



## **AI- AMEEN COLLEGE OF LAW**

Affiliated to Karnataka Law University & Recognised by Bar Council Of India

Accredited with B<sup>+</sup> Grade by NAAC

# 63 Behind Al-Ameen Towers, Near Lalbagh main Gate, Hosur Road, Bangalore 560027

### **ANNUAL QUALITY ASSURANCE REPORT 2017-18**

**SUBMITTED**

**BY**

**INTERNAL QUALITY ASSURENCE CELL**

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Web Site: [www.alameenlaw.in](http://www.alameenlaw.in)

**The Annual Quality Assurance Report (AQAR) of the IQAC**  
***(For Affiliated/Constituent Colleges)***

Institutions Accredited by NAAC need to submit an Annual self-reviewed progress report i.e. Annual Quality Assurance Report (AQAR) to NAAC, through its IQAC. The report is to detail the tangible results achieved in key areas, specifically identified by the IQAC at the beginning of the Academic year. *The AQAR period would be the Academic Year. (For example, July 1, 2017 to June 30, 2018)*

**Part – A**

**Data of the Institution**

*(data may be captured from IIQA)*

- Name of the Institution : AL-AMEEN COLLEGE OF LAW
- Name of the Head of the institution : DR. WASEEM KHAN M.I
- Designation : PRINCIPAL
- Does the institution function from own campus : YES
- Phone no./Alternate phone no : 08022112563/65
- Mobile no : 9845330234
- Registered e-mail : [alameenlaw.edu@gmail.com](mailto:alameenlaw.edu@gmail.com)
- Alternate e-mail : [khan.lpo@gmail.com](mailto:khan.lpo@gmail.com)
- Address : #69, AL-AMEEN TOWERS , NEAR LALBAGH MAIN GATE ,  
HOSUR ROAD BANGALORE -027
- City/Town : BANGALORE
- State/UT : KARNATAKA
- Pin Code : 560027

## 2. Institutional status:

- Affiliated / Constituent : KARNATAKA STATE LAW UNIVERSITY PERENANT AFFILEATION
- Type of Institution: Co-education/Men/Women : CO- EDUCATION
- Location : Rural/Semi-urban/Urban : URBAN
- Financial Status, Grants-in aid/ UGC 2f and 12 (B)/ Self financing (Please specify) : SELF FINANCED
- Name of the Affiliating University: KARNATAKA STATE LAW UNIVERSITY
- Name of the IQAC Co-ordinator : MRS YASMEEN TABASSUM
- Phone no. : 9845562629
- Alternate phone no. 08022112563
- Mobile : 9845562629
- IQAC e-mail address: [naacalameenlaw@gmail.com](mailto:naacalameenlaw@gmail.com)
- Alternate Email address: [alameenlaw.edu@gmail.com](mailto:alameenlaw.edu@gmail.com)

## 3. Website address: [www.alameenlaw.in](http://www.alameenlaw.in)

Web-link of the AQAR: (Previous Academic Year):

For ex. <http://www.ladykeanecollege.edu.in/AQAR2012-13.doc>

## 4. Whether Academic Calendar prepared during the year?

Yes/No. YES..., if yes, whether it is uploaded in the Institutional website: [www.alameen.in](http://www.alameen.in)

Web link : [www.alameen.in](http://www.alameen.in)

## 5. Accreditation Details:

Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1 <sup>st</sup>	B <sup>+</sup>	2.77	16 <sup>TH</sup> SEP 2016	from: to:
2 <sup>nd</sup>	-	-	-	from: - to: -
3 <sup>rd</sup>	-	-	-	from: - to: -
4 <sup>th</sup>	-	-	-	from: - to: -
5 <sup>th</sup>	-	-	-	from: - to: -

**6. Date of Establishment of IQAC:** DD/MM/YYYY: 22/08/2013

## **7. Internal Quality Assurance System**

<b>7.1 Quality initiatives by IQAC during the year for promoting quality culture</b>		
Item /Title of the quality initiative by IQAC	Date & duration	Number of participants/beneficiaries
1. IQAC meetings	1. 30/7/2018	1. 10
2. NMC	2. 6/3/2018	2. 120
3. Academic Administrative Audit.	3. 3 / 5 / 2019	3. 60
4. College Magazine	4. 5/4/2018	4. 475
5. News Letter	5. 22/4/2018	5. 475
6. Law Review	6. 18/4/ 2018	

## **8. Provide the list of funds by Central/ State Government-**

**UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.**

Institution/ Department/Faculty	Scheme	Funding agency	Year of award with duration	Amount
NIL	NIL	NIL	NIL	NIL
NIL	NIL	NIL	NIL	NIL
NIL	NIL	NIL	NIL	NIL

**9. Whether composition of IQAC as per latest NAAC guidelines: Yes/No:**

\*upload latest notification of formation of IQAC

**10. No. of IQAC meetings held during the year: 02**

The minutes of IQAC meeting and compliance to the decisions have been uploaded on the institutional website: YES

**11. Whether IQAC received funding from any of the funding agency to support its Activities during the year? NO**

If yes, mention the amount: NIL , Year: NIL

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

Through IQAC many curricular & co-curricular activities were been conducted by the college some to mention are

- \* NMC (National Moot Court Competitions)
- \* Internship for students with the SC, Advocates, HC Judges, Mediation Center, Firms , NGO , corporate .
- \* Legal Aid Camp
- \* Cultural week
- \* NSS

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

Plan of Action	Achievements/Outcomes
1. Legal awareness camps, NSS,	Legal awareness to villagers given, street play for spreading awareness, free legal advice given to the villagers.
2. Personality & skill development	320 student's benefitted through the programmes.
3. Cultural week ,	400 students participated & winners declared.
4. Interclass moot courts,	25 teams participated. & winners declared.
5. Internship for students at arious courts , tribunals , NGO, Firms etc,	75 students appear for internships every year with various courts & organizations.
6. Seminars ,	Resource persons invited for benefit of

	students.
7. interactive sessions,	Resource persons invited for benefit of students.
8. Quiz,	13 teams participated & winners declared.
9. mock trial,	Civil/Criminal, cases mock trial for practical knowledge.
10. workshops,	Resource persons invited for benefit of students.
11. Para legal programmes.	35 students participated for imparting legal awareness through the programme.
12. Free medical camp & free distribution of medicine.	500 public men & women, benefitted & mammogram conducted on 11 cancer deducted women & sent for treatment to Narayana Health B'lore
13. NSS	100 students participants, swatch Bharath programme, tree plantations in village conducted.
14. Sports week	Cricket, volleyball, kabaddi, badminton, for both girls & boys & winners declared.
15. Inter colligate sports	College in association with Karnataka State Law University, conducts volleyball university championship

**14. Whether the AQAR was placed before statutory body? Yes /No: YES**

**Name of the statutory body:** IQAC      **Date of meeting(s) :** 12/2/2018 & 30 /7/2018

**15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning?**

**Yes/No:** NIL

**Date:** NIL

**16. Whether institutional data submitted to AISHE: Yes/No: YES**

**Year:** 2017

**Date of Submission:** 5/4/2018

**17. Does the Institution have Management Information System? If yes, give a brief description and a list of modules currently operational.**

**(Maximum 500 words)**

YES , the institution is in the habit of controlling & monitoring the system of teaching & learning , by appointment of an internal academic committee consisting of vice principal of the institution & senior faculty, who are responsible for taking care of the academics.

The class rooms are equipped with the required maintained furniture with modern technology for imparting teaching & learning the class rooms are equipped with OHP, & all required equipments for class room teaching.

Feed back of students & stakeholders are also collected for improvement in teaching & learning.

College also emphasis on conducting extracurricular activities for the students like , orientation programme, legal awareness camps, NSS, personality & skill development programmes, cultural week , interclass moot courts, internship for students at various courts & tribunals , NGO, Firms etc, seminars , interactive sessions, Quiz, mock trial, workshops, para legal programmes .

Feed back of students & stakeholders are also collected for improvement in teaching & learning.

The slow learners are divided into groups under a mentors for enhancement of results.

## **Part-B**

### **CRITERION I – CURRICULAR ASPECTS**

#### **1.1 Curriculum Planning and Implementation**

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

YES , the institution is in the habit of controlling & monitoring the system of teaching & learning , by appointment of an internal academic committee consisting of vice principal of the institution & senior faculty, who are responsible for taking care of the academics.

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Feed back of students & stakeholders are also collected for improvement in teaching & learning.

The slow learners are divided into groups under a mentors for enhancement of results.

##### **1.1.2 Certificate/ Diploma Courses introduced during the Academic year**

Name of the Certificate Course	Name of the Diploma Courses	Date of introduction and duration	focus on employability/ entrepreneurship	Skill development
1.IPR 2.Cyber laws 3.DPC	1.DPC	10/1/2018		1. Cyber crimes 2. Registrations & infringements. 3. Drafting & pleading



<b>1.2 Academic Flexibility</b>					
<b>1.2.1 New programmes/courses introduced during the Academic year</b>					
<b>Programme with Code</b>	<b>Date of Introduction</b>		<b>Course with Code</b>	<b>Date of Introduction</b>	
1. English spoken language	1. 14/3/2018			14/3/2018	
<b>1.2.2 Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the Academic year.</b>					
<b>Name of Programmes adopting CBCS</b>		<b>UG</b>	<b>PG</b>	<b>Date of implementation of CBCS / Elective Course System</b>	
LL.B 3 yrs course.		4		4	
LL.B 5yrs course		4		4	
Already adopted (mention the year) 2011					
<b>1.2.3 Students enrolled in Certificate/ Diploma Courses introduced during the year</b>					
	Certificate		Diploma Courses		
No of Students	150		40		
<b>1.3 Curriculum Enrichment</b>					
<b>1.3.1 Value-added courses imparting transferable and life skills offered during the year</b>					
<b>Value added courses</b>			<b>Date of introduction</b>		<b>Number of students enrolled</b>
1. IPR			10/1/2018		25
2. Cyber Laws					38
3. DPC					45
<b>1.3.2 Field Projects / Internships under taken during the year</b>					
<b>Project/Programme Title</b>			<b>No. of students enrolled for Field Projects / Internships</b>		
<b>FEILD PROJECTS</b>			<b>FEILD PROJECTS</b>		
1. Court visits			1. 92		
2. Forensic visit			2. 56		
3. Industrial visit			3. 42		
4. Central Jail visit			4. 50		
5. Legal Aid programme			5. 120		
<b>INTERNSHIPS</b>			<b>INTERNSHIP</b>		
1. High Court Judges			1. 32		
2. Supreme Court Advocate			2. 2		
3. City Civil Court			3. 15		
4. Arbitration centre			4. 20		
5. Mediation centre			5. 29		
6. Law Firms			6. 80		
7. Advocate chambers			7. 85		
<b>1.4 Feedback System</b>					
<b>1.4.1 Whether structured feedback received from all the stakeholders.</b>					
1) Students	2) Teachers	3) Employers	4) Alumni	5) Parents	

Yes / No YES	Yes/ No YES	Yes/ No YES	Yes/ No YES	Yes/ No YES	
<b>1.4.2 How the feedback obtained is being analyzed and utilized for overall development of the institution? (maximum 500 words)</b>					
<p>Feed back is an effective tool for monitoring &amp; improvement in imparting teaching &amp; learning process. The students of both courses i.e. LL.B 3Yrs &amp; 5yrs courses on regular basis are directed to give feed back of each &amp; every subject teacher for improving teaching &amp; learning .The college conducts PTA meetings on regular basis for mentoring of the students by the respective class teachers &amp; parents. The parents are required to give their opinions &amp; suggestions for better teaching &amp; learning of the students.</p> <p>The feedback also includes rating about , subject knowledge of the subject teacher, communication language , unit tests , Quizzes, &amp; over all presentation of the subject teacher for better imparting knowledge at class room level .</p> <p>The faculty also offers suggestions for improvement like meeting with the principal &amp; academic in charge for better preparation &amp; for classes &amp; improving time management in teaching.</p> <p>This is an important tool for the teachers &amp; the students for improvement of better input from both the sides.</p>					
<b>CRITERION II -TEACHING-LEARNING AND EVALUATION</b>					
<b>2.1 Student Enrolment and Profile</b>					
<b>2.1. 1 Demand Ratio during the year</b>					
Name of the Programme	Number of seats available	Number of applications received	Students Enrolled		
1. LL.B (3yrs) 2. LL.B (5yrs)	1. 10:5 2. 7:4	1. 300 2. 90	153+77		
<b>2.2 Catering to Student Diversity</b>					
<b>2.2.1. Student - Full time teacher ratio (current year data)</b>					
Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of full time teachers available in the institution teaching only UG courses	Number of full time teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2018	153 (LL.B 3yrs )  77(LL.B 5yrs)	NILL	12	NIL	12 (UG)

<b>2.3 Teaching - Learning Process</b>					
<b>2.3.1 Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc. (current year data)</b>					
Number of teachers on roll	Number of teachers using ICT ( <i>LMS, e-Resources</i> )	ICT tools and resources available	Number of ICT enabled classrooms	Number of smart classrooms	E-resources and techniques used
14	12	OHP	6	6	1.OHP 2. AIR Search engine
<b>2.3.2 Students mentoring system available in the institution? Give details. (maximum 500 words)</b>					
<p>Yes the college provides for student mentoring system, it is the policy of the college to entertain the hopes &amp; aspersions of students who have come from different states of India irrespective of caste, creed, religion, &amp; sex. Some of the students hail from economically &amp; financially weak background. This enhances the teacher student contact hour, it enhances student academic performance &amp; attendance, it helps in identifying the slow learners &amp; encourages advance learners, it enables the teacher to render service to the students.</p> <p>The IQAC has taken the initiative of implementing the mentoring of students are categorised based on the streams of students &amp; also according to their core subjects they are divided into group of 10-15 depending on the number of students. Each group is assigned a teacher – mentor who would perform mentoring duties like, offering guidance, counselling as &amp; when required, individual interactions, in isolated cases parents are called for counselling &amp; special meetings with the principal are conducted. Week students in particular subject are directed to the subject teacher for apprising.</p> <p>Through this the system provides for better understanding of individual students &amp; brings out their highest potentials.</p>					
<b>Number of students enrolled in the institution</b>			<b>Number of fulltime teachers</b>		<b>Mentor: Mentee Ratio</b>
450 total			12		1:6

<b>2.4 Teacher Profile and Quality</b>				
<b>2.4.1 Number of full time teachers appointed during the year</b>				
No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of teachers
3	3	3	3	nil
<b>2.4.2 Honours and recognitions received by teachers (received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the year)</b>				
Year of	Name of full time teachers receiving awards from state	Designation	Name of the	

award	level, national level, international level		award, fellowship, received from Government or recognized bodies
2018	Dr Waseem Khan MI	Principal	

## 2.5 Evaluation Process and Reforms

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

Pro gra mm e Na me	Programme Code	Semester/ year	Last date of the last semester- end/ year- end examination	Date of declaration of results of semester-end/ year- end examination
LL. B 3yrs LL. B 5 yrs		11/8/18 (odd sem)/ 11/2/2019(even sem)	5/1/2019(odd sem) 13/June 2019(even sem)	5/3/19 (odd sem) 2/8/19(even sem)

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

The IQAC has taken the initiative of implementing the mentoring of students are categorised based on the steams of students & & also according to their core subjects they are divided into group of 10-15 depending on the number of students. Each group is assigned a teacher – mentor who would perform mentoring duties like, offering guidance, counselling as & when required, individual interactions, in isolated cases parents are called for counselling & special meetings with the principal are conducted. Week students in particular subject are directed to the subject teacher for apprising.

Through this the system provides for better understanding of individual students & brings out their highest potentials .

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

The college through the IQAC in the beginning of every year releases its calendar of events to be conducted in the academic year & it gives the window eye view of college events conducted. the programmes listed are;

1. Orientation Day
2. Fresher's day
3. Para-legal programme

4. Workshops on DPC/ Professional ethics / advocacy & Laweyering
5. Faculty Development Programme.
6. Interactive sessions, High Court Judges.
7. Personality development programmes.
8. Law Quiz
9. Mock Trial
10. College Magazine.
11. Inter class Moot court
12. Union elections
13. Founders day celebration
14. NSS
15. Legal Aid camp
16. Preparatory exams
17. Release of News letter
18. National Level Moot Court
19. Forensic visit
20. Industrial visit
21. Release of Law Review
22. Cultural week
23. Talents day
24. Cyber police station visit
25. RBI visit
26. Graduation day
27. Farewell
28. Alumni meet

## 2.6 Student Performance and Learning Outcomes

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

[www.alameenlaw.in](http://www.alameenlaw.in)

### 2.6.2 Pass percentage of students

Pro gra mm e Cod e	Programme name	Number of students appeared in the final year examination	Number of students passed in final semester/year examination	Pass Percenta ge
LL. B 3yrs	LL.B 3yrs	310	287	83%
LL. B 5yrs	LL.B 5yrs	192	137	78%

## 2.7 Student Satisfaction Survey

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

**STUDENTS SATISFACTION SURVEY QUESTIONNAIRE**

**RATE YOUR SATISFACTION LEVEL WITH THE FOLLOWING ASPECTS**

1. Class rooms or lecture halls.  
A    B    C    D
2. Service facilities in campus (parking, lift, stare case)  
A    B    C    D
3. Are the campus staff helpful with administrative issue you face?  
A    B    C    D
4. Is the college counsellor helpful in advising your carrier decisions?  
A    B    C    D
5. Are you job competent moving forward  
A    B    C    D
6. Are the lecturers proficient in college?  
A    B    C    D
7. Is the curriculum relevant to your field of study  
A    B    C    D
8. How often you use the campus facility  
A    B    C    D
9. How often you use the library  
A    B    C    D
10. Are the campus facilities up to date  
A    B    C    D
12. Quality of food & beverages served in the college canteen  
A    B    C    D
13. How satisfied are you with the overall experience of the college  
A    B    C    D

**RATINGS**

- |               |                  |
|---------------|------------------|
| A – Excellent | C – Satisfactory |
| B – Good      | D – Bad /poor    |

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION				
3.1 Resource Mobilization for Research				
3.1.1 Research funds sanctioned and received from various agencies, industry and other organisations				
Nature of the Project	Duration	Name of the funding Agency	Total grant Sanctioned	Amount received during the Academic year
Major projects	-	-	-	-
Minor Projects	-	-	-	-
Interdisciplinary Projects	-	-	-	-
Industry sponsored Projects	-	-	-	-
Projects sponsored by the University/ College	-	-	-	-
Students Research Projects (other than compulsory by the College)	-	-	-	-
International Projects	-	-	-	-
Any other(Specify)	-	-	-	-
Total	-	-	-	-
3.2 Innovation Ecosystem				
3.2.1 Workshops/Seminars Conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the year				
Title of Workshop/Seminar	Name of the Dept.		Date(s)	
Dpc Professional Ethics Legal Process Outsourcing	LL.B 3yrs LL.B 5yrs		9/10/2018 5/9/2018 20/2/2019	
3.2.2 Awards for Innovation won by Institution/Teachers/Research scholars/Students during the year				
Title of the innovation	Name of the Awardee	Awarding Agency	Date of Award	Category
NIL	NIL	NIL	NIL	NIL

<b>3.2.3 No. of Incubation centre created, start-ups incubated on campus during the year</b>						
<b>Incubation Centre</b>		<b>Name</b>		<b>Sponsored by</b>		
NIL		NIL		NIL		
<b>Name of the Start-up</b>		<b>Nature of Start-up</b>		<b>Date of commencement</b>		
<b>3.3 Research Publications and Awards</b>						
<b>3.3.1 Incentive to the teachers who receive recognition/awards</b>						
State NIL		National NIL		International NIL		
<b>3.3.2 Ph. Ds awarded during the year (applicable for PG College, Research Center)</b>						
<b>Name of the Department</b>			<b>No. of Ph. Ds Awarded</b>			
NIL			NIL			
<b>3.3.3 Research Publications in the Journals notified on UGC website during the year</b>						
	<b>Department</b>	<b>No. Of Publication</b>		<b>Average Impact Factor, if any</b>		
National	NIL	NIL		NIL		
International	NIL	NIL		NIL		
<b>3.3.4 Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year</b>						
<b>Department</b>			<b>No. of publication</b>			
NIL			NIL			
<b>3.3.5 Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or Pub Med/ Indian Citation Index</b>						
<b>Title of the paper</b>	<b>Name of the author</b>	<b>Title of the journal</b>	<b>Year of publication</b>	<b>Citation Index</b>	<b>Institutional affiliation as mentioned in the publication</b>	<b>Number of citations excluding self citations</b>
NIL	NIL	NIL	NIL	NIL	NIL	NIL
<b>3.3.6 h-index of the Institutional Publications during the year. (based on Scopus/ Web of science)</b>						



T i t l e  o f  t h e  p a p a	Name of the author	Title of the journal	Year of publication	h-index	Number of citations excluding self citations	Institutional affiliation as mentioned in the publication
		Law Review  News Letter	2018  2018	ISSN  no-		

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

No. of Faculty	International level	National level	State level	Local level
Attended Seminars/ Workshops	1	6	11	12
Presented papers	NIL	8	8	8
Resource Persons	NIL	NIL	3	4

### 3.4 Extension Activities

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

Title of the Activities	Organising unit/ agency/ collaborating agency	Number of teachers co-ordinated such activities	Number of students participated in such activities
NS S	Nari foundation & Narayan Health	65	65

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

Name of the Activity	Award/recognition	Awarding bodies	No. of Students benefited
NIL	NIL	NIL	NIL

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

Name of the scheme	Organising unit/ agency/ collaborating agency	Name of the activity	Number of teachers <b>coordinated</b> such activities	Number of students participated in such activities
Swachh Bharath	NGO	Lalbagh cleaning	06	76

### 3.5 Collaborations

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

Nature of Activity	Participant	Source of financial support	Duration
Social Service	NGO	Free	One Year

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

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration (From-To)	Participant
1.High Court 2.Mediation Center 3.Arbitration Centre 4.Civil Court 5. law Firm 6.Supreme Court 7.Advocate Chamber 8. Human Right Commissions	INTERNSHIP	1.High Court 2.Mediation Center 3.Supreme Court 4.Arbitration Center 5.Civil Court 6.law Firm 7.Advocate Chambers 8.Human Rights Commission	1.8 <sup>th</sup> Jan -22 <sup>nd</sup> Jan/2018 2.4h April -16 <sup>th</sup> April 2018 3.3 <sup>rd</sup> Jan-12 <sup>th</sup> Jan/2018 4.25/July/2017-8 <sup>th</sup> /Aug/2018 5.15/2/2018 - 4/3/2019 6.12/2/18-20/2/18 7.3/3/19-18/3/19 8.19/4/18-3/5/19	1. 32 2. 2 3. 15 4. 20 5. 29 6. 80 7. 85 8. 2

3.5.3 MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year			
Organisation	Date of MoU signed	Purpose and Activities	Number of students/teachers p
Sadbhavana	21/6/2017	Social service	87
CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES			
4.1 Physical Facilities			
4.1.1 Budget allocation, excluding salary for infrastructure augmentation during the year			
Budget allocated for infrastructure augmentation		Budget utilized for infrastructure developm	
4.6 Lakhs		4.6 lakhs	
4.1.2 Details of augmentation in infrastructure facilities during the year			
Facilities		Existing	Newly a
Campus area			-
Class rooms		11	-
Laboratories		1	-
Seminar Halls		1	-
Classrooms with LCD facilities		7	-
Classrooms with Wi-Fi/ LAN		-	-
Seminar halls with ICT facilities		1	
Video Centre		1	-
No. of important equipments purchased ( $\geq$ 1-0 lakh) during the current year.		1.60 lakhs	-
Value of the equipment purchased during the year (Rs. in Lakhs)		-	-
Others		Moot court Hall	-
4.2 Library as a Learning Resource			
4.2.1 Library is automated {Integrated Library Management System -ILMS}			
Name of the ILMS software		Nature of automation (fully or partially)	Version
Libsoft		Libsoft (fully)	(9.8) basic version
			Year of autom
			2016
4.2.1 Library Services:			
	Existing		Newly added
	No.	Value	Total
	No.	Value	No. Value
Text Books	6940	12 lakhs	1211 3lakhs
Reference Books	2000	10 lakhs	150 1.25 lkhs
e-Books	01	25000	- - 25000
Journals	1018	18lakhs	- - 18lkhs
e-Journals	01	55000	- - 55000
Digital Database	01	35000	- - 35000
CD & Video	01	6000	- - -
Library automation	01	35000	- - 35000
Weeding (Hard & Soft)	01	25000	- - -
Others (specify)	-	-	- - -
4.3 IT Infrastructure			

4.3.1 Technology Upgradation (overall)								
	Total Computer s	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Availability
Existing	15	1	BSNL	1	1	1	LL.B 3yrs LL.B 5YRS	7025
Added								
Total								
4.3.2 Bandwidth available of internet connection in the Institution (Leased line)								
MBPS /GBP : 702511/25GB								
4.3.3 Facility for e-content								
Name of the e-content development facility					Provide the link of the videos and recording facility			
NIL					NIL			
4.3.4 E-content developed by teachers such as: e-PG-Pathshala, CEC (under e-PG-Pathshala CEC (Under other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc								
Name of the teacher			Name of the module		Platform on which module is developed		Date of development	
NIL			NIL		NIL			
4.4 Maintenance of Campus Infrastructure								
4.4.1 Expenditure incurred on maintenance of physical facilities and academic support facilities, excluding salary component, during the year								
Assigned budget on academic facilities		Expenditure incurred on maintenance of academic facilities		Assigned budget on physical facilities		Expenditure incurred on maintenance of physical facilities		
4.5		4.5		3.75		3.25		
4.4.2 Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. (maximum 500 words) (information to be available in institutional Website, provide link)								
Al-Ameen college of law , does maintains & utilizes physical, academic, & support facilities .								
PHYSICAL FACILITIES : The college physical facilities include a computer lab consisting 20 systems with internet connections for the use of students & faculty in teaching & learning the college library also provides LAN facility for the computer. In addition to this the staff also has they own laptops & internet providing instruments Well equipped & maintained ICT 11 class rooms with, along with board teaching is made available for the teachers for teaching & learning on day to day basis. the same are been maintained periodically . The college has its own website which is updated & maintained regularly. Al-Ameen College of law has its own UPS & Generator as power backup & the same is regularly maintained. Electric & plumbing is been done by a well qualified & skilled electrician appointed by the management. The academic support felicities like the NSS, NCC, the Legal Cell etc... Is open not only to the college								

students but also to all the stake holders in the surrounding with the prior permission of the authorities. Accession is provided to the to the students & the stake holders. a provision of the budget for the library maintenance is made . Activities like fumigation, & keeping te library clean is done frequently by the support staff.

Sports department in college is meritorious with indoor Hall & open land which can be used by the students & the staff & the stake holders.

## **CRITERION V - STUDENT SUPPORT AND PROGRESSION**

### **5.1 Student Support**

#### **5.1.1 Scholarships and Financial Support**

	Name /Title of the scheme	Number of students	Amount in Rupees
Financial support from institution	KMDC Management Scholarship	25	20000 Per Student
Financial support from other sources			
a) National	NIL	NIL	NIL
b) International	NIL	NIL	NIL

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

Name of the capability enhancement scheme	Date of implementation	Number of students enrolled	Agencies involved
1. Remedial coaching	3/5/2018	1. 69	college-
2. Language lab	16/2/2018	2. 35	
3. Personal counselling	7/4/2018	3. 18	
4. Mentoring	6/5/2018	4. 49	

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

Year	Name of the scheme	Number of benefited students by Guidance for Competitive examination	Number of benefited students by Career Counselling activities	Number of students who have passed in the competitive exam	Number of students placed
NIL	NIL	NIL	NIL	NIL	NIL

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

Total grievances received	No. of grievances redressed	Average number of days for grievance redressal
NIL	NIL	NIL

### **5.2 Student Progression**

5.2.1 Details of campus placement during the year					
On campus			Off Campus		
Name of Organizations Visited	Number of Students Participate d	Number of Students Placed	Name of Organizations Visited	Number of Students Participated	Number of Students Placed
1.Yukthata 2.Hudson & Samuel 3.Singhania & Singhania 4. Talk 4 Justice	102	25	1.Yukthata 2.Hudson & Samuel 3.Singhania & Singhania 4. Talk 4 Justice	30	8
5.2.2 Student progression to higher education in percentage during the year					
Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of Programme admitted to
2018	10%	LLM  CS	Law  BOARD OF COMERS	ULC Bangalore  Institution for Co. Secretary course	1 <sup>st</sup> yr
5.2.3Students qualifying in state/ national/ international level examinations during the year (eg: NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)					
Items		No. of Students selected/ qualifying		Registration number/roll number for the exam	
NET		-		-	
SET		-		-	
SLET		-		-	
GATE		-		-	
GMAT		-		-	
CAT		-		-	
GRE		-		-	
TOFEL		-		-	
Civil Services		2		-	
State Government Services		5		-	
Any Other		-		-	
5.2.4 Sports and cultural activities / competitions organised at the institution level during the year					
Activity	Level		Participants		
1. Inter collegiate Volley ball tournament in association with KSLU. 2. Cricket.	1. University level 2. College level 3. College level 4. College level 5. College level 6. College level 7. College level		1. 25 teams 2. 12 teams 3. 10 teams 4. 8 teams 5. 6 teams 6. 20 teams 7. 25 teams		

3. Kabadi. 4. Badminton. 5. Tennikoit 6. Carom 7. Chess 8. Table Tennis	8. College level	8. 18 teams
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### 5.3 Student Participation and Activities

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

Year	Name of the award/ medal	National/ International	Sports	Cultural	Student ID number	Name of the student
NIL	NIL	NIL	NIL	NIL	NIL	NIL

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

The Students Council in the college leads the organization that promotes leadership, fellowship, & unity in our college & community. The Students council strives to reach its goals by developing projects that fulfils needs of our students, faculty/staff & community.

They constitute of a president, vice-president, secretary, joint secretary, treasurer, & 8 members each from every class the post of the office bearers is based on elections which is conducted once in an academic year.

The students council is open for enrolment from any grade /class. In order to be considered as an active member of the council they have to attend meetings once in every six months. they are responsible for conducting activities in the college

They have won several awards like the best out going student award, excellence in academics, volunteering, and best inspirational award given by the institution which is considered as the most prestigious awards of the year.

Over all activities involvement of student council is the utmost important in all the college. The purpose of the Students council in college is for giving an opportunity to the students to develop leadership qualities by organizing & carrying out college activities.

The committees constituted in college are ;

1. Students council
2. Sports
3. Welfare
4. Discipline
5. Academics
6. Moot court
7. Womens club
8. Anti ragging cell
9. Sc/St cell
10. Eco club
11. Humans Right
12. Cultural
13. IQAC
14. Cleanliness
15. Sexual harassment cell

<b>5.3 Alumni Engagement</b>
<b>5.3.1 Whether the institution has registered Alumni Association? Yes/No, if yes give details (maximum 500 words):</b>
YES, the Al-Ameen College of Law has a registered Alumni Association, the Alumni Association headed by the principal & senior faculty as coordinator on regular basis with about 356 students, the Alumni association conducts activities like meetings every six monthly. The Alumni also gets themselves involved in conducting activities like the National Moot Court competition, debates, seminars & interactive sessions with the students, legal aid orientation programme, workshops etc.... The college gives the prestigious Alumni awards yearly for different categories like; Academics, Judiciary, Politics, and Advocacy.
<b>5.3.2 No. of enrolled Alumni:</b>
356 students
<b>5.3.3 Alumni contribution during the year (in Rupees) :</b>
50,000( FIFTY THOUSAND)
<b>5.3.4 Meetings/activities organized by Alumni Association :</b>
Twice in a year, seminars, workshops, placements.
<b>CRITERION VI –GOVERNANCE, LEADERSHIP AND MANAGEMENT</b>
<b>6.1 Institutional Vision and Leadership</b>
<p><b>6.1.1 Mention two practices of decentralization and participative management during the last year (maximum 500 words)</b></p> <p><b>Internships:</b> students undergo an internship programme to prepare themselves for the real world. Through this they are able to work experience for a specific requirement. The college provides internship in various organizations, like High Court, Civil &amp; criminal courts, Arbitration centre, Mediation Centre, Advocate Firms, at the end of the internship the students are required to submit a report. About 200 &amp; above students have been benefited through this programme.</p> <p><b>Model Answers:</b> Each subject teacher of both the courses (LL.B 3yrs &amp; LL.B 5yrs) after completing the syllabus of the semester are instructed to prepare model answers as per the Karnataka State Law University question paper pattern, for the students to prepare themselves from the point of view of final semester exams. The teachers are directed to provide the same to the students both hard &amp; soft copies. Further it is the continuous habit of the college for uploading the model answers on the college website &amp; the same is being posted in groups by the respective subject teachers for the benefit of the students &amp; improving results.</p>
<b>6.1.2 Does the institution have a Management Information System (MIS)?</b>
<b>Yes/No/Partial:</b> YES
<b>6.2 Strategy Development and Deployment</b>
<b>6.2.1 Quality improvement strategies adopted by the institution for each of the following (with in 100 words each):</b>
<p>❖ <b>Curriculum Development:</b></p> <p>This is the process of improving the curriculum. Various approaches have been used in developing curriculum. This approach provides for analysing, design, selecting, formation &amp; review it also shows the interaction &amp; the relationship for the essentials of curriculum like, planning of academics for each semester methods to be implemented in teaching &amp; learning at class room level , also it</p>



includes evaluation processes.

The academic committee of the college apart from planning academics also monitors teaching & learning through feedback system & gives suggestions & opinions for improvement in teaching & learning. Apart from this the committee makes systematic decisions about the learners for better output. & with inputs for teaching the committee drafts the curriculum for development & deployment, tests, evaluates & redesigns if necessary.

- ❖ **Teaching and Learning:** Teaching & learning is the process that includes many variables. These variables work toward their goals & incorporate new knowledge, behaviour & skills that add to their range of learning experiences. The teachers adopt constructive learning strategies which draws the student to learn more from the existing knowledge & information. The mentors in the class room encourages the students to discover the principles by themselves by allowing them to research for better understanding. Also the teacher simplifies the generation of new propositions which does not increase in manipulation in teaching & learning. Apart from the regular type of imparting knowledge the mentors also adopt modern technology in the class rooms for teaching & learning.

❖ **Examination and Evaluation :**

The examination or assessment intends to measure a test –takers knowledge, after completing each unit a class test is conducted for evaluation of the students. also preparatory exams after completion of fifty percent of the syllabus & at the end of each semester examination is conducted by the Karnataka State Law University, for final assessment & results are put out .

❖ **Research and Development:**

College emphasises on the research of the students & the faculty , the college has a well established Research & development club through which legal research is carried out . the students with the faculty has drafted a bill on Mob Lynching which covers about 20 provision & consists of the interpretation clauses , object, marginal notes , Head notes it consists even the penal provisions regarding Mob Lynching.

- ❖ **Library, ICT and Physical Infrastructure / Instrumentation:** The college is equipped with a spacious & an updated library which is supported by lib soft software for day to day requirements of the students, & it consists of 8345 text books, 2489 reference books 1038 journals, AIR search engine, daily news papers, magazines & various publications for the use of the students the software used has got 9.8 version & is automated from 2016 onwards. It also consists of a computer lab which has 14 computers for the use of students & faculty. A well qualified librarian is appointed for the smooth functioning of the library.

it is equipped with 67 racks & 2 periodical stand new arrival stand & magazine rack & news paper rack, 65 reading chairs, 12 reading tables, bags stand, Xerox machine & printer & the college library is under the vigilance of CCTV.

❖ **Human Resource Management:**

Separate committee is formed under the leadership of principal to maintain & achieve the goals for the overall development of the college.

❖ **Industry Interaction / Collaboration:** The institution encourages the students for their betterment & success in their future life by providing the students , internships in various courts including High Courts , mediation centres , Arbitration centres , firms , advocate chambers , it also conducts curricular & cocurricular activities, intercollegiate competitions & the college is in the habit of conducting national level moot court competitions , college also has a placement centre for procurement of jobs for students. The institution also encourages the students & faculty for field visits for better learning of students, like Forensic, Industrial Visit, cyber police station visit, Central Jail visit, NGO, RBI visit, Mediation, Arbitration visit.

❖ **Admission of Students :**

Al-Ameen College of law entertains the students for seeking admission offline & on line through the web sight of the college for the convenience of the college.

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

❖ Planning and Development : NIL

❖ Administration : Off line & online admissions are been entertained for convenience

❖ Finance and Accounts : NIL

❖ Student Admission and Support: Off line & online admissions are been entertained for convenience.

❖ Examination : Examination is conducted as per the university portal

**6.3 Faculty Empowerment Strategies**

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

NIL

Year	Name of teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
NIL	NIL	NIL	NIL	NIL

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

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	Dates (from-to)	No. of participants (Teaching staff)	No. of participants (Non-teaching staff)
2016	FDP	software training	5/11/17-11/11/17	50	25

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

Title of the professional development programme		Number of teachers who attended		Date and Duration (from – to)	
FDP		8		13/12/2017	
<b>6.3.4 Faculty and Staff recruitment (no. for permanent/fulltime recruitment):</b>					
Teaching			Non-teaching		
Permanent		Fulltime	Permanent		Fulltime/temporary
12		12	10		10
<b>6.3.5 Welfare schemes for</b>					
Teaching				PF, ESI	
Non teaching				PF, ESI	
Students				-	
<b>6.4 Financial Management and Resource Mobilization</b>					
<b>6.4.1 Institution conducts internal and external financial audits regularly (with in 100 words each)</b>					
<b>6.4.2 Funds / Grants received from management, non-government bodies, individuals, philanthropies during the year(not covered in Criterion III)</b>					
Name of the non government funding agencies/ individuals		Funds/ Grants received in Rs.			Purpose
SELF FINANCING					Salaries, & infrastructure .
<b>6.4.2 Total corpus fund generated</b>					
<b>6.5 Internal Quality Assurance System</b>					
<b>6.5.1 Whether Academic and Administrative Audit (AAA) has been done?</b>					
Audit Type	External			Internal	
	Yes/No	Agency		Yes/No	Authority
Academic	YES	ALUMNI		YES	Academic in charge
Administrative	YES			YES	
<b>6.5.2 Activities and support from the Parent – Teacher Association (at least three)</b>					
Legal awareness programme, interactive sessions, PTM					
<b>6.5.3 Development programmes for support staff (at least three)</b>					
ESI, Counselling, Appraisals.					
<b>6.5.4 Post Accreditation initiative(s) (mention at least three) alumni Awards, Extension of ICT in teaching &amp; learning, internships, interdisciplinary teaching learning, constitution of student support services, Research promotional cell established. -----</b>					
<b>6.5.5</b>					
<b>a. Submission of Data for AISHE portal : (Yes /No) YES</b>					
<b>b. Participation in NIRF : (Yes /No) -</b>					

c. ISO Certification : (Yes /No) -			
d. NBA or any other quality audit : (Yes /No) -			
<b>6.5.6 Number of Quality Initiatives undertaken during the year</b>			
Year	Name of quality initiative by IQAC	Date of conducting activity	Duration (from-----to-----)
2018	1.personality development programme 2. Clean & green campus & plastic free zone .	1. 4/10/18 2. 21/5/18	1. 4/1018-11/10/18 2. 21/5/18-27/5/18

## CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

### 7.1 - Institutional Values and Social Responsibilities

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

Title of the programme	Period (from-to)	Participants	
Medical camp through womens club	22/3/16-23/3/16	Female	Male
Women empowerment programme	8/3/18	325	125
		275	100

#### 7.1.2 Environmental Consciousness and Sustainability/Alternate Energy initiatives such as: Percentage of power requirement of the College met by the renewable energy sources

Percentage of power requirement of the College met by the renewable energy sources

#### 7.1.3 Differently abled (Divyangjan) friendliness

Items Facilities	Yes/No	No. of Beneficiaries
Physical facilities	-	
Provision for lift	YES	01
Ramp/ Rails	-	
Braille Software/facilities	-	
Rest Rooms	-	
Scribes for examination	YES	01
Special skill development for differently abled students	-	
Any other similar facility	-	

#### 7.1.4 Inclusion and Situatedness

#### Enlist most important initiatives taken to address locational advantages and disadvantages during the year

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date and duration of the initiative	Name of the initiative	Issues addressed	Number of participating students and staff
2018	NSS, RESOURCE PERSONS , LEGAL AID	NSS , LEGAL AID	23/11/18-29/11/18	NSS, LEGAL AID	survey, Free legal aid free medical camp	100

<b>7.1.5 Human Values and Professional Ethics</b>		
<b>Code of conduct (handbooks) for various stakeholders</b>		
Title	Date of Publication	Follow up (maximum 100 words each)
AACE Code of conduct	2014	The Al-Ameen Educational Society the code of conduct, prepared, for maintaining the decorum & code & conduct for all of its employees. this covers all the employment decorum like the check in & checkout time, the leave period , employment duration & other work related disciplines .
<b>7.1.6 Activities conducted for promotion of universal Values and Ethics</b>		
Activity	Duration (from-----to-----)	Number of participants
Cultural week	27/3/18-3/4/18	345
<b>7.1.7 Initiatives taken by the institution to make the campus eco-friendly (at least five) :</b>		
Waste management, tree Plantation, Rain water harvesting, E- Notes , use of LED lights.		
<b>7.2 Best Practices</b>		
Describe at least two institutional best practices Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link		
Chennai Flood Releaf, Tree plantations, Assam flood releaf .		
<b>7.3 Institutional Distinctiveness</b>		
<b>Provide the details of the performance of the institution in one area distinctive to its vision, priority and thrust Provide the web link of the institution in not more than 500 words</b>		
<p>Al-Ameen College of law , has a colourful website which gives the stake holders a window eye view of the institution , the main feature of this sight is to bring to the outer world the happenings in the college ,like the history of college , notifications , about the faculty the new updates of the activities , about the dates of admission , the application forms, photo gallery , vedio gallery , model answers &amp; much more .also the college has a twitter account &amp; a face book page for bringing awareness about the college with the stake holders. The link of the web site is given below.</p> <p><a href="http://www.alameenlaw.in">www.alameenlaw.in</a> &amp; <a href="http://www.alameenlaw.com">www.alameenlaw.com</a></p>		

### 8. Future Plans of action for next academic year (500 words)

The future plans & the road map of the institution for development of teaching & learning & its overall development are ;

1. National & International Symposiums
2. National Conferences
3. National Seminars with paper Presentations
4. National workshops
5. Judgement writing for students
6. Mock Parliament
7. Model United Nations

Name \_\_\_\_\_

Name \_\_\_\_\_

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*Signature of the Coordinator, IQAC  
Chairperson, IQAC*

*Signature of the*

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