “Green Campus” aimed at transformation of campus from dependency to sustainability with respect to water resources by maintaining carbon dioxide neutrality. In addition to this, our campus is plastic free campus and it has paperless administrative offices and centralized E- Library digitized with Vriddhi software with Green Audit report of all institutes.

Our campus also provides physical facilities to differently able students such as Lift, ramp and rest room. Infrastructure of the campus is utilized for specific initiatives to provide advantages to students and local community. Disciplinary rules are displayed on each institutes’ websites as a code of conduct for students, teaching and non-teaching staff.

The college also takes appropriate steps to create awareness and increase consciousness about national identities and symbols by organizing workshops, seminars and conferences on Fundamental Rights, Duties, Constitutional Obligations in addition to Birth, Death Anniversaries of great Indian personalities. Our college maintains complete transparency in its financial, academic and administrative functions by maintaining yearly budgetary audits.

2. PROFILE

2.1 BASIC INFORMATION

Name and Address of the College	
Name	M.C.E.SOCIETY'S A.K.K.NEW LAW ACADEMY PUNE
Address	Hidyatullah Road, Azam Campus, Camp
City	Pune
State	Maharashtra
Pin	411001
Website	www.nlapune.org

Contacts for Communication					
Designation	Name	Telephone with STD Code	Mobile	Fax	Email
Principal	Rasheed Shaikh	020-26442068	9423023420	020-26435959	akknlapune@gmail.com
IQAC Coordinator	Jacinta S. Bastian	020-26452040	9881342004	020-26452288	jacintabastian@rediffmail.com

Status of the Institution	
Institution Status	Grant-in-aid

Type of Institution	
By Gender	Co-education
By Shift	Regular

Recognized Minority institution	
If it is a recognized minority institution	Yes Minority Status.pdf
If Yes, Specify minority status	
Religious	Yes
Linguistic	Yes
Any Other	No

Establishment Details				
Date of establishment of the college	22-07-1994			
University to which the college is affiliated/ or which governs the college (if it is a constituent college)				
State	University name	Document		
Maharashtra	Savitribai Phule Pune University	View Document		
Details of UGC recognition				
Under Section	Date	View Document		
2f of UGC	09-01-2009	View Document		
12B of UGC	09-01-2009	View Document		
Details of recognition/approval by stationary/regulatory bodies like AICTE,NCTE,MCI,DCI,PCI,RCI etc(other than UGC)				
Statutory Regulatory Authority	Recognition/Approval details Institution/Department programme	Day,Month and year(dd-mm-yyyy)	Validity in months	Remarks
BCI	View Document	29-08-2018	24	Approval granted

Details of autonomy	
Does the affiliating university Act provide for conferment of autonomy (as recognized by the UGC), on its affiliated colleges?	Yes autonomydoc_1540439474.pdf
If yes, has the College applied for availing the autonomous status?	No

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

Location and Area of Campus				
Campus Type	Address	Location*	Campus Area in Acres	Built up Area in sq.mts.
Main campus area	Hidayatullah Road, Azam Campus, Camp	Urban	0.48	2929.29

2.2 ACADEMIC INFORMATION

Details of Programmes Offered by the College (Give Data for Current Academic year)						
Programme Level	Name of Programme/Course	Duration in Months	Entry Qualification	Medium of Instruction	Sanctioned Strength	No.of Students Admitted
UG	BA LLB, Ba Llb	60	HSC or equivalent examination	English	120	33
UG	LLB,Llb	36	Graduation in any discipline or equivalent examination	English	120	37
PG	LLM,Llm	24	LL.B	English	60	34
Doctoral (Ph.D)	PhD or DPhil,Phd	60	PG in Law	English	15	13

Position Details of Faculty & Staff in the College

Teaching Faculty												
	Professor				Associate Professor				Assistant Professor			
	Male	Female	Others	Total	Male	Female	Others	Total	Male	Female	Others	Total
Sanctioned by the UGC /University State Government	1				0				6			
Recruited	1	0	0	1	0	0	0	0	5	1	0	6
Yet to Recruit	0				0				0			
Sanctioned by the Management/Society or Other Authorized Bodies	0				0				14			
Recruited	0	0	0	0	0	0	0	0	2	12	0	14
Yet to Recruit	0				0				0			

Non-Teaching Staff				
	Male	Female	Others	Total
Sanctioned by the UGC /University State Government				8
Recruited	8	0	0	8
Yet to Recruit				0
Sanctioned by the Management/Society or Other Authorized Bodies				0
Recruited	0	0	0	0
Yet to Recruit				0

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

Qualification Details of the Teaching Staff

Permanent Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			Total
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt.	0	0	0	0	0	0	0	0	0	0
Ph.D.	1	0	0	0	0	0	5	2	0	8
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	0	3	0	3

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

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

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

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

Programme		From the State Where College is Located	From Other States of India	NRI Students	Foreign Students	Total
UG	Male	227	9	0	8	244
	Female	142	14	0	1	157
	Others	0	0	0	0	0
PG	Male	14	0	0	1	15
	Female	19	0	0	0	19
	Others	0	0	0	0	0
Doctoral (Ph.D)	Male	0	0	0	0	0
	Female	0	0	0	0	0
	Others	0	0	0	0	0

Provide the Following Details of Students admitted to the College During the last four Academic Years					
Programme		Year 1	Year 2	Year 3	Year 4
SC	Male	16	3	13	20
	Female	19	19	13	10
	Others	0	0	0	0
ST	Male	3	10	2	3
	Female	0	4	1	0
	Others	0	0	0	0
OBC	Male	25	34	26	33
	Female	14	19	9	16
	Others	0	0	0	0
General	Male	130	80	67	57
	Female	87	66	53	43
	Others	0	0	0	0
Others	Male	117	135	113	121
	Female	79	111	90	92
	Others	0	0	0	0
Total		490	481	387	395

3. Extended Profile

3.1 Program

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

Response: 4

File Description	Document
Institutional Data in Prescribed Format	View Document

Number of programs offered year-wise for last five years

2017-18	2016-17	2015-16	2014-15	2013-14
4	4	4	4	4

3.2 Students

Number of students year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
395	387	509	490	589

File Description	Document
Institutional Data in Prescribed Format	View Document

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

2017-18	2016-17	2015-16	2014-15	2013-14
45	60	60	60	60

File Description	Document
Institutional data in prescribed format	View Document

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

2017-18	2016-17	2015-16	2014-15	2013-14
60	84	86	64	74

File Description	Document
Institutional Data in Prescribed Format	View Document

3.3 Teachers

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

2017-18	2016-17	2015-16	2014-15	2013-14
19	21	18	20	19

File Description	Document
Institutional Data in Prescribed Format	View Document

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

2017-18	2016-17	2015-16	2014-15	2013-14
19	21	18	20	19

File Description	Document
Institutional data in prescribed format	View Document

3.4 Institution

Total number of classrooms and seminar halls

Response: 22

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

2017-18	2016-17	2015-16	2014-15	2013-14
34.65440	84.26514	36.93835	81.84760	54.98707

Number of computers

Response: 98

4. Quality Indicator Framework(QIF)

Criterion 1 - Curricular Aspects

1.1 Curricular Planning and Implementation

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

Response:

The college offers LL.B (3 Year) and BA.LL.B (5 Year) and LL.M (2 Year) courses. The curriculum for these courses is in accordance to the Savitribai Phule Pune University. The University revises the syllabus from time to time through syllabus revision committee after taking suggestions from principals of all law colleges. The college takes following measures to ensure effective curriculum delivery:

1. The college has a well-qualified and experienced teaching staff. In addition to this, some experts in the legal field are appointed as visiting faculty to teach the subjects related to professional aspects and training.
2. Academic calendar, time table, lecture plan and teachers' diaries are prepared in advance every year to ensure regular lectures. Co-curricular and Extracurricular activities such as guest lectures, seminars, essay competitions, moot court competitions are conducted throughout the year to hone the talent and skills of the students. The Internal Quality Assurance Cell ensures to implement the abovementioned co-curricular and extracurricular activities with a view to monitor effectively curricular delivery.
3. Orientation programme and library visit are arranged for the students of first year LL.B, BA. LL.B and LL.M to make them aware of the learning resource facilities in the library of the college.
4. The college conducts Communication Skills and Soft Skills Development course to develop the overall personality of the students and to enhance their employability.
5. The college library has upgraded its collection. The library is well equipped with Books, Journals, and Reports in print as well as electronic format. Library is also subscribing/ providing access to Legal databases/E-resources like Manupatra, SCC Online, HeinOnline, college component of E-Shodh Sindhu (NLIST), National Digital Library, Vidya-Mitra, ePgpathshala, etc. We are also providing access to the Institutional Repository of Indian Law Institute, Duke Law School, Cornell University, Yale Law School and also to SSRN. The digital Commons Network in the e-library has 25 computers through library website.
6. The college organises Legist- Intra-collegiate Moot Court Competition to develop mooting skills in the students. The college organised Surana & Surana International Moot Court Competition in co-ordination with Surana & Surana International Attorneys, Chennai. The college organised the first P.A. Inamdar State Level Competition in our college. Furthermore, the college also organised the first P.A. Inamdar National Minority Educational Rights Moot Court Competition at Aligarh in co-ordination with Faculty of Law, Aligarh Muslim University, Aligarh. The college also organised the first P.A. Inamdar International Moot Court Competition at Patna in Collaboration with Chanakya National Law University, Patna.
7. The college organises educational trip, court visits and jail visits from time to time to provide practical knowledge to the students.
8. The students of LL.B 3rd Year and BA LL.B 5th Year undergo internship under senior lawyers as a part of subject Practical Training.

9.The college organises Pinnacle- Inter Law Collegiate Sports and Cultural Meet to explore the hidden talents of law students in sports, cultural and academic events.

File Description	Document
Any additional information	View Document
Link for Additional Information	View Document

1.1.2 Number of certificate/diploma program introduced during the last five years

Response: 0

1.1.2.1 Number of certificate/diploma programs introduced year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
00	00	00	00	00

File Description	Document
Details of the certificate/Diploma programs	View Document

1.1.3 Percentage of participation of full time teachers in various bodies of the Universities/ Autonomous Colleges/ Other Colleges, such as BoS and Academic Council during the last five years

Response: 262.89

1.1.3.1 Number of teachers participating in various bodies of the Institution, such as BoS and Academic Council year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
10	10	10	10	11

File Description	Document
Details of participation of teachers in various bodies	View Document
Any additional information	View Document

1.2 Academic Flexibility

1.2.1 Percentage of new Courses introduced out of the total number of courses across all Programs offered during last five years**Response:** 25

1.2.1.1 How many new courses are introduced within the last five years

Response: 01

File Description	Document
Minutes of relevant Academic Council/BOS meetings.	View Document
Details of the new courses introduced	View Document
Any additional information	View Document

1.2.2 Percentage of programs in which Choice Based Credit System (CBCS)/Elective course system has been implemented**Response:** 25

1.2.2.1 Number of programs in which CBCS/ Elective course system implemented.

Response: 01

File Description	Document
Name of the programs in which CBCS is implemented	View Document
Any additional information	View Document

1.2.3 Average percentage of students enrolled in subject related Certificate/ Diploma programs/Add-on programs as against the total number of students during the last five years**Response:** 0

1.2.3.1 Number of students enrolled in subject related Certificate or Diploma or Add-on programs year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
00	00	00	00	00

File Description	Document
Details of the students enrolled in Subjects related to certificate/Diploma/Add-on programs	View Document

1.3 Curriculum Enrichment

1.3.1 Institution integrates cross- cutting issues relevant to Gender, Environment and Sustainability, Human Values and Professional Ethics into the Curriculum

Response:

Gender

Curriculum

- 1.The Savitribai Phule Pune University has prescribed the optional Paper, 'Women and Law and Law relating to the Child' for students of B.A.LL.B. III year and LL.B. I year.
- 2.The students of LL.B. Ist Year and BA. LL.B IIIrd Year study Family Law as a subject.

Activities

The college organizes various seminars, workshops and guest lectures related to gender issues time to time.

Environment and sustainability

Curriculum

- 1.Environmental Law (Including laws for Protection of Wild life and other living creatures and Animals' Welfare) is taught as a subject to the students of B.A. LL.B IVth year and LL.B IInd Year.

Activities

- 1.Our campus is emphasizing on paperless office to save trees. Hence, most of the administrative work is done online.
- 2.156 Solar panels have been installed in the college building.
- 3.Rain harvesting project has also been initiated in our college.
- 4.Our college in coordination with Kirloskar Vasundhara International Film Festival organized Seminar on 'Experiences in Use and Production of Renewable Energy Sources.'

Human Values

Curriculum

- 1.The students of LL.B IInd Year and B.A. LL.B IVth year study Human Rights and International Law as a compulsory subject.

2.The university has prescribed ‘Human Rights’ as a compulsory Skill based course for LL.M. First year.

Activities

- 1.The college also organized workshop on Leadership Skill and Innovative Thinking for the students of our college and other colleges of Azam Campus.
- 2.N.S.S. unit organized World’s Aids Day on 1st Dec 2014 for spreading awareness among the students regarding HIV Aids.

Professional Ethics

Curriculum

- 1.The syllabus includes ‘Professional Ethics, Accountancy for lawyers and Bar-Bench Relations’ as a subject to the students of B.A. LL.B Vth year and LL.B IIIrd Year which is taught in association with the practising lawyers.
- 2.Practical Training (Public Interest Lawyering, Legal Aid and Para-legal Services) is taught to the students of LL.B IInd Year.
- 3.Practical training Paper I: Moot Courts, Pre-trial Preparations and participation in Trial Proceedings and Practical training Paper II, Drafting, Pleadings and Conveyancing are taught as subjects to the students of LL.B IIIrd Year and B.A. LL.B. Vth Year.

Activities

The college organizes Moot Court Competitions in the college, encourages and sends the students to participate in State, National and International Moot Court Competitions to hone their professional skills .

File Description	Document
Any Additional Information	View Document
Link for Additional Information	View Document

1.3.2 Number of value added courses imparting transferable and life skills offered during the last five years

Response: 2

1.3.2.1 Number of value-added courses imparting transferable and life skills offered during the last five years

Response: 02

File Description	Document
Details of the value-added courses imparting transferable and life skills	View Document
Brochure or any other document relating to value added courses.	View Document
Any additional information	View Document

1.3.3 Percentage of students undertaking field projects / internships

Response: 18.23

1.3.3.1 Number of students undertaking field projects or internships

Response: 72

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

1.4 Feedback System

1.4.1 Structured feedback received from 1) Students, 2) Teachers, 3) Employers, 4) Alumni and 5) Parents for design and review of syllabus-Semester wise/ year-wise

A. Any 4 of the above

B. Any 3 of the above

C. Any 2 of the above

D. Any 1 of the above

Response: C. Any 2 of the above

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

1.4.2 Feedback processes of the institution may be classified as follows:

A. Feedback collected, analysed and action taken and feedback available on website

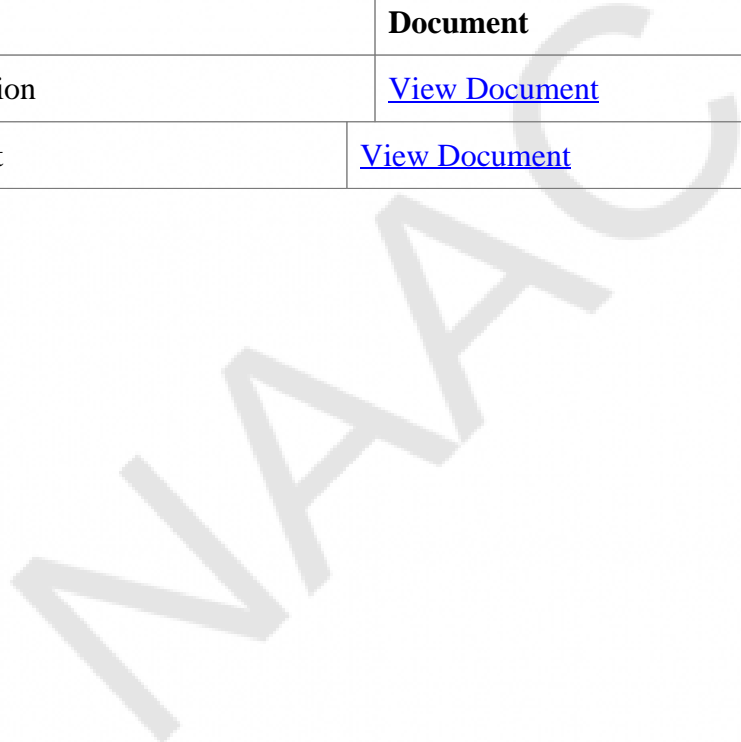
B. Feedback collected, analysed and action has been taken

C. Feedback collected and analysed

D. Feedback collected

Response: A. Feedback collected, analysed and action taken and feedback available on website

File Description	Document
Any additional information	View Document
URL for feedback report	View Document



Criterion 2 - Teaching-learning and Evaluation

2.1 Student Enrollment and Profile

2.1.1 Average percentage of students from other States and Countries during the last five years

Response: 13.4

2.1.1.1 Number of students from other states and countries year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
34	56	63	69	103

File Description

Document

List of students (other states and countries)

[View Document](#)

Institutional data in prescribed format

[View Document](#)

Any additional information

[View Document](#)

2.1.2 Average Enrollment percentage (Average of last five years)

Response: 35.53

2.1.2.1 Number of students admitted year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
395	387	509	490	589

2.1.2.2 Number of sanctioned seats year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
1080	1400	1400	1400	1400

File Description

Document

Institutional data in prescribed format

[View Document](#)

Any additional information

[View Document](#)

2.1.3 Average percentage of seats filled against seats reserved for various categories as per applicable reservation policy during the last five years

Response: 100

2.1.3.1 Number of actual students admitted from the reserved categories year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
45	60	60	60	60

File Description

Document

Institutional data in prescribed format

[View Document](#)

Any additional information

[View Document](#)

2.2 Catering to Student Diversity

2.2.1 The institution assesses the learning levels of the students, after admission and organises special programs for advanced learners and slow learners

Response:

Law being a professional course, the institution provides various exposures and facilities to students for their overall development. After admission, the class teachers appointed for each class; identify the learning abilities of the students through various methods such as group discussion, performance in the unit test, responsiveness of student and organize Special programs for advance learners and slow learners.

They are as follows –

Soft Skills Development

To improve the Communication Skills, a general requirement of students from vernacular background, special programs dealing with Personality Development and Communication Skills are arranged by the college.

College Journal & Magazine

The students are encouraged to write scholarly articles on subjects of legal relevance and selected articles are published in the journal, 'International Research Journal of Socio-Legal Studies' and college annual magazine 'Legist'.

Revision Lectures

After completing the syllabus, revision lectures are arranged.

Remedial Lectures

Remedial Classes are conducted by the subject experts beyond working hours. These classes are not part of their time-table. Special coaching classes are offered to Competitive exams and a large number of students benefitted during the assessment period.

Professional Guidance:

The faculty offers guidance to the students through prospective professionals in addition to classroom teaching.

Total Development:

The college puts forward efforts to realize total development of the student. In addition to academics, literary, cultural and sports activities are conducted which foster leadership quality, decision making ability, team spirit, precision, analytical capability, socio-psychological awareness etc. which make an individual an intellectually mature being.

Efficiency of the System:

The mentoring system developed by the college has proved effective. Students are taking more interest in studies, publishing papers in journals, paper presentation, preparation of models, participation in cultural activities etc. The academic result has also improved.

Provision for differently abled students:

To meet the specific needs of differently abled students, provision is made by arranging for suitable classrooms, lift and ramps for physically challenged students. A writer is provided during examinations and an additional one hour is given to write paper.

Fees Concession and Installment:

The institute gives concession in paying fees to economically backward students. Students, who are not able to pay full fees at one time, are allowed to pay fees in installments.

Redressal Mechanism:

To deal with the specific grievances of students the institute has established various committees such as, "Prevention of Sexual Harassment Committee" "Anti Ragging Committee."

E-resources:

The College Library has subscribed legal databases like SCC Online, HeinOnline, Mnaupatra, Databases of All India Reporter (SC, HCs, CrLJ, Privy Council). Our college is member of N-LIST (college component of e-ShodhSindhu Consortium) to get access 6,000+ ejournals and 31,35,000+ ebooks of all subjects. The library also promotes access to open educational resources like National Digital Library of

India, e-pgpathshala, shodhganga, LII of India, SSRN, etc. The students can access e-resources in e-library and also through their smart phone using wi-fi facility.

File Description	Document
Any additional information	View Document
Link for Additional Information	View Document

2.2.2 Student - Full time teacher ratio

Response: 20.79

File Description	Document
Any additional information	View Document

2.2.3 Percentage of differently abled students (Divyangjan) on rolls

Response: 0

2.2.3.1 Number of differently abled students on rolls

File Description	Document
Institutional data in prescribed format	View Document

2.3 Teaching- Learning Process

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

Response:

In addition to traditional teaching-learning methods, the institute is highly interested in providing innovative methods for enriching the learning experience. The facilities arranged by the institute are listed below.

Lecture method:

This conventional method is commonly adopted by all the teachers. This method facilitates the teacher to interpret, explain and revise the content of a text only for better understanding of the subject by the learners.

Interactive method:

Interactive method of learning includes group discussion, role-play, subject quiz, news analysis,

educational games and discussion with question/answers.

Information and Communication Technology (ICT) Enabled Teaching:

The Teaching-Learning Process is supported with Regular Practical Sessions, access of Digital Library, online journals, Use of LCD projectors for seminars and workshops. Communication skills training facility make the students to acquire proficiency in listening, speaking, reading and writing.

Student centric learning is facilitated through academic, co-curricular and extracurricular activities offered to the students.

Details of support systems made available to teachers & Students:-

- The college has a well equipped library with rich collection of books and journals and number of e-books. The college library is rich with subscription to a large number of academic periodicals and data-bases.
- Access to internet to every teacher and Students
- Attend UGC refresher courses, Faculty Development Programme at college and other colleges.
- The college has developed an independent Computer Laboratory/ Centre. Support services and training are provided to the students so that they do not face difficulty in using computers and accessing the data-bases.
- The Student Council is constituted strictly in accordance with the University rules and regulations in this regard. The system is wholly transparent. The selection is made on the basis of merit and nomination by the Principal.
- To make our students socially responsible, the institute organizes the Regular activities, Special camps, and various extension activities with NGO's
- For enabling students to understand the social and legal issues and their different dimensions are arranged.
- The college arranges various on a wide range of legal subjects; by experts are also arranged.

File Description	Document
Any additional information	View Document
Link for Additional Information	View Document

2.3.2 Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc.

Response: 63.16

2.3.2.1 Number of teachers using ICT

Response: 12

File Description	Document
List of teachers (using ICT for teaching)	View Document
Any additional information	View Document
Provide link for webpage describing the " LMS/ Academic management system"	View Document

2.3.3 Ratio of students to mentor for academic and stress related issues

Response: 20.79

2.3.3.1 Number of mentors

Response: 19

File Description	Document
Any additional information	View Document

2.3.4 Innovation and creativity in teaching-learning

Response:

The college actively encourages its teachers in adopting various innovative practices of teaching. In order to make the process of learning an enriching and enjoyable experience for students, various teaching – learning methods are used by our teachers. Very often the teachers adopt the diverse method depending on the requirement. Technologies and facilities are available and used by the faculty for effective teaching.

Following are some of the innovative practices implemented in the years.

- Teachers attend Refresher Courses, Faculty development programmes to learn new teaching methods
- Practical Training Subject - as a part of the practical training subject, daily regular moot court is conducted in the BSL LL.B and LL.B final year class. Two students are supposed to perform daily in the class, followed by question answer session with practical in-charge faculty members.
- Teaching Assignment - For the purpose of making teaching more interesting and to provide a platform for LL.M students to teach, we give compulsory teaching assignments to LL.M students as a part of their practical.
- Cooperative Teaching- In completion of regular course syllabus an expert/practicing lawyer help the teachers and conduct lectures for the students. E.g. While teaching legal language, English teacher conducts lectures or librarian enlighten students as to how reference sources like law lexicons, thesaurus, lawencyclopedia are to be used.
- Student-Teacher Seminar- Topic is assigned to the group of students who conduct lectures in the class along with the teacher. Teacher also prepares to give additional inputs and experiences beyond limited scope of the syllabus.
- Case Study- It develops interest in the mind of student to learn particular topic and its intricacies

through a case study method.

- Role Play- In order to put students in the shoes and make them better understand problems and solutions thereto role play method is used. E.g. In paper on moot court and advocacy skills, counseling sessions are conducted where role of advocate and client is played by students.

These methods are effective to improve attention span of students. It involves students' participation and ensures self learning.

File Description	Document
Any additional information	View Document

2.4 Teacher Profile and Quality

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

Response: 100

File Description	Document
Year wise full time teachers and sanctioned posts for 5 years	View Document
List of the faculty members authenticated by the Head of HEI	View Document
Any additional information	View Document

2.4.2 Average percentage of full time teachers with Ph.D. during the last five years

Response: 37.23

2.4.2.1 Number of full time teachers with Ph.D. year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
9	7	7	7	6

File Description	Document
List of number of full time teachers with PhD and number of full time teachers for 5 years	View Document
Any additional information	View Document

2.4.3 Teaching experience per full time teacher in number of years**Response:** 9.42

2.4.3.1 Total experience of full-time teachers

Response: 179

File Description	Document
Any additional information	View Document

2.4.4 Percentage of full time teachers who received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the last five years**Response:** 41.24

2.4.4.1 Number of full time teachers receiving awards from state /national /international level from Government recognised bodies year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
6	1	0	0	1

File Description	Document
Institutional data in prescribed format	View Document
e-copies of award letters (scanned or soft copy)	View Document
Any additional information	View Document

2.4.5 Average percentage of full time teachers from other States against sanctioned posts during the last five years**Response:** 11.34

2.4.5.1 Number of full time teachers from other states year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
2	2	2	3	2

File Description	Document
List of full time teachers from other state and state from which qualifying degree was obtained	View Document
Any additional information	View Document

2.5 Evaluation Process and Reforms

2.5.1 Reforms in Continuous Internal Evaluation(CIE) system at the institutional level

Response:

A separate mechanism through the creation of an Examination Cell is established for effective implementation of the evaluation reforms. The Chief Examination officer along with his administrative team and other faculty members takes care of the implementation of the evaluation reforms. A separate office setup is made available to Examination Cell with adequate infrastructure.

- Examination Cell is responsible for smooth functioning and implementation of evaluation reforms. Examination Committee makes planning for effective implementation of the reform and actions are taken by Examination Cell. Teachers with sufficient experience in conducting examinations are appointed as internal senior supervisors.
- The college has successfully conducted the Central Assessment Programme (CAP) for various University law examinations. As a result a large number of teachers have a good amount of exposure in conducting the assessment programme.
- For transparency and better communication with the students as regards their marks, university result and the internal marks of LL.M. students are displayed on the college notice board.
- The students are required to fill online forms for obtaining photocopy. The college processes all these forms well in time so as to facilitate students to obtain the photocopy. The facility of obtaining photocopy of the answer papers makes the evaluation process transparent.
- SPPU has devised a Bar –code system for transparent examination process. The college organizes at the beginning of the semester exams an orientation of Junior Supervisors for use of Bar- code system.

File Description	Document
Any additional information	View Document

2.5.2 Mechanism of internal assessment is transparent and robust in terms of frequency and variety

Response:

The schedule for the assessment of students of Vth Year and IIIrd Year in the practical training paper is put up well in advance. Thus, the practical journal involves continuous assessment of the student during the learning process as it happens (formative assessment) before he appears finally for the viva voce examination.

Moot Court cases are displayed on the board. In addition to decided cases, hypothetical problems are drafted and then students are asked to argue the legal issues in those cases. Teams are decided and cases are allotted for arguments well in advance. It is mandatory that entire class has to remain present for every moot at the time of presentation by a student. There are no surprises for the students neither there are any extempore moot presentations held. The students are given sufficient time to prepare before they are assessed which inculcates independent learning. While assessing, independent learning, mannerism, presentation skills are assessed. Their effective arguments display their communication skills and fluency of language. Internal assessment is for 90 marks which include moot presentations, case follow-up, interview technique, pre-trial preparation and writing all these reports in the journals. If student has failed to perform in the moot court up to the mark, he is asked to present once again.

LL.M. students are also evaluated throughout the semester. They are required to undertake certain assignments throughout the academic year. LL.M. Students are notified well in advance about the internal assessment namely. Practical assignments, presentations, group discussions and Project work, dissertation, Long term papers. These help students to improve their communication and research skills. 50% marks are obtained by way of internal assessment through tutorials, written test, dissertation, Long term paper, assignment and viva voce examination.

As the Savitribai Phule Pune University has introduced the internal evaluation system from the academic year 2017-18, accordingly 20 internal marks assigned to BALLB Ist year and LL.B Ist year. As per University rules 20 marks mid-term examination was conducted for both the courses. Students are informed well in advance about mid-term examination. Once the examination is over, their marks are displayed on the notice board. As per University rules second chance is given to those who fail or remain absent in the examination.

File Description	Document
Any additional information	View Document

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

Response:

- The college follows the norms laid down by the Savitribai Phule Pune University. Information regarding the verification and revaluation is provided to the students by the college office. It is put up on the notice board along with the result. Redressal of grievances with reference to evaluation at college level are addressed by the Principal.
- Senior teachers are appointed as Examination In-Charge (Senior Supervisor) for University examination.
- A student can apply for a photocopy of his answer book(s) through the college. Students are advised to show these photo copies to concerned teachers for further action/ guidance.
- At University Level, a student can apply for verification/revaluation. The University Examiners re-verify/re-assess the answer book and the revised marks if any, are sent to the College.

If required the students' representation regarding any grievance about the questions paper or the

assessment is forwarded through college to the university.

File Description	Document
Any additional information	View Document
Link for Additional Information	View Document

2.5.4 The institution adheres to the academic calendar for the conduct of CIE

Response:

The institution develops and deploys various action plans for effective implementation of the curriculum in the following manner :

- The College implements the curriculum designed by the SavitribaiPhule Pune University (SPPU).
- Academic planning is done in a faculty meeting conveyed by the Principal in the beginning of the academic term.
- Considering the number of working days available, academic plan is prepared which includes planning for conferences, seminars, workshops and other co-curricular and extra-curricular activities.
- Distribution of subjects and time-table is done in advance and then the teaching schedule starts on time.
- The dates of the beginning of the teaching schedule are informed to the students before they proceed for vacation.

The Syllabi is prepared by SavitribaiPhule Pune University. As soon as University's academic calendar is received, the Principal convenes a meeting with all faculties to discuss academic plans for the academic year. A Faculty meeting is convened for the purpose of briefing the allotment of subjects.

Effective curriculum delivery is done through various lectures, teaching methods like interactive sessions, class seminars, and group discussions. Lectures are supported by PowerPoint presentation. Recent decided case laws and current topics are discussed in the class. For effective implementation of the curricula, the teachers individually prepare in advance teaching plan. The Teaching plan is not only with reference to content but also the teaching method to be used for each topic.

Principal reviews the implementation of academic plans as well coverage of syllabus in regular staff meeting and personal interaction. It is planned and circulated amongst the faculty.

File Description	Document
Any additional information	View Document

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 on website and communicated to teachers and students

Response:

Program Outcomes of all the programs are identified at the National Level by the Bar Council of India. The program outcomes and program specific outcomes are achieved through a curriculum that offers a number of courses. The prospectus of the college states the syllabus of every subject under each course offered at the college and the objectives of the course. It provides a general idea about the expectations of the college and about the outcome on the successful completion of the course. Our college offers various courses such as BALLB (Five year course), LLB (Three year course) and LLM (Two year PG course). Following are some of the Cos of the programme on the completion.

- Practice of Law in Bar
- Judicial Services
- Legal Process Outsourcing
- As Legal Advisor In Law Firm
- Non-Governmental Organization
- As Prosecutors
- As Law Clerk
- Government Services
- Legal officers in PSUs and Private Organizations

PROGRAM OUTCOMES of UG COURSE BALLB& LLB

PO1	Explore and explain the substantial & procedural laws in which they are made/ drafted and how to understand the legislative setup.
PO2	Interpret And Analyze the legal and social problems and work towards finding solutions to the problems of laws and regulations.
PO3	Inculcate values of Rights and Duties, and transfer these values to real-life through legal and promoting community welfare.
PO4	Apply ethical principles and commit to legal professional ethics, responsibilities and norms of legal practices.
PO5	Recognize the need for and have the preparation and ability to engage in independent and life-long learning in a broader context of legal change.

PROGRAM SPECIFIC OUTCOMES of UG COURSE BALLB& LLB

PSO1	Acquire advance knowledge in the specific field of law chosen for the specialization.
PSO2	Students are equipped with the knowledge of teaching methods through the subject on Teaching and Learning, enabling them to enter the teaching profession.
PSO3	The students get acquainted with research methods through the subject of Research Methodology.
PSO4	Through compulsory research component in the form of Dissertation, the students learn to conduct research.

PROGRAM OUTCOMES of PG COURSE LLM

PO1	Explore and explain the substantial & procedural laws in which they are made/ drafted and how to understand the legislative setup.
PO2	Interpret And Analyze the legal and social problems and work towards finding solutions to the problems of laws and regulations.
PO3	Inculcate values of Rights and Duties, and transfer these values to real-life through legal and promoting community welfare.
PO4	Apply ethical principles and commit to legal professional ethics, responsibilities and norms of legal practices.
PO5	Recognize the need for and have the preparation and ability to engage in independent and life-long learning in a broader context of legal change.

File Description	Document
Any additional information	View Document
Link for Additional Information	View Document

2.6.2 Attainment of program outcomes, program specific outcomes and course outcomes are evaluated by the institution

Response:

The college has outlined general programme Outcomes for the holistic development of the students. It provides support to Academic, Financial and Infrastructural to ensure the attainment of the Programme outcomes. The students of the college have consistently topped the merit list of the Savitribai Phule Pune University.

The following processes and tools are used for the attainment of course outcomes.

- The IQAC ensures that all departments set targets at the beginning of the term with the help of the academic calendar.
- By conducting moots courts competitions.
- By appointing practicing lawyers to teach the subjects like Code of Civil Procedure, Code of Criminal Procedure, Drafting and Pleading etc.
- The college organizes lectures of eminent personalities, conducts programs on Career Guidance and organizes various programs which would help hone skills to become a good human being and a learned logical person.
- Students are given the responsibility to organize various programmes and activities. All this helps in ensuring the attainment of programme outcomes.
- Various projects undertaken by PG students enhance research aptitude.

File Description	Document
Any additional information	View Document
Link for Additional Information	View Document

2.6.3 Average pass percentage of Students

Response: 87.14

2.6.3.1 Total number of final year students who passed the examination conducted by Institution.

Response: 61

2.6.3.2 Total number of final year students who appeared for the examination conducted by the institution

Response: 70

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

2.7 Student Satisfaction Survey

2.7.1 Online student satisfaction survey regarding teaching learning process

Response: 3.57

Criterion 3 - Research, Innovations and Extension

3.1 Resource Mobilization for Research

3.1.1 Grants for research projects sponsored by government/non government sources such as industry ,corporate houses, international bodies, endowment, chairs in the institution during the last five years (INR in Lakhs)

Response: 9.45

3.1.1.1 Total Grants for research projects sponsored by the non-government sources such as industry, corporate houses, international bodies, endowments, Chairs in the institution year-wise during the last five years(INR in Lakhs)

2017-18	2016-17	2015-16	2014-15	2013-14
4.40000	0	0	1.80000	3.25000

File Description	Document
List of project and grant details	View Document
e-copies of the grant award letters for research projects sponsored by non-government	View Document
Any additional information	View Document

3.1.2 Percentage of teachers recognised as research guides at present

Response: 63.16

3.1.2.1 Number of teachers recognised as research guides

Response: 12

File Description	Document
Any additional information	View Document

3.1.3 Number of research projects per teacher funded, by government and non-government agencies, during the last five year

Response: 0.41

3.1.3.1 Number of research projects funded by government and non-government agencies during the last five years

Response: 08

3.1.3.2 Number of full time teachers worked in the institution during the last 5 years

Response: 97

File Description	Document
Supporting document from Funding Agency	View Document
Any additional information	View Document
Funding agency website URL	View Document

3.2 Innovation Ecosystem

3.2.1 Institution has created an ecosystem for innovations including incubation centre and other initiatives for creation and transfer of knowledge

Response:

The College has taken various initiatives for creation and transfer of knowledge to the students & provides conducive environment for research and technology driven innovations. It provides computers with internet & WI-FI facility to inculcate research culture among students & teachers. The Ph. D. (Law) Centre approved by the Savitribai Phule Pune University to our College provides common facilities viz. office support, technology and equipment supports like Computer Lab with internet facility to Ph. D. scholars from the Academic Year 2013-14 onwards. The Ph.D. Research Scholars avails such facility while doing their research and receives guidance & training in the form of course work, workshops, seminars organized by the College.

The present era is marked with the rise of skills and competencies. Our College strives hard for the up-skilling of the students by providing training to the students and teachers. The College has established Skill Development Centre (SDC) approved under UGC XIIth Plan with a UGC grant of Rs. 50 Lakhs. It has inaugurated SDC on 4th September, 2013 at Ground Floor which is envisaged as the training regimen to impart various skills to its students. The SDC having 60 seating capacity with facilities like Language Lab, Personality Development Devices, Computer Lab consisting of 50 thin Clients with internet facility, H.D. quality video conferencing.

The College conducts activities like Moot Court Training, development of moot court skills among students, organization of guest lectures of distinguished advocates, academicians, social activists & eminent judges of Hon'ble Supreme Court of India and various High Courts to develop & improve practical knowledge & skills of students for an effective advocacy. It organizes various workshops, moot court competitions like P. A. Inamdar International & National Level Minority Moot Court Competitions, LEGIST, Faculty Development Programmes on research methodology and related topics to train the students and teachers for conducting research in a scientific manner. The College also guides and motivates the students to participate in various competitions like moot court, book review, elocution, essay writing, poster presentation to obtain and transfer the knowledge on recent socio-legal issues. The College has well equipped library with latest books, journals, e-journals and all other authentic online resources. The College also organizes jail visits & study tours to impart subject knowledge to the students every year.

The College was publishing the “Journal of Minorities Rights” having ISSN 2229-3663 upto the year 2015 which was included by UGC in its UGC-Approved List of Journals vide Sr. No. 572 & Journal No. 41405. The Journal of Minorities Rights is renamed in 2016 as “International Research Journal of Socio-Legal Studies” a peer-reviewed quarterly journal having ISSN 2455-0019 in order to extend its area and scope of operation. The College provides platform to the Scholars for creation & dissemination of knowledge by publishing said Peer Reviewed Quarterly Journal.

The above mentioned activities have provided a platform for knowledge, training and development to inculcate the professional spirit & attitude and research culture among the students and teachers resulting into an all-round development of the College.

File Description	Document
Any additional information	View Document
Link for Additional Information	View Document

3.2.2 Number of workshops/seminars conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the last five years

Response: 12

3.2.2.1 Total number of workshops/seminars conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
02	01	03	04	02

File Description	Document
Report of the event	View Document
List of workshops/seminars during the last 5 years	View Document
Any additional information	View Document

3.3 Research Publications and Awards

3.3.1 The institution has a stated Code of Ethics to check malpractices and plagiarism in Research

Response: Yes

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

3.3.2 The institution provides incentives to teachers who receive state, national and international recognition/awards

Response: Yes

File Description	Document
e- copies of the letters of awards	View Document
Any additional information	View Document

3.3.3 Number of Ph.D.s awarded per teacher during the last five years

Response: 0.57

3.3.3.1 How many Ph.Ds awarded within last five years

Response: 04

3.3.3.2 Number of teachers recognized as guides during the last five years

Response: 07

File Description	Document
URL to the research page on HEI web site	View Document
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc	View Document
Any additional information	View Document

3.3.4 Number of research papers per teacher in the Journals notified on UGC website during the last five years

Response: 0.62

3.3.4.1 Number of research papers in the Journals notified on UGC website during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
03	0	01	03	05

File Description	Document
List of research papers by title, author, department, name and year of publication	View Document
Any additional information	View Document

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

Response: 3.92

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

2017-18	2016-17	2015-16	2014-15	2013-14
09	24	12	19	12

File Description	Document
List books and chapters in edited volumes / books published	View Document
Any additional information	View Document

3.4 Extension Activities

3.4.1 Extension activities in the neighbourhood community in terms of impact and sensitising students to social issues and holistic development during the last five years

Response:

The College regularly undertakes various activities to sensitize students on social issues and works on their holistic development.

The College has organized Pathnatya (Street Play) Competitions, Workshops, Training Programmes, Guest Lectures, Seminars on Voters Registration Campaign, Environment Protection, Road Safety Abhiyan, Prohibition of Ragging, promotion of gender justice, the Domestic Violence, Jail Visits, cyber security and cyber crimes, the Sexual Harassment of Women at Workplace, disaster management, illiteracy, female foeticide and other contemporary socio-legal issues. We witnessed active participation and commitment of students to eradicate such social evils from the society. Our College teachers and students have actively participated in a workshop conducted on Self-Defence for Women and conducted survey of various Police Stations in a rural area of Pune District to assess their sensitivity towards the offences committed particularly against the women.

The College has active National Service Scheme (N.S.S.) Unit. The N.S.S. Unit of the College conducts Seven Day Winter Camp every year in a village selected as per the norms of Savitribai Phule Pune University. Various activities like tree plantation, plastic eradication, medical, Free physiotherapy and dental checkups camps for villagers are conducted through N.S.S. Unit of the College in a selected village. Our College students also participate in National Cadet Corps (N.C.C.) which is instrumental in developing capacity to meet emergencies and combat natural disasters.

The College has also established Centre for Free Legal Aid and Advice (CFLAA) and Centre for Human Rights and Minority Welfare (CHRMW). The CFLAA regularly conduct Free Legal Aid and Advice (CFLA&A) Camp in a village and generates awareness among villagers on contemporary socio-legal issues such as domestic violence, consumer protection, right to information, fundamental duties of citizens, Intellectual Property Rights (IPRs), etc.

Holistic Development:

The College promotes experiential learning through Quiz Competition, Elocution Competition, Moot Court Competition, Paper and Poster Presentation Competitions, Street Plays which provides enormous contribution towards all round development of students. The College also organizes every year “Pinnacle–the Inter Law Collegiate Sports & Cultural Festival” to bring all law students under one platform and explore their hidden talents in sports, cultural and academic competitions for which we have received an overwhelming response from law students.

The Parent Society i.e. The Maharashtra Cosmopolitan Education Society, Azam Campus organizes rallies on the occasion of birth anniversaries of various social and religious reformers and stalwarts like Mahatma Jyotiba Phule, Dr. Babasaheb Ambedkar, Chatrapati Shivaji Maharaj and Prophet Mohammed. The College participates in these rallies, which reflects our strong belief and conviction in communal harmony and religious tolerance.

The students and teachers participates enthusiastically in the celebration of Independence Day, Teachers Day, Constitution Day, Republic Day, Women’s day and affirms their commitment to cherish and follow the noble ideals which inspired our national struggle for freedom, to promote harmony and the spirit of common brotherhood among all the people of India, to renounce practices derogatory to the dignity of women, to develop scientific temper and humanism, etc.

File Description	Document
Any additional information	View Document
Link for Additional Information	View Document

3.4.2 Number of awards and recognition received for extension activities from Government /recognised bodies during the last five years

Response: 0

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

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

File Description	Document
Number of awards for extension activities in last 5 years	View Document
e-copy of the award letters	View Document
Any additional information	View Document

3.4.3 Number of extension and outreach Programs conducted in collaboration with Industry, Community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the last five years

Response: 33

3.4.3.1 Number of extension and outreach Programs conducted in collaboration with Industry, Community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
07	07	07	07	05

File Description	Document
Reports of the event organized	View Document
Number of extension and outreach programs conducted with industry,community etc for the last five years	View Document
Any additional information	View Document

3.4.4 Average percentage of students participating in extension activities with Government Organisations, Non-Government Organisations and programs such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the last five years

Response: 53.47

3.4.4.1 Total number of students participating in extension activities with Government Organisations, Non-

Government Organisations and programs such as Swachh Bharat, Aids Awareness, Gender Issue, etc. year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
266	231	224	288	221

File Description	Document
Report of the event	View Document
Average percentage of students participating in extension activities with Govt or NGO etc	View Document
Any additional information	View Document

3.5 Collaboration

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

Response: 19

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

2017-18	2016-17	2015-16	2014-15	2013-14
04	04	03	06	02

File Description	Document
Number of Collaborative activities for research, faculty etc	View Document
Copies of collaboration	View Document
Any additional information	View Document

3.5.2 Number of functional MoUs with institutions of National/ International importance, Other Institutions, Industries, Corporate houses etc., during the last five years (only functional MoUs with ongoing activities to be considered)

Response: 21

3.5.2.1 Number of functional MoUs with institutions of national, international importance, other universities, industries, corporate houses etc. year-wise during the last five years (only functional MoUs with ongoing activities to be considered)

2017-18	2016-17	2015-16	2014-15	2013-14
5	5	7	3	1

File Description	Document
e-copies of the MoUs with institution/ industry/ corporate house	View Document
Details of functional MoUs with institutions of national, international importance, other universities etc during the last five years	View Document
Any additional information	View Document

Criterion 4 - Infrastructure and Learning Resources

4.1 Physical Facilities

4.1.1 The institution has adequate facilities for teaching- learning. viz., classrooms, laboratories, computing equipment, etc.

Response:

The policy of the college is to carry out infrastructural developments with an object to satisfy the present as well as future requirements of students, teachers and administrative staff with the advancement of science and technology.

The College has sufficient number of classrooms (20) which are well ventilated with adequate seating arrangements. The classrooms are well equipped with conventional as well as advanced teaching aids.

Academic Activities

The college has adequate number of class rooms, library & reading room as per norms to continue with any academic activity.

Skill Development Centre

Our college strives hard for the up-skilling of the students by providing training to the students to improve their communication and soft skills. Skill Development Centre at A.K.K. New Law Academy with 60 seating capacity has following facilities.

- 1) Computer Lab with internet facility
- 2) H.D. quality video conferencing

Computing Equipment

The college has 143 computers with antivirus software. All the computers are connected to BSNL leased line internet with speed of 800 Mbps which is shared in Campus. The College campus has secure Wi-Fi connection with speed of 150 Mbps through 04 routers. The College has its own computing facilities to meet the curriculum needs. Desktop Computers are also provided in staff rooms and College library.

ICT as a Learning Resource

Seven Classrooms are provided with LCD projectors. One Portable LCD Projector is available for other Classes. Internet is provided for all computers with 800 Mbps bandwidth.

Smart Classrooms:

The College has a fully equipped Smart Classroom at fourth floor.

Moot Court Hall is made with an objective to give actual thrill of live Moot Court to the students

Legal Aid Centre is established for giving legal aid & advice to the needy one.

Research Centre:

A.K.K. New Law Academy has been granted Ph.D Research Centre in Law Subject by Savitribai Phule Pune University from the academic year 2013-14 wherein 13 Computers have been installed for Research Students & Research Guides to access e-resources for their Research & Development.

A separate lift facility & Ramp for Handicapped and Seniors faculty members is available.

The institution strongly believes that if the faculty and students are involved in diversified learning processes, the foundation would become stronger at the formative stages. With such an intention, the above facilities are provided.

Co-curricular activities (Auditorium, Seminar/Conference Hall etc.)

- The college has 02 Conference Halls, namely, **Hi-tech Hall (Seminar Hall) (125 capacity) & Moot-Court cum Conference Hall** of 120 Seating Capacity to conduct seminars, workshops, symposia and conferences and utilizing the benefit of one centrally located common auditorium of Azam Campus named as **A. R. Shaikh Assembly Hall (560 capacity)** to meet the requirements of Co-curricular activities..

General Facilities

- 1.**Hostel Facility:** The parent society has established 6 Girls' and 3 Boys' hostels. On an average 18 students from the college have availed hostel facilities during the assessment period.
- 2.**NSS Unit-** NSS office with computer, Printer and other facilities for a unit of 50 NSS students.

File Description	Document
Any additional information	View Document
Link for Additional Information	View Document

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

Response:

It is said that, a healthy nation is a wealthy nation. With this understanding and belief, the Institute strives to provide basic facilities to the students to make them healthier and fit. Now a day it is essential to be physically fit and maintain physical health to serve the society in legal matters. With this objective, the institute provides,

Sports:-

1. The M.C.E. Society has established **Azam Sports Academy** to promote Sports talent among students. Facilities like Badminton Court, Tennis Court, Mud Ground, Cricket Ground and Running track for athletics have been made available to students.
2. V. M. Gany Sports Complex has **400 m track**, Cricket Ground, Hockey and Football field.

Games (Indoor and Outdoor)

1. Adequate facilities for Volleyball, Kabaddi, Kho-Kho, Soft Ball, Base Ball, Tennis, Basketball, Badminton, 10 Meter Rifle Shooting Range, Fencing Games, Carom, Power Lifting and Kickboxing are available. Venture and combat sports have also been promoted.
2. Special coaches have been appointed to train students for Cricket, Softball, Football and Athletics to participate at State, National and International levels.
3. **Gymnasium / Yoga:** There is a Gymnasium with required amenities.
4. **The Sports Academy** provides Diet scholarship and T.A/D.A to sports students to participate at various levels of tournaments.

The following is the budget & expenses for sports over the last five years:

Sr. No.	Academic Year	Budget used for the year
1	2013-14	70,000/-
2	2014-15	80,000/-
	2015-16	84,666/-
3		
4	2016-17	1,02,752/-
5	2017-18	1,10,000

Canteen Facility:

Another feature of the Institute and Campus is the Canteen Facility. Considering the locality of the campus and inflation, reasonable rates and quality of the food is an important feature of the canteen.

The Canteen is located in the Institute Campus. Timing of the canteen is 07:30am to 08:00pm. etc.

5.Cultural Activities: The parent society has provided facilities for cultural activities like, Assembly Hall (A. R. Shaikh Assembly Hall)

Pinnacle:

Annually the Institute conducts cultural events **viz. Pinnacle**. It includes various activities relating to dance, music, drama, singing, mimicry, street plays, etc. in the college campus. Our students actively organize this event every year and enthusiastically participate in various competitions and get prizes for their talent. The Institute provides every kind of support to them.

For Cultural activities, the following budget has been used.

Sr. No.	Academic Year	Budget used for the year
1	2013-14	1,05,000/-
2	2014-15	1,26,000/-
3	2015-16	1,15,000/-
4	2016-17	1,15,000/-
5	2017-18	1,16,000/-

File Description	Document
Any additional information	View Document
Link for Additional Information	View Document

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

Response: 100

4.1.3.1 Number of classrooms and seminar halls with ICT facilities

Response: 22

File Description	Document
Number of classrooms and seminar halls with ICT enabled facilities	View Document
any additional information	View Document
Link for additional information which is optional	View Document

4.1.4 Average percentage of budget allocation, excluding salary for infrastructure augmentation during the last five years.**Response:** 19.57

4.1.4.1 Budget allocation for infrastructure augmentation, excluding salary year-wise during the last five years (INR in Lakhs)

2017-18	2016-17	2015-16	2014-15	2013-14
5.00	2.00	4.52	25.8	20.5

File Description	Document
Details of budget allocation, excluding salary during the last five years	View Document
Audited utilization statements	View Document
Any additional information	View Document

4.2 Library as a Learning Resource**4.2.1 Library is automated using Integrated Library Management System (ILMS)****Response:**

Our College Library is fully automated using library module of VRIDDHI Software from 2010. VRIDDHI (Version 2.0) is an Integrated Software for college management. Bar-code technology is being used for circulation of books and periodicals. Our Library is connected with all other college libraries situated in Azam Campus through Local Area Network (LAN) and OPAC of all the libraries can be searched at one terminal. Following main functions are being managed with this software:

Cataloguing: The database of Books and CDs/DVDs has been created.

OPAC and Web OPAC: Online Public Access Catalogue is available for browsing books and other materials available in the library through title, author, subject, call number, etc. OPAC also helps users to search database of other college libraries in Azam Campus also through Intranet. The users can check the status of their library account and the availability status of books and other documents in the library. Web OPAC of our library is accessible through library website.

Serial Control: Acquisition of Periodicals is automated.

Circulation: Circulation (Issue/return) of library materials is controlled using Bar-code technology.

User's Account Management: VRIDDHI enables to manage user's accounts and ID Card printing with

Bar-code.

Reports: The software helps to generate various reports required.

The E-library has 25 computers exclusively for students to access legal databases and other resources subscribed by the library as well as open educational resources (OER) for their study and research. Library has Printer, Scanner and Photocopier Machine. Library premises are covered under Wi-fi zone. Library has CCTV System to monitor activities of students and other patrons towards security and safety issue. The library website plays its role as a gateway to subscribed and open educational resources.

File Description	Document
Any additional information	View Document
Link for Additional Information	View Document

4.2.2 Collection of rare books, manuscripts, special reports or any other knowledge resources for library enrichment

Response:

Library has a rich collection of Text and Reference books including Law Reports and Legal Encyclopedias. Our special collection includes (print and online):

1. All England Law Reports 1936 – 2009, Publisher: Lexis Nexis
2. All India Reporter 1954 onwards, Publisher: AIR Pvt. Ltd.
3. Bombay Law Reporter 1925 – 2012, Publisher: Manupatra Information Solutions Pvt. Ltd.
4. Encyclopedia of Important Central Acts and Rules (22 Volumes), Universal Law Pub.
5. Supreme Court Cases 1969 onwards, Publisher: Eastern Book Company
6. AIR Manual 4th, 5th & 6th Ed., Publisher: AIR Pvt. Ltd.
7. Halsbury's Laws of England (Complete Set), Publisher: LexisNexis Butterworths.
8. Halsbury's Laws of India (Complete Set), Publisher: LexisNexis Butterworths.
9. Database of the Privy Council Judgments 1900-1950.
10. Database of the Journal of Indian Law Institute 1958-2011.
11. Online Access to the collections of well known International Publishers/aggregators like Oxford University Press, Cambridge University Press, JSTOR, EBSCOHOST, SAGE, etc. through N-LIST (college component of e-ShodhSindhu).
12. Online Access to HeinOnline.
13. Online Access to Open Educational Resources like National Digital Library of India (1.9 Crore Documents), CORE (13.5 Crore Documents), e-pgpathshala, Vidya-mitra, Shodhganga, SSRN, Digital Common Network, Duke Law Repository, Scholarship@Cornell University, Yale Law School Legal Repository, UN Documents, etc.
14. Online Access to JUDIS, INDIACODE, Law Commission of India Reports, Constituent Assembly Debates, the Gazette of India, etc.

File Description	Document
Any additional information	View Document
Link for Additional Information	View Document

4.2.3 Does the institution have the following:

- 1.e-journals
- 2.e-ShodhSindhu
- 3.Shodhganga Membership
- 4.e-books
- 5.Databases

A. Any 4 of the above

B. Any 3 of the above

C. Any 2 of the above

D. Any 1 of the above

Response: A. Any 4 of the above

File Description	Document
Details of subscriptions like e-journals,e-ShodhSindhu,Shodhganga Membership etc	View Document
Any additional information	View Document

4.2.4 Average annual expenditure for purchase of books and journals during the last five years (INR in Lakhs)

Response: 4.9

4.2.4.1 Annual expenditure for purchase of books and journals year-wise during the last five years (INR in Lakhs)

2017-18	2016-17	2015-16	2014-15	2013-14
6.26	7.04	2.88	3.88	4.44

File Description	Document
Details of annual expenditure for purchase of books and journals during the last five years	View Document
Audited statements of accounts	View Document
Any additional information	View Document

4.2.5 Availability of remote access to e-resources of the library

Response: Yes

File Description	Document
Any additional information	View Document

4.2.6 Percentage per day usage of library by teachers and students

Response: 15.94

4.2.6.1 Average number of teachers and students using library per day over last one year

Response: 66

File Description	Document
Any additional information	View Document

4.3 IT Infrastructure

4.3.1 Institution frequently updates its IT facilities including Wi-Fi

Response:

IT Facilities

- The college has 143 computers. All the computers are connected to leased line internet having speed of 100 Mbps. The college campus has secure Wi-Fi with speed of 1 Gbps.

Wi-Fi

- Students and staff can avail of Wi-Fi connection on their laptops, tablets or smart phones, which can be accessed in the premises of our college. Additionally Wi-fi Points are provided on different places in Azam Campus.

Smart Class

- The College has a well equipped Smart Class Room at fourth floor. This method promotes more interaction between teachers & students with higher ratio of participation.

E- Library

- The E-library has 25 computers exclusively for students to access e-resources & to prepare their projects/LTPs for their study and research.

Vridhhi

- The college uses **Vridhhi ERP** for Online Admissions, I-Card preparations, for fees statements etc.

Technology Up-gradation

- The college has system for upgrading IT facilities, which have been upgraded in phases during the last five years. While planning IT up-gradation, the college assesses the need of the students and staff.

Consecutive up-gradation arrangements are incorporated into yearly spending plan. The exercises have been arranged in a manner that, the IT framework and related offices are dependably keeping pace with best in class innovation. The college keeps up push on this crucial territory to guarantee nonstop and reliable accessibility tuned in to the developing needs and evolving innovations.

IT Maintenance

- Two technicians are appointed by the parent society for maintenance of IT infrastructure of the campus. Provision is made in the budget for Annual Maintenance Contracts for maintaining the hardware.
- The Institution has provided with BSNL leased line of 800 Mbps of ratio of 1:1. The Institution has provided Internet facilities to all the users on their desk.
- The Institution has provided Wi-Fi facilities from last 5 years to all the students with 100 Mbps internet speed. We have 04 (01- Library, 02- Class rooms & 01- Office) indoor AP's of Wi-Fi.

Details of computerized hardware and software available in the college as ICT resources:

Hardware:

As a ICT resources, the institution has provided Computers, Printer with Scanner & Projectors.

LICENSED SOFTWARES:

The institution has provided the Licensed Software's such as Vridhhi, Tally, Quick-heal, Microsoft Volume Licensing Service

File Description	Document
Any additional information	View Document
Link for Additional Information	View Document

4.3.2 Student - Computer ratio

Response: 4.03

File Description	Document
Any additional information	View Document

4.3.3 Available bandwidth of internet connection in the Institution (Lease line)

>=50 MBPS

35-50 MBPS

20-35 MBPS

5-20 MBPS

Response: >=50 MBPS

File Description	Document
Any additional information	View Document

4.3.4 Facilities for e-content development such as Media Centre, Recording facility, Lecture Capturing System (LCS)

Response: Yes

File Description	Document
Facilities for e-content development such as Media Centre, Recording facility,LCS	View Document
Link to photographs	View Document

4.4 Maintenance of Campus Infrastructure

4.4.1 Average Expenditure incurred on maintenance of physical facilities and academic support facilities excluding salary component, as a percentage during the last five years**Response:** 1477601.04

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

2017-18	2016-17	2015-16	2014-15	2013-14
689949	884732	848051	699801	657791

File Description	Document
Details about assigned budget and expenditure on physical facilities and academic facilities	View Document
Audited statements of accounts.	View Document
Any additional information	View Document

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

The college follows established system of policies and procedures for maintaining infra-structural facilities.

Maintenance Policy and Procedure:

1.Registration of Complaint: Registration of the complaint in the society office giving the details of the maintenance required by the respective department.

2.Visit of Technician: Technician visits the site and assesses the maintenance required and completes the job.

3.Job Completion Report: The report of the maintenance is prepared by the technician and signed by the concerned head.

4.Payment: Bill is generated and processed through the concerned authorities and forwarded through Principal for final payment.

5.Monthly Maintenance Report: The monthly accounts of maintenance are reported to the President.

6.Annual Maintenance Contract: Annual Maintenance Contracts for computer related repairs and

maintenance, power backup systems, fire extinguishers and pest control for library are in place.

Procedure for Utilization of Support Facility:

Sports complex:

- 1.The college can use any of the support facility available with the central Sports academy by making a requisition in writing for the same in advance.
- 2.Upon receipt of the letter the Director, Sports Academy confirms the availability and the department/ college can make use of the specific facility.

Utilization of Library:

To ensure the proper utilization of library resources, a set of rules has been framed to manage day to day activities of the library. Library Advisory Committee, having representation of Teaching staff and Students and headed by the Principal, is responsible for taking policy decision for collection development, utilization of budget, compliance to BCI/University Rules, amendment to library rules, upgrading of ICT facilities, and other functions of library and e-library and reading room.

Utilization of Class Rooms:

- 1.Classrooms are allotted as per the student strength.
- 2.Lectures are regularly monitored.

File Description	Document
Link for Additional Information	View Document

Criterion 5 - Student Support and Progression

5.1 Student Support

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

Response: 15.63

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

2017-18	2016-17	2015-16	2014-15	2013-14
43	82	96	56	93

File Description	Document
Upload self attested letter with the list of students sanctioned scholarships	View Document
Average percentage of students benefited by scholarships and freeships provided by the Government during the last five years	View Document
Any additional information	View Document

5.1.2 Average percentage of students benefited by scholarships, freeships, etc. provided by the institution besides government schemes during the last five years

Response: 0.76

5.1.2.1 Total number of students benefited by scholarships, freeships, etc provided by the institution besides government schemes year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
03	04	05	05	00

File Description	Document
Any additional information	View Document

5.1.3 Number of capability enhancement and development schemes –

1. For competitive examinations
2. Career counselling
3. Soft skill development
4. Remedial coaching
5. Language lab
6. Bridge courses
7. Yoga and meditation
8. Personal Counselling

A. 7 or more of the above

B. Any 6 of the above

C. Any 5 of the above

D. Any 4 of the above

Response: E. 3 or less of the above

File Description	Document
Details of capability enhancement and development schemes	View Document
Any additional information	View Document
Link to Institutional website	View Document

5.1.4 Average percentage of student benefited by guidance for competitive examinations and career counselling offered by the institution during the last five years

Response: 16.43

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

2017-18	2016-17	2015-16	2014-15	2013-14
103	83	91	82	00

File Description	Document
Number of students benefited by guidance for competitive examinations and career counselling during the last five years	View Document
Any additional information	View Document

5.1.5 Average percentage of students benefited by Vocational Education and Training (VET) during the last five years**Response:** 0

5.1.5.1 Number of students attending VET year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
00	00	00	00	00

File Description**Document**

Details of the students benefited by VET

[View Document](#)**5.1.6 The institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases****Response:** Yes**File Description****Document**

Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee

[View Document](#)

Details of student grievances including sexual harassment and ragging cases

[View Document](#)

Any additional information

[View Document](#)**5.2 Student Progression****5.2.1 Average percentage of placement of outgoing students during the last five years****Response:** 42.97

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

2017-18	2016-17	2015-16	2014-15	2013-14
39	37	28	27	23

File Description	Document
Self attested list of students placed	View Document
Details of student placement during the last five years	View Document
Any additional information	View Document

5.2.2 Percentage of student progression to higher education (previous graduating batch)

Response: 25

5.2.2.1 Number of outgoing students progressing to higher education

Response: 15

File Description	Document
Upload supporting data for student/alumni	View Document
Details of student progression to higher education	View Document
Any additional information	View Document

5.2.3 Average percentage of students qualifying in State/ National/ International level examinations during the last five years (eg: NET/ SLET/ GATE/ GMAT/ CAT/ GRE/ TOEFL/ Civil Services/State government examinations)

Response: 3.53

5.2.3.1 Number of students qualifying in state/ national/ international level examinations (eg: NET/ SLET/ GATE/ GMAT/ CAT/ GRE/ TOEFL/ Civil services/ State government examinations) year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
00	00	03	00	00

5.2.3.2 Number of students who have appeared for the exams year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
22	18	17	15	13

File Description	Document
Upload supporting data for the same	View Document
Number of students qualifying in state/ national/ international level examinations during the last five years	View Document
Any additional information	View Document

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) during the last five years.

Response: 155

5.3.1.1 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-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
29	61	17	13	35

File Description	Document
Number of awards/medals for outstanding performance in sports/cultural activities at national/international level during the last five years	View Document
e-copies of award letters and certificates	View Document
Any additional information	View Document

5.3.2 Presence of an active Student Council & representation of students on academic & administrative bodies/committees of the institution

Response:

The college is affiliated to Savitribai Phule Pune University and as per the guidelines of SPPU, the college every year forms a Students Council. Based on the pre-requisites directed by SPPU, the Student Council takes merit-based representation from all classes of both five year and three-year law course, girls representation, students from SC, ST & other categories, students who have done extra-ordinary performances in sports, cultural & NSS activities. Details of duly nominated student council are sent to Savitribai Phule Pune University. The Students Council many a times unanimously selects their Student Representatives amongst themselves. Student Council provides a platform to students for co-curricular and

extra-curricular activities. The active involvement of the class representatives motivates the students to participate in the programmes undertaken by college or by various institutions in our campus and it ensures maximum participation of students. Each representative can be a member of more than one activity / committee, either academic or administrative or cultural.

There is representation of the students council members in a number of committees like, Anti-Ragging Committee, Sexual Harassment Committee, College Development Committee, Library Committee, NSS Committee, Cultural Committee, Grievance Redressal Committee, IQAC Committee etc These Committees meets at regular interval & work as helping hand in college activities.

The Anti- Ragging Cell and the Internal Complaints Committee has been particularly effective in organizing programmes to bring awareness of the harmful effects of ragging, bullying and sexual harassment. The student representatives are also at the forefront of organizing the Annual Day programme, cultural events etc of the college. The student members of IQAC help to propagate quality policies adopted by the institution among the student and help in projecting the student view point while taking any quality policy decision. Students grievances like matters of harassment and suppression are handled by grievance redressal cell. Further the needs of students or demands of any facilities or maintenance etc. are also represented by council and quick solutions are provided to them.

Students in the Library Committee assist in the procurement of text books, journals and other learning material. This council along with the help of other active student volunteers help the college administration to organize various seminars, workshops, conference and intercollegiate activity like Pinnacle, which is a law festival exclusively organized for law students organised by New Law Academy in which every year around 500 students in various activities participate from various law colleges under SPPU and other Universities around Pune. Students council heads in this festival's organisation along with other student volunteers.

Such comprehensive participation and delegation has helped in fostering leadership qualities among our students.

File Description	Document
Any additional information	View Document
Link for Additional Information	View Document

5.3.3 Average number of sports and cultural activities/ competitions organised at the institution level per year

Response: 26

5.3.3.1 Number of sports and cultural activities / competitions organised at the institution level year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
28	28	26	25	23

File Description	Document
Report of the event	View Document
Number of sports and cultural activities / competitions organised per year	View Document
Any additional information	View Document

5.4 Alumni Engagement

5.4.1 The Alumni Association/Chapters (registered and functional) contributes significantly to the development of the institution through financial and non financial means during the last five years

Response:

The alumni association aims to foster interaction amongst the Alumni, Faculty and the present students. The alumni association provides an open platform for the former students, current students, teachers and non-teaching staff to exchange views on several aspects related to the development of the college. Alumni are like the nerves of any institution. Under the stewardship of the Principal, New Law Academy also arranges alumni meet annually. Various alumni actively came for those meets and every time new members were also added. NLA dreams a natural growth of alumni organization. College has initiated a special webpage on college website for feedback of alumni students.

It is being seen that college alumni are reached across globe and they have secured good positions and having a good practice in various courts of law in various High courts level and even in Supreme Court. In its next phase, college would like to seek the intellectual contribution of its alumni students by means of providing hands on training to present students, developing present past students harmonious relationships, placements and internship assistance, from alumni students etc.

A.K.K.New Law academy would like to act as a link between the alumni and the present students and provide them a platform of interaction. College is very sure that various new avenues of development would be opened up through this collaboration of old and new students.

File Description	Document
Any additional information	View Document
Link for Additional Information	View Document

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

? 5 Lakhs

4 Lakhs - 5 Lakhs

3 Lakhs - 4 Lakhs

1 Lakh - 3 Lakhs

Response: <1 Lakh

File Description	Document
Any additional information	View Document
Alumni association audited statements	View Document

5.4.3 Number of Alumni Association / Chapters meetings held during the last five years**Response:** 5**5.4.3.1 Number of Alumni Association /Chapters meetings held year-wise during the last five years**

2017-18	2016-17	2015-16	2014-15	2013-14
1	1	1	1	1

File Description	Document
Number of Alumni Association / Chapters meetings conducted during the last five years	View Document
Any additional information	View Document
Report of the event	View Document

Criterion 6 - Governance, Leadership and Management

6.1 Institutional Vision and Leadership

6.1.1 The governance of the institution is reflective of an effective leadership in tune with the vision and mission of the institution

Response:

Vision

A. K. K. New Law Academy is a dynamic, creative learning institution that strives to meet challenges by providing innovative solutions leading to learning breakthroughs for all students. It is dedicated to establish strong, just upright minds and develop the talents of the students thereby to discover their greatness.

Mission

The aim of A.K.K. New Law Academy is to cater to the needs of students of all communities in general and in particular socially, educationally and economically weaker sections minorities and to provide them required amenities, assistance and help for their upliftment by giving opportunity in joining the legal profession and make them an able, confident, competent efficient and well trained advocates.

- The College aims to provide understanding of students regarding basic concepts and procedure of law and make them self sufficient to carry out the necessary research on any legal problems that may come their way.
- The college aims to promote the understanding of law in its social, economic, political and scientific contexts.
- The college seeks to assimilate rich cultural values with justice oriented legal learning.
- The college provides a major force in the intellectual, cultural and economic life of the students with the objectives of creating a world class learning process.
- The college embraces a secular culture of experimentation, communication and commitment to the society.
- The college aims not only to convert laymen into lawmen but to mobilize the youth creating dynamic law professionals.
- The college plays a vital role in over all development of students by organising legal aid camps, guest lectures, seminars, conferences, workshops etc.

Governance of the Institution

The management of the College constantly endeavours to maintain quality in education.

The Society of our college namely Maharashtra Cosmopolitan Education Society has established educational institutes from preliminary to higher education levels. The society is both a religious and linguistic minority educational institution as per Article 30(1) of the Constitution of India. Currently there are more than 28000 students pursuing education in 29 Institutes in Azam Campus stretched over 23 acres of land. The core objective of the society is to provide education to the economically, educationally and socially weaker sections of the society.

A.K.K. New Law Academy was established in 1994. The college offers a rich environment for studying law and prepares the students to enter into legal profession. The College Development Committee (CDC) formerly known as Local Management Committee (LMC), is formed with an objective of having an empowered system of administration and to ensure that the faculty feels involved into the administration of the college. The College Development Committee is instrumental in planning, monitoring and evaluating the administration and academic processes.

The faculty members of the college are influential in the planning and decision making process of CDC. The Principal implements the policy decisions taken by the CDC. Similarly the faculty members along with the Principal and the Management through the IQAC are involved in the development of the College.

File Description	Document
Any additional information	View Document
Link for Additional Information	View Document

6.1.2 The institution practices decentralization and participative management

Response:

Institute has a mechanism for delegating authority and providing operational autonomy to all the various functionaries to work towards decentralized governance system. The decisions related to curricular, co-curricular and extra-curricular activities are taken in the CDC and IQAC meetings in which the Principal, along with the faculty take autonomous decisions to implement the same. Such decentralization ensures the development of the college by empowering the faculty and administrative wing to carry on their function. Faculty members are given representation in various committees/cells and allowed to conduct various programs to showcase their abilities. They are encouraged to develop leadership skills by being in charge of various academic, co-curricular, and extracurricular activities. They appointed as coordinator and convener for organizing seminars/workshops/conferences/FDPs etc. Similarly students are also empowered to play an active role as a coordinator of co-curricular and extracurricular activities. The institute promotes a culture of participative management by involving the staff and students in various activities. The following case study reflects the decentralized and participative management practiced in the college.

Case Study: Organisation of UGC sponsored National Seminar on Offences against Women –Issues and Challenges on 24th January 2015.

Planning and Execution

The coordinator of the Seminar prepared the proposal for financial assistance to the funding agencies namely UGC. Various Committees were formed and given the task well in advance to carry on the functions.

Funding

UGC Grant received: 70,125; Registration; 12,750. Total: 82,875

Expenses incurred : 91,937

Audit and Report

The final audited statement of expenditure and Utilisation Certificate were submitted to the UGC for the full and final settlement of claim for organizing the Seminar.

Outcome of the Seminar

More than 50 participants presented their research papers which were included in the Seminar Proceedings. The organizing committee along with the support of the Management, Principal, Convener, Committee Members and Student Volunteers successful in organizing the event.

File Description	Document
Any additional information	View Document
Link for Additional Information	View Document

6.2 Strategy Development and Deployment

6.2.1 Perspective/Strategic plan and Deployment documents are available in the institution

Response:

One of the strategic plan of A.K.K. New Law Academy was to establish a research centre in the college. Our college was granted permission to establish a Research Centre in Law by Savitribai Phule Pune University formerly Pune University from the academic year 2013-14. The Principal of our college is the Chairperson of the Research Centre. Our Research Centre is affiliated to Savitribai Phule Pune University. The objective of the research centre is to provide an opportunity to qualified post graduate law students to pursue Ph.D on completion of the necessary eligibility conditions as prescribed by Savitribai Phule Pune University. Course Work is compulsory for all registered Ph.D candidates. Research Centre conducts Course Work for the Ph.D candidates registered at our Research Centre.

From the date of establishment till date, 38 candidates have registered at our Research Centre out of which one candidate has been awarded Ph.D. degree and three candidates have submitted their thesis. The number of Ph.D Guides (law) at our Centre has increased in the last five years. Presently the Centre has total number of 10 Ph.D Guides (law) out of which five are from our College which includes the Chairperson of the Centre.

File Description	Document
Any additional information	View Document
Strategic Plan and deployment documents on the website	View Document
Link for Additional Information	View Document

6.2.2 Organizational structure of the institution including governing body, administrative setup, and functions of various bodies, service rules, procedures, recruitment, promotional policies as well as grievance redressal mechanism

Response:

Governing Body

The Governing Body of the institution is concerned with both the academic and administrative functioning of the College.

Administrative setup

The administrative set up of the college is monitored by the Governing Body and the Principal of the college. The Administrative setup includes the Head clerk assisted by a team Junior Clerks. The office takes care of Admission, Eligibility, Scholarships and Freeships, Accounts, Issue of certificates and documents, Maintenance of staff service records and correspondence with the Affiliating University, UGC and Government bodies.

Functions of various bodies

The IQAC and College Development Committee (CDC) monitors the over all functioning of the Committees. The College Development Committee and the IQAC constitutes a number of committees to carry out day to day functioning of the college. These committees include academic committees like Examination, Research and Development etc. Other Committees include Anti- Ragging Committee, Internal Complaints Committee, Grievance Redressal Cell. The committees like NSS, Cultural Committee work in coordination with IQAC to organize extra-curricular and extension activities. The teachers are active members of various committees of the college.

The teaching staff are active members of academic and administrative committees of the college. In addition to regular teaching, they also undertake remedial coaching, academic and career counseling and student mentoring.

The non teaching staff includes the Head clerk who oversees the entire office administration. The Head Clerk is assisted by Senior and Junior Clerk and other sub staff. The office takes care of Admission, Eligibility, Scholarships and Freeships, Accounts, Issue of certificates and documents, Maintenance of staff service records and correspondence with the Affiliating University, UGC and Government bodies.

Service Rules

The college adopts service rules, procedures, recruitment, promotional policies as per the rules and regulations Government of India, UGC Act, Maharashtra Universities Act, Government of Maharashtra and Savitribai Phule Pune University. However the UGC and Affiliating University Norms are applicable to all teaching staff irrespective of aided or unaided teaching staff.

Grievance Redressal Mechanism of the College is for both staff and students. The College has formed Redressal Cells i.e. Internal Complaints Committee , Grievance Committee and Anti Ragging Committte. A grievance redressal box has been installed for the convenience of the students to drop their grievance in writing and the college takes note of the same.

File Description	Document
Any additional information	View Document
Link for Additional Information	View Document

6.2.3 Implementation of e-governance in areas of operation

- 1.Planning and Development
- 2.Administration
- 3.Finance and Accounts
- 4.Student Admission and Support
- 5.Examination

- A. All 5 of the above
- B. Any 4 of the above
- C. Any 3 of the above
- D. Any 2 of the above

Response: A. All 5 of the above

File Description	Document
Screen shots of user interfaces	View Document
ERP Document	View Document
Details of implementation of e-governance in areas of operation Planning and Development,Administration etc	View Document

6.2.4 Effectiveness of various bodies/cells/committees is evident through minutes of meetings and implementation of their resolutions

Response:

The College through various committees holds meetings and plans for the implementation of various activities. An example has been taken of the Cultural Committee in organizing the event 'Pinnacle'- inter-collegiate law fest from 11th - 23rd January 2016. The College has been organizing this event for more than a decade. Every year in the LMC/CDC and IQAC meetings a of the College the matter is discussed to organize this event. The allotment of duties are done by the Principal and coordinator of the event. As such various committees such as Cultural Committee, Sports Committee and Academic Committee are constituted, for organizing the 'Pinnacle' event and entrusted with duties to conduct the event headed by faculty members and assisted by students. The Brochure is prepared by the Coordinator along with the student representatives and sent to college through email. Registration records are maintained by the students. The grand finale is held on the last day of the event where the winners and runner up of each event pertaining to cultural, sports and academic are given prizes/trophies.

File Description	Document
Any additional information	View Document
Link for Additional Information	View Document

6.3 Faculty Empowerment Strategies

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

Response:

Effective welfare measures for Teaching & Non teaching staff

- Concessional Rates of treatment for teaching and non teaching staff at Z. V. M. Unani Medical College and M. A. Rangoonwala College of Dental Sciences and Research and M. A. Rangoonwala College of Physiotherapy and Research.
- There is provision of advanced payment of salary to the unaided faculty on the occasion of Diwali and Eid.

- The Loan facility is available from Azam Credit Society for teaching and non teaching staff.
- Incentives to staff members to appreciate their hard work and excellent academic achievements.
- Through the management the staff members are given concession to buy laptops.
- Financial Support for Medical Emergencies Advance Salary in times of delay of grants, need and emergency.
- DCPS Facilities to all Grantable Teaching (excluding Principal) and Non-Teaching Staff.

File Description	Document
Any additional information	View Document

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

Response: 19.49

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

2017-18	2016-17	2015-16	2014-15	2013-14
00	07	06	03	03

File Description	Document
Details of teachers provided with financial support to attend conferences,workshops etc during the last five years	View Document
Any additional information	View Document
Any additional information	View Document

6.3.3 Average number of professional development /administrative training programs organized by the institution for teaching and non teaching staff during the last five years

Response: 0.6

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

2017-18	2016-17	2015-16	2014-15	2013-14
00	00	01	01	01

File Description	Document
Reports of the Human Resource Development Centres (UGC ASC or other relevant centres).	View Document
Reports of Academic Staff College or similar centers	View Document
Details of professional development / administrative training programs organized by the Institution for teaching and non teaching staff	View Document
Any additional information	View Document

6.3.4 Average percentage of teachers attending professional development programs viz., Orientation Program, Refresher Course, Short Term Course, Faculty Development Program during the last five years

Response: 81.49

6.3.4.1 Total number of teachers attending professional development programs, viz., Orientation Program, Refresher Course, Short Term Course, Faculty Development Programs year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
16	16	16	19	12

File Description	Document
Reports of the Human Resource Development Centres (UGC ASC or other relevant centers).	View Document
Details of teachers attending professional development programs during the last five years	View Document
Any additional information	View Document

6.3.5 Institution has Performance Appraisal System for teaching and non-teaching staff

Response:

The performance appraisal of the teaching and non teaching staff is done in accordance with the rules and regulations of UGC and SavitribaiPhule Pune University.

API Forms: Academic Performance Indicator (API) of each staff member is validated by IQAC according to the prescribed norms of the UGC. The API is filled in by the staff, verified by the IQAC. As and when the staff member is eligible for Career Advancement Scheme and fulfils all prescribed conditions, the IQAC recommends the case to the University through the Principal. Performance Base Appraisal System Forms are screened for such staff members and validated by the IQAC. The subsequent promotion is through a procedure of verification of scores, recommendation by the management and personal interviews by a panel constituted as per University norms. The committee forwards the case to the Joint Director, Higher Education, Government of Maharashtra for Pay and Grade Fixation.

Teachers Self Appraisal Forms.

The Principal obtains Teachers Self Appraisal Forms from Teachers at the end of the academic year. It contains information relating to Teachers Qualifications, Seminars Conference etc attended, publications etc. Basing on the information given by the Teacher in the Self Appraisal Form, the Principal will prepare the assessment report of every teacher.

In the same manner the Principal's Appraisal Form will be assessed by the management of the College

Confidential Reports: Confidential report of each faculty is submitted to the Principal and thereafter it is recorded in personal file.

Student Assessment: Assessment of teachers by students is done every year through feedback forms. Feedback forms are analyzed and a report is prepared by the Principal. The outcome of feedback is communicated to the respective teacher.

File Description	Document
Any additional information	View Document

6.4 Financial Management and Resource Mobilization

6.4.1 Institution conducts internal and external financial audits regularly

Response:

Internal Audit :

The management of the college has appointed an internal auditor to detect errors at the earliest and devise effective control system to prevent their occurrence. Suggestions of the internal auditor to improve the accounting financial system are incorporated. Internal audit is done on periodical basis. Observations made by the auditor are brought to the notice of accountant and Principal of the college.

External Audit :

The management has appointed **M/S.G.K. KORE** and Associates as an external auditor. The financial statement of the college including books of accounts, vouchers, statement etc are audited by the external auditor. The last audit was done for the financial year **2016-17**. It was completed in May 2017 and the report submitted to the management. No major objections were raised during the last audit. Further all necessary audits as per the requirements of the University (SPPU); UGC and Government of Maharashtra are carried out by the college periodically. No major objections were raised during the last audit.

The University and UGC authorities carry out an audit of all the funds forwarded to the college by them under the National Service Scheme, Adult and Continuing Education Scheme, under any development or five year plan grant, as well as the audit of examination funds. In case of any discrepancy the external auditors disallow the expenditure and the same has to be borne by the college. The auditors from the department of Higher Education carry out an external audit of the teaching and non teaching salary forwarded by the govt. The same has been completed till 2010. The government auditors have recently begun the process of salary audit from the A.Y 2010 onwards in Pune city. However the turn of our college has not come as yet. Internal and external financial audits carried out during last five years with the mechanism for settling audit objections.

File Description	Document
Any additional information	View Document

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

Response: 10.5

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

2017-18	2016-17	2015-16	2014-15	2013-14
2.87	2.86	2.52	2.25	00

File Description	Document
Details of Funds / Grants received from non-government bodies during the last five years	View Document
Any additional information	View Document

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

Response:

The College Development Committee (CDC) has defined following resource generation policies and utilization strategies.

Resource Generation Strategy:

Fees: College shall follow the regulations of University with respect to the tuition fees. The major resource of funds are generated through admission fees collected during admission from funded as well as self financed courses.

Maintenance of Accounts: Examination Department shall maintain the statement of accounts of examination fee collected and expenditures. Separate accounts for funded course, self-financed courses, and developmental grants are maintained by the college.

Funding Agencies: The IQAC to explore funding schemes of various agencies like UGC and BCUD. The college shall apply for various developmental schemes announced by these funding agencies. Committees such as NSS, Board of Students' Development shall apply for funds through various schemes of University. The Research Committee shall guide and encourage staff members to apply for funds under Major and Minor Research Project Schemes of various funding Agencies.

Utilization Strategies:

All departmental budgets for each academic year are placed for approval in the last CDC meeting of the Academic Year for sanction of expenditure to be incurred in the next Academic Year. Once the budget is sanctioned, the Heads of Departments can proceed with the planned activities.

Salary: The salary of staff appointed for self-financed courses is disbursed through the funds generated from such courses.

Augmentation of Infrastructure: Adequate provisions for development of infrastructure are in place.

Repairs and Maintenance: The College follows the existing policy to carry out day to day repair and

maintenance.

Library Expenditures: The library is upgraded every year on the need basis. Addition of text and reference books takes place as per the change in curriculum. Sponsorships have been obtained for online database.

Co-Curricular and Extra-Curricular Activities: Committees submit budgets for the activities to be conducted by them which are sanctioned by the CDC. The CDC also suggests to avail sponsorships for the activities which have been obtained on rare occasions. Sports material and stationary are purchased in bulk after determining annual requirements to make it cost effective.

File Description	Document
Any additional information	View Document

6.5 Internal Quality Assurance System

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

Response:

The IQAC has contributed significantly in institutionalizing the quality assurance strategies :

Two main contributions are cited below:

1. Research Culture

The IQAC under the research committee has made significant progress during the last five years after the accreditation of the first cycle of NAAC. The progress can be gauged by the fact that the staff and students of our College have made steady progress in various aspects of research such as in obtaining recognition as research guides, obtaining research grants from various funding agencies, number of papers published / presented, awards, chairing technical session as resource persons at conferences etc.

- **Minor Projects**

Four of our faculty members applied for BCUD Grant for Minor Projects which were sanctioned and completed by the concerned staff. The UGC sanctioned four Minor projects of our faculty members out of which one had been completed and three are in process of completion.

- **Research Journals**

In addition to this the college has upgraded its 'Journal on Minorities Rights' to 'International Research Journal on Socio - Legal Studies' which is a peer reviewed Quarterly Journal.

- **Research Centre**

The College established Research Centre affiliated to Savitribai Phule Pune University in the year 2013-14. Till date one candidate has been awarded with Ph.D degree and three have submitted Ph.D thesis.

- **Ph.D Research Guides**

The number of Research Guides have increased since the accreditation of the first cycle of NAAC from three to eight Ph.D Research Guides.

In addition to all the above many of our faculty have various research papers published and presented in various Journals and Conference Proceedings.

- **Book Exhibition**

The Library Section of our College every year organizes Book Exhibition for the faculty & students of Law College and researchers in Azam Campus to inculcate and boost the research culture.

1. Holistic Development of the Students

The college aims to give maximum exposure to all students to participate in co-curricular, extra-curricular and cultural activities along with Academics at all levels. There is ample scope for students to participate in extension and outreach programmes.

Participation of students in various committees

Teachers and student representatives motivate students to participate in the activities organized. A number of committees functions with the participation of students such as the Moot Court Committee, Culture Committee, NSS/Sports etc. The college has conducted a number of programmes where the students have actively participated. To inculcate a sense of responsibility towards the society, activities like Cleanliness Drives, Tree Plantation, Environmental Awareness Rallies, Blood Donation Camp etc have been conducted.

The above stated holistic approach enables the students to explore their varied talents and develop a healthy self-esteem and a high level of confidence to face the challenges of the modern world.

File Description	Document
Any additional information	View Document
Link for Additional Information	View Document

6.5.2 The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms

Response:

The teaching learning, infrastructural facilities and teaching outcomes are reviewed by IQAC and appropriate changes are suggested. This practise has led to following accomplishments.

Review of Teaching Learning Process:

The IQAC prepares and monitors the time table. Teacher feedback is taken from students with respect to the teaching learning and evaluation process. Result analysis is also an integral part of the review. Feedback is analysed and outcome is discussed with concerned teacher. The IQAC reviews the teaching methods followed by the teachers as reflected in self appraisal forms. As many students come from vernacular background and hence to bridge his gap spoken English classes are conducted.

Use of ICT in Teaching Learning

IQAC suggested modernizing the teaching learning process through implementation of ICT methods. The college has a smart class room. Some classrooms have LCD projectors which are used by teachers as technology based teaching methods. Teachers also use online resources which offer information with graphical explanations which are missing from the regular text books. The use of ICT has made teaching learning process effective by generating and sustaining the interest of the students in the classroom. Students are encouraged to use ICT methods in class room presentation.

Coaching for Students

The teachers of our college give extra coaching to the students apart from regular curriculum. For preparation for JMFC exams, classes are taken by the faculty. As a result the students of our College passed JMFC Judge Examination. Mr. Laxmikant Wadikar, Mr. Dyaneshwar Sonone and Ms. Mubeen Shaikh cleared the MPSC's Junior Magistrate First Class Judge Examination in May 2015. The Society recognizes the initiatives taken by the students and the staff and felicitates the students.

File Description	Document
Any additional information	View Document

6.5.3 Average number of quality initiatives by IQAC for promoting quality culture per year

Response: 1.4

6.5.3.1 Number of quality initiatives by IQAC for promoting quality year-wise for the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
01	01	02	01	02

File Description	Document
Number of quality initiatives by IQAC per year for promoting quality culture	View Document
IQAC link	View Document

6.5.4 Quality assurance initiatives of the institution include:

1. Regular meeting of Internal Quality Assurance Cell (IQAC); timely submission of Annual Quality Assurance Report (AQAR) to NAAC; Feedback collected, analysed and used for improvements
2. Academic Administrative Audit (AAA) and initiation of follow up action
3. Participation in NIRF
4. ISO Certification
5. NBA or any other quality audit

A. Any 4 of the above

B. Any 3 of the above

C. Any 2 of the above

D. Any 1 of the above

Response: C. Any 2 of the above

File Description	Document
e-copies of the accreditations and certifications	View Document
Details of Quality assurance initiatives of the institution	View Document
Any additional information	View Document

6.5.5 Incremental improvements made during the preceding five years (*in case of first cycle*) Post accreditation quality initiatives (*second and subsequent cycles*)

Response:

The college has undergone first cycle of accreditation. The IQAC after the first accreditation cycle has implemented many quality enhancement measures in addition to those pointed out and recommended by the peer team report during the last five years. IQAC takes regular reviews of academic and administrative functioning of the college through meetings with various committee. The decisions taken in such meetings are implemented for quality enhancement. The following improvements have taken place during the last five years.

- The Institution established Ph.D Research Centre.
- Establishment of Skill Development Centre.
- Increase in the number of research guides and research projects.
- Computerization of library and office.
- Increased the number of computes for the teaching staff.
- The Institution upgraded computer culture with ICT based smart class room.
- The institution has enhanced its infrastructural facilities.
- Digitization of Administration includes the following :

Admission: The application for admission is online through Vriddhi Portal. This enables to organize student data systematically. The Database is further used in Issuing Identity Cards, Library Cards, Application for Scholarships and Eligibility.

Fee Records: The student database is useful in maintaining the fee records and disbursement of scholarships from various agencies.

Maintenance of Accounts: The college uses Tally software for maintenance of books of Accounts.

Examination: The filling up of examination is online and college provides necessary facility for the same. The database is used for generation of Hall Tickets in the college. University Question papers are received online.

Library: The College Library is using Vriddhi-an Integrated Library Management System which is an automated package of library services that has several functions. It offers OPAC services like cataloguing, Searching, Member / Patron Management, Acquisitions and Circulation with a full screen Graphical User Interface. Our E-Library having 25 Computers has replaced with upgraded configuration. Additional databases has also been added to the collection library collection.

Biometric Attendance: Working hours of teaching and non-teaching staff is monitored through biometric attendance system.

File Description	Document
Any additional information	View Document

Criterion 7 - Institutional Values and Best Practices

7.1 Institutional Values and Social Responsibilities

7.1.1 Number of gender equity promotion programs organized by the institution during the last five years

Response: 38

7.1.1.1 Number of gender equity promotion programs organized by the institution year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
14	05	09	04	06

File Description	Document
Report of the event	View Document
List of gender equity promotion programs organized by the institution	View Document
Any additional information	View Document

7.1.2

1. Institution shows gender sensitivity in providing facilities such as:

- 1. Safety and Security**
- 2. Counselling**
- 3. Common Room**

Response:

Institution shows gender sensitivity in providing facilities such as:

1.SAFETY AND SECURITY:

There is 24 hours security on the campus. The security is managed by duly appointed director of Security and Safety, Azam Campus. This ensures the safety of the students and staff. Security breaches and in disciplinary behavior is handled by campus security and referred to the college administrative officials for further action if necessary.

CCTV Surveillance:

The campus has 427 CCTV cameras fixed at various locations and footage is monitored. The CCTV footage backup of 26 days is available.

Student Welfare Committees:

Anti - Ragging Committee Internal Complaints Committee Grievance Redressal Committee play important role in generating awareness and addressing gender related issues. The members of discipline committee monitor discipline. Students' representation is reflected in all these bodies. These committees actively organize a number of programs related to gender sensitization

2. COUNSELING :

Teachers: The teachers provide academic, career and personal counseling. Sometimes students approach the teachers with their problems. This is particularly noted in case of female students who lack parental support for completing their higher education. If the teacher is unable to guide the students for personal issues, then the student is referred to counseling cell.

3.COMMON ROOM:

The College has separate common rooms for girls and boys. Girls common room have attached washrooms in addition to separate sanitary blocks at various places.

7.1.3 Alternate Energy initiatives such as:

1.Percentage of annual power requirement of the Institution met by the renewable energy sources

Response: 30

7.1.3.1 Annual power requirement met by the renewable energy sources (in KWH)

Response: 30

7.1.3.2 Total annual power requirement (in KWH)

Response: 100

File Description	Document
Details of power requirement of the Institution met by renewable energy sources	View Document
Any additional information	View Document

7.1.4 Percentage of annual lighting power requirements met through LED bulbs

Response: 96

7.1.4.1 Annual lighting power requirement met through LED bulbs (in KWH)

Response: 96

7.1.4.2 Annual lighting power requirement (in KWH)

Response: 100

File Description	Document
Details of lighting power requirements met through LED bulbs	View Document
Any additional information	View Document

7.1.5 Waste Management steps including:

- Solid waste management
- Liquid waste management
- E-waste management

Response:

Solid Waste Management (Composting)

Every department, classroom of the campus has dustbins. There are six girls' hostels in the premises of the campus from where the waste is generated. That waste is collected time to time and sent to municipal pits.

The campus has five canteens. Each of the canteens promotes usage of degradable or washable plates rather than using any plastic material.

Green bins or red bins are kept everywhere in the campus in order to keep the campus clean and segregation of waste. "Sanibins" are kept at almost every ladies washroom of the campus.

Campus has its own Vermicomposting sight in the Medicinal garden near the Unani Medical College. Most of the waste from the garden is converted into compost and used as a fertilizer for the garden itself.

The rest of the organic waste of the campus is separately composted. We have proper composting pits for

the same. Mrs. Jyoti Shah, well known as Pune's Garbage Guru, personally visits and gives her suggestions for this purpose. The waste is collected in the Pits and enzyme is added in it. After three months, the compost becomes ready as a fertilizer. There are three (3) such Vermicomposting Pits in Azam Campus.

There is no recurring cost for the composting pits and the pits themselves have been a part of the infrastructure of the Campus.

Liquid Waste Management: Liquid waste is disposed off safely as per standard methods. Implementation of Microscale Techniques at PG and UG levels has achieved scaling down of consumption. Rotavapour is used for distillation and recovery of solvents. Use of dilute solutions and double burette methods for titrations ensures minimum consumption of chemicals. Routine checking and repairing of Taps, Drainage and water pipelines is done.

E- waste management:

E-waste is collected and handed over for safe disposal to "Anand Computer Systems", a Maharashtra Pollution Control Board certified firm based in Pune. Old batteries are replaced by buy back scheme with specific vendor. In order to create awareness about e-waste and its management in the student and staff community, poster and street play competitions are organized.

File Description	Document
Any additional information	View Document
Link for Additional Information	View Document

7.1.6 Rain water harvesting structures and utilization in the campus

Response:

Rain water harvesting structures and utilization in the campus

Initiative: Our Campus has taken up the initiative to convert itself into a complete model of sustainable development. This is being carried out under the supervision of a specialized internal team with the collaboration of external agencies as and when required. This project entitled 'Green Campus', aims at revolutionizing sustainability at three stages in the premises, water, energy and solid waste. Our attempt towards utilizing Rainwater Harvesting (RWH) by understanding its technical and scientific functionalities to maximize efficiency in the use of accumulated rainwater every year to replenish the ground water table in the area of the campus as well as surrounding vicinities.

Planning:

- Our campus contains a total of six bore wells, all of which were thoroughly studied in terms of depth, channeling and other details which shall help us utilize them for the replenishment of the groundwater table of the campus and surrounding vicinities.
- This was followed by the study of all the areas of the campus that suffer from a scarcity of water supply during summer.
- With the help of our internal team and various external agencies, specific problem areas which are in need of ground water recharge were marked.
- It was concluded from this, that concentrating on these areas would be beneficial not only in terms of curbing the use of water supply from external sources such as Tanker Agencies, but also it would make the project much more efficient by the virtue of concentrating on problem areas and addressing the cause at its root.
- This approach shall be much more in sync with the theme of sustainability that our campus wishes to implement at all levels of possibility as an example of consciousness towards the environment, which we consider to be our responsibility as a premier educational institute.

Execution:

In the first phase of implementation total Nine (9) Buildings used for Roof Top Surface Run-off with Feasible Rooftop Area of 20,900 sq. feet. Which will harvest 15, 00,000(15 lakh) liters of water in monsoon. This will result in saving about 1500 tankers / year. Total Cost Incurred for Phase – I Rs. 4, 45,000.

File Description	Document
Any additional information	View Document
Link for Additional Information	View Document

7.1.7 Green Practices

- **Students, staff using**
 - a) **Bicycles**
 - b) **Public Transport**
 - c) **Pedestrian friendly roads**
- **Plastic-free campus**
- **Paperless office**
- **Green landscaping with trees and plants**

Response:

Green Practices of the College include the following :

The management has adopted eco-friendly measures to ensure consciounesses about environmental

initiatives for green practices. In view of this the following initiatives have been implemented in different areas-

Canteens/Cafeteria

Canteens are instructed to minimize the use of plastic and use of disposable plastic is banned.

Plastic Free Campaign:

College and Lions Club, Pune organized Plastic Free Pune Campaign in February 2017. President and Secretary of the Lions Club delivered talks on Plastic Free Campaign.

Paperless Office:

1. Communication is through email. Official Information is sent online.
2. Photographs are maintained in soft copy.

Administration:

1. Major Administration processes have been digitized using Vriddhi ERP.
2. Notices are forwarded on email and WhatsApp groups of teaching, non-teaching staff and students.

Academics:

1. Vriddhi ERP, for on line admissions, I card preparations and for Fee statement etc
2. Scrap is given to agencies for recycling.

Green landscaping with trees and plants

Carbondioxide neutrality is maintained by 449 plants that sequester 40 tonnes of carbon annually.

File Description	Document
Any additional information	View Document
Link for Additional Information	View Document

7.1.8 Average percentage expenditure on green initiatives and waste management excluding salary component during the last five years

Response: 12.13

7.1.8.1 Total expenditure on green initiatives and waste management excluding salary component year-wise during the last five years(INR in Lakhs)

2017-18	2016-17	2015-16	2014-15	2013-14
6.03	5.34	6.94	6.17	5.83

File Description	Document
Green audit report	View Document
Details of expenditure on green initiatives and waste management during the last five years	View Document
Any additional information	View Document

7.1.9 Differently abled (Divyangjan) Friendliness Resources available in the institution:

1. Physical facilities
2. Provision for lift
3. Ramp / Rails
4. Braille Software/facilities
5. Rest Rooms
6. Scribes for examination
7. Special skill development for differently abled students
8. Any other similar facility (Specify)

A. 7 and more of the above

B. At least 6 of the above

C. At least 4 of the above

D. At least 2 of the above

Response: C. At least 4 of the above

File Description	Document
Resources available in the institution for Divyangjan	View Document
link to photos and videos of facilities for Divyangjan	View Document

7.1.10 Number of Specific initiatives to address locational advantages and disadvantages during the last five years**Response:** 18

7.1.10.1 Number of specific initiatives to address locational advantages and disadvantages year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
03	04	03	02	06

File Description	Document
Number of Specific initiatives to address locational advantages and disadvantages	View Document
Any additional information	View Document

7.1.11 Number of initiatives taken to engage with and contribute to local community during the last five years (Not addressed elsewhere)**Response:** 18

7.1.11.1 Number of initiatives taken to engage with and contribute to local community year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
03	04	03	02	06

File Description	Document
Report of the event	View Document
Any additional information	View Document

7.1.12**Code of conduct handbook exists for students, teachers, governing body, administration including Vice Chancellor / Director / Principal /Officials and support staff****Response:** Yes

File Description	Document
Any additional information	View Document
URL to Handbook on code of conduct for students and teachers , manuals and brochures on human values and professional ethics	View Document

7.1.13 Display of core values in the institution and on its website

Response: Yes

File Description	Document
Any additional information	View Document
Provide URL of website that displays core values	View Document

7.1.14 The institution plans and organizes appropriate activities to increase consciousness about national identities and symbols; Fundamental Duties and Rights of Indian citizens and other constitutional obligations

Response: Yes

File Description	Document
Details of activities organized to increase consciousness about national identities and symbols	View Document
Any additional information	View Document

7.1.15 The institution offers a course on Human Values and professional ethics

Response: Yes

File Description	Document
Any additional information	View Document
Provide link to Courses on Human Values and professional ethics on Institutional website	View Document

7.1.16 The institution functioning is as per professional code of prescribed / suggested by statutory bodies / regulatory authorities for different professions

Response: Yes

File Description	Document
Any additional information	View Document
Provide URL of supporting documents to prove institution functions as per professional code	View Document

7.1.17 Number of activities conducted for promotion of universal values (Truth, Righteous conduct, Love, Non-Violence and peace); national values, human values, national integration, communal harmony and social cohesion as well as for observance of fundamental duties during the last five years

Response: 19

7.1.17.1 Number of activities conducted for promotion of universal values (Truth, Righteous conduct, Love, Non-Violence and peace); national values, human values, national integration, communal harmony and social cohesion as well as for observance of fundamental duties year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
04	04	03	04	04

File Description	Document
List of activities conducted for promotion of universal values	View Document
Any additional information	View Document

7.1.18 Institution organizes national festivals and birth / death anniversaries of the great Indian personalities

Response:

In the pursuit of all-inclusive education, efforts are taken to make them conscious of the contribution of social, cultural and educational reformists. Rallies are organized around various themes like 'Anti-drugs', 'Anti-corruption' and 'Education for All'. There is commemoration of the work done by great social and religious reformers like Dr. Babasaheb Ambedkar, Mahatma Jyotiba Phule, Prophet Muhammad and Shivaji Maharaj, Displays, banners and slogans in the rally reflect the contribution made by the leaders.

The College also observes birth/death anniversaries of great Indian personalities like Mahatma Gandhi, A. P. J. Abdul Kalam, Savitribai Phule, etc. Celebration of important days like Constitution Day, Human Rights Day, World Aids Day and World Environment Day creates awareness amongst students about issues of human rights, importance of the Indian Constitution, Fundamental Rights and Fundamental Duties of Indian citizens. The college celebrates Independence Day and Republic Day with great

enthusiasm.

The effort is a step towards indoctrinating patriotism and nationalism in the young students. This holistic approach will go a long way in creating responsible citizens.

7.1.19 The institution maintains complete transparency in its financial, academic, administrative and auxiliary functions

Response:

Finance: The College plans its activities with the budget for the year and places it before the College CDC for recommendation. Once it is recommended by the CDC, it is considered to be sanctioned by the Executive body of the management unless explicitly stated to the contrary. The college can proceed with its annual activities without any further requirement of financial sanction.

Academic Transparency: The teaching workload is allocated to the staff members of the respective courses for the following Academic Year at the end of the previous Academic year. The Subjects are assigned as per the specialization and expertise of the teacher. Once the workload and timetable is finalised, the class wise time table is displayed on the notice boards and teacher-wise individual timetable is submitted to the office and lecture monitoring in-charge.

In case of any lecture not being engaged, it is brought to the notice of the Principal. Most of the extra-curricular and co-curricular activities of the college are conducted by the various committees of the college. Every teacher can choose the committee he/she wants to work in for the academic year.

Administration: The college administration functions with the help of Head clerk, Senior clerk, Clerk and peons. The college administration sees to the admission and eligibility, accounts, examination, scholarship, University work, salary disbursement and work of Directorate of Higher education.

The administration of the college is centered with the college Head clerk supported by clerk who are also members of IQAC.

Auxiliary Functions: The management provides for campus security, cleanliness, maintenance and repairs at a central level. The services are prompt and efficient.

IQAC: The IQAC is the pivotal unit in the college. The IQAC is chaired by the Principal and work is executed by the coordinator and core committee. All Curricular, Co-curricular and extra-curricular activities are routed through the IQAC. This ensures transparency at all levels and goes a long way in the smooth functioning of the college.

7.2 Best Practices

7.2.1 Describe at least two institutional best practices (as per NAAC Format)

Response:

Best Practice – 1

Title of the Best Practice

Open Educational Resources (OERs): Awareness and Use

Objectives of the Practice

- 1.To create awareness about the OERs among the academic community.
- 2.To train students in searching and use of OERs for their study and research.
- 3.To increase the use of OERs by the library users.

3The Context

“Open Educational Resources (OER) are teaching, learning or research materials that are in the public domain or released with intellectual property licenses that facilitate the free use, adaptation and distribution or resources.”

The technology has become an integral part of every walk of life and it has a great impact on Higher Education also. The technology based learning tools are gaining prominence and the MHRD, Govt. of India has taken initiative to support these kinds of projects under the National Mission on Education through Information and Communication Technology (NMEICT). The result of NMEICT is the availability of high quality educational material for the teachers and learners in various disciplines. The Projects like SHAKSHAT, National Programme on Technology Enhanced Learning, National Digital Library of India, Consortium for Educational Communication, Vidya-Mitra, E-pgpathshala, etc. are providing online e-contents for various courses at different levels in multiple disciplines including law and social sciences.

The success of these types of projects is in the hand of intermediaries who provide opportunity, training and necessary help to the end users to access the Open Educational Resources for their benefits.

The Practice

A drive was started with the Institutional Membership of National Digital Library of India. Our college library took lead and started a campaign in association of sister institutions in Azam Campus, Pune. To achieve the task of registration and activation of accounts of students and staff their e-mail IDs were taken from the existing databases. After the continuous efforts during 7 months approximately 8500 Members from 17 institutions activated their accounts. Many of the e-mail IDs were not active and they could not get activation ID and password. Training sessions were also conducted to make users familiar with searching strategies.

To include other OERs in this campaign, a seminar was organized by the M.C.E. Society on “Open Educational Resources for E-learning and Scholarly Communication” during 6-7 February, 2018 in Azam Campus, Pune. The basic objectives of the seminar were to promote open/free educational resources for e-learning particularly National Digital Library of India (NDLI) and to enhance scholarly communication skills of teachers and research scholars.

First day events were devoted to OERs wherein Students and Teachers actively participated in presentations on National Digital Library of India (NDLI) with respect to the availability of resources of their interest or subject. Students participated in poster presentation competition and presented 36 posters

on Open/subscribed educational resources. First day event was a unique in nature as the posters and oral presentations on such themes are rare in Higher Educational Institutions.

The sessions on 7th February 2018 were to hone the scholarly communication skills of the teachers and students involved in research. Resource persons discussed importance and availability of open education resources, effective use of academic search engines, citation styles, techniques to detect and prevent plagiarism and live demonstration of Mendeley and Turnitin.

As a result of this drive to create awareness and to increase usage of OERs, all the librarians in Azam Campus decided to adopt and continue it as a regular practice of the library for future.

Evidence of Success

The NDL Membership drive was successful as 69% of the target users activated their account. The most important thing libraries got a new activity which is useful and free for learner. The Govt. initiatives and intermediaries efforts made it possible for marginalized students to access these quality e-contents. Consortium for Educational Communication, Vidya-Mitra, E-pgpathshala and resources provide access to quality textual as well as audio-visual e-contents.

Problems Encountered and Resources Required

The main advantage of OERs is that the students can access through their Smartphone. Students coming from rural areas need additional training and help to take benefits of these resources as some of them are not computer literate.

Notes (Optional)

The Open Educational Resources are quality contents and prepared by the top institutions of India according to the requirements of various courses. To create awareness and increase the usage of OER is the mandate of Government policy and libraries should adopt this practice as the role of libraries is changing in open access environment. This practice is adoptable not only for law colleges but others also.

Best Practice 2:

Title of the Practice:

Promotion and Welfare of Economically, Educationally and Socially weaker sections of the Society.

Objectives of the Practice:

Maharashtra Cosmopolitan Education Society (MCES), was established in the year 1948 by Late Mr. Abdul Kadir Khan and others, with an objective of providing education to the economically, educationally and socially weaker sections of the society all efforts and initiatives have been taken to develop welfare schemes for the betterment of our stakeholders especially students, parents, teachers and the society at large that invoke awareness amongst students and teachers with regard to social accountability and social responsibility. Welfare schemes for the Minority, deprived and underprivileged class of society. All our stakeholders are environmental conscious through organizing workshop, State Level, National Level Seminar on Environment Protection.

The Context:

A.K.K. New Law Academy is a dynamic, creative learning institution that strives to meet challenges by providing innovative solutions leading to learning breakthroughs for all students. It is dedicated to establish strong, just upright minds and develop the talents of the students thereby to discover their greatness.

The Practice:

We are assisting the students to get Scheduled Cast Scholarship, Schedule cast Free ship, Schedule Tribe Scholarship, Schedule Tribe Free ship, OBC Scholarship, OBC Free ship, NT Scholarship, NT Free ship, SBC Scholar ship, SBC Free ship, Minority Scholarship (post Metric) and For International Students get ICCR scholarship these welfare schemes for the progressiveness of society and upliftment of masses.

In addition our Management also provide Financial assistance to needy and poor students, by giving concessions.

Evidence of Success:

The effective implementation of welfare schemes, especially for economically weaker section of society made it possible to complete the higher education of the needy and poor students.

Problems Encountered and Resources Required:

In the quest for welfare, of Economically, Educationally and Socially weaker sections of the Society our institution has observed that the Government made delay in Sanction of Free ship and Scholarship amount. of above mentioned categories were deposited in their personal bank account of students. Therefore our management gives more time to deposit admission fees for the academic year.

Best Practice – 3

.Title of the Practice:

Utilization of Facilities available in our Campus during Seven Days N.S.S. Camp organized by MCE Society's AKK New Law Academy, Pune

Objectives of the Practice:To provide social service to the community.

The Context: During 7 Days Special Camp of NSS Unit, We organize 3 different Camps for the advantage of Local Community in the village.

- 1.Free Dental Check up of villagers.
- 2.Physiotherapy camps
- 3.Prevent water drop leakage by providing Free water taps.

The Practice: Under N.S. S. programme we conduct Dental check-up and Physiotherapy Camp for the benefit of villagers in association with MCE Society's MA Rangoonwala Dental College and Physiotherapy College and NGOs actively participated in providing Medical Assistance and protection of Environment through Cleanliness, Tree plantation and Water Conservation programmes in the village.

Prevention of leakage of water by replacing 600 water Taps during the five years Special N.S.S. Camps organized every year.

Evidence of Success: The concern village Gram panchayat (Local Body) appreciated the NSS volunteers, Teachers, Doctors for effectively implementing the management of all camps organized and also arranged Cleanliness drives at villages and issued Certificate of Appreciation.

Problems Encountered and Resources Required: In most of the villages local political groups at times cause hindrance in conducting N.S.S.Camp for their personal motives to take the credit in organizing such camps.

Best Practice – 4

Title of the Practice:

Experiential Education for creating Legal Awareness among the masses.

Objectives of the Practice:

The Institution focuses on educational objectives that can be achieved most effectively and efficiently through experiential education than traditional teaching. The challenge is to determine what lessons can be taught more effectively and efficiently using experiential education than through other methods of instruction and to focus our time and energy on accomplishing those educational objectives.

The Context:

One of the more insightful statements about the general goals of clinical education was made by Tony Amsterdam in 1982. Experiential education is an effective way to help students develop interpersonal and professional skills. One cannot become skilled simply by reading about skills or watching others perform lawyering tasks.

The Practice:

The college organized Inter Collegiate Pathnatya (Street Play) Mega Competition in association with District Legal Aid Services Authority, Pune, Pune Bar Association and N.S.S. Unit, Savitribai Phule Pune from 20th Sept to 23rd Sept 2017.

Topics for Pathnatya (Street Play) were District Legal Aid Services Authority Overview, Domestic Violence Act and its Impact on Society, Child Labour- An Obstacle to Right to Education, Role of Para Legal Volunteer, Stop Female Foeticide-Save Girl Child, Role of LokAdalat and mediation, Cyber Crimes- A Growing Menace, Social Boycott- Human Rights Violation.

Evidence of Success:

As attempt our Institute implemented and organized the Street play Mega Competition to create Awareness of Legal Provisions among weaker sections, Needy and poor peoples in easy way to understand legal provisions by presenting street play in Public Premises/ Places on various sensitive Legal issues.

Problems Encountered and Resources Required: For wider publicity we have to ensure to be careful in controlling Traffic problems while conducting Street Play in public premises.

Best Practice – 5

Title of the Practice:

Creating awareness about Pollution Free environment among masses in collaboration with National Green Tribunal by organizing Essay Competition

Objectives of the Practice:

To keep Environment clean and Green and to prevent global warming.

The Context:

Environmental awareness is essential aspect in protection of environment. Therefore the college by organizing competition has given an opportunity to the students , to explore their talent and writing skills with reference to the topics which included, Role of Religious ethics in the Protection of the Environment, Issues and Challenges in Climate Change and Global Warming, Clean and Green Technology in Urban Waste Management, Water Management, Marine Eco-System and Effect of Development on Environment.

The Practice:

The college organized Essay Writing Competition in association with National Green Tribunal, Pune (NGT) National Green Tribunal (Western Zone), Pune Branch organized a 'Regional Conference on 'Environment-2017.' and Essay Competition On 7th & 8th October, 2017.

Evidence of Success:

The students of graduation and post-graduation various Law colleges of the city participated in the competition.

.Problems Encountered and Resources Required:

In organizing Essay Writing Competition we received few entries as our college was single center in Pune city.

File Description	Document
Any additional information	View Document

7.3 Institutional Distinctiveness

7.3.1 Describe/Explain the performance of the institution in one area distinctive to its vision, priority

and thrust

Response:

The College focuses towards the education and development of the socially and economically weaker sections of society and Muslims in particular. The college is surrounded by an underprivileged and middle class habitation.

The college organizes a variety of activities and rewards the efforts of the students through prizes for the activities thus building the confidence of the students.

In the field of education, more particularly in legal education, the contribution made by Dr. P. A. Inamdar, President of MCE Society is worth notable and he is recognized as an absolute authority in the field of law.

Dr. P. A. Inamdar has shown a deep concern towards upholding the true nature of minority educational institutions by way of promoting and protecting their rights and in giving a new shape and new dimension to Article 30 (1) of Indian Constitution and other related Articles. Even Hon'ble Supreme Court of India has shown a positive approach towards many of the issues raised by Dr. P. A. Inamdar in relation with rights of minority educational institutions.

As in *P. A. Inamdar & Others v. State of Maharashtra & Others (AIR 2005)*, one of the Issues was- Whether the admission of students to minority educational institution, whether aided or unaided, can be regulated by the State Government or by the university to which the institution is affiliated?

It was held by Hon'ble Supreme Court of India that, Admission of students to unaided minority educational institutions namely schools and undergraduate colleges, where the scope for merit-based selection is practically nil, cannot be regulated by the State or university concerned, except for providing the qualifications and minimum conditions of eligibility in the interest of academic standards. The Hon'ble Court further held that the reservation in private educational institutions, whether it belongs to majority or minority people, is violative of Article 19 (1) (g) and Article 30 (1) of the Constitution of India. The Professional educational institutions should be treated differently.

Further the 93rd Constitutional Amendment 2005 which added Clause (5) in Article 15 became imminent only because of this case. As in this case the Court held that "neither the policy of reservation can be enforced by the state nor any quota or percentage of admissions can be carved out to be appropriated by the State in a minority or non-minority unaided educational institutions.

In addition to the Management also provides Financial assistance to needy and poor students, by giving concessions.

The effective implementation of welfare schemes, especially for economically weaker section of society made it possible to complete the higher education of the needy and poor students.

File Description	Document
Link for Additional Information	View Document

NAAC

5. CONCLUSION

Additional Information :

Education is a powerful driver of socio-economic change, a powerful instrument to transform the attitude, thinking and lifestyle of the people. Maharashtra Cosmopolitan Education Society has contributed a lot for eradication of social evils like illiteracy, poverty and unemployment by taking initiative in the form of establishment of educational institutions. The Azam Campus is a conglomeration of various educational institutions catering to the need of the students right from primary school to post graduate and research level in the field of Arts, Science, Commerce, Computer Science, Education, Law, Pharmacy, Medicine, Dentistry, Management, Architecture, Hospitality, etc, with the modern multistoried buildings designed and constructed to give the best educational atmosphere M.C.E. Society endeavors to bring education for all sections of the society irrespective of religion, caste and creed. It is both a religious and linguistic minority educational institution as per Article 30(1) of the Constitution of India.

At present, M.C.E. Society is a preferred destination for knowledge aspirants. With able guidance and vision of Hon'ble Dr P.A. Inamdar, President, M.C. E. Society, the college is striving to provide holistic education and conducive environment to students and guide them towards entrepreneurship which is the need of the hour. The students enjoy wonderful academic experience as well as get an opportunity to develop their overall personality by participating in various co-curricular and extra-curricular activities in the college. The college is committed to maintain and expand the tradition of quality education to nurture and sustain our unique community of outstanding faculty, non-teaching staff, students and alumni.

Concluding Remarks :

M.C.E. Society's A.K.K New Law Academy, Pune is aided by Government of Maharashtra, recognized by Bar Council of India, affiliated to Savitribai Phule Pune University, Pune and recognised under section 2(f) and 12(B) of UGC Act, 1956. The college, situated at Azam Campus is placed in the heart of Pune City with a pleasing surrounding spread over 24 acres. The college offers the regular courses of Savitribai Phule Pune University namely L.L.B (3Year) B. A. LL.B. (5 Year) and LL.M (2 year). Apart from these courses, the college also has Ph. D (Law) Research Centre affiliated to Savitribai Phule Pune University. The college has well-qualified and experienced teaching staff. The college encourages faculty members to improve their qualifications, attend workshops and conferences by providing financial assistance and duty leave. It organizes various guest lectures, seminars, workshops, moot court competitions and Faculty Development Programmes on Research Methodology and related topics to train the students and teachers for conducting research in a scientific manner. The College has Research Committee to guide the students and teachers in conducting research scientifically. The faculty members have noticeable number of research projects/papers/books/chapters in edited book publication in UGC listed or Peer Reviewed Journals. The library of the college has reading room, reference section and well equipped E-Library with 25 computers. In addition to this, the library has its own app nllibrary.weebly.com which provides all the online sources of knowledge and information to the students at one place. The college helps economically backward students by providing them fee concessions and scholarships. The administration of the college is managed by the Local Managing Committee. The management is very approachable, open-minded, motivating & progressive. It always tries to enhance the welfare measures in the college. The college also takes appropriate steps to create awareness and increase consciousness about various topics related to law such as gender issues, environment protection, Right to Information etc by organizing workshops, seminars and conferences. Thus, the college offers a rich ambience

for studying law and prepares the students for their bright career in legal profession.

NAAC

6.ANNEXURE

1.Metrics Level Deviations

Metric ID	Sub Questions and Answers before and after DVV Verification																				
2.4.4	<p>Percentage of full time teachers who received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the last five years</p> <p>2.4.4.1. Number of full time teachers receiving awards from state /national /international level from Government recognised bodies year-wise during the last five years</p> <p>Answer before DVV Verification:</p> <table border="1"> <thead> <tr> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> <th>2014-15</th> <th>2013-14</th> </tr> </thead> <tbody> <tr> <td>8</td> <td>4</td> <td>0</td> <td>2</td> <td>5</td> </tr> </tbody> </table> <p>Answer After DVV Verification :</p> <table border="1"> <thead> <tr> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> <th>2014-15</th> <th>2013-14</th> </tr> </thead> <tbody> <tr> <td>6</td> <td>1</td> <td>0</td> <td>0</td> <td>1</td> </tr> </tbody> </table>	2017-18	2016-17	2015-16	2014-15	2013-14	8	4	0	2	5	2017-18	2016-17	2015-16	2014-15	2013-14	6	1	0	0	1
2017-18	2016-17	2015-16	2014-15	2013-14																	
8	4	0	2	5																	
2017-18	2016-17	2015-16	2014-15	2013-14																	
6	1	0	0	1																	
3.1.1	<p>Grants for research projects sponsored by government/non government sources such as industry ,corporate houses, international bodies, endowment, chairs in the institution during the last five years (INR in Lakhs)</p> <p>3.1.1.1. Total Grants for research projects sponsored by the non-government sources such as industry, corporate houses, international bodies, endowments, Chairs in the institution year-wise during the last five years(INR in Lakhs)</p> <p>Answer before DVV Verification:</p> <table border="1"> <thead> <tr> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> <th>2014-15</th> <th>2013-14</th> </tr> </thead> <tbody> <tr> <td>440000</td> <td>0</td> <td>0</td> <td>180000</td> <td>325000</td> </tr> </tbody> </table> <p>Answer After DVV Verification :</p> <table border="1"> <thead> <tr> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> <th>2014-15</th> <th>2013-14</th> </tr> </thead> <tbody> <tr> <td>4.40000</td> <td>0</td> <td>0</td> <td>1.80000</td> <td>3.25000</td> </tr> </tbody> </table>	2017-18	2016-17	2015-16	2014-15	2013-14	440000	0	0	180000	325000	2017-18	2016-17	2015-16	2014-15	2013-14	4.40000	0	0	1.80000	3.25000
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3.2.2	<p>Number of workshops/seminars conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the last five years</p> <p>3.2.2.1. Total number of workshops/seminars conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices year-wise during the last five years</p> <p>Answer before DVV Verification:</p> <table border="1"> <thead> <tr> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> <th>2014-15</th> <th>2013-14</th> </tr> </thead> <tbody> <tr> <td>04</td> <td>02</td> <td>04</td> <td>05</td> <td>03</td> </tr> </tbody> </table>	2017-18	2016-17	2015-16	2014-15	2013-14	04	02	04	05	03										
2017-18	2016-17	2015-16	2014-15	2013-14																	
04	02	04	05	03																	

Answer After DVV Verification :

2017-18	2016-17	2015-16	2014-15	2013-14
02	01	03	04	02

3.4.2 Number of awards and recognition received for extension activities from Government /recognised bodies during the last five years

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

Answer before DVV Verification:

2017-18	2016-17	2015-16	2014-15	2013-14
03	01	02	01	01

Answer After DVV Verification :

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

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

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

Answer before DVV Verification:

2017-18	2016-17	2015-16	2014-15	2013-14
04	03	03	06	03

Answer After DVV Verification :

2017-18	2016-17	2015-16	2014-15	2013-14
04	04	03	06	02

4.1.4 Average percentage of budget allocation, excluding salary for infrastructure augmentation during the last five years.

4.1.4.1. Budget allocation for infrastructure augmentation, excluding salary year-wise during the last five years (INR in Lakhs)

Answer before DVV Verification:

2017-18	2016-17	2015-16	2014-15	2013-14
500000	200000	452000	2580000	2050000

Answer After DVV Verification :

2017-18	2016-17	2015-16	2014-15	2013-14
5.00	2.00	4.52	25.8	20.5

Remark : As per audited statement provided by HEI.

4.2.4 Average annual expenditure for purchase of books and journals during the last five years (INR in Lakhs)

4.2.4.1. Annual expenditure for purchase of books and journals year-wise during the last five years (INR in Lakhs)

Answer before DVV Verification:

2017-18	2016-17	2015-16	2014-15	2013-14
9.1	9.9	5.4	6.1	4.4

Answer After DVV Verification :

2017-18	2016-17	2015-16	2014-15	2013-14
6.26	7.04	2.88	3.88	4.44

4.2.6 Percentage per day usage of library by teachers and students

4.2.6.1. Average number of teachers and students using library per day over last one year

Answer before DVV Verification : 73

Answer after DVV Verification: 66

Remark : As per Library attendance summary provided by HEI.

5.1.3 Number of capability enhancement and development schemes –

1. For competitive examinations
2. Career counselling
3. Soft skill development
4. Remedial coaching
5. Language lab
6. Bridge courses
7. Yoga and meditation
8. Personal Counselling

Answer before DVV Verification : C. Any 5 of the above
 Answer After DVV Verification: E. 3 or less of the above
 Remark : As per provided notice of remedial coaching provided by HEI.

2.Extended Profile Deviations

ID	Extended Questions																				
1.2	<p>Total Expenditure excluding salary year-wise during the last five years (INR in Lakhs)</p> <p>Answer before DVV Verification:</p> <table border="1"> <thead> <tr> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> <th>2014-15</th> <th>2013-14</th> </tr> </thead> <tbody> <tr> <td>3465440</td> <td>8426514</td> <td>3693835</td> <td>8184760</td> <td>5498707</td> </tr> </tbody> </table> <p>Answer After DVV Verification:</p> <table border="1"> <thead> <tr> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> <th>2014-15</th> <th>2013-14</th> </tr> </thead> <tbody> <tr> <td>34.65440</td> <td>84.26514</td> <td>36.93835</td> <td>81.84760</td> <td>54.98707</td> </tr> </tbody> </table>	2017-18	2016-17	2015-16	2014-15	2013-14	3465440	8426514	3693835	8184760	5498707	2017-18	2016-17	2015-16	2014-15	2013-14	34.65440	84.26514	36.93835	81.84760	54.98707
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