



Yearly Status Report - 2019-2020

Part A

Data of the Institution

1. Name of the Institution	IMAMUL HAI KHAN LAW COLLEGE
Name of the head of the Institution	V.K.SINGH
Designation	Principal
Does the Institution function from own campus	Yes
Phone no/Alternate Phone no.	06542268708
Mobile no.	9431128280
Registered Email	imamulhaikhanlawcollege@rediffmail.com
Alternate Email	rak660@gmail.com
Address	SECTOR-6
City/Town	BOKARO STEEL CITY
State/UT	Jharkhand
Pincode	827006

2. Institutional Status

Affiliated / Constituent	Affiliated
Type of Institution	Co-education
Location	Urban
Financial Status	private
Name of the IQAC co-ordinator/Director	MANJEET KUMAR
Phone no/Alternate Phone no.	06542268708
Mobile no.	9939561683
Registered Email	imamulhaikhanlawcollege@rediffmail.com
Alternate Email	rak660@gmail.com

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	https://assessmentonline.naac.gov.in/public/index.php/postaccreditation/generatePDF_agar/eyJpdjI6Ing0N3h6alwvMUlqU2VhM3VoNEZnaW93PT0iLCJ2YWx1ZSI6IkhxcDBkVmJNaURFOUxSVjVhOXpYcGc9PSIsIm1hYyI6IjNjZjI0MDQyY2JiMGEwMzg5ODQ5Yzk5ZGFmZTY3ZjIwNDc4OWFkZGRjNjM5OGI4YW
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4. Whether Academic Calendar prepared during the year

Yes

if yes, whether it is uploaded in the institutional website:
Weblink :

http://www.ihklcbokaro.org/Admin/Upload_files/637456273655616338AQAR%20Status%20Report%20-%202018-2019.pdf

5. Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity	
				Period From	Period To
1	C	1.83	2016	25-Dec-2016	24-May-2021

6. Date of Establishment of IQAC

12-Nov-2013

7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture

Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries
Organized Seminar	29-Feb-2020 1	135
Regular meeting of Internal Quality Assurance Cell (IQAC)	24-Feb-2020 1	12
Regular meeting of Internal Quality Assurance Cell (IQAC)	03-Jan-2020 1	12
Regular meeting of Internal Quality Assurance Cell (IQAC)	04-Nov-2019 1	12
Regular meeting of Internal Quality Assurance Cell (IQAC)	01-Oct-2019 1	12
Regular meeting of Internal Quality Assurance Cell (IQAC)	16-Sep-2019 1	12
Regular meeting of Internal Quality Assurance Cell (IQAC)	26-Aug-2019 1	13
Regular meeting of Internal Quality Assurance Cell (IQAC)	07-Aug-2019 1	12
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8. Provide the list of funds by Central/ State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Imamul Hai Khan Law College	NA	UGC	2020 00	0
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9. Whether composition of IQAC as per latest NAAC guidelines:	Yes
Upload latest notification of formation of IQAC	View File
10. Number of IQAC meetings held during the year :	8
The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website	Yes

Upload the minutes of meeting and action taken report	View File										
11. Whether IQAC received funding from any of the funding agency to support its activities during the year?	No										
12. Significant contributions made by IQAC during the current year(maximum five bullets)											
Worked extensively towards academic excellence which resulted into better performance of students in university exams and also had university rankers in various semesters.											
* Selected 200 students aspiring for village survey (legal aid).											
* Introduced new skill development and professional training course like court visit.											
Encouraged to participate in various sports. This is the selection of student in Cricket Team of our College.											
Extensive social and extension activities done through village survey, 3 students have been moot court competition winners.											
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13. Plan of action chalked out by the IQAC in the beginning of the academic year towards Quality Enhancement and outcome achieved by the end of the academic year											
<table border="1"> <thead> <tr> <th>Plan of Action</th> <th>Achivements/Outcomes</th> </tr> </thead> <tbody> <tr> <td>Initiate in collaboration with various court</td> <td>Extensive through District Court, High Court and Supreme Court Practice</td> </tr> <tr> <td>Extensive work in NSS and other Extension Activities</td> <td>Swatch Bharat Abhiyan</td> </tr> <tr> <td>Ensure best performance in village survey</td> <td>We had village survey at college level</td> </tr> <tr> <td colspan="2">No Files Uploaded !!!</td> </tr> </tbody> </table>		Plan of Action	Achivements/Outcomes	Initiate in collaboration with various court	Extensive through District Court, High Court and Supreme Court Practice	Extensive work in NSS and other Extension Activities	Swatch Bharat Abhiyan	Ensure best performance in village survey	We had village survey at college level	No Files Uploaded !!!	
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Extensive work in NSS and other Extension Activities	Swatch Bharat Abhiyan										
Ensure best performance in village survey	We had village survey at college level										
No Files Uploaded !!!											
14. Whether AQAR was placed before statutory body ?	No										
15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	No										
16. Whether institutional data submitted to AISHE:	Yes										

Year of Submission	2019
Date of Submission	28-Feb-2019
17. Does the Institution have Management Information System ?	Yes
If yes, give a brief description and a list of modules currently operational (maximum 500 words)	<p>The admission process details of the students' admitted, category of the students are entered in the online web portal of the college and can be retrieved whenever needed for internal and external evaluation. The teachers and supporting staff can access the current database of the students. The book stocks are computerised and recorded while issuing and returning to the students. Various Committees have been formed for the adequate and qualitative functioning in each and every department. The Committee Heads have to report to the Head of the Institution during the Committee Meetings. Administrative Procedures including Finance: Budget Preparation, Regular Reporting by Office Superintendent to the Head of the Institution about the income and expenses. Allotment of the roll numbers to the students and preparation of separate lists of each class subject wise lists are prepared lists given to the teachers regular attendance taken by the each and every teacher parents of the students who are irregular are informed and due actions are taken. Computerized and Manual Students Profile is well maintained. Teaching Evaluation and Examination Procedures: Preparation of the Academic Calendar in the beginning of the year which includes teaching days, important events during the year and the evaluation dates the Academic Calendar is given to all the faculty members and is displayed on the notice boards for students. Internal /External exam time tables are displayed on the notice boards</p>

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

Imamul Hai Khan Law College, Bokaro Steel City has a very well organized and structured mechanism for curriculum delivery and documentation. At the beginning of each Academic Year, Academic Calendar and Action Plan is prepared by the Principal in consultation with the IQAC members. Seminar is held by the college on the first day of the new academic session for the UG students to commence the courses/classes. The students are provided information regarding the vision, mission and the discipline of the institution and also about their code of conduct, time-table and classes. The college administration provides a very well constructed time-table duly approved. The teachers employ the following teaching methods based on the needs of different subjects for the effective delivery of the curriculum; • Smart Board Classes • Lecture Method • ICT enabled teaching-learning method • Assignment, Internship and Internal Examinations • Question and answer/interactive sessions Imamul Hai Khan Law College has a Wi-Fi enabled campus and a rich library with sufficient books and journals to cater the needs of students. A number of journals related to Law education are subscribed. Proper and adequate practical and court visits for law students are organized. Need based survey programmes, field trips and educational excursions are organized by the college. The class tests, selection tests, two internal examinations, regular assessment in the practical classes, moot courts viva-voce, are held to monitor and enhance the performance of the students. Remedial and tutorial classes are also held to enhance the quality of teaching- learning process. The college maintain the record of the meetings, attendance, time-table, distribution of syllabus, classes, assignments, curriculum based seminars, guest lectures, power point presentations, smart classes, remedial coaching, field trips etc. IQAC under the supervision and guidance of the Principal conducts academic audits to survey and ensure the proper documentation and maintenance of all the records. Meetings of members of IQAC are held with the Principal at regular intervals to review action taken report of all the initiatives and activities related to the effective delivery of curriculum. Meeting of Principal with all the faculty members of the College is also held to update about the effective functioning of the college. All the meetings are properly documented and recorded. The Faculty Performance is evaluated by the principal through self appraisal for each academic year with the help of Self Appraisal Forms. the College administration, under the leadership of the principal, monitors and evaluates the teaching-learning process, conduction of examinations, performance of students in the examinations and all the activities related to teaching-learning programme for the smooth and effective delivery of curriculum and documentation.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entrepreneurship	Skill Development
NA	NA	10/07/2019	00	NA	NA

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
BA LLB	Law	21/05/2019
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1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
BA LLB	Law	21/05/2019
LLB	Law	21/05/2019

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

	Certificate	Diploma Course
Number of Students	Nil	Nil

1.3 – Curriculum Enrichment

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

Value Added Courses	Date of Introduction	Number of Students Enrolled
NA	16/09/2019	Nil
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1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BA LLB	SWATCH BHARAT SUMMER INTERNSHIP	41
LLB	SWATCH BHARAT SUMMER INTERNSHIP	285
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1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	Yes
Alumni	Yes
Parents	Yes

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

Feedback Obtained
Feedback from students each obtained through offline forms on website in hard copy once in each semester and orally during the academic audit done by the Head of Institution the offline suggestion and feedback regularly analyzed by the Head of the Institution for the further action. The oral feedbacks are directly taken by the Head of Institution. Feedback form students is also obtained during meeting of the students council every fortnight with the coordinator of the college and once in a much with the Head of Institution Apart from that every student is free to meet the Head of Institution as and when required. The feedbacks from the teachers are sought during the staff meeting during the year. Feedback form the alumni and parents are taken offline.

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
LLB	LAW	180	160	140
BA LLB	LAW	120	45	24
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2.2 – Catering to Student Diversity

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

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2019	309	Nil	16	Nil	Nil

2.3 – Teaching - Learning Process

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

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Number of smart classrooms	E-resources and techniques used
16	16	6	6	6	Nil
View File of ICT Tools and resources					
No file uploaded.					

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

Yes, we do have student mentoring system in our college. We form Star Batches and Remedial Batches in each class. The students who secure first class or distinction are listed in the Star Batch. The students who secure Second class or Pass Class or if they fail, they are listed in the Remedial Batch. Special lectures are arranged for both the batches and the teachers work hard to improve their results. The teachers are also available in the campus after the lectures and the students are free to approach them for their questions and doubts. Separate registers are maintained for both the type of batches.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
309	16	1:19

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
16	11	5	Nil	2

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

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
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2019	NA	Nill	NA
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2.5 – Evaluation Process and Reforms

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

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
BA LLB	Nill	2nd	10/08/2020	24/11/2020
LLB	Nill	6th	10/08/2020	24/11/2020
LLB	Nill	4th	10/08/2020	24/11/2020
LLB	Nill	2nd	10/08/2020	24/11/2020
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2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

The students are also evaluated through class Seminars and Presentations in the class on a given topic. Assignments and Projects are given in each subject by the department. They are also evaluated as a part of CIE. Continuous Internal Evaluation (CIE) and project work are the internal modes of assessment. The college being affiliated to Binod Bihari Mahto Koylanchal University, Dhanbad adheres to the syllabus prescribed by the University. An academic calendar clearly specifying the date/time of various academic events to take place during the academic session. Semester examinations are held as per Binod Bihari Mahto Koylanchal University Dhanbad examination schedule at the semester end. The evaluation system, as adopted by the Institute. 1. The Continuous Internal Evaluation (CIE) 2. Orientation on Evaluation Process For effective implementation of Continuous Internal Evaluation (CIE) system at the institutional level, the institute conducts two Internal test per course per semester and performance based improvement test. The answer scripts are given back to the students after evaluation for their information, providing sufficient transparency and accountability. CIE marks are shown to students along with their answer scripts by the teacher concerned enabling them to have access to the evaluated answer scripts before the marks are forwarded to the examination section. It also promotes the student to participate in technical paper presentation, workshops, and seminars. CIE Components also includes MCQs, Quiz competitions, debates, Lab Exercises and Practical. The college encourages and guides the students to participate in national level competitions. The college gives facility to participate in competitive examinations and higher studies. The participation and performance of students in sports and other extracurricular and cultural activities is also given weightage. The feedback system is provided to the students for giving the feedback on all fronts. The institute communicates progress reports to the parents. It organizes parents and teachers meet to have a communication. The institute helps the student to explore various learning resources like the Internet and library etc. which will enables to develop self study, analytical and reasoning capabilities.

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

The College prepares the academic calendar at the beginning of the academic session and distributes it to the students at the time of admission and beginning of the new session. The academic calendar contains the yearly schedule of the College ranging from the list of holidays (National, State,

Local , Institutional), the tentative date schedule of college examinations, curricular and extra-curricular activities. and other vital information of the institution. The academic calendar is distributed among all teaching staff members.

2.6 – Student Performance and Learning Outcomes

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

[NA](#)

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
Nill	LLB	LAW	75	49	65
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2.7 – Student Satisfaction Survey

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

[Student Satisfaction Survey \(SSS\) on overall institutional performance \(Institution may design the questionnaire\) \(results and details be provided as weblink\) could not conduct the survey due to COVID situation](#)

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

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

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Nill	00	NA	0	0
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3.2 – Innovation Ecosystem

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

Title of workshop/seminar	Name of the Dept.	Date
Judicial Precedent is a Source of Law	Imamul Hai Khan Law College	29/02/2020

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

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
NIL	NIL	NIL	Nill	NIL
No file uploaded.				

3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsered By	Name of the Start-up	Nature of Start-up	Date of Commencement
NIL	NIL	NIL	NIL	NIL	Nill

No file uploaded.

3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
0	0	0

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

Name of the Department	Number of PhD's Awarded
NIL	Nil

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

Type	Department	Number of Publication	Average Impact Factor (if any)
National	LAW	1	0
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3.3.4 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
Law Dept	Nil
No file uploaded.	

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

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
NA	NA	00	Nil	0	NA	Nil
No file uploaded.						

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

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
NIL	NIL	NIL	2020	Nil	Nil	NIL
No file uploaded.						

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

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	Nil	1	1	1
Presented papers	Nil	Nil	Nil	Nil
Resource persons	Nil	Nil	Nil	Nil
No file uploaded.				

3.4 – Extension Activities

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

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
NSS	College	3	307
Legal Aid Services	College	3	301
No file uploaded.			

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

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
NA	00	00	Nil
No file uploaded.			

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

Name of the scheme	Organising unit/Agen cy/collaborating agency	Name of the activity	Number of teachers participated in such activites	Number of students participated in such activites
SWACHH BHARAT ABHIYAN	SELF	Nil	10	210
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3.5 – Collaborations

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

Nature of activity	Participant	Source of financial support	Duration
NIL	0	00	0
No file uploaded.			

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

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
NIL	000	00	Nil	Nil	0
No file uploaded.					

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

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
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NIL	Nil	0	Nil
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CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

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

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
10	1136464

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Others	Existing
Others	Newly Added
Classrooms with Wi-Fi OR LAN	Existing
Classrooms with LCD facilities	Existing
Seminar Halls	Existing
Class rooms	Newly Added
Class rooms	Existing
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4.2 – Library as a Learning Resource

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

Name of the ILMS software	Nature of automation (fully or patially)	Version	Year of automation
NIL	Partially	Nil	2021

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	13883	2909893	189	35305	14072	2945198
Journals	589	185671	170	77668	759	263339
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4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
NA	NA	00	Nil
No file uploaded.			

4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Co mputers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departme nts	Available Bandwidth h (MBPS/ GBPS)	Others
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Existing	42	30	42	2	1	6	1	10	0
Added	0	0	0	0	0	0	0	0	0
Total	42	30	42	2	1	6	1	10	0

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

10 MBPS/ GBPS

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
NIL	Nill

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
3	332765	2.8	48561

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)

Contracts have been given to various service providers for the maintenance of the, facilities, equipment etc. Infrastructure is maintained and developed by the Trust. Regular servicing is done by the agencies who have been given the contract. A Permanent Electrician is hired by the institute for the upkeep and maintenance of the Electrical equipments with an agency for the maintenance of the 3 phase 45 KVA digital Generator. The institution has its own bore facility and so there is no issue related to water supply, The campus also has the water connections from the Bokaro Steel Limited. Aqua guards are installed for clean and pure drinking water.

<http://www.ihklcbokaro.org/Admin/Uploadfiles/6374865453376042604.2.2.Procedures%20and%20policies%20for%20maintaining.pdf>

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

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

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

Name of the capability	Date of implemetation	Number of students	Agencies involved
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enhancement scheme		enrolled	
NIL	Nill	Nill	0
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5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed
2020	NIL	Nill	Nill	Nill	Nill
No file uploaded.					

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

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

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
NIL	Nill	Nill	Nill	Nill	Nill
No file uploaded.					

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

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of programme admitted to
2020	Nill	0	0	0	0
No file uploaded.					

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

Items	Number of students selected/ qualifying
NET	Nill
SET	Nill
SLET	Nill
GMAT	Nill
CAT	Nill
GRE	Nill
TOFEL	Nill
No file uploaded.	

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

Activity	Level	Number of Participants
Sports	Under College	303
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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/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2020	NIL	National	Nill	Nill	000	Nill
2020	NIL	Internat ional	Nill	Nill	Nill	Nill
No file uploaded.						

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

The college is dedicated to the cause of grooming boys/girls by providing them education and supporting them in every possible way to nurture their personalities. The college has a well structured coaching class for the competitive tests taking strategy with confidence and also facilitates their entry into professional courses. In addition to this, college organizes regular career guidance programmes throughout the year

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

Yes

The alumni association of the institution, Imamul Hai Khan Law College, was formed on 12th November 2013. In the past for three years, Imamul Hai Khan Law college has organized camps and events the list of which is given below: • Blood Donation Camp in association with Red Cross Society • Medical Check-up Camp • Tree Plantation (Dainik Jagran) • Blanket distribution with the association of NGO- ASHA LATA • Legal Aid village Survey Camp with an on campus Legal Aid Centre

5.4.2 – No. of enrolled Alumni:

70

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

3500

5.4.4 – Meetings/activities organized by Alumni Association :

Three

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

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

Imamul Hai Khan Law College greatly encourages the practices of decentralization and participative management. The administration and

functioning of each and every department is decentralized. the college administration delegates authority to the faculty members. The department and the faculty members work to chalk out the action plan for well planned and effective delivery of curriculum. the students work in co-operation with the faculty members within each department for various activities. Departmental meetings are held and the principal takes the decisions for the allocation of syllabus, distribution of classes, arrangement of guest lectures, conduction of curriculum based student seminars, conduction of tests, preparation of academic calendar, projects and assignments. All important information are communicated through regular meetings of the faculty members with the Principal. the college promotes a culture of participative management through the formation of different committees like CPE Committee and RUSA Committee. Each Committee, headed by the principal, consists of a Co-ordinator and members who work for the disbursement of funds on various heads. the committee organises various meeting with the head of the institution and Co-ordinator to ensure the proper utilization of the funds. Keeping in view the requirement of the students and various departments, the funds are utilized for purchase of books and upgradation of infrastructure, laboratory equipments and of the other items related to the enhancement of the quality of teaching and learning process.

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

No

6.2 – Strategy Development and Deployment

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

Strategy Type	Details
Human Resource Management	The College constantly takes steps for quality improvement of the human resource of the college by providing adequate assistance and help whenever required. the college is equipped with Wi-Fi for facilitating faculty and students. Faculty is encouraged to attend seminars, conferences, orientation programmes. Guests lectures by experts are held from time to time.
Library, ICT and Physical Infrastructure / Instrumentation	1. Wi-Fi enabled Campus, Library Automation and new access points for Wi-Fi building and back up devices facilities have been provided. 2. Through Library software , Barcode scanner and library being upgraded with addition of new books, journals and magazines etc. 3. Smart classrooms with smart board are already in existence and being constantly upgraded. 4. Green boards have been purchased for classrooms
Research and Development	1. The College motivates the faculty members to go for enhancement of their qualification as well as higher education. 2. It encourages the teachers to present papers in International, National and state level Seminars, Conferences and to act as Resource Persons.3. It exhibits the

publication of Research work/books edited and authored by faculty members in the college library to inspire further research. 4. It motivate the faculty members and the students to organize Seminars at the institutional level

Examination and Evaluation

1. The Annual Examinations are held according to the date schedule decided by Binod Bihari Mahto Koylanchal University, Dhanbad since Imamul Hai Khan Law College, Bokaro is affiliated to Binod Bihari Mahto Koylanchal University, Dhanbad. the college conducts mid semester exams for UG. In addition, practical tests, class tests, remedial tests, revision tests and tutorials are conducted by the college and marks recorded in the Register. Project work/Assignment are assigned to the UG students and evaluated by the teachers. Marks are added to the grand total of mid semester and the internal marks are sealed and sent to the University. Debates, Moot Courts and Weekly Seminars are held to evaluate the analytical ability of the students.

Teaching and Learning

1. Teaching both through chalk-talk method and through PPT presentation. 2. Learning through practical demonstration, field work, group discussions, quizzes. 3. Enhancement of learning skills of the students through participations in Workshops, training programs and seminars. 4. Wide access to main library, reference library, reference journal and magazines and internet facilities for students. Teachers are encouraged to upgrade. Their teaching skills and knowledge.

Curriculum Development

1. Inclusion of field work, industrial visit, educational tours, on job training, in house project training for under graduate students according to the curriculum of Binod Bihari Mahto Koylanchal University, Dhanbad 2. Implementation of traditional written examination with virtual and smart classes, project work/assignment and power point seminar presentation. Practical demonstration for law students

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

E-governance area	Details
Planning and Development	? Planning and Development -The

	College promotes a culture of participative management while planning for the future growth and development of the Institution. the management along with the Principal and IQAC chalks out various feasible strategies while making the various plans and policies.
Administration	The College greatly encourages the practices of decentralization and participative management. the administration and functioning of every department is decentralized. The Principal delegates authority to the Heads of the Departments for effective delivery of curriculum.
Finance and Accounts	The College maintains transparency and accountability while maintaining its financial records. Every year the Institution conducts financial audit which reflects true and fair accounting of the institution.
Student Admission and Support	On the whole, the college works collectively and harmoniously with all stake holders to provide and promote an academic environment that ensures and fosters holistic development of its students and enhances the opportunities of their progression to higher levels of learning.
Examination	: Examinations are held as per schedule and programmes of Binod Bihari Mahto Koylanchal University, Dhanbad.

6.3 – Faculty Empowerment Strategies

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

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
No Data Entered/Not Applicable !!!				
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6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
2020	Nill	Nill	Nill	Nill	Nill	Nill

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

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
00	Nill	Nill	Nill	0
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6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
11	11	11	Nill

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
NIL	NIL	NIL

6.4 – Financial Management and Resource Mobilization

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

The Imamul Hai Khan Law college, Bokaro conducts the internal financial audit every year. Financial audit is done by the Chartered Accountant and their team. All the financial statements of the institution are openly presented before the Auditing team as soon as the financial year ends. All the receipts and payment amount, income and expenditure, bank statements, cash balance, funds etc are presented before them. After the Auditing work, the auditors provide the final report of the financial year which gives the true and fair view in conformity of the Accounts. All the Auditor's records are updated in the account section year wise. The Auditors appreciate the financial section and also given suggestions for the better functioning for the next financial year.

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

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

6.4.3 – Total corpus fund generated

00

6.5 – Internal Quality Assurance System

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	Amol Associate	Yes	IQAC
Administrative	Yes	Amol Associate	Yes	Annual Financial

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

Regular meetings are held every year, Feedback is provided by the parents online for the overall services of the colleges, Parents also take benefit of the extension activities in the college

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

(i) Task/Job rotation (ii) Mentoring (iii) Enrichment Programme

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

Focused work on Skill Development and Professional Training, Focused work on achieving academic excellence, Extensive Social Extension activities through village survey

6.5.5 – Internal Quality Assurance System Details

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

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2019	national seminar, village legal survey	15/02/2020	10/07/2019	18/02/2020	19
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CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

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

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
NA	Nill	Nill	Nill	Nill

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

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

Percentage of power requirement of the College met by the renewable energy sources The College is aware of the fact that higher educational institutions have to play significant role to inculcate environment consciousness among the future citizens of the country and in doing so arrest environment degradation. The College is working towards making the campus "Eco-Friendly". Faculty, students and staff are advised to turn off taps, lights, fans etc. when not in use.

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Ramp/Rails	Yes	Nil

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
Nil	Nil	Nil	Nil	00	NA	NA	Nil
No file uploaded.							

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

Title	Date of publication	Follow up(max 100 words)
NA	Nil	00

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
observance of Independence Day	15/08/2019	15/08/2019	150
Observance of Republic Day	26/01/2020	26/01/2020	150
College Day	22/12/2020	22/12/2020	300
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7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

campus has initiated towards being no plastic zone Flowers are not used in the campus neither in decoration, nor in welcoming the guests The guests are welcomed with books wet and dry waste is managed and disposed separately All possible efforts are made, like switching off the fans and lights when not in use or turn them on only as minimum as required, to save electricity

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

Best Practices I 1. Title of the Practice: Promotion of universal values among students. 2. Objectives of the practice: In today's world, where majority of the people are pursuing only self interests relentlessly, the institution recognizes the need to inculcate universal values like promotion of truth, selflessness, righteousness etc. The administration of our college is working with this goal. 3. Context: This inculcates among the students. a) harmonious development of body, mind and soul and promotion of universal values. b) Cultivate inner calmness-a way to peace c) to help others d) to preach and practice truthfulness. e) to deal with academic and emotional stress by tapping their inner sources of strength. f) to develop a positive attitude Evidence of Success: Students are increasingly taking interest in this practice. Plantation Programme Objectives of the Practice It has been observed by the people that nature has been changing itself very tremendously as we are responsible for this change because of building and constructing more and more cities and town. So, the nature has unbalanced and disturbed that's why the combination of oxygen has ruined. Therefore, now we have to maintain this balance by • To

ensure more plantation of different fruits and other useful trees. • Plantation Programme can become more popular. So, it is the duty of ours to promote more and more students to come forward. • To enhance the values of plants environment among the students. The Context The very noble objective of "World Environment day is to save protect to the environment by plantation work" with under given points:- • To increase up the level of the students thinking regarding plantation work. • To ensure the sincerity of the students regarding the values of trees. • To inculcate the programme of plantation can change the heart hobbies of students to produce more and more oxygen. • For the maintenance the cycle of nature for upgradation of the environment. It is very important to plant more and more trees, herbs and climbers because these are the carriers of rain and clouds. Only the nature has capacity to turn up the balance of nature to produce more and more oxygen, but it is only possible when our surroundings are full of trees and plants. Such type of programme is only possible when our new generation becomes more sincere and active towards plantation programmes. If our programme of plantation makes the points of success, it is sure and certain that our nature will be in balance and the life of the people can be happy prosperous. So, we should plant more trees and protect them for the future of new generations. Evidence of Success Our efforts of plantation work provoke the heart of the students and inspired them to go quickly on the path of plantation for the balance of the nature upgradation of environment. It is the result of the programme that more than 80 student participated in the programme of the plantation started by college/administration. close to 200 plants has been planted by the students in college campus. Now we are hoping that after this monsoon, these planted trees will provide us feelings of true beauty of the nature.

Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link

<http://www.ihklcbokaro.org/Admin/Uploadfiles/6374986678136741997.2%20Best%20Practices.pdf>

7.3 – Institutional Distinctiveness

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

Imamul Hai Khan Law College, Bokaro is a minority institution established by the Imamul Hai Khan Educational Society with primary purpose of providing professional education and learning for the underprivileged society in a spirit and atmosphere of simplicity, sincerity, concern and faith. the college aims at creating a just and humane society, free from prejudices, superstitions and discriminations based on sex, religion, caste, creed or economic status. to implement this vision the institution offers students, especially SC,ST, OBC and economically backward students, a milieu conducive to their integral development and an atmosphere congenial to their academic excellence and all round development of personality. the institution achieves its vision and mission with the collaboration and cooperation of a supportive management, experienced and qualified faculty, sincere non-teaching staff under the guidance and supervision of an able and dynamic Principal. In an infrastructure which is excellent and well equipped with computer labs and Wi-Fi enabled campus, playgrounds and other facilities like sports . The college runs UG course in Law Education. 3 years LLB (Hons.) course 5 years BA.LLB(Hons.) integrated course. The college provides specific support services/ facilities for students from SC,ST, OBC and other economically backward and weaker sections. Tuition fees of students belonging to SC/ST,OBC and economically weaker and minority sections are waived according to their requirement through resolutions of the Governing Body of Imamul Hai Khan Education society and Government scholarships programme. Remedial classes are held for SC/ST, OBC and

economically weaker students and slow learners.

Provide the weblink of the institution

<http://www.ihklcbokaro.org/Admin/Uploadfiles/6374865765452943857.3.1%20Institutional%20Distinctiveness.pdf>

8.Future Plans of Actions for Next Academic Year

In the next Academic year the Goal of entrepreneurship development programme is to provide with knowledge, skill and aptitude fulfilling manpower requirements of the market and industry and choosing the career of their choice through e-learning. The Academic Year 2020-2021 has begun on a challenging note with the spread of Covid-19 all over the country. Our institution caters to the girls from economically and socially challenged section of society and this section was the worst hit in various ways. Our plan for this year has been and would be. 1) Provide emotional and financial support to our students and their families. 2) Train our staff and students with the necessary resources for online Education, 3) Provide Offline help to those students who do not have even a single mobile phone at their homes or cannot afford the Internet charges. 4) Organize online webinars as a part of co-curricular activities. 5) Organize online inter college cultural and academic competitions. 6) Organize some skill development courses online.