



# **SELF STUDY REPORT**

**FOR**

**1<sup>st</sup> CYCLE OF ACCREDITATION**

**DOGRA LAW COLLEGE**

**WARD NO. 06, MATUSHRI BHAWAN, BASSI KALAN, BARI BRAHMANA,**

**SAMBA**

**181133**

**[www.dogralawcollege.co.in](http://www.dogralawcollege.co.in)**

Submitted To

**NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL**

**BANGALORE**

**April 2023**

# 1. EXECUTIVE SUMMARY

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## 1.1 INTRODUCTION

Dogra Law College is situated at Matushri Bhawan, Bassi Kalan, Bari Brahmana on the famous Duggar land blessed by Mata Vaishno Devi from the Trikuta Hills. We have Peer Baba Budhan Ali Shah's shrine over here. The magnificent Bahu Fort narrates the story of heroic adventures and mirth of the Dogras. It was here in the Duggar land that Baba Jitto sacrificed his life for the rights of the peasants.

The permission for the establishment of the college was obtained from the Govt. of J&K vide letter no: Hr/Recog/18-LLB/97 DT:08-01-1999. The University of Jammu granted affiliation to the college for running three years LL.B (Professional) course vide letter No.: CDC/99/1239-50 Dt: 03-08-1999. And the Bar Council of India finally approved it vide letter No : BCI/D/294/2000 (LE/Affln) DT : 24-04-2000. The college is accredited with the Bar Council of India under Registration No: BCI/LE/01/JAMMU/2002. **The college is also affiliated u/s 2(f) of UGC Act ,1956.**

It was with a purpose to cater to the needs of the aspiring and deserving students and the directives from the Bar Council of India that Dogra Educational Trust submitted a proposal to the University of Jammu for permission to start 5 year Integrated Law Course. Appreciating our efforts and approach in the spreading of legal education, the college was granted permission to impart legal education in 5 year Integrated Law Course. Thus, at present the college is running 3 year LL.B (Professional) Course and 5 year Integrated Law Course. Dogra Law College is ISO 9001:2015 certified. The College has safe, secure and environment friendly campus. It has well qualified, experienced, and dedicated faculty committed to the cause of quality legal education. The college was formally inaugurated by Hon'ble Mr. Justice K.G. Balakrishnan in the presence of the then chief minister of J&K Dr. Farooq Abdullah on 13th May 2001

**Location:** Dogra Law College is situated at BassiKalna, Bari Brahmana, Distt.Samba(J&K) 13 kms southeast of Jammu City. It is located on the motorable link road that connects Jammu-Pathankot National Highway (NH 1A) in the North and Bishnah Road in the South.

### Vision

Our vision is to be socially responsible through developing “Centre of Excellence” in the professional education system enabling young aspirants to add value to the society at large with their personal and professional acumen.

### Mission

Our stated vision shall guide us to strengthen professional academic delivery system through focussed and innovative methods of teaching practices ensuring best students output supported by excellent operational administration system.

## 1.2 Strength, Weakness, Opportunity and Challenges(SWOC)

## Institutional Strength

- The college has a beautiful environment friendly campus, It is well equipped with resourceful library with latest e-subscriptions of SCC online, one moot court hall, a big auditorium, sports campus, common room for both boys and girls, cafeteria. The college has the facility of Swayam Prabha, IT lab, Language lab & Legal Aid Cell.
- The teaching of our college is at par with teaching of the best law colleges in the country, partial use of technology in classrooms, innovative teaching methods, blended mode of learning, active student participation, interactive classes, a combination of theoretical as well as practical aspects of law, practical teaching through regular courts and tribunal visits, legal aid, moot courts, regular research activities through case law analysis, seminars, symposiums, etc. make the teaching methodology of the college at par with the best law colleges around the nation.
- Well qualified and dedicated teaching staff members.
- Remedial classes are organized to clarify doubts.
- The college implements the syllabus which is framed by University of Jammu.
- The college takes feedback from the students ,faculty , alumni and counsels.
- The college is in touch with its alumni and holds alumni meets too.
- The institution is committed towards societythrough its NSS,NCC and Legal Aid Cell.
- The college is working effectively to grow itself and has produced many leading advocates, POs, Munsiff and other judicial officers.
- Enriched collection of books, journals, magazines and rare books collection which provide ample knowledge to the students.
- Transport facility with in Jammu
- Sports facilities including 10m(Rifles and Pisto) shooting range in the Campus.
- Excellent results with university positions.
- Guardian teachers/ Mentors for each class.
- Application of ICT (BUSY and ERP software) in managing academic , administrative ,financial affairs of the college.
- Ragging Free campus
- College works through different committees .
- Active Legal Aid Cell is there to provide free legal aid to the aggrieved person.
- Hostel facility for both boys & girls.
- Installation of suggestion- box for taking suggestions from the students.
- Merit cum means scholarship.
- Maluk Law Genius Gold Medal award.
- Fee collection in installments from the students of the weaker sections of the society.
- Fee relaxation in case of students loses his/her earning parent.
- Catering to student diversity.

## Institutional Weakness

- Temporary affiliation to the University of Jammu
- The college does not have budgetary grant from the government .

## Institutional Opportunity

- Geographically the college is very ideally located. With the state -of -art infrastructure and qualified teachers, new programmes (degree, /diploma, certificate courses) can be opened relevant to the needs of changing order.
- With NAAC accreditation and permanent affiliation, the college will qualify the central assistance from the government of India, the UGC or any other organisation receiving any funds from the central government.
- Dogra Law College is the only law college in the private sector where NCC unit has been setup. We are giving the best training for discipline, personality and character development and promoting social responsibility among the law graduates.
- The college has Legal Aid Cell set up in collaboration with District Legal Services Authority, Samba which provides opportunities to the students of our college to provide free legal advice to the needy.
- Under NSS unit, the college has ample opportunities for various outreach activities like Health Checkups, NSS Camps, sensitization of locals about socio-legal issues and to connect our students with society and develop well rounded personalities.

## Institutional Challenge

- Since Dogra Law college is pioneer in introducing 5 year law course in the Union Territories of Jammu -Kashmir and Ladakh, the biggest challenge is to maintain and carry forward its legacy of providing high quality in education in order to sustain with the expectations and demands of its stakeholders.
- To get 12(B) status from the UGC.

## 1.3 CRITERIA WISE SUMMARY

### Curricular Aspects

Dogra Law college is affiliated to the University of Jammu and it follows the curriculum designed by the University of Jammu. Major decisions are taken by various academic bodies of University of Jammu. Two major goals that is planning and delivery are focused by the Institution. The curriculum is available in the library well in advance. In addition to it, it is also published in the prospectus at the time of admission and uploaded on the college website at regular intervals at the initiation of each academic year. Meetings of all faculty members with the principal are conducted to devise the academic calendar which includes inter alia setting of timeline for syllabus completion for enhancing the delivery of Curriculum. Dates are decided for Court visits, jail visits, police station visits, Panchayat visits etc. In addition to it various curricular activities are chalked out, workload is distributed and practical papers are allocated while maintaining the balance with the theoretical papers. In order to keep a track of quantum of syllabus completed, a structured student feedback is analyzed by the principal and academic coordinators. Weak students and differently abled students are supported through the tutorials and remedial classes. A holistic approach is adopted by the faculty for the overall development of the students by arranging seminars and guest lectures of eminent personalities of the union territory including judges, advocates and professors. Group discussions on various legal topics, case analysis are taken up by the faculty members. Focus remains on practicals, Moot courts, group discussions and other important and related activities like drafting, pleading. Guardian teachers are assigned for each class who guide the students and maintain their records for better clarity, deep understanding and smooth functioning of the college. Class representatives in each class are elected through secret ballot who work in coordination with

their assigned guardian teachers.

### **Teaching-learning and Evaluation**

Dogra law college is the first college in the state to provide Legal education in private sector. The routine updation of its website reflects institutional commitment, conveying different programmes offered, eligibility, procedure and general rules regarding admissions, syllabi, fee structure, discipline and other necessary information.. The programmes offered by the institution are made known through advertisements in newspaper, social media and also through the alumni association. The eligibility for admission in both the courses is as laid down by the Bar council of India. The institution undertakes an Induction /Orientation programmes for all admitted candidates which ensures conditioning of curricular and co-curricular requirements. A well qualified and experienced faculty with good communication and ICT skills make teaching- learning effective. The institution also believes in drawing expertise from qualified and Competent teaching faculty who hail not only from the union territory of J&K but also from outside the union territory (J&K). A robust mentoring system to address Academic and related issues, undertaking of remedial measures to assist slow learners, facilitating needs of differently abled students are characteristics features of our institution. Innovation through collaborative teaching, participative learning, providing of synopsis and reading material, problem solving sessions, secret mode of internal evaluation and such other student-centric measures learning practical learning by participating in court proceedings develop professionalism. Mechanisms for time- bound redressal of all grievances, sharing of feedback from stakeholders and related measures give the teachers and learners an opportunity to constantly improve and a sense of confidence and security. Importantly the preparation and implementation of institutional academic calendar results in efficiency. According to the new scheme of evaluation adopted and implemented in 2021, out of 100 marks 20 marks are reserved with the college which are given to the students through internal assessment that is (minors) and 80 marks are for theory papers which are conducted by University of Jammu that is (Majors). For practical papers, Internal tests/written assignments and external evaluation through Viva -Voce are taken up as per the curriculum. For Internal tests, notice, datesheet and duty sheet are issued through office of the principal.

### **Research, Innovations and Extension**

Dogra law college has created an environment for the students to participate in extra curricular activities. The institution organises programmes to enhance the knowledge of the students in different areas in addition to regular teaching. Required guidance is given by the faculty members at different levels in this regard. The extension activities are conducted by NSS and NCC unit like Swachh Bharat Abhiyan- cleanliness drive, plantation drive, collecting relief funds for needy whenever required in collaboration with Dogra Sadar Sabha (social organisation) and Red Cross society. To understand the basic rights and Civic responsibilities, college also conducts activities like Nukkad Natak in adopted villages for the awareness of general public. The student volunteers visit neighbouring localities and participate in various social activities. Community outreach activities are conducted to sensitize students towards social issues and their holistic development. All the extension activities conducted have a positive impact on the students and these help in developing student-community relationship, leadership skills and self confidence. These activities also help in cultivating the hidden personalities of the students and creating awareness among them. The college also encourages its teachers to submit research papers and undergo research projects.. Management organises workshops to create research spirit among teachers and students. Management remains everready for providing unstinted support to teachers to undergo Ph.D. The college also publishes its own legal magazine, " NYAYA" which provides a platform to the teachers and students to publish articles and other literary content. We are also in the process of

signing MOUs with universities and District Legal Services Authority {DLSA}, Distt. Samba.

### **Infrastructure and Learning Resources**

Dogra law college is fully furnished with respect to the infrastructure and learning resources .Our institution has adequate library which is semi automated with ERP software. The library is having two floors, on the first floor there is a reading room for teachers and students where as the ground floor is reserved for students only. The reading rooms are well furnished to accommodate students and teachers and provide conducive environment for study. Exclusive reference section is available in the library .A visitor's book is well maintained for students and staff .New arrivals of books and journals are displayed separately as and when required . Internet connectivity (BSNL Wi-Fi )is housed in the library for excess to E-resources like SSC –online, NDL .Our institution has well defined policy and system in place for maintenance and utilisation of all its physical and academic facilities. A silent generator and inverter is installed for power backup .Offices are located at ground floor .The college ensures optimal utilization of budget allocated for the maintenance and upkeep of college infrastructure by preparing estimated budget for all expenses every year .Our institution has adequate infrastructure and physical facilities for teaching learning viz 14 classrooms ,Laboratories, computing equipments ,NSS room, legal Aid cell etc. The classrooms are spacious, ventilated and well illuminated. The classrooms are maintained as per norms of proper visibility, audibility and are equipped with green boards, lecture stands, adequate furniture, fans, lights and power backup. The college has one seminar hall which holds the seating capacity of approximately 40 students and is equipped with projector, a green board and furniture .Our institution has separate air conditioned IT lab for conducting programmes and simulation experiments to enhance the skills of the students.Auditorium with a seating capacity of 200 students with sound and projector system which is used for co-curricular activities.The college also has an open Auditorium with the seating capacity of approximately 400 students for college functions.Other facilities like hostels, guest house ,canteen ,audio visual room and playgrounds are provided in the campus. A 10M rifles and pistol shooting range is also available for the students.

### **Student Support and Progression**

The College offers financial support to needy and meritorious students through scholarships under social welfare scheme.Management has reserved a huge amount of rupees 35 lakhs for providing scholarships. LL.B. being a professional course, majority of the students opt for practice of law. The students also progress further by taking post graduate programme. Students are the primary stakeholders of the institution and the institution has been evolving measures like student empowerment, inclusive practices and skill development which are student supportive and student centric. The practices of social inclusion, financial incentives and welfare measures have supported in the overall positive growth of students and the institution as well. Several co- curricular, extra - curricular and sports activities are being conducted to facilitate holistic development of the student and to emerge as a socially matured individual. Some of the students have cleared state &national level competitive examinations and have progressed to higher level employment. Faculty members are the conveners of sports and cultural boards to guide the students. Debates, essay competitions, special lectures/ interactive sessions are organized on days of national importance to induce a sense of respect for the Legal Profession ,country's cultural, religious and linguistic diversity. The college has the student council for the welfare of the students in different fields.

Anti-Ragging committee, Internal Complaint Committee, Grievance Redressal cell with other committees exists in Dogra Law College. The campus is effectively ragging free. The Discipline committee reviews

students' discipline related cases.

The institution publishes its updated prospectus , which highlight the facilities available in the college having information about different committees of the college, Annual calendar, NSS and NCC, library facilities, sports activities, scholarship etc.

The college has alumni association which helps in grooming of the students by way of guest lectures, internship to students and the college takes an opportunity to felicitate the students who have achieved noteworthy positions in their professional field.

In addition, the institute has granted membership of students in various administrative bodies of the college such as Grievance and Redressal Committee, Literary Activities Committee, Magazine Committee, , Library Committee, Sports Committee and IQAC of the College.

### **Governance, Leadership and Management**

As part of Governance, Dogra Law College adopts participative management and decentralized decision making process to ensure participation of all pertinent stakeholders. The college is governed by its governing body comprising of Chairman,Secretary,Director, Principal and Guardian teachers. The chairman of the governing body is senior academician /administrator and Honorable member of the society. The college practises participative management by involving staff, students and alumni at different levels of decision making . At Dogra Law College we have various committees like Academic and administration committee, Examination and Result Analysis committee, Discipline, anti ragging and Grievance Redressal committee, Library committee, NSS unit , Sports committee , Hostel and canteen committee, Moot court committee ,Alumni and placement committee, Press& Media committee, Legal Aid committee and Editorial committee including student nominees as members. student nominees through these committees take active part in various activities including holding stage, comparing and volunteering in different events. The principal regularly interacts with the conveners of each committee and involve them in policy and important decision making .In addition to all this ,regular feedback is taken from students , faculties and other stake holders .Dogra Law college undertakes welfare measures for students and staff through scholarship programmes, cultural and sports facilities and skill enhancement workshops and introducing the staff with new insurance and welfare schemes. The college has reserved a huge amount of rupees 35 lakhs for providing scholarships to the students who are meritorious and needy . The college organizes its annual alumni meet wherein students get a chance to interact with the alumni .These meets also serve the purpose of career counseling for the budding advocates. Alumni are also invited to the induction programmes to share their experiences with their juniors and to deliver guest lectures. This collective combination is for the objective of the holistic development of growing generation, the institution itself and the society as well.

### **Institutional Values and Best Practices**

Thought Leadership, Transparency, Knowledge sharing, Justice & Humility are our institutional values . Advancing legal Aid and Awareness programme and National Service Scheme "Not Me But You" are the two best practices of the College . The safety and security of students and staff are supported by installing cctv cameras, appointment of security guards at the main gate of the college .Our institution provides transportation facility to the staff and students..Students residing in the hostels are governed by strict hostel rules.Motivational lectures, seminars, extension lectures remedial classes to the weak students and PTM are also conducted. The institution has separate Chambers for teachers. Celebration of important days like Constitution Day , Human Rights Day, Women's Day , Consumer Day , yoga Day ,Teachers' Day ,Independence Day and Republic Day create awareness among the students about the issues of social significance and making them law abiding and responsible citizens . Moot court competitions provide an opportunity for students to buildup advocacy skills, sharpen public speaking and legal research skills.Students showcase their artistic skills through dance competitions, singing competitions, Nukkad-Natak, songs, poetry and articles writing for college magazine "Nyaya". NSS committee of our college consistently undertakes the cleanliness drive , plantation drive at the college campus and in adopted villages .The college took up enthusiastically the social responsibility during Covid 19 pandemic through selfless social activities like distribution of masks to local public . The college in collaboration with a social organization "Dogra Sadar Sabha" provided a 300 bed Hospital and free Ambulance Service during the pandemic.The Legal Aid cell of our college on the other hand organizes many activities like webinars, debate competitions, legal awareness camps etc College has plastic free and lush green campus which provide the healthy environment .We use solar panel which produce five kilowatt of energy and promote the use of renewal source of energy and power conservation. The college is working with responsibility by not only providing knowledge to the students but also aware the common masses about social and environmental issues. The college is duty bound towards achieving the goal of creating a responsible society



## 2. PROFILE

### 2.1 BASIC INFORMATION

Name and Address of the College	
Name	DOGRA LAW COLLEGE
Address	Ward No. 06, Matushri Bhawan, Bassi Kalan, Bari Brahmana, Samba
City	Bari Brahmana
State	Jammu And Kashmir
Pin	181133
Website	<a href="http://www.dogralawcollege.co.in">www.dogralawcollege.co.in</a>

Contacts for Communication					
Designation	Name	Telephone with STD Code	Mobile	Fax	Email
Principal	V.P Magotra	01923-220063	8716922252	-	principaldlc@dograeducationaltrust.com
IQAC / CIQA coordinator	Arushi Khajuria	01923-295246	7780936569	-	arushikhajuria0@gmail.com

Status of the Institution	
Institution Status	Private and Self Financing

Type of Institution	
By Gender	Co-education
By Shift	Regular

Recognized Minority institution	
If it is a recognized minority institution	No

Establishment Details	

State	University name	Document
Jammu And Kashmir	University of Jammu	<a href="#">View Document</a>

Details of UGC recognition		
Under Section	Date	View Document
2f of UGC		
12B of UGC		

Details of recognition/approval by stationary/regulatory bodies like AICTE,NCTE,MCI,DCI,PCI,RCI etc(other than UGC)				
Statutory Regulatory Authority	Recognition/Approval details Institution/Department programme	Day,Month and year(dd-mm-yyyy)	Validity in months	Remarks
BCI	<a href="#">View Document</a>	24-06-2021	36	Extension of provisional temporary approval for both courses

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

Location and Area of Campus				
Campus Type	Address	Location*	Campus Area in Acres	Built up Area in sq.mts.
Main campus area	Ward No. 06, Matushri Bhawan, Bassi Kalan, Bari Brahmana, Samba	Semi-urban	1.025	3000

## 2.2 ACADEMIC INFORMATION

<b>Details of Programmes Offered by the College (Give Data for Current Academic year)</b>						
<b>Programme Level</b>	<b>Name of Programme/Course</b>	<b>Duration in Months</b>	<b>Entry Qualification</b>	<b>Medium of Instruction</b>	<b>Sanctioned Strength</b>	<b>No.of Students Admitted</b>
UG	BA LLB, Law	60	higher secondary	English	130	129
UG	LLB, Law	36	graduation	English	130	69

**Position Details of Faculty & Staff in the College**

<b>Teaching Faculty</b>												
	<b>Professor</b>				<b>Associate Professor</b>				<b>Assistant Professor</b>			
	Male	Female	Others	Total	Male	Female	Others	Total	Male	Female	Others	Total
Sanctioned by the UGC /University State Government	0				0				0			
Recruited	0	0	0	0	0	0	0	0	0	0	0	0
Yet to Recruit	0				0				0			
Sanctioned by the Management/Society or Other Authorized Bodies	1				0				16			
Recruited	1	0	0	1	0	0	0	0	0	16	0	16
Yet to Recruit	0				0				0			

<b>Non-Teaching Staff</b>				
	<b>Male</b>	<b>Female</b>	<b>Others</b>	<b>Total</b>
Sanctioned by the UGC /University State Government				0
Recruited	0	0	0	0
Yet to Recruit				0
Sanctioned by the Management/Society or Other Authorized Bodies				18
Recruited	15	3	0	18
Yet to Recruit				0

<b>Technical Staff</b>				
	<b>Male</b>	<b>Female</b>	<b>Others</b>	<b>Total</b>
Sanctioned by the UGC /University State Government				0
Recruited	0	0	0	0
Yet to Recruit				0
Sanctioned by the Management/Society or Other Authorized Bodies				1
Recruited	1	0	0	1
Yet to Recruit				0

### **Qualification Details of the Teaching Staff**

<b>Permanent Teachers</b>										
<b>Highest Qualification</b>	<b>Professor</b>			<b>Associate Professor</b>			<b>Assistant Professor</b>			<b>Total</b>
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt/LLD/DM/MCH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	3	0	3
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	0	8	0	8
UG	0	0	0	0	0	0	0	0	0	0

<b>Temporary Teachers</b>										
<b>Highest Qualification</b>	<b>Professor</b>			<b>Associate Professor</b>			<b>Assistant Professor</b>			<b>Total</b>
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt/LLD/DM/MCH	0	0	0	0	0	0	0	0	0	0
Ph.D.	1	0	0	0	0	0	0	0	0	1
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	0	5	0	5
UG	0	0	0	0	0	0	0	0	0	0

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

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

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

Programme		From the State Where College is Located	From Other States of India	NRI Students	Foreign Students	Total
UG	Male	119	0	0	0	119
	Female	79	0	0	0	79
	Others	0	0	0	0	0

<b>Provide the Following Details of Students admitted to the College During the last four Academic Years</b>					
<b>Category</b>		<b>Year 1</b>	<b>Year 2</b>	<b>Year 3</b>	<b>Year 4</b>
SC	Male	9	4	11	15
	Female	5	9	7	11
	Others	0	0	0	0
ST	Male	2	5	6	11
	Female	0	1	2	3
	Others	0	0	0	0
OBC	Male	2	2	4	6
	Female	3	0	0	3
	Others	0	0	0	0
General	Male	84	68	71	47
	Female	36	40	43	84
	Others	0	0	0	0
Others	Male	2	6	9	7
	Female	0	3	6	8
	Others	0	0	0	0
Total		143	138	159	195

### **Institutional preparedness for NEP**

1. Multidisciplinary/interdisciplinary:	Introduction of five year B.A.LL.B programme since 2002 may be treated to confirm to the idea of multidisciplinary/ interdisciplinary in higher education. Being an affiliated college we do not have scope for designing flexible curriculum and credit based course .The college will adopt such programmes as and when University notify it through any official notification .
2. Academic bank of credits (ABC):	Semester -End- Examinations are conducted by Controller of Examinations, University Of Jammu
3. Skill development:	Dogra law college lays special focus on skill development of students and teachers through

	<p>participation in seminars,workshops,orientation programmes. NSS and Legal Aid cells organize various value based education programmes which include understanding of Constitution of India, understanding of sustainable development, environment consciousness ,protection of human rights etc. Imparting mootng , drafting and conveyance skills are of paramount importance for the college.</p>
4. Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course):	<p>Though English remains most popular and practicing language for communication in our college, yet for better understanding of the students the medium of instruction or delivery of lectures is in bilingual mode that is English and Hindi as we have students from different backgrounds .College also promotes regional language of Jammu province , Dogri and enthusiastically celebrates International Mother Language Day on every 21st February annually since 2021.</p>
5. Focus on Outcome based education (OBE):	<p>Dogra Law college is pioneer in imparting quality legal education in private sector in the union territories of Jammu and Kashmir and Ladakh .The college focuses on programme outcomes and course outcomes as defined in the programme curriculum prepared by the University of Jammu. Furthermore, the faculty members take initiatives to explain the students the importance of every subject in every semester which helps the students in exploring their potential after completing their degree courses. Besides the course content prescribed by the University the college involves law graduates into a number of co-curricular activities(visits, mootng, drafting, conveyancing , internship, NSS, NCC , Legal Aid, seminars, orientation lectures to develop best law professionals.</p>
6. Distance education/online education:	<p>The management of college is encouraging teachers and students to take part in online courses /programmes. The college also encourages its students and teachers to enroll in Swayam Prabha courses. The college has provided Wi-Fi campus which supports development of digital expertise among all. The college supported E-learning through various online teaching platforms viz; Wise App ,Webex, google meet, Zoom as and when required.</p>



**Institutional Initiatives for Electoral Literacy**

1. Whether Electoral Literacy Club (ELC) has been set up in the College?	Nil
2. Whether students' co-ordinator and co-ordinating faculty members are appointed by the College and whether the ELCs are functional? Whether the ELCs are representative in character?	Nil
3. What innovative programmes and initiatives undertaken by the ELCs? These may include voluntary contribution by the students in electoral processes-participation in voter registration of students and communities where they come from, assisting district election administration in conduct of poll, voter awareness campaigns, promotion of ethical voting, enhancing participation of the under privileged sections of society especially transgender, commercial sex workers, disabled persons, senior citizens, etc.	Nil
4. Any socially relevant projects/initiatives taken by College in electoral related issues especially research projects, surveys, awareness drives, creating content, publications highlighting their contribution to advancing democratic values and participation in electoral processes, etc.	Nil
5. Extent of students above 18 years who are yet to be enrolled as voters in the electoral roll and efforts by ELCs as well as efforts by the College to institutionalize mechanisms to register eligible students as voters.	Electoral Registration forms have been distributed among the students, which will be further submit to the DC Office by the office of the college after getting those dully filled by the students.

## Extended Profile

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### 1 Program

#### 1.1

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

2021-22	2020-21	2019-20	2018-19	2017-18
100	100	100	100	100

Other Upload Files	
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#### 1.2

Total Number of Courses offered by the institution in all programs (without repeat count and include courses that are dropped)

Response: 79

### 2 Students

#### 2.1

Number of students year-wise during last five years

2021-22	2020-21	2019-20	2018-19	2017-18
672	584	553	516	474

Other Upload Files	
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#### 1.2

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

2021-22	2020-21	2019-20	2018-19	2017-18
156	150	150	150	102

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### 1.3

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

2021-22	2020-21	2019-20	2018-19	2017-18
117	106	113	97	87

Other Upload Files	
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## 2 Teachers

### 2.1

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

2021-22	2020-21	2019-20	2018-19	2017-18
14	14	17	15	13

Other Upload Files	
1	<a href="#">View Document</a>

### 1.2

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

2021-22	2020-21	2019-20	2018-19	2017-18
15	16	24	19	13

Other Upload Files	
1	<a href="#">View Document</a>

## 2 Institution

### 2.1

**Total number of classrooms and seminar halls****Response: 16****2.2****Total Expenditure excluding salary year-wise during last five years ( INR in Lakhs)**

2021-22	2020-21	2019-20	2018-19	2017-18
106.44	96.21	58.03	76.06	87.17

**2.3****Number of Computers/ laptops****Response: 26**

## 4. Quality Indicator Framework(QIF)

### Criterion 1 - Curricular Aspects

#### 1.1 Curricular Planning and Implementation

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

###### Response:

Dogra lawCollege is affiliated to the University of Jammu which provides the structure of the curriculum. Two major goals i.e Planning and Delivery are focused by the institution. The curriculum is available in the library and is also published in the prospectus.

Dogra Law College is ISO 9001-2015 certified and follows a well-planned and documented process of curriculum delivery according to the format of ISO.

At the initiation of the each semester, an academic calendar is prepared by the Principal with the faculty consultation to devise an Academic Action Plan which includes Calling On of class work, semestertimetables (5 years and 3 years). For enhancing the delivery of curriculum practical training in the form of Court Visit, PoliceStation Visit, Moot Court, LegalAwareness,and Panchayat Visit is imparted to the students.

Syllabus Break Up is prepared for each subject by the teacher concerned and is submitted to the Principal in the beginning of the session. In addition to it, the report of the content delivered to the students is submitted to the principal on daily basis.

In order to keep a track of the quantum of the syllabus completed, a structuredStudent Feedback is analyzed by the Principal and The Academic Co-ordinator and extra lectures are arranged in he form of Tutorials/ Remedial classes. Weak students are supplemented through Extra Classes and Remedial measures. Each faculty member prepares a syllabus Completion Report of the subject taught by him/her and submits the same to the Principal.

In addition to it various curricular and extra-curricular activities are also chalked out.

A holistic approach is adopted by the faculty for the overall development of the students by arranging guest lectures by imminent personalities of the state. Apart from this case analysis and presentations are also taken up by the faculty members.

The curriculum is designed in such a way that it includes moot courts, skits etc. Alegal Aid Clinic and a legal Aid Society is formulated comprising the students and the faculty members wherein the students assume the role of an educator of the masses and also learn through self-observation.

Guardian teachers are appointed for each class who guide the students and maintain their records while encouraging them to bemembers of various committees, societies of the institution.

Many resources like books, reference books, Journals,Manuals, Reporters, Magazines along with e-

resources and SCC Online enabled learning is also undertaken by the institute. Library Inspection Reports are prepared and submitted for smooth functioning of the Library.

The IQAC collects feedback from the students on monthly basis and at the end of the semester which ensures efficacious designing, delivery, and implementation the syllabi. Feedback is analyzed and after due deliberation action is taken on it.

The report of the content delivered to the students is submitted to the Principal on daily basis.

Apart from this faculty orientation and student orientation are also organized on regular basis.

File Description	Document
Upload Additional information	<a href="#">View Document</a>
Link for Additional information	<a href="#">View Document</a>

### 1.1.2 The institution adheres to the academic calendar including for the conduct of CIE

#### Response:

After the completion of admission process by the affiliating university, the academic calendar is prepared by the college. Under the instructions of the Principal, the conveners of all the committees conduct periodic meetings to adhere to the academic calendar.

The students are the center of the teaching learning and evaluation process. At the start of every academic year, an induction programme is conducted by the institution for the new academic batches of both 3years and 5years.

The evaluation system comprises Internal Assessment and Semester End Examination. The practical paper of 5 years BA LLB (Integrated) and 3 years (Prof.) course are evaluated internally by the faculty of the institution in accordance with the statutes of the University of the Jammu. The students prepare their files and present the same before the Panel of teachers.

The BA LLB 5years (Integrated) Programme has semester wise Internal Assessment components of different percentage as follows

**Table**

5 Year	3rd Semester	Legal Methods – I	50%
5 Year	4th Semester	Legal Methods – II	50%
5 Year	5th Semester	Clinical legal Education - I	50%
5 Year	6th Semester	Clinical legal Education- II	50%
5 Year	10th Semester	Moot Court exercise and internship	80%

The LLB 3year (Prof.) Course has semester wise Internal Assessment components of different percentages as follows

**Table**

3year	1st Semester	Legal Method and Clinical Legal Education-I	80%
3year	2nd Semester	Legal Method and Clinical Legal Education-II	80%
3year	6th Semester	Moot Court exercise and internship	80%

The above mentioned internal components are evaluated by the concerned subject teacher and includes submission of an assignment and presentation on case laws.

Course Coordinators are appointed for BA LLB 5year (Integrated) course and LLB 3year (Prof.) course. The evaluation system comprises Internal Assessment and Semester End Exam. Internal Assessment tests are conducted for each subject. The Examination and Result analysis committee decides the date for the Internal Assessment in its meeting. A notice regarding the conduct of Internal Assessment is duly circulated amongst the students so that they can prepare for the same. Record for the same is also prepared.

The performance in Internal Examination is communicated to students and tutorials/remedial classes for weaker students is conducted according to the timetable. In furtherance the University of Jammu provides the provision for re-evaluation of answer scripts of SEE.

Inorder to ensure the working of the college in accordance with the academic calender, different committess are constituted with faculty members and students who convene meetings and carry out the activities.

File Description	Document
Upload Additional information	<a href="#">View Document</a>
Link for Additional information	<a href="#">View Document</a>

**1.1.3 Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and other colleges and/are represented on the following academic bodies during the last five years**

- 1. Academic council/BoS of Affiliating university**
- 2. Setting of question papers for UG/PG programs**
- 3. Design and Development of Curriculum for Add on/ certificate/ Diploma Courses**
- 4. Assessment /evaluation process of the affiliating University**

**Response:** 3. Any 2 of the above

File Description	Document
Institutional data in prescribed format (Data Template)	<a href="#">View Document</a>
Details of participation of teachers in various bodies/activities provided as a response to the metric	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

## 1.2 Academic Flexibility

<p><b>1.2.1 Percentage of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented</b></p> <p><b>Response: 50</b></p>	
<p><b>1.2.1.1 Number of Programmes in which CBCS / Elective course system implemented.</b></p> <p>Response: 01</p>	
<p><b>1.2.1.2 Total number of Programs offered by the institution for last five years</b></p> <p>Response: 02</p>	
File Description	Document
Minutes of relevant Academic Council/ BOS meetings	<a href="#">View Document</a>
Institutional data in prescribed format	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>
<p><b>1.2.2 Number of Add on or value added courses /Certificate programs offered during the last five years</b></p> <p><b>Response: 0</b></p>	
File Description	Document
List of Add on /Certificate programs (Data Template )	<a href="#">View Document</a>
<p><b>1.2.3 Average percentage of students enrolled in Add on or value added courses /Certificate programs as against the total number of students during the last five years</b></p> <p><b>Response: 0</b></p>	
<p><b>1.2.3.1 Number of students enrolled in subject related Certificate or Add-on programs year wise</b></p>	



during last five years

2021-22	2020-21	2019-20	2018-19	2017-18
0	0	0	0	0

File Description	Document
Institutional data in prescribed format (Data Template)	<a href="#">View Document</a>

### 1.3 Curriculum Enrichment

**1.3.1 Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Constitutional and Human Values, Environment and Sustainability etc. into the Curriculum**

**Response:**

**Key Indicator- 1.3 Curriculum Enrichment**

**1.3.1 Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum**

**Response:**

The College follows the Curriculum of the affiliating university i.e the University of Jammu which is made in consonance to the directions of BCI, New Delhi.

In the following courses, the issues like Environment and Sustainability, Constitution, Human Values and Professional Ethics are addressed in the curriculum.

1. Constitutional Law
2. Environmental Law
3. Indian Legal History
4. Human Rights Law
5. Professional Ethics
6. Moot Court
7. Alternative Dispute Resolution system
8. Women and Law

The College makes sincere efforts to integrate the cross cutting issues relevant to Gender, Environment and Sustainability, Constitution and Human Values, and Professional Ethics into the Curriculum through various ways such as organizing seminars etc on human rights of the vulnerable sections of the society and conducting special lectures on environmental related issues in order to enable the students to understand their subjects in a better manner.

Efforts are made by the institution on various issues are:

- **Gender:** The curriculum designed by the University of Jammu encompasses gender issues under various courses like Constitutional Law, Human Rights Law, Labour Laws, Women Law etc and they have been incorporated in the curriculum. There is specified paper in LLB 6th semester known as women and Law. Besides this Webinars, Seminars and Events on International Girl Child Day, Save Girl Child Day are organized by the college.
- **Environmental Issues:** NSS and NCC units of the college conduct Plantation drives, Cleaning drives under Swachhata Abhiyan every year to create awareness about environmental issues amongst students and public. Earth day is celebrated to give better understanding about environment on Mother Earth and make students to put efforts for protection and improvement of environment.
- **Human Rights –** College has Conducted Guest lectures on Human Rights and conducts workshops and seminars on issues of human rights. This includes workshop on prevention of domestic violence, special lectures on human rights, gender justice.
- **Institution celebrates Constitution day** to inculcate constitutional values in the students.
- **Moral and Ethical Values:-** The curriculum mandates clinical papers which are to be taught compulsorily and one such course is Clinical Paper II and Professional Ethics for the course of BALLB 5years 6TH semester and LLB 3years 4th semester. The course is a practical paper wherein the students are made to read professional conduct and to prepare a project work on the topics related to profession ethics. Moot Court programmes are integral features of the curriculum. Wherein an attempt is made to inculcate ethical values among the law students. Moreover, Court Visits, Chamber Visits, Police Station Visits are organized.

File Description	Document
Upload the list and description of courses which address the Professional Ethics, Gender, Constitutional and Human Values, Environment and Sustainability into the Curriculum	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

### 1.3.2 Average percentage of courses that include experiential learning through project work/field work/internship during last five years

**Response:** 8

#### 1.3.2.1 Number of courses that include experiential learning through project work/field work/internship year-wise during last five years

2021-22	2020-21	2019-20	2018-19	2017-18
8	8	8	8	8

File Description	Document
Minutes of Faculty Meeting/ BOS/Academic Review Committee meeting and subsequent Academic Council Meeting	<a href="#">View Document</a>
List of Programmes and courses within it related to Moot Courts, Court visits, Arbitration/Mediation/Client Counseling Exercises, and internship in law firms/NGOs/Judicial Clerkships etc.,	<a href="#">View Document</a>
Institutional data in prescribed format	<a href="#">View Document</a>

**1.3.3 Percentage of students undertaking Moot Courts, Court visits, Arbitration/Mediation/Client Counseling Exercises, and internship in law firms/NGOs/Judicial Clerkships etc.,(Data to be given for the latest completed academic year)**

**Response:** 42.41

**1.3.3.1 Number of students undertaking Moot Courts, Court visits, Arbitration/Mediation/Client Counseling Exercises, and internship in law firms/NGOs/Judicial Clerkships/ field projects etc.,(for the latest completed Academic year)**

**Response:** 285

File Description	Document
Participation Certificate in Moot Courts, Court visit report submitted to the University, certificate endorsing the student participation in Arbitration/Mediation/Client Counseling, internship completion certificate provided by the host law firm, NGO. Certificate of clerkship assistances from judiciaries. Note: all documents should have clear dates of engagements and should be on official letterhead	<a href="#">View Document</a>
List of Programmes and number of students undertaking Moot Courts, Court visits, Arbitration/Mediation/Client Counseling Exercises, and internship in law firms/NGOs/Judicial Clerkships etc.,	<a href="#">View Document</a>
Institutional data in prescribed format (Data Template)	<a href="#">View Document</a>

## 1.4 Feedback System

**1.4.1 Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders**

1. Students
2. Teachers
3. Law-firms/Judges/Sr. Counsels and employers
4. Alumni

**Response:** A. All of the above

File Description	Document
Institutional data in prescribed format (Data Template)	<a href="#">View Document</a>
Five filled in forms of each category opted by the institution	<a href="#">View Document</a>
URL for stakeholder feedback report	<a href="#">View Document</a>

**1.4.2 Feedback process of the institution may be classified as follows: (Opt one)**

**Response:** C. Feedback collected and analysed

<b>File Description</b>	<b>Document</b>
Upload any additional information	<a href="#">View Document</a>
Institutional data in prescribed format (Data Template)	<a href="#">View Document</a>
URL for feedback report	<a href="#">View Document</a>

## Criterion 2 - Teaching-learning and Evaluation

### 2.1 Student Enrollment and Profile

#### 2.1.1 Average Enrolment percentage (Average of last five years)

**Response:** 64.67

##### 2.1.1.1 Number of students admitted year-wise during last five years

2021-22	2020-21	2019-20	2018-19	2017-18
195	159	138	143	123

##### 2.1.1.2 Number of sanctioned seats year wise during last five years

2021-22	2020-21	2019-20	2018-19	2017-18
260	250	250	250	170

#### File Description

#### Document

Institutional data in prescribed format

[View Document](#)

Any additional information

[View Document](#)

#### 2.1.2 Average percentage of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy ) during the last five years ( exclusive of supernumerary seats)

**Response:** 0

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

2021-22	2020-21	2019-20	2018-19	2017-18
0	0	0	0	0

File Description	Document
Average percentage of seats filled against seats reserved	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

## 2.2 Catering to Student Diversity

### *2.2.1 The institution assesses the learning levels of the students and organises special Programmes/ have policies in place for different levels of learners*

#### **Response:**

In order to assess the learning level of students, an Entrance Examination is conducted by Jammu University at the entry level. The performance of the candidates is considered to gauge the level of understanding basic logical questions, with additional focus on ability for general awareness.

Dogra Law College assesses the learning levels of the students continuously throughout their course, through various methods. During the first week of the academic year, a first-year orientation programme is arranged for the students. This programme comprises providing students with an overview of the curriculum, campus, and teachers.

Since students vary in their ability to comprehend and absorb it is not possible to address the needs and expectations of individual students and expect a uniform learning outcome from them all in a teacher centric class. The institution has taken specific actions to gather information on academic performance and lower the likelihood of students dropout. Through in-class debates, seminars, webinars, paper presentation, faculty members continuously mentor academic performance of the students. The concerned subject teacher interacts with each student to find out strengths and weaknesses of individual students. Every student is provided with additional guidance to overcome their academic difficulties. In the course of teaching process during regular class lectures and by analysing Internal Assessment, slow learners and under achievers are identified. In order to help slow learners faculty members plan remedial classes .

While carrying out extra-curricular and co-curricular initiatives for students, the institution encourages and ensures that students participate in all the activities and competitions of the institution and inter-collegiate events such as moot court with allied activities, literary activities like essay writings, general knowledge tests, debate, elocution, poetry, poster competitions etc. The advanced learners are encouraged to participate in Inter-collegiate, National competitions such as Negotiation/Mediation, Moot Court, etc. These students are motivated to take up special internship in law firms, companies, government departments and courts.

The students are further assessed through their response in classroom performance and examinations. Apart from this students are also assessed on their attendance criteria. The institution takes special care to promote the learning needs of such advanced learners in the following ways:

1. Faculty members interact with students personally and identify their educational needs.
2. They are encouraged to participate in various inter-collegiate competitions.

3. Experts in the field of law are invited to deliver lectures on advanced and identified areas of law.
4. Students are encouraged to participate in different events organized by the college for which they are given certificates and also felicitated for participating in various activities at state and national level.

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Paste link for additional Information	<a href="#">View Document</a>

### 2.2.2 Student- Full time teacher ratio (Data for the latest completed academic year)

**Response:** 48

File Description	Document
Any additional information	<a href="#">View Document</a>

## 2.3 Teaching- Learning Process

**2.3.1 Student centric methods, such as experiential learning, participative learning peer learning, team teaching, case law method and problem solving methodologies are used for enhancing learning experiences**

**Response:**

Dogra Law College adopts a teaching strategy that emphasises education delivery with a student-centric focus. In addition to improving students' confidence and promoting independence, the system assists in transforming them from being passive recipients to active participants. The institution aims at providing quality legal education to students using its well-qualified faculty and student-centric approach in the teaching-learning process. The students undergo blended learning whereby they blend traditional learning with ICT-enabled learning.

**Experiential learning:**

Dogra Law College increasingly focusses on experiential learning as a means of promoting student's engagement and developing graduate attributes. In the field of law, it is highly essential that students get a first-hand experience of legal institutions. Thus, the institution believes in learning through experiences. To achieve this, students are given opportunities to visit jails, courts, police stations, legal institutions like Lok Adalat, Village Panchayat, Legal Aid Cells etc. to gain knowledge about functioning of various components of legal justice system.

In addition, the institution has established a permanent Legal Aid Clinic in the Campus in collaboration with District Legal Services Authority to inculcate the values of social service and to create professionals with social commitment.



The curriculum stipulates students to have experiential learning for subjects of Legal Methods and Clinical Legal Education, wherein they are examined on various components..

### **Participative learning:**

The students are taken through participative learning which involves team projects, simulation exercises, Moot Courts, brain storming exercises and role play. There is also direct interaction with individuals who share their first-hand experiences related to anti-human trafficking, violation of women and child rights, conservation of biodiversity, which further enhances such participative learning. In addition, students engage themselves in educational environmental field trips in respect of their concerns towards protection of the environment. They also undertake research and carry out surveys on various socio-legal issues, which enable them to understand the depth of the problem and provide appropriate remedial measures.

Apart from this various steps have been taken by the institution for encouraging participative learning:

1. In order to improve participatory learning, blended learning, techniques are offered for certain topics.
2. Students are urged to sign up for MOOCs provided by the Indian government.
3. Proficiency in soft and communication skills through language lab.
4. Extension lectures are also organised.

### **Problem solving methodologies:**

To the maximum extent possible, the teachers undertake solving of problems in subjects where it is possible to formulate a problem requiring a solution to be stated by making reference to the relevant substantive or procedural law. The students write solutions and discuss in the class. The students are given assignments at the end of instruction of each unit. This methodology enhances their learning experience to a great extent.

Advocacy skills competitions, class moots provide an opportunity to every students to hone problem solving skills.

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Link for additional information	<a href="#">View Document</a>

### **2.3.2 Teachers use ICT enabled tools for effective teaching-learning process.**

#### **Response:**

Presentations are an effective way to enhance the learning process. It is not only useful for effective lecture delivery but also it is an excellent medium for evaluating students' performance. It encourages students to

develop the reading writing speaking and listening skills and promote better classroom interactions.

Dogra Law College follows ICT enabled teaching in addition to the traditional classroom education. Some classrooms and labs are ICT enabled with projector installed and the campus is enabled with high-speed Wi-Fi connection.

Faculty members use internet ports in the classrooms to follow Information and Communications Technology (ICT) enabled instructional approaches and cutting-edge technologies. With the aid of Internet ports, multimedia teaching tools like LCD projectors and computer/laptop/tablet systems are frequently used in classroom settings.

The Library of Dogra Law Library is equipped with e-resources. Sufficient numbers of books & journals are available in the library. There are available electronic resource packages like SCC Online. The faculty members skilfully use audio-visual aids to explain topics to students while utilising the resources to improve learning.

Every semester, the teachers and students at Dogra Law College hold seminars, workshops, and guest lectures on the most recent advancements in the fundamental disciplines. Seminar Hall, Conference Hall and Auditorium are well equipped with multimedia facilities using ICT enabled tools. Lectures by Senior Legal Academicians & Legal Practitioners are conducted in seminar hall using ICT facilities.

Due to the COVID-19 pandemic lockdown, teaching was fully conducted in an online mode through WiseApp, Google Classrooms, Video Lectures, Zoom and through Microsoft Teams App. Various methods adapted by Dogra Law College in order to facilitate students through online forum were:

1. The faculty member used Google Meet or Zoom to conduct test and for lecture delivery. They also used many interactive methods for effective teaching such as PPT with animation video clip, use of online resource from NPTEL, YouTube links.
2. WhatsApp groups used as platform to communicate, make announcements, address queries and share information.
3. Other important activities such as project presentation, debates, group discussion and mentoring conducted through Google Meet or Zoom platforms for quality teaching learning process.
4. Various e-resources like research journals, e-books are available on the SCC Online which is available in Dogra Law College Library.

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	<a href="#">View Document</a>

### ***2.3.3 Ratio of faculty mentor to students for academic and other related issues (Data for the latest***

*completed academic year )*

**Response:** 56:1

**2.3.3.1 Number of faculty mentors assigned to students for academic and other related issues:**

Response: 12

<b>File Description</b>	<b>Document</b>
Mentor diary and progress made	<a href="#">View Document</a>
Institutional data in prescribed format (Data Template)	<a href="#">View Document</a>
Circulars pertaining to assigning the mentors to mentees	<a href="#">View Document</a>

**2.3.4 Percentage of Students identified as mentors for mentoring other students for academic and other related issues (Data to be provided only for the latest completed academic year)**

**Response:** 0.74

**2.3.4.1 Number of Student mentors/teaching assistant identified for student to student mentoring (Latest completed academic year)**

Response: 5

<b>File Description</b>	<b>Document</b>
Official Proceeding of Student Council selecting the student mentors or Minutes of the relevant Faculty Meeting/ BOS/Academic Review Committee meeting and subsequent Academic Council Meeting identifying the student mentors or teaching assistants for mentoring students	<a href="#">View Document</a>
Institutional data in prescribed format (Data Template)	<a href="#">View Document</a>
Any additional Information	<a href="#">View Document</a>

## **2.4 Teacher Profile and Quality**

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

**Response:** 86.12

File Description	Document
Year wise full time teachers and sanctioned posts for 5years(Data Template)	<a href="#">View Document</a>
List of the faculty members authenticated by the Head of HEI	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

**2.4.2 Average percentage of full time teachers with Ph. D. / LL.D during the last five years (consider only highest degree for count)**

**Response:** 16.67

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

2021-22	2020-21	2019-20	2018-19	2017-18
3	3	2	2	2

File Description	Document
Phd/LLD Degree certificates of the faculty	<a href="#">View Document</a>
List of full time teachers with Ph.D./LL.D. and number of full time teachers for 5 years (Data Template)	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

**2.4.3 Average teaching experience of full time teachers (Data for the latest completed academic year in number of years)**

**Response:** 4.11

**2.4.3.1 Total experience of full-time teachers**

**Response:** 57.6

File Description	Document
Teaching experience as certified by the head of the institution	<a href="#">View Document</a>
Institutional data in prescribed format (Data Template)	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

#### ***2.4.4 Measures taken by the institution for faculty retention***

##### **Response:**

Response:

- The Dogra Law College ensures that the faculty of the college is motivated and have a comfortable environment. The college has a faculty common room and separate chambers are provided to the faculties for their comfort and privacy.
- The staff of the college can avail the 15 casual leaves as and when needed to meet any personal engagement or emergency during one calendar year. Besides Casual Leave, the faculties are also entitled for the following leaves such as : Study leave , Maternity leave, leave without pay and Compensatory leave.
- The faculties are regularly encouraged to participate in workshops, seminars and write papers. The college provide congenial environment and suitable infrastructure for them to achieve the same.
- The college has a staff welfare fund and in case of any urgent and emergency requirement, the faculties can take loan from the staff welfare fund. The college ensures that wherever a faculty or staff retires their dues with regard to earned leaves, provident fund is paid on time.
- Appreciation letters are provided to the faculty on writing research paper.

- The college also provides medical facilities in the form of ESIC and the facility of EPF as well.
- The facility of accommodation in the form of staff quarters within the college premises is also there and a free transport facility is also available for the faculties.
- A well resourced reading room equipped with Wi-Fi enabled computer facility is available in the library to access e- resources. The teaching staff is permitted the issuance of 5 books at a time
- Summer and winter vacations are also availed by the teaching staff.
- The College also provides the facility of annual increments in the salary of faculties and there is also canteen facility for the staff.

File Description	Document
Policy measure taken by the institution to combat faculty attrition and to retain experienced and quality faculty.	<a href="#">View Document</a>
Any Additional Information	<a href="#">View Document</a>

## 2.5 Evaluation Process and Reforms

### *2.5.1 Mechanism of internal assessment is transparent and robust in terms of frequency , mode and innovation introduced in the internal evaluation*

#### **Response:**

The College is affiliated to the university of Jammu and the university has introduced internal Assessment at LL.B 3years and B.A LL.B 5yrs in the Academic session 2021- 2022.

#### **Internal Assessment:**

The timetable for internal assessments is put up on the notice board in advance. The subject faculty

informs the students in class about the internal assessment. The institution has a policy of showing internal examination booklets to the class students for self- assessment following evaluation. The internal assessment technique is completely transparent. The teachers keep all the records and data bank of attendance in internal exams, question papers, valuable response sheets/copies, and summary of marks sheets for academic monitoring and academic audit. Internal Assessment of practical subjects is checked by the team, appointed by University of Jammu.

The efficient and seamless conduct of internal examinations and timely declaration of the results is ensured with the cooperation of all the stake holders including teaching, non- teaching and administrative personnel of Dogra Law College.

### **Practical Examination:**

Evaluation is done with transparency based on different parameters like Teachers Assessment, Practical Records, Performance in Viva-Voce. The curriculum of B.A.,LL.B (5 Years) and LL.B. (3 Years) mandate following practical subjects which comprises of various components and require file submission:

<b>S. No.</b>	<b>COURSE- B.A. LL.B (5YEARS )</b>	
1.	B.A. LL.B (Third & Fourth Sem )	Legal Methods (I & ii)
2.	B.A. LL.B.( Fifth and Sixth Sem)	Clinical Legal Education( I &II)
3.	B.A LL.B (Seventh Sem)	Professional Ethics and Professional Accountabil
4.	B.A LL.B (Eighth Sem )	Drafting ,Pleading and Conveyance
5.	B.A LL.B (Ninth Sem )	ADR
6.	B.A LL.B (Tenth Sem)	Moot Court Exercise and Internship
<b>COURSE - LL.B. (3 YEARS)</b>		
1.	LL.B (First and Second Sem )	Legal Methods (I &ii) Clinical Legal Education (I & ii)
2.	LL.B (Third Sem )	Professional Ethics and professional Accountabil
3.	LL.B (Fourth Sem)	Drafting, Pleading and Conveyance
4.	LL.B Fifth Sem	ADR

5.	LL.B Sixth Sem	Moot Court Exercise and Internship	

The students are also assessed for the above -mentioned practical subjects by way of viva -voce which is conducted internally as well externally.

#### Assignments :

Assignments questions are discussed with students and subject teacher assigns assignments to students during their holidays .The students submit these assignments which are analysed by the teachers and feedback is given to the students.

File Description	Document
Any additional information	<a href="#">View Document</a>
Link for additional information	<a href="#">View Document</a>

### 2.5.2 Mechanism to deal with internal examination related grievances is transparent, time- bound and efficient

#### Response:

1. Dogra Law College follows a defined mechanism for redressal of students grievances in the internal examinations. At the commencement of the academic year, committees for conduct of examinations is constituted for internal examinations.
2. Sufficient care is taken to ensure that the institution adopts secrecy mode of evaluation and such mechanism is adopted and followed in a transparent and time bound manner. After Internal Assessment Examinations, answer sheets are shared with students who get an opportunity to go through the scores awarded by the assessors, shortfalls of content in answers and verification of total marks scored.
  - Students who have not performed well, have scope for improving performance in repeat tests. In case of seminar presentation , and practical papers, assessment is done in presence of the student wherein marks scored are informed upon completion of the exercise. The schedule of showing answer sheets is displayed on the notice board. A student who is dissatisfied with assessment can, within 15 days from declaration of results, approach the principal in writing, who may refer the same to the examination committee.
  - The committee, after giving both the parties a reasonable opportunity to present the case, may recommend to the Principal, action to be taken .The findings of the committee will be communicated to the student and action in the form of reassessment of the said answer book may



be taken. The answer sheet of such students is assessed by faculty once again in the presence of the student. Any corrections in the total are immediately done by the faculty members.

3. If a student is not able to appear for examination due to medical or any genuine reason, examination is conducted for that student as per norms, provided that he or she submits application with proper documents. The grievances of the students with reference to assessment are made clear by showing his/her performance in the answer sheet.

4. The Institute follows an open evaluation system where the PTM is conducted after internal examination and the performance of the students is discussed with the parents.

File Description	Document
Any additional information	<a href="#">View Document</a>
Link for additional information	<a href="#">View Document</a>

## 2.6 Student Performance and Learning Outcomes

### 2.6.1 Teachers and students are aware of the stated Programme and course outcomes of the Programmes offered by the institution.

#### Response:

### 2.6.1 Teachers and students are aware of the stated program and course outcome of the program offered by the institution

The College is affiliated to the University of Jammu and it follows the programme wise curriculum designed by the university. The learning outcomes of the programmes and courses are stated clearly by the university in the syllabus or scheme. The same is published in the official website of the university which can be downloaded by the affiliated colleges. The college has uploaded the syllabus of each programme course on its official websites which contains learning outcomes. The College has its own mechanism to communicate the learning outcomes of the curriculum to the teachers and the students. The following measures are adopted:

- Hard copy of syllabi and learning outcomes are available with the coordinators and circulated among the staff by them.
- A web link to the Dogra Law College course scheme and learning outcomes of Programmes is also provided in the college website for reference.

Learning outcomes form an integral part of college vision, mission and objectives. The learning objectives are communicated through various means such as Principal's address to students and parents, Alumni

meets and dissemination in classroom by concerned staff.

- The college arranges Orientation Programmes for each semester before the beginning of the semester to make the students aware of the curriculum and the learning outcomes.

The College also organizes career counseling lectures to effectively communicate the learning objectives and expected outcomes. Successful alumni students are invited to interact with both the students and teachers at specific events and meetings. They share how the different courses shaped their careers and thus help students understand the learning outcomes of the courses they are enrolled in.

File Description	Document
Upload COs for all Programmes (exemplars from Glossary)	<a href="#">View Document</a>
Upload any additional information	<a href="#">View Document</a>
Past link for Additional information	<a href="#">View Document</a>

### 2.6.2 Attainment of programme outcomes and course outcomes are evaluated by the institution.

#### Response:

Dogra Law College has adopted outcome based education mechanism to ensure the attainment of programme specific outcomes, course outcome and program outcomes. The objective and outcomes are properly mapped for testing and evaluation of students so that PSO's are attained through the competency mapping in terms of knowledge and skills.

- **Programme Outcomes (POs) emphasize on creating and developing the students competencies for:**

1. Employment
2. Self confidence
3. Research
4. Critical thinking
5. Social Awareness and Interaction
6. Political Consciousness
7. Ethics and Responsible Citizenship, and
8. Awareness of and Sensitivity to Environment and Sustainability, and
9. Women Empowerment and Inclusive Education.

- **Programme Specific Outcomes (PSO's) and Course Outcomes (Cos) include instilling the following among students:**

1. Knowledge and skill of the subject

2. Awareness and sensitivity to local, national and global problems related to deprivation, socio-political issues, gender, environment, and discriminatory and exclusionary practices.
3. Interest and Capacity for research and
4. Employment capacity

• **Evaluation and the level of attainment:**

The college adopts both direct and indirect methods of assessment to ensure evaluation and attainments of PO's, PSO's and CO's.

**Direct Assessment methods:**

1. Internal Test
2. Student summer Internships projects
3. Assignments
4. External Test.
5. Presentations
6. seminars

The score of this assessment is taken into account for evaluation CO's.

**Indirect Assessments methods:**

1. Feedbacks
2. Alumni survey
3. PTM's
4. Co-curricular activities

Feedback mechanism is used to improve Teaching learning process in outcome based education. Internal assessment is the requirement of the continuous assessment and is essential for the fulfillment of the PSO's, CO's and PO's. There is an internal examination committee that deals with reforms regarding the attainment of course outcomes and programme outcomes. Besides, the college also tries to attain the course outcomes and program outcomes by conducting the activities such as cultural activities, NSS, Career Counseling, Personality Development Program, and Communication skills etc.

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Paste link for Additional information	<a href="#">View Document</a>

### 2.6.3 Average pass percentage of Students during last five years

**Response:** 85.42

#### 2.6.3.1 Number of final year students who passed the university examination year-wise during the last five years

2021-22	2020-21	2019-20	2018-19	2017-18
73	102	100	76	59

#### 2.6.3.2 Number of final year students who appeared for the university examination year-wise during the last five years

2021-22	2020-21	2019-20	2018-19	2017-18
85	106	110	95	84

File Description	Document
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	<a href="#">View Document</a>
Upload any additional information	<a href="#">View Document</a>
Paste link for the annual report	<a href="#">View Document</a>

## 2.7 Student Satisfaction Survey

### 2.7.1 Online student satisfaction survey regarding teaching learning process

**Response:** 3.23

<b>File Description</b>	<b>Document</b>
Upload database of all currently enrolled students (Data Template)	<a href="#">View Document</a>
Upload any additional information	<a href="#">View Document</a>

## Criterion 3 - Research, Innovations and Extension

### 3.1 Resource Mobilization for Research

#### 3.1.1 Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the last five years (INR in Lakhs)

Response: 0

##### 3.1.1.1 Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the last five years (INR in Lakhs)

2021-22	2020-21	2019-20	2018-19	2017-18
0	0	0	0	0

#### File Description

#### Document

List of endowments / projects with details of grants

[View Document](#)

#### 3.1.2 Total Number of Seminars/conferences/workshops conducted by the institution during the last five years

Response: 12

##### 3.1.2.1 Total number of Seminars/conferences/workshops conducted by the institution year-wise during last five years

2021-22	2020-21	2019-20	2018-19	2017-18
2	1	4	2	3

#### File Description

#### Document

Report of the event

[View Document](#)

List of workshops/seminars during last 5 years (Data Template)

[View Document](#)

Any additional information

[View Document](#)

#### 3.1.3 Funded Seminars/ Conferences /workshops

Response: 0

3.1.3.1 Amount received through funding from Government and Non-Government agencies for Seminars/Conferences and workshops during the last five years(Amount in lakhs)

2021-22	2020-21	2019-20	2018-19	2017-18
0	0	0	0	0

File Description	Document
Institutional data in prescribed format (Data Template)	<a href="#">View Document</a>

## 3.2 Research Publications and Awards

**3.2.1 Percentage of teachers recognized as research guides**

**Response:** 0

**3.3.1.1 Number of teachers recognized as research guides**

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>

**3.2.2 Number of research papers per teachers in the Journals notified on UGC website during the last five years**

**Response:** 0

**3.3.2.1 Number of research papers in the Journals notified on UGC website during the last five years.**

2021-22	2020-21	2019-20	2018-19	2017-18
0	0	0	0	0

File Description	Document
List of research papers by title, author, department, name and year of publication	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

**3.2.3 Number of books and chapters in edited volumes/books published and papers published in**

**national/ international conference proceedings per teacher during last five years****Response:** 0.07**3.3.3.1 Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year-wise during last five years**

2021-22	2020-21	2019-20	2018-19	2017-18
0	1	0	0	0

<b>File Description</b>	<b>Document</b>
Institutional data in prescribed format	<a href="#">View Document</a>
Content page and first page of the article/research paper	<a href="#">View Document</a>

**3.3 Extension Activities****3.4.1 Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the last five years.****Response:**

Dogra Law College organizes and participates in various extension activities to promote college-neighborhood-community network. Major emphasis is given on students engagement service orientation and holistic development of students contributing to good citizenship. Our students wholeheartedly participated in events organized in the college every year. The participation shows their inner values of harmony and compassion.

The institute has made its noteworthy contribution to the society and environment by making students to participate in various outreach activities. Students took part in various activities during the last five years as follows:

1. Swachh Bharat Initiatives
2. Plantation Drive
3. Yoga Camp
4. Awareness camp
5. Save the Girl Child
6. Drug Addiction
7. Relief Fund

All these mentioned activities have a positive impact on the students and develop student community relationships, leadership skills, and self-confidence of students. It also helped in cultivating the hidden personality of students and creating awareness among students.



Apart from this, the significance of clean surroundings, hygiene, sanitation in the neighborhood, garbage disposal, and sanitizing the community at large to these vital issues. All these initiatives have gone a long way in the holistic development personality of the participants of these programs. All these leads to informed, balanced and responsible citizenship. The institution is always leading the students and faculty to keep update of all the most trending activities.

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Paste link for additional information	<a href="#">View Document</a>

**3.4.2 Total Number of awards / recognitions /letters of appreciations/commendation for research, legal aid and legal extension activities by the institution/teachers/research scholars/students during the last five years**

**Response: 1**

**3.4.2.1 Number of awards / recognitions /letters of appreciations/commendation for research, legal aid and legal extension activities by institution/teachers/research scholars/students year wise during the last five years**

2021-22	2020-21	2019-20	2018-19	2017-18
0	1	0	0	0

File Description	Document
List of innovation and award details (Data Template)	<a href="#">View Document</a>
e- copies of award letters	<a href="#">View Document</a>

**3.4.3 Number of extension and outreach programs conducted by the institution through NSS/NCC, Government and Government recognised bodies during the last five years**

**Response: 19**

**3.4.3.1 Number of extension and outreach programs conducted by the institution through NSS/NCC, Government and Government recognised bodies during the last five years**

2021-22	2020-21	2019-20	2018-19	2017-18
9	2	2	5	1

File Description	Document
Reports of the event organized	<a href="#">View Document</a>
Number of extension and outreach Programmes conducted with industry, community etc for the last five years (Data Template)	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

#### 3.4.4 Average percentage of students participating in extension activities at 3.4.3. above during last five years

**Response:** 32.18

##### 3.4.4.1 Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., year-wise during last five years

2021-22	2020-21	2019-20	2018-19	2017-18
310	85	239	245	45

File Description	Document
Report of the event	<a href="#">View Document</a>
Institutional data in prescribed format (Data Template)	<a href="#">View Document</a>
Average percentage of students who participated in extension activities with Govt. or NGOs etc.,	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

### 3.4 Collaboration

#### 3.5.1 The Institution has several collaborations/linkages for Faculty exchange, Student exchange, Internship, Field trip, On-job training, research etc during the last five years

**Response:** 12

##### 3.5.1.1 Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship year-wise during the last five years

2021-22	2020-21	2019-20	2018-19	2017-18
2	1	3	3	3

File Description	Document
e-copies of related Document	<a href="#">View Document</a>
Details of Collaborative activities with institutions/industries for research, Faculty exchange, Student exchange/ internship	<a href="#">View Document</a>

**3.5.2 Total Number of functional MoUs with national and international institutions, universities, industries, corporate houses law-firms etc. during the last five years**

**Response:** 0

**3.5.2.1 Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. year-wise during the last five years**

2021-22	2020-21	2019-20	2018-19	2017-18
0	0	0	0	0

File Description	Document
Institutional data in prescribed format (Data Template)	<a href="#">View Document</a>

## Criterion 4 - Infrastructure and Learning Resources

### 4.1 Physical Facilities

**4.1.1 The Institution has adequate infrastructure and physical facilities for teaching- learning. viz., classrooms, laboratories, computing equipment etc.**

**Response:**

The Dogra Law College has always been a center of excellence when it comes to imparting quality education. Government of J&K granted the permission for the setting up of the college in 1999 and thereafter, University of Jammu granted affiliation to run three year LL.B(Professional)course. It was with the constant endeavour of teachers and management that the college was granted permission to run 5 year Integrated Law course. The college campus is spread across 1.025 acre of land and has total constructed area of 3000 sq. m. The law college is duly recognized by BCI and provides following facilities to promote a conducive educational environment.

- For the efficient management of college and various day to day workings there is a separate Administrative Block.
- College contains duly maintained 13 classrooms with adequate infrastructure facilities.
- College has well-furnished library.
- College has a separate IT lab, adequate internet speed is also made available so as to host online Webinars and Orientations lectures.
- College consist of one seminar hall and one air conditioned conference hall for conferences, guest lectures, workshops etc.
- The college possesses a spacious audio-visual hall.
- College has a well-furnished Moot Court room.
- Legal Aid Clinic and NSS sessions are organized by the college.
- College has separate washrooms for boys and girls.
- College has separate hostel facilities for boys and girls are available.
- College has separate NCC room.
- College has guest house for parents and guest faculties.
- College has 24 hr. electricity back-up in case of power outage.
- For students who are day boarders and staff members college has provided transport facilities.
- A College canteen is provided to students also college building is fitted with proper RO purification systems.
- Entire campus is guarded by college security personnel and ample CCTV cameras are installed within the campus building.
- Entire campus is equipped with proper firefighting equipment.
- There is biometric system for attendance of staff members.
- College has medical facilities available in case of any emergency.
-

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Paste link for additional information	<a href="#">View Document</a>

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

##### **Response:**

##### **CULTURAL FACILITIES**

The institution has auditorium facility with stage, Podium, sound system, wireless mic etc. for the purpose of organizing cultural and other events for students and teachers.

The orientation program, career guidance program, workshops and seminars are hosted in the auditorium. The College also celebrates NCC Day and NSS days for our volunteers. The College extensively organizes cultural activities on various occasions like induction ceremony, national and religious festivals. The College holds farewells function for outgoing class and fresher's party for freshers in the college auditorium.

All cultural and related activities are conducted under the guidance/training of faculty in-charge.

##### **OPEN AUDITORIUM**

There is an open auditorium with a capacity of more than 200 where events like Independence Day and Republic day are also celebrated with zeal

##### **GAME AND SPORTS FACILITIES**

The institution has adequate facilities for sports and games (indoor and outdoor). Annual sports meet, intramural and extramural sports tournament are conducted annually.

College play grounds provide sufficient space for extracurricular activities and sports program and have qualified physical instructor who not only provides equipment for playing cricket, basketball, volleyball, badminton and athletics but also trains students for different events. Facilities for indoor games namely, table tennis, chess, carom board etc. are also provided.

The norms and procedure prescribed by the Sports Authority of India (SAI), University of Jammu as well as various sports federation of J&K in letter and spirit to organize quality tournaments and sports events are followed.

Some of the furnished facilities available in the institution are as follows:

##### **OUTDOOR**

1. Basket Ball

2. Volley Ball
3. Badminton

## INDOOR

1. Table tennis: high quality two tennis table installed in the indoor hall.
2. Carom: two carom boards available in the indoor games hall.
3. Chess: two chess boards available in the indoor hall.

## ROLE OF PHYSICAL EDUCATION TEACHER

1. Purchase of new sports equipment.
2. Maintenance of sports facilities.
3. Looks after the sports facilities of the institute.
4. Preparing teams for inter college and inter-university championship.
5. Organizing annual sports events.
6. Maintenance and utilization of sports facilities of the institute.

## IN HOUSE SHOOTING RANGE

College has an in-house state-of-the-art 10 meter/6-lane shooting range with a dignified ambience and equipment in accordance with International standards, where students can practice under the supervision of well qualified coach.

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Paste link for additional information	<a href="#">View Document</a>

### 4.1.3 Percentage of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc. (Data for the latest completed academic year)

**Response:** 18.75

#### 4.1.3.1 Number of classrooms and seminar halls with ICT facilities

**Response:** 3

File Description	Document
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	<a href="#">View Document</a>
Upload any additional information	<a href="#">View Document</a>
Paste link for additional information	<a href="#">View Document</a>

#### 4.1.4 Average percentage of expenditure, excluding salary for infrastructure augmentation during last five years(INR in Lakhs)

**Response:** 0

##### 4.1.4.1 Expenditure for infrastructure augmentation, excluding salary year-wise during last five years (INR in lakhs)

2021-22	2020-21	2019-20	2018-19	2017-18
0	0	0	0	0

File Description	Document
Upload Details of budget allocation, excluding salary during the last five years (Data Template)	<a href="#">View Document</a>
Upload audited statements of accounts highlighting spending towards infrastructure augmentation	<a href="#">View Document</a>

## 4.2 Library as a Learning Resource

### 4.2.1 Library is automated using Integrated Library Management System (ILMS)

**Response:**

The college library is semi-automated with ERP software (JUPSOFT) service provider since 2020. Before that Library Management System was used.

All the active books collection is updated in the ERP software. The issue and return of books has been activated with ERP software. The new arrival of periodicals are also entered in the ERP software. The Accession Master, library search, print barcode, book reservation, book allotment, book return, newspaper receiving, magazine receiving, library book entry, physical stock verification, lost book entry, damage book entry, library reports of books has been activated with ERP software.

The reading rooms are well furnished to accommodate students at time and provides conducive environment for student. Exclusive reference section is available in the library. New arrivals of books and journals are

displayed on separate stands and racks. Security of resource is ensured through a system of checking at the exit point for all resources borrowed by the users. CCTV cameras are installed in the library for strict surveillance. There are four computers with internet facility in the library. There is a Library management software to know the bibliographical details about the collection search by giving title, author and accession number can be carried out.

### **ELECTRONIC RESOURCE MANAGEMENT PACKAGE FOR E-JOURNALS**

The link to scholarly open access journal/database is also available on library webpage. A well-equipped library with having internet connectivity is housed in the library for access to e-resources. As the access facility to e-journals is multiuser and IP address-based, students can access the e-resource from anywhere in the campus.

**The library is being equipped with SCC online to provide judgement, case laws, bare act, articles etc. It also offers various useful information services to be utilized by student and staff to the optimum level (newspaper and magazines).**

<b>Total Library Management System</b>	<b>ERP Solution (Jupsoft)</b>
<p>Database management</p> <ul style="list-style-type: none"> <li>• Particulars</li> <li>• Students</li> <li>• Staff</li> <li>• Suppliers</li> <li>• Subjects</li> <li>• Section</li> <li>• Class</li> <li>• Particular's type</li> <li>• Configuration</li> <li>• Check</li> <li>• Promote students</li> </ul>	<p>Library</p> <ul style="list-style-type: none"> <li>• Masters</li> <li>• Accession Master</li> <li>• Print Barcode</li> <li>• Library Search</li> <li>• Single Book Search</li> <li>• Book Reservation</li> <li>• Book Allotment</li> <li>• Book Return</li> <li>• Library Bill Entry</li> <li>• News Paper Receiving</li> <li>• Magazine Receiving</li> <li>• Library Payment Register</li> <li>• Physical Stock Verification</li> <li>• Student Blacklist</li> <li>• Library Batch Process</li> <li>• Lost Book Entry</li> <li>• Damage Book Entry</li> <li>• Library Reports &gt;&gt;</li> </ul>
<p>Transaction</p> <ul style="list-style-type: none"> <li>• Issue Student</li> <li>• Issue staff</li> <li>• Return from students</li> <li>• Return from staff</li> <li>• Reissue student</li> <li>• Reissue staff</li> <li>• Issue student (Ref)</li> <li>• Return student (Ref)</li> </ul>	



<ul style="list-style-type: none"> <li>• Issue staff (Ref)</li> <li>• Return Staff (Ref)</li> <li>• Issue book bank</li> <li>• Return book bank</li> <li>• Lost / Damage</li> </ul>	
<b>Reports</b> <ul style="list-style-type: none"> <li>• Issue register</li> <li>• Accession register</li> <li>• Due particulars</li> <li>• Return</li> <li>• Reserve</li> <li>• Fine</li> <li>• Purchase details</li> <li>• Loss registers</li> <li>• Compact/repair database</li> <li>• Back Up database</li> <li>• Change password</li> <li>• Import student data</li> </ul>	
<b>File Description</b>	<b>Document</b>
Upload any additional information	<a href="#">View Document</a>
Paste link for Additional Information	<a href="#">View Document</a>

#### 4.2.2 The institution has subscription for the following e-resources

- 1.e-journals
- 2.e-ShodhSindhu
- 3.Shodhganga Membership
- 4.e-books
- 5.Databases
- 6.Remote access to e-resources

**Response:** B. Any 3 of the above

<b>File Description</b>	<b>Document</b>
Upload any additional information	<a href="#">View Document</a>
Details of subscriptions like e-journals, e-ShodhSindhu, Shodhganga Membership , Remote access to library resources, Web interface etc (Data Template)	<a href="#">View Document</a>

**4.2.3 Average annual expenditure for purchase of books/e-books and subscription to journals/e-journals and legal databases during the last five years (INR in Lakhs)****Response:** 1.58**4.2.3.1 Annual expenditure of purchase of books/e-books and subscription to journals/e-journals year wise during last five years (INR in Lakhs)**

2021-22	2020-21	2019-20	2018-19	2017-18
1.38711	1.6411	1.0856	1.62687	2.17122

File Description	Document
• Details of annual expenditure for purchase of books and journals during the last five years (Data Template )	<a href="#">View Document</a>
Audited statements of income expenditure highlighting the expenditure towards purchase of books, journals and databases	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

**4.2.4 Percentage per day usage of library by teachers and students ( foot falls and login data for online access) during the latest completed academic year****Response:** 6.71**4.2.4.1 Number of teachers and students using library per day over last one year**

Response: 46

File Description	Document
Institutional data in prescribed format (Data Template)	<a href="#">View Document</a>
Details of library usage by teachers and students (Library accession register, online accession details to be provided as supporting documents)	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

**4.3 IT Infrastructure****4.3.1 Institution frequently updates its IT facilities including Wi-Fi**

**Response:**

There are different technological facilities available in the college. We have digitally equipped conference hall. A well equipped computer lab is also functioning in the college, which can be easily accessed by the students. The library building is facilitated with Wi-Fi connectivity. There is open access of Wi-Fi connectivity to the staff members of the college. All teaching staff members can use the ICT in the classrooms and laboratories whenever needed. College has SSC online, Busy Software, ICT lab with 33 computers, audio-visual room, seminar room etc. college has 100 MBPS of high speed internet facility through BSNL Fiber. Most of the official work is being done with the help of ICT. The college regularly maintains the ICT facilities. Following are some basic facilities for updating:

- All the administrative and academic work is done through ERP software which is maintained by JUPSOFT technologies.
- All computers have antivirus installed by IT incharge.
- Computer is formatted on regular basis without any fees and by the help of computer operator.
- Wi-Fi connectivity is available in principal chamber, office room and library.
- Website is maintained by Ideogram Technology Solutions Pvt. Ltd. (568 A, Gandhi Nagar, Jammu).

Detail of the amount spent on institution ICT facilities including WI-FI

Sr. No.	Items	Date of Installation	Amount	Maintenance	Vendor Details
1	Wifi Dongle	30.06.2017	Rs. 900/-	when required	M/S Baba IT Solutions
2.	Anti-Virus covered under AMC charges of CCTVs	12.11.2018	Rs. 6,355/-	Regularly	M/S Baba IT Solutions
3.	Computers	22.11.2018	Rs. 64000/-	Regularly	Cyber InfoTech Service
4.	2MP AHD CCTV Dome & Bullet	28.11.2018	Rs. 34,928/-	when required	M/S Baba IT Solutions
5.	Projectors & Printers	14.05.2019	Rs. 27,300/-	when required	Yield Educational Servi
6.	Laptop	21.07.2020	Rs. 71,800/-	When required	Cyber InfoTech Service
7.	ERP Software	04.08.2020	Rs. 74812/-	when required	JUPSOFT Technology
8.	Face Recognition Machine	11.08.2021	Rs. 23,895/-	When required	JUPSOFT Technology
9.	Website	04.12.2021 21.12.2020 12.12.2019 14.12.2018 19.12.2017	Rs. 18,880/-	maintained by operator	ENCIPHOR Web Desig
10.	SSC ONLINE	31.03.2022	Rs. 40,800/-	Renewal of membership yearly	Eastern Book Compan Ltd.

11.	Laptop	12.07.2022	Rs. 39000/-	When required	Mobile Care
<b>File Description</b>		<b>Document</b>			
Upload any additional information		<a href="#">View Document</a>			
Paste link for additional information		<a href="#">View Document</a>			

#### 4.3.2 Student - Computer/laptop ratio (Data for the latest completed academic year)

**Response:** 25.85

<b>File Description</b>		<b>Document</b>	
Upload any additional information		<a href="#">View Document</a>	
Student – computer ratio		<a href="#">View Document</a>	
Institutional data in prescribed format (Data Template)		<a href="#">View Document</a>	

#### 4.3.3 Bandwidth of internet connection in the Institution

**Response:** D. 5 MBPS – 10 MBPS

<b>File Description</b>		<b>Document</b>	
Upload any additional Information		<a href="#">View Document</a>	
Details of available bandwidth of internet connection in the Institution		<a href="#">View Document</a>	

### 4.4 Maintenance of Campus Infrastructure

#### 4.4.1 Average percentage of expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the last five years(INR in Lakhs)

**Response:** 44.13

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

2021-22	2020-21	2019-20	2018-19	2017-18
20.58	16.65	34.18	64.93	34.63

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	<a href="#">View Document</a>
Audited statements of accounts	<a href="#">View Document</a>

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

##### **Response:**

There are SOPs approved by the Principal which are applicable to different areas of college functioning. The college has a well defined policy to augment the infrastructure to keep pace with academic advancement and growth. The campus of the college is protected by well-constructed compound wall with entrances. The greenish environment of the campus is well preserved by keeping the campus litter free and plastic free. There are CCTV cameras installed both outside and inside the college. There is a security room and sufficient number of guards for the security of the college. At Dogra Law College, Management Committee is a very strong and make sure that facilities provided by them are always up-to-date by routine check-ups. For better efficiency and work management there has been a delegation of powers by the College Management by creation of the following committees:

- Academic and Administration Committee
- Examination & Result Analysis Committee
- Co-curricular Committee
- Discipline Committee/Anti-Ragging Committee/ Sexual Harassment Committee
- Library & Notice Board Committee
- NSS Committee
- Sports Committee
- Hostel & Canteen Committee
- Moot Court Committee
- Alumni & Placement Committee
- Press & Media Committee
- Legal Aid Committee
- Editorial Committee

The college keeps maintenance of the infrastructure, facilities and equipments by hiring services of mechanic, electrician and technician. There is an administrative block and accounts office for smooth functioning of the college.

Facilities provided at Dogra Law College are duly explained at the official website. Some of the key aspects are mentioned hereby:

**LABORATORY**

The college has domain centric laboratories like Language Lab, in software of ware is updated as and when required.

**LIBRARY**

The library works from 9:00a.m.-4p.m in all working days. The teachers provide requisition of books in their subject through book recommendation form. Strict rules are laid down with regard to usage of library which are as follows:-

1. Students and visitors shall sign in the register while entering the library.
2. Students should possess identity card with them while using library.
3. Students and visitors shall leave all the belongings at the rack before entering the library.
4. Users are responsible for any damage caused by them to the library property. In case of loss of borrowed book, the student has to either replace the book or pay double cost of the book.
5. The physical condition of the book should be checked while checking out. Mutilation of pages, if found, is to be brought to the notice of the Circulation in-charge. Otherwise, the borrower himself /herself shall be responsible for mutilation of the book if detected afterwards.
6. Underling, marking, folding of pages etc in the book is strictly prohibited.

The issuance registers are maintained on daily basis and library staff ensures that books issued are returned within fifteen days. The library is computerized and is monitored through CCTV. The requisition for the library books is taken from the teachers. At the end of the academic year, stock verification is done.

**COMPUTER LAB**

Repair/Up-gradation/Purchase hardware/software are also taken care of by the system administration team. IT-Lab in-charge ensures constant upkeep of all equipment and is maintained generally by an agency outside the institution appointed for the purpose. The internet/LAN facilities are also fully functional and properly maintained by technician. All complain and breakdowns are reported in writing in a Maintenance Register. Approved maintenance agency is informed by IT Lab in-charge for undertaking the breakdown services and closure is reported and maintained in register.

**CLASSROOMS**

The classrooms are well equipped with projectors for better and effective teaching. CCTVs are installed in each class room to make sure of the safety and security of students, teachers and equipments. . The review of furniture and accessories available in the classrooms is conducted at end of each academic session. Replacements /repairs of desks and face lifting of classrooms is carried out periodically.

**SPORTS/PLAY FIELDS**

Physical instructor looks after maintaining the sports ground and sports equipment. for holistic development, students are encouraged to participate in the competitions.

**HOSTEL**

The girls hostel and boys hostel are regularly looked after by a lady and male Hostel Warden respectively. Hostel rules to be followed for maintenance of the same are as follows:-

1. Hostel Resident Warden shall exercise full control over the boarders' activities in and around the hostel.
2. There shall be roll-call in the evening to ensure their physical presence in the hostel.
3. The boarders will elect six members for Hostel Advisory Committee which will assist the Warden in administration of discipline.
4. The hostel gate shall open at 6:00am and close at 7:00pm in summers and in winters it will close at 6:00pm.

## **MESS**

According to rule; meals are served in the dining halls of the hostels as per the timing and menu fixed by the College Management and College Hostel Committee in consultation with Hostel Advisory Committee. Each boarder is required to make entry in the Meals Register before taking the meal. Carrying of meals to the rooms is strictly prohibited.

## **COLLEGE CANTEEN**

The important instructions mentioned in the canteen for maintenance of canteen which are:

1. Smoking, chewing of pan-masala, spitting etc are totally banned and prohibited.
2. Shouting, quarreling, using intoxicants, damaging canteen property, carrying illegal and objectionable material shall be punishable acts.
3. Playing music is prohibited.
4. Use of dustbins is encouraged.

## **GUEST HOUSE**

Some of the booking and Cancellation procedures are:

1. "Requisition Forms" are to be filled which are available at the Reception.
2. The booking is purely provisional.
3. No telephonic bookings are not entertained.
4. Consumption of alcohol is prohibited.

## **Transport**

To avail the facility the student has to fill a separate application form which can be obtained from the college office. Rules governing College Bus Travel are:-

1. Fee once paid is no-refundable.
2. Bus timing will remain same throughout the year.
3. All the students should carry Bus Pass.

## **Moot Court Room**

The infrastructure in the Moot Court Room is nicely maintained.

<b>File Description</b>	<b>Document</b>
Upload any additional information	<a href="#">View Document</a>
Paste link for additional information	<a href="#">View Document</a>



## Criterion 5 - Student Support and Progression

### 5.1 Student Support

**5.1.1 Average percentage of students benefited by scholarships and freeships provided by the institution, Government and non-government bodies, industries, individuals, philanthropists during the last five years**

**Response:** 3.26

**5.1.1.1 Number of students benefited by scholarships and freeships provided by the institution, Government and non-government bodies, industries, individuals, philanthropists year wise during last five years**

2021-22	2020-21	2019-20	2018-19	2017-18
31	10	22	31	0

File Description	Document
upload self attested letter with the list of students sanctioned scholarship	<a href="#">View Document</a>
Upload any additional information	<a href="#">View Document</a>
Average percentage of students benefited by scholarships and freeships provided by the Government during the last five years (Data Template)	<a href="#">View Document</a>

**5.1.2 Capacity building and skills enhancement initiatives taken by the institution include the following**

- 1.Soft skills**
- 2.Language, communication and advocacy skills**
- 3.Life skills (Yoga, physical fitness, health and hygiene)**
- 4.Awareness about use of technology in legal process**

**Response:** C. 2 of the above

File Description	Document
Details of capability building and skills enhancement initiatives (Data Template)	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>
Link to Institutional website	<a href="#">View Document</a>

### 5.1.3 Average percentage of students benefitted by guidance for competitive examinations and career counselling offered by the Institution during the last five years

**Response:** 4.34

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

2021-22	2020-21	2019-20	2018-19	2017-18
45	0	0	35	39

File Description	Document
Number of students benefited by guidance for competitive examinations and career counselling during the last five years	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

### 5.1.4 The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases

1. Implementation of guidelines of statutory/regulatory bodies
2. Organisation wide awareness and undertakings on policies with zero tolerance
3. Mechanisms for submission of online/offline students' grievances
4. Timely redressal of the grievances through appropriate committees

**Response:** A. All of the above

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	<a href="#">View Document</a>
Institutional data in prescribed format (Data Template)	<a href="#">View Document</a>
Details of student grievances including sexual harassment and ragging cases	<a href="#">View Document</a>

## 5.2 Student Progression

### 5.2.1 Average percentage of placement of outgoing students during the last five years

**Response:** 1.44

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

2021-22	2020-21	2019-20	2018-19	2017-18
4	4	0	0	0

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Self attested list of students placed	<a href="#">View Document</a>
Details of student placement during the last five years (Data Template)	<a href="#">View Document</a>

### 5.2.2 Percentage of Students enrolled with State Bar council

**Response:** 41.88

#### 5.2.2.1 Number of Students enrolled with State Bar council (data for last completed academic year)

Response: 49

File Description	Document
Institutional data in prescribed format (Data Template)	<a href="#">View Document</a>
Any Additional Information	<a href="#">View Document</a>

### 5.2.3 Average percentage of students progressing to higher education during the last five years

**Response:** 1.96

#### 5.2.3.1 Number of outgoing students progressing to higher education

2021-22	2020-21	2019-20	2018-19	2017-18
1	1	4	1	3

File Description	Document
Upload supporting data for student/alumni	<a href="#">View Document</a>
Details of student progression to higher education (Data Template)	<a href="#">View Document</a>

**5.2.4 Average percentage of students qualifying in state/national/ international level examinations during the last five years (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ Judicial Services/Public Prosecution services/All India Bar Exams/State government examinations)**

**Response:** 35.33

**5.2.4.1 Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ Judicial Services/Public Prosecution services/All India Bar Exams/State government examinations) year wise during last five years**

2021-22	2020-21	2019-20	2018-19	2017-18
0	1	0	2	3

**5.2.4.2 Number of students appearing in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT,GRE/ TOFEL/ Civil Services/ Judicial Services/Public Prosecution services/All India Bar Exams/ State government examinations) year wise during last five years**

2021-22	2020-21	2019-20	2018-19	2017-18
1	6	0	2	5

File Description	Document
Upload supporting data for the same	<a href="#">View Document</a>
Number of students qualifying in state/ national/ international level examinations during the last five years	<a href="#">View Document</a>

### 5.3 Student Participation and Activities

**5.3.1 Total Number of awards/medals won by students for outstanding performance in sports/literary/cultural activities/Moot court/arbitration competition/ Client counseling competition/Trail advocacy/Mediation and negotiation competition/ Judgment writing competitions/Legislative drafting**

**Competition****Response:** 12

**5.3.1.1 Number of awards/medals for outstanding performance in sports/ literary/cultural activities/Moot court/arbitration competition/Trial advocacy Client counseling competition/Mediation and negotiation competition/ Judgment writing competitions/ Legislative drafting Competition at university/state/ national / international level (award for a team event should be counted as one) year wise during the last five years.**

2021-22	2020-21	2019-20	2018-19	2017-18
5	2	2	2	1

File Description	Document
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level during the last five year (Data Template)	<a href="#">View Document</a>
e-copies of award letters and certificates	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

**5.3.2 Institution facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities (student council/ students representation on various bodies as per established processes and norms )**

**Response:**

Q: Presence of an active student council and representation of student on academic and administration bodies/committees of the institution.

**Response:**

Dogra Law College has a student centric approach and firmly believes in conferring every student with the opportunity to enhance their skills and aid them in facing tough competition that exists beyond their comfort zone. The vision of the college is to open a platform for students with continuous exposure to various facets of the legal profession.

The motto of the institution is achieved to a great extent with the involvement of the students representatives. The students representatives form the pillar on which the institution at large stands. The institution follows a duly established process for appointing the representatives. The nominations of class representative giving due representation to gender are made by concerned Mentor in Co-ordination with the principal and the academic Co-coordinator, based on several criteria like academic performance, active participation in extracurricular activities, attendance, general discipline, etc. Class representatives act as a

bridge between the students and the authorities.

There is a Students Council, Legal AID society, Moot court society, Environmental club and Literary club which are considered to be the backbone and pillar of the institution and they work effectively with the Liaisoning between the students and the faculty members.

The students council is an amalgam of diverse students, a unique blend of different perspectives and opinions. The purpose of the student council is to serve as the effective communication medium between the administration and the students. The students council provides scope to contribute in the development of the students leadership skills, program planning and volunteering.

The legal AID society liaisons with the faculty incharge for the conduct of the legal aid activities and legal awareness programmes. The Moot court society representative take decisions in consultation with the faculty incharge and members of the society for the conduct of moot court programme, including competition and team composition for institutional participation at moot court related activities.

The representatives of the Environmental club liaisons and organize various activities like Cleanliness drive, Swacch Bharat Abhiyan, Plantation drive, etc. within the campus and outside the campus.

The representatives of the Literary club liaisons with the faculty incharge and helps in organizing activities that provide opportunities to develop the communication skills. It also inculcate among students a flair for the language and enhance their literary skills.

The institution ensure the representation if students in its societies, cells, club like Moot court, Literary Society, National Service Scheme (NSS), Environmental club, etc., which empowers them to take decisions for the purpose of conducting various programmes and activities.

In addition, the class representative represents the class of the institution and bridges the gap between teachers, management and the students. Proceedings of the diffedrent programmes in the collegve like Seminars, orientation lectures, Farewell , Induction and different co-curriculum programmes are conducted by the students of the college.

The Internal Quality Assurance cell (IQAC) of the institution has a system of inviting the students representative to attend the meetings as and when required. The college has students participation in the IOAC of the college thereby invoking them with the apex decision making body. This enables the involvement of the students community in decision making at the institutional level thereby helping in smooth functioning.

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Paste link for additional information	<a href="#">View Document</a>

**5.3.3 Average number of sports and cultural events/competitions youth parliaments organised by the institution in which students of the Institution participated during last five years**

**Response:** 8

**5.3.3.1 Number of sports and cultural events/competitions youth parliaments organised by the institution in which students of the Institution participated year wise during last five years**

2021-22	2020-21	2019-20	2018-19	2017-18
14	3	9	12	2

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Report of the event	<a href="#">View Document</a>
Number of sports and cultural events/competitions in which students of the Institution participated during last five years (organised by the institution/other institutions (Data Template)	<a href="#">View Document</a>

## 5.4 Alumni Engagement

**5.4.1 There is a registered Alumni Association that contributes significantly to the development of the institution through financial, teaching, mentoring and/or other support services**

**Response:**

Response: -

In its quest to maintain cordial relationship and to develop professional rapport with its brand ambassadors, the institution is privileged to have a functional alumni association which routinely meets to familiarize itself with various curricular and co-curricular needs of the institution.

The College has duly elected Alumni Association. Alumni meets are conducted to provide opportunities to the Alumni to relieve the past experiences and also seeks suggestions for development of the Institution. Alumni also provide feedback on different aspects of college through a feedback form.

The members of the Alumni association are routinely involved in programme by way of **Guest Lectures** and related aspects. The Alumni Association has devoted considerable amount of time with the students for conducting Guest Lectures thereby, mentoring the students. The members of the association are strongly bonded with the institution and facilitate the **Internship of Students** in their chambers and also assist by getting pass out graduates placed as Junior Lawyers with them. Prominent alumni are members of the

governing Alumni association of the institution which takes major decisions for its functioning. Overall the alumni of the institution are very active in arranging Guest speakers and Visiting professionals to address the students. They also encourage the students for the development of their internship and self-employment.

The Alumni Association of Dogra Law College has been acting as Stalwarts of the legal profession. Till now the college takes pride of producing several luminaries working in different fields. Many pass out students of our college are working in their capacity of **Judges, Administrative officer** and **Prosecuting Officers**. Many are working in Corporate Sectors and renowned Law firms and many are practicing in High Courts and Supreme Court of India.

The college takes an opportunity to **felicitate the students** who have achieved noteworthy positions in their professional lives. Alumni of Dogra Law College are eager to provide helping hand to the college by way of conducting Guest Lectures and providing Internship to the students. we feel proud to invite Alumni Of Dogra Law College for conducting Guest Lectures in our Law College and at the same time their presence motivates our students when they listen to their professional Journey and struggle.

So in nutshell we can say that the strong network of Alumni is working with us to take the college to high level.

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Paste link for additional information	<a href="#">View Document</a>

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

**Response:** E. <1 Lakhs

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Link for any additional information	<a href="#">View Document</a>



## Criterion 6 - Governance, Leadership and Management

### 6.1 Institutional Vision and Leadership

#### 6.1.1 The governance of the institution is reflective of and in tune with the vision and mission of the institution

##### Response:

Response

Dogra Law College has clearly stated vision and mission that are well aligned with its administrative governance. The college administration channelizes its efforts and energy in the direction leading towards the achievement of its vision and mission objectives. The college follows the hierarchy of leadership to make sure effective organizational working and consistent improvement.

##### VISION:

As an institute we strive to be socially responsible through developing a world class “Centre of Excellence” in professional Higher Education enabling young aspirants to add value to the society at large with their personal and professional acumen.

##### Mission:-

Our Mission shall guide us to strengthen professional academic learning through focused and innovated methods of global and latest teaching practices ensuring best scholarly output supported by excellent operational administration system and state of art infrastructure.

The college follows a democratic and participatory mode of governance with all stakeholders participating in the interest of the institute. The governing body delegates authority to the Principal who in turn share it with different levels of functionaries in the college. The Principal, coordinators and conveners of various committees and cells along with staff members play an important role in determining the institutional policies, academic, non academic agendas and helps in implementing the same.

All Committees comprise faculty members who have assigned duties in relation to the functioning of the institution. These are constituted at the beginning of the academic year. This enables members to proactively strategize the plan of action and make preliminary preparation. Proposals in respect of in-house and external programme /events meant to infuse professionalism amongst the students are made and placed before the Principal who places them before the management. Upon approval, they are meticulously planned by conducting regular meetings and the detailed execution of the activities is worked under the guidance and supervision of the Faculty In-charge and the Principal. Thus, the Institutional policies and practices favor maximum participation of the teachers in the decision making bodies of the Institution and at every level of its working.

The decision of allocation of syllabus, distribution of classes, arrangement of guest lectures, students seminars, conduction of tests, viva-voce examination, preparation of academic calendar, format of projects and assignments all this is done by the head of each committee coordinators of programs, in consultation and regular meetings with the principal.

We believe that legal education is not merely confined to classroom teaching. So our teaching method emphasizes to achieve a harmony between the theoretical inputs and their implementation in real life situations.

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Paste link for additional information	<a href="#">View Document</a>

### 6.1.2 The effective leadership is visible in various institutional practices such as decentralization and participative management

#### Response:

Response

The institution believes that efficiency comes through the decentralization of administration. The management of the college takes the responsibility to ensure that its mission, vision, values, and objectives are realized through the activities of the institution. The efficiency in the institution comes through the decentralization of administration. The administration is decentralized except for finance matters. The trust ensures that the development plans of the college do not suffer due to the paucity of funds. The trust monitors the functioning of the institution from time to time. The administration is decentralized and each level of administration functions as per its duties and responsibilities ascertained by the chairman and principal of the college. The institution has a policy of participative management and it is ensured through several strategies. Various committees have been formed for the proper functioning and management of institutional processes. The conveners of these committees are given autonomy to organize their activities according to the requirement. The Principal coordinates the functioning of various committees. Significant decisions regarding the smooth functioning of the institution (required for regular improvement in the quality of its educational provisions) are taken in consultation with the principal, senior staff members, and conveners of various committees.

There are various committees like:

- Academic and administrative committee
- Examination and result analysis committee
- Co curricular activities committee
- Discipline committee/Anti Ragging committee
- Library committee
- NSS and supports committee
- Hostel and canteen committee
- Moot court committee

- Alumni and placement committee
- Press and media committee
- Legal Aid committee

These committees are headed by the principal and senior faculty members. The composition of various communities is regularly changed to ensure the uniform exposure of duties and participation of all faculty members. The principal interacts and co-ordinates with each committee member before making policies and taking important decisions.

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Paste link for additional information	<a href="#">View Document</a>

## 6.2 Strategy Development and Deployment

### 6.2.1 The institutional Strategic / Perspective plan is effectively deployed

#### Response:

Response

Dogra Law College was established after receiving permission from the state of J& K vide letter no. HR/Recog/18-LLB/97 dated 08-Jan-1999. The college is offering LL.B 3 year (Professional) Course and BA LL.B 5 year (Integrated) Law Course.

The college plans and strategies which is usually student centric in line with our mission and vision. All plans are prepared taking in account the need of the college and resources available. The Perspective Plan of the college is to maintain good academic performance and give practical experiences to the students and the college performs its participative management through the conduction of court visits at regular intervals. This helps the law students to make them understand the working of a court. The court visit is also a part of the syllabus of both the courses of BA LL.B 5 years and LL.B 3 year Professional Course. The purpose of the visit is to understand the work of the court and the nature of the services of the judicial officers. The visits planned to make the students to understand the function of the court in dispensing justice, in which they observe the live work of the court proceedings; the function of the public prosecutors in criminal trials, the way judges, prosecutors, and defense lawyers handle the cases. This gives an insight to the law students as to how they have to deal with the challenges later in their professional life.

For conducting the visit, it is required to get the approval from the court and for this a letter is prepared and sent to the court. After getting approval from the court, it is finally fixed. After this visit, a detailed report is prepared and submitted to the college for future reference and also as a record.

File Description	Document
Upload any additional information	<a href="#">View Document</a>
strategic Plan and deployment documents on the website	<a href="#">View Document</a>
Paste link for additional information	<a href="#">View Document</a>

### **6.2.2 The functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment, service rules and procedures, etc.**

#### **Response:**

Dogra Law College is recognized by UT of J&K and affiliated to the University of Jammu. A hierarchical system is set up in the college from the top to the down level defining the Duties, Responsibilities, Accountability, and Authorities at every stage.

#### **Functions of Key Administrative Positions**

##### **MANAGING COMMITTEE**

The managing committee is the Governing body of the college. It comprises of various members including the Chairman, Member Secretary, Nominees of VC and Chairman and also one elected Teacher's Nominee. The managing committee reviews academic and other related activities of the College, ratify selections / appointments and also pass Annual Budget of the College.

##### **COMMITTEES**

At college level committees are constituted for various activities regarding development, administration, academics etc. Every committee has a faculty member as convener with two faculty member as committee members. These committees assist the academic coordinator for the smooth functioning of the college.

##### **SERVICE RULES, PROCEDURES, AND RECRUITMENT**

The college has its own service rules and the employees of the institution are governed as per the service rules of the college. The procedure of the recruitment is done as follows:

First of all, the appointment of Principal and faculty members is advertised in the newspapers. Adhoc appointments are made by the selection committee constituted by the Chairman, Dogra Educational Trust. Regular appointments are made by the Statutory Selected Committee duly constituted by the competent authority of University of Jammu. The appointment of non-teaching staff members is also advertised in the newspapers and their selection is made by the Dogra Educational Trust itself.

##### **CHAIRMAN**

The chairman is the administrative head of the college. He chairs all the important meetings related to academic, administrative and financial matters.

### **SECRETARY**

The Secretary looks after the administration, development of education, growth & expansion of the institution. He coordinates among the sponsoring Society, Management of college, and the other systems of the college.

### **DIRECTOR**

The Director is responsible for managing the daily operations of a college as well as supervising services for both faculty and students. She coordinates with students, parents and administration to resolve issues or concerns and also coordinates with faculty members regarding student activities and events.

### **PRINCIPAL**

The Principal is the administrative head of the college. He/she prepares all the program items, coordinates the conduct of meetings, and arranges follow up actions required. To initiate all the developmental activities, principal monitors the progress, and reports to the management of the college.

### **ACADEMIC COORDINATOR**

The Academic Calendar of the institute is prepared and approved by the academic coordinator with reference to the university's prescribed academic calendar. He/she also approves the schedules and activities like enrollment, examination, placement, extracurricular activities, games,& sports etc. proposed by the Committee members.

### **IQAC**

IQAC is responsible for setting up quality parameters for various administrative and academic activities and monitors the conduct of class work and related academic activities. He/she also conducts Internal Quality Audits periodically to verify the efficiency of measures taken in to attaining the quality parameters.

<b>File Description</b>	<b>Document</b>
Upload any additional information	<a href="#">View Document</a>
Paste link for additional information	<a href="#">View Document</a>
Link to Organogram of the Institution webpage	<a href="#">View Document</a>

### **6.2.3 Implementation of e-governance in areas of operation**

1. Administration
2. Finance and Accounts
3. Student Admission and Support
4. Examination

**Response:** B. 3 of the above

File Description	Document
Screen shots of user interfaces	<a href="#">View Document</a>
ERP (Enterprise Resource Planning) Document	<a href="#">View Document</a>
Details of implementation of e-governance in areas of operation, Administration etc	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

## 6.3 Faculty Empowerment Strategies

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

**Response:**

The list of some welfare measures in favour of the college employees are as:

**Casual leave:** The staff can avail the 15 casual leaves as and when needed to meet any personal engagement or emergency during one calendar year. Besides Casual leave, the employees are also entitled for the following leaves such as:

**Privilege Leave**

**Study Leave**

**Maternity Leave**

**Sabbatical Leave**

**Compensatory Leave**

**Vacations:** Summer and winter vacations are availed by teaching and non-teaching staff as per the institution's own rules.

**Medical facilities:** Medical facilities in the form of ESIC are provided to the employee.

**Employees' Provident Fund:** EPF for the employees (Both teaching & non-teaching) of the institution.

**Annual Increment of the Salary:** College has the provision of annual increment in the salary for both the teaching and non-teaching staff.

**Salary Advance Loan:** A salary advance loan facility is also available to both teaching & non-teaching staff in the college.

**Accommodation:** Guest House within the college premises provides accommodation to teaching & non-teaching staff.

**Transport facility:** A free transport facility is also available to teaching & non-teaching staff in the college.

**Library Facility:** A well-resourced reading room equipped with Wi-Fi enabled computer facility is available in the library to access e-resources. The teaching staff is permitted to the issuance of 6 books and the non-teaching staff is allowed to the issuance of 2 books at a time.

**Picnic Facility:** Once a year, Picnic is arranged for teaching, non-teaching staff and students. This trip gives an opportunities for the staff to energized and refresh their mind and body.

**Wi-Fi Facility:** College also provides Wi-Fi Facility to both teaching and non-teaching staff.

**Well-furnished staffroom:** The College has well-furnished staffroom with the provision for almirahs & lockers.

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Paste link for additional information	<a href="#">View Document</a>

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

**Response:** 20

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

2021-22	2020-21	2019-20	2018-19	2017-18
0	0	0	0	0

File Description	Document
Institutional data in prescribed format (Data Template)	<a href="#">View Document</a>

**6.3.3 Average number of professional development /administrative training programs organized by the institution for teaching and non teaching staff during the last five years****Response:** 2.2**6.3.3.1 Total number of professional development /administrative training Programmes organized by the institution for teaching and non teaching staff year-wise during the last five years**

2021-22	2020-21	2019-20	2018-19	2017-18
3	2	2	2	2

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff	<a href="#">View Document</a>

**6.3.4 Average percentage of teachers undergoing online/ face-to-face Faculty Development Programmes (FDP)during the last five years (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course ).****Response:** 0**6.3.4.1 Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course year-wise during the last five years**

2021-22	2020-21	2019-20	2018-19	2017-18
0	0	0	0	0

File Description	Document
Upload any additional information	<a href="#">View Document</a>
IQAC report summary	<a href="#">View Document</a>
Details of teachers attending professional development programmes during the last five years	<a href="#">View Document</a>

**6.3.5 Institutions Performance Appraisal System for teaching and non-teaching staff****Response:**



The institution has introduced the performance appraisal system to analyze the performance of teaching and non-teaching staff but the parameters of the performance appraisal are different for both. Every year, both are required to submit their Annual Performance Reports. The Evaluation of Performance is based on the knowledge, quality, productivity and consistency of work, work relations, goal achievement, punctuality, attendance, cooperation, and dependability. The self-appraisal enables the staff members to evaluate their performance on the basis of their work. Appraisal of teacher is done on the basis of specific duties performed by teacher, subject knowledge, teaching skills, completion of work assigned by the Principal, significant contribution for the benefits of students and institution, performance and participation of various committees. The Principal of the institution directly monitors the staff members and conducts meetings accordingly on the regular basis. The performance of teachers is also examined on the basis of result percentage of the classes taught by them. Apart from this, the student feedback is also taken to assess the performance of the faculty members at the end of every month, which is finally evaluated by the principal of the college.

The appraisal system is also in place for the non-teaching staff. The parameters of which are honesty, cleanliness, mental ability, decision taking, work knowledge, knowledge of rules and regulations, punctuality, relation with the juniors and seniors, work and conduct quick decision making.

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Paste link for additional information	<a href="#">View Document</a>

## 6.4 Financial Management and Resource Mobilization

### 6.4.1 Institution conducts internal and external financial audits regularly

**Response:**

**Response:**

The Institution has established a mechanism for conducting internal and external audits on the financial transactions every year to ensure financial compliance

#### **. INTERNAL AUDIT:-**

Internal Audit is conducted quarterly by the internal financial accountant of the institutions. The internal accountant thoroughly verifies the income and expenditure details and the compliance report of the internal audit are submitted to the management of the institution through the Principal.

#### **EXTERNAL AUDIT:-**

External audit is conducted once in every year by the external agency i.e. Authorized Chartered Accountant (R.C. Gupta & Co. FRN-001198N Jammu) at the end of the Financial Year. All the financial statements up to 2020-21 have been certified by the Chartered Accountant Lalit Gupta (R.C. Gupta & Co.

FRN-001198N Jammu).

The mechanisms used to monitor effective and efficient use of financial resources are as below:-

1. Before the commencement of every financial year, principal submits a proposal.
2. College budget includes recurring expenses such as salary, electricity, internet charges, maintenance cost, stationary, other consumable charges etc, and non-recurring expenses like Lab equipment purchases, furniture and other development expenses.
3. The expenses will be monitored by the accounts section as per the budget allocated by the management.

#### **Process of the Internal Audit:-**

Only trained and competent auditors in the organization conduct internal quality audits. Management representative maintains a plan for Annual Quality audit plan and quarterly internal quality plan and a list of trained auditors for auditing management system.

Management representative plans internal quality audit under QMS annually, divided into four quarterly audit cycle i.e. every quarter. All elements under managerial and technical management system are audited during the decided quarter. Auditors in un-related departments conduct audits and report the observations for corrective actions. Internal quality audit schedule is made and distributed by management representatives at the beginning of the quarter to enable all auditees /auditors to schedule their activity to undergo the audit planned. Any change in the quarterly audit cycle is incorporated by MR and is informed to the auditors and auditees through email/IQA schedule.

#### **Process of the External Audit:-**

The accounts of the college are audited by chartered Accountant regularly as per the government rules. The auditor ensures that all payments are duly authorized after the audit, the report is sent to the management for review. Any queries, in the process of audit are attended immediately along with the supporting documents within the prescribed time limits. The institution did not come across with any audit objection during the preceding years. All these mechanism exhibit the transparency being maintained in financial matters and adherence to financial discipline to avoid deflation of funds or properties of the institution at all levels. The audited statement is duly signed by the Chartered Accountant lalit Gupta (R.C. Gupta & Co. FRN-001198N Jammu).

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Paste link for additional information	<a href="#">View Document</a>

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

**Response: 0**

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

2021-22	2020-21	2019-20	2018-19	2017-18
0	0	0	0	0

File Description	Document
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the last five years	<a href="#">View Document</a>

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

**Response:**

Response

Institute maintains & follows a well-planned process for the mobilization of funds and resources. Account Officer is appointed to monitor the optimum utilization of funds for various recurring and non-recurring expenses. The accounts section seeks quotations from vendors for the purchase of equipments and computers etc. Accounts officer and Principal of the college prepare the budget and ensure that the expenditure lies within the allotted budget. The institutional budget includes recurring expenses such as salary, electricity and internet charges, stationary & other maintenance costs. It includes planned expenses such as lab equipment purchases, furniture, and other development Expenses. The budget is scrutinized and approved by the top management.

At the beginning of every academic year, the academic calendar is made after the general faculty meeting. Once the major events are decided, the faculty in charge provides the budget for the respective events. The administrative office along with the Head of the institution after judicious deliberation, prepare the annual budget and allocates fund for the various events, activities, day to day events. The funds are utilized for the growth of the college and also to ensure that the students have fruitful time during their academic life. The college ensures that all incidental expenses incurred by any person of the institution while working for the college and on behalf of the college is refunded. After fund allocations, the resources provided by the management are utilized with utmost care and cautions. All the events organized by the college is an example for the cooperative management and optimal utilization of the resources and strategic mobilization of the funds.

#### 1. Mobilization of funds:-

The college is a self- financed college & major sources of revenue are:

- Fees collection

- Hostel and
- Transport charges.

### **1. Optimal utilization of Resources**

The funds are optimally utilized for Computer lab, Auditorium, Library, classrooms and conference Hall with internet & multimedia facility and salaries of teaching and non teaching staff.

#### **Human Resources**

##### **CHAIRMAN**

The chairman is the administrative head of the college. He chairs all the important meetings related to academic, administrative and financial matters.

##### **SECRETARY**

The Secretary looks after the administration, development of education, growth & expansion of the institution. He coordinates among the sponsoring Society, Management of college, and the other systems of the college.

##### **DIRECTOR**

The Director is responsible for managing the daily operations of a college as well as supervising services for both faculty and students. She coordinates with students, parents and administration to resolve issues or concerns and also coordinates with faculty members regarding student activities and events.

##### **PRINCIPAL**

The Principal is the administrative head of the college. He/she prepares all the program items, coordinates the conduct of meetings, and arranges follow up actions required. To initiate all the developmental activities, principal monitors the progress, and reports to the management of the college.

##### **IQAC**

IQAC is responsible for setting up quality parameters for various administrative and academic activities and monitors the conduct of class work and related academic activities. s.

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Paste link for additional information	<a href="#">View Document</a>

## 6.5 Internal Quality Assurance System

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

#### Response:

Response

The Internal Quality Assurance Cell (IQAC) is established in Dogra Law College to maintain and enhance quality of education. Dogra Law College is a student centric Institute, and always ensures the benefit of students in every sphere of life. Establishment of IQAC at Dogra Law College is a deliberated step for development and reviewing quality assurance strategies and processes for conscious, consistent and catalytic improvement in the overall performance of students and the College.

The institute has well defined policy for quality assurance which is ensured by the effective participation from all the stakeholders. IQAC plays a vital role in maintaining and enhancing the quality and suggests quality enhancement measures to be adopted. Thus IQAC of Dogra Law College ensures continuous review of teaching learning process structures & methodologies of operations and learning outcomes at periodic intervals. The tools used for review are feedback, mentorship, interactions etc.

Below is two Practices of IQAC's review process.

#### Best Practices

##### 1. Feedback:

Feedback of students and teachers is taken in the mid of every semester. Confidentiality is maintained in collecting feedback and passed on to the respective academic heads for review.

Use of ICT

Dogra Law College follows ICT enabled teaching in addition to the traditional classroom education. Some classrooms and labs are ICT enabled with projector installed and the campus is enabled with high-speed Wi-Fi connection.

Faculty members use internet ports in the classrooms to follow Information and Communications Technology (ICT) enabled instructional approaches and cutting-edge technologies. With the aid of Internet ports, multimedia teaching tools like LCD projectors and computer/laptop/tablet systems are frequently used in classroom settings.

The Library of Dogra Law Library is equipped with e-resources. Sufficient numbers of books & journals are available in the library. There are available electronic resource packages like SCC Online. The faculty members skilfully use audio-visual aids to explain topics to students while utilising the resources to improve learning.

Every semester, the teachers and students at Dogra Law College hold seminars, workshops, and guest lectures on the most recent advancements in the fundamental disciplines. Seminar Hall, Conference Hall and Auditorium are well equipped with multimedia facilities using ICT enabled tools. Lectures by Senior Legal Academicians & Legal Practitioners are conducted in seminar hall using ICT facilities.

Due to the COVID-19 pandemic lockdown, teaching was fully conducted in an online mode through WiseApp, Google Classrooms, Video Lectures, Zoom and through Microsoft Teams App.

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Paste link for additional information	<a href="#">View Document</a>

**6.5.2 The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities ( For first cycle - Incremental improvements made for the preceding five years with regard to quality For second and subsequent cycles - Incremental improvements made for the preceding five years with regard to quality and post accreditation quality initiatives )**

**Response:**

Response

Though constituted recently, IQAC has started reviewing sincerely the teaching-learning, infrastructural facilities and teaching outcomes and appropriate changes are being suggested. This practice has led to following accomplishments.

**Review of Teaching-Learning Process:**

The IQAC prepares and monitors the time table. Teacher feedback is taken from students with respect to the teaching learning and evaluation process. Result analysis is also an integral part of the review. Feedback is analyzed and outcome is discussed with concerned teacher. As many students come from vernacular background and hence to bridge the gap the teachers often follow moderately paced learning practices.

**Use of ICT in Teaching Learning:** IQAC suggested modernizing the teaching learning process through implementation of ICT methods and those projectors are also used by teachers as technology-based teaching methods. The use of ICT has made teaching learning process effective by generating and sustaining the interest of the students.

**Remedial classes for weak Students:** The teachers of our college provide remedial classes to the students apart from regular curriculum.

**Sensitizing various Cells/Committees:**

IQAC has been constantly working with various committees/cells constituted by the Governing Body to chalk out various programmes on the basis of set principles and policies of the respective committees and hence submit report of the each of the activity. Consequently, few important committees/cell like Grievance Redressal Cell, Anti-Ragging Cell, and Sexual Harassment have geared their programmes.

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Paste link for additional information	<a href="#">View Document</a>

**6.5.3 Quality assurance initiatives of the institution include:**

- 1.Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analysed and used for improvements**
- 2.Collaborative quality initiatives with other institution(s)**
- 3.Participation in NIRF**
- 4.Academic and Administrative Audit**
- 5.Disability/gender/diversity audit**
- 6.Any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)**

**Response:** E. None of the above

File Description	Document
Upload e-copies of the accreditations and certifications	<a href="#">View Document</a>
Upload details of Quality assurance initiatives of the institution(Data Template)	<a href="#">View Document</a>
Upload any additional information	<a href="#">View Document</a>
Paste web link of Annual reports of Institution	<a href="#">View Document</a>

## Criterion 7 - Institutional Values and Best Practices

### 7.1 Institutional Values and Social Responsibilities

**7.1.1 Measures initiated by the Institution for the promotion of constitutional values and gender equity during the last five years.**

**Response:**

**Measures Initiated for the promotion of gender equity & Sensitization in curricular and co-curricular activities in last five years**

**Academic year 2017-2018**

Serial No.	Events	Date
1)	Teachers Day – Cultural Programme	5th Sept
2)	Seminar – The society and the girl Child	25th Oc
3)	Human Rights Day-Awareness Camp at village Chak Jarala	9th Dec
4)	International Women’s day- Seminar on the topic “A day without a women”	8th Mar
5)	World consumer Day –“Rights of the consumer “	15th Ma

**Academic year 2018-2019**

Serial No.	Events	Date
1.	Teacher’s Day- Cultural Programme	5th Sep 2018
1.	Seminar-“Protection of girl Child” – Girl up	29th Sep 20
1.	Guest lecture on “Anti ragging sexual Harassment	13th Nov 20
1.	Emotional wellbeing and personality development(Motivational lecture )	30th May 20

**Academic year 2019-2020**

Serial No.	Events	Date
1.	Guest Lecture on Anti ragging /Sexual Harassment	9
1.	Workshop “positive thinking and Healthy living”	2n
1.	International women’s Day –Seminar on the topic-Women’s are adequately powered by law	11
1.		

**Academic Year 2020-2021**

Serial No.	Events	Date
1.	Seminar – Social Justice in India	



1.	International women's day – Paper presentation on the topic “ Where there is a women there is a magic”	
1.	Webinar on the topic “ Juvnile Justice (care and protection of the children	

**Academic Year 2021-2022**

Serial No.	Events	Date
1.	Guest lecture –Anti Ragging /Sexual Harassment	11th
1.	Webinar on the topic “Protection of women from Domestic Violence”	29th
1.	Human Right's Day-Guest Lecture on the topic “Human Rights and its relevance”	10th
1.	National Girl Child Day –“Beti Bachoo beti padhao	24th

**Measures Initiated for the promotion of Constitutional Values.**

DLC is conscious to develop responsible citizens through its teaching environment. The college imparts constitutional values, duties and awareness of their rights through course curriculum and co-curricular activities. We have constitutional Law-I &II in our course which aware students about their Fundamental Rights and duties towards the nation and fellow citizens .We have Family Law I& II, Labour Law I & II, Company Law, Refugee Laws in our course curriculum to make students gain knowledge about the rights of the common people of the society. We have Environmental Law to make the students aware of their responsibilities towards the mother earth. We have subjects like women and law, human rights etc which teaches the students about the rights of the women and reflect the initiative of gender equity. Our college celebrates Women's Day, World Environment Day, and Human Rights Day constitution day which teaches the right to equality which is a fundamental right protected under Article 14 .Our institution celebrates many national festivals like republic day ,independence day etc and religious and local festivals like lohri, Diwali , which teaches the lesson of “Secularism” highlighted in the preamble of our Constitution.

File Description	Document
Specific facilities provided for women in terms of: a. Safety and security b. Counselling c. Common Rooms d. Sanitary Napkin dispenser and incinerator e. Day care center for young children f. Any other relevant information	<a href="#">View Document</a>
Annual gender sensitization action plan	<a href="#">View Document</a>

**7.1.2 The Institution has facilities for alternate sources of energy and energy conservation measures**

- 1.Solar energy
- 2.Biogas plant
- 3.Wheeling to the Grid
- 4.Sensor-based energy conservation
- 5.Use of LED bulbs/ power efficient equipment

**Response:** B. 3 of the above

File Description	Document
Institutional data in prescribed format (Data Template)	<a href="#">View Document</a>
Geotagged Photographs	<a href="#">View Document</a>
Any other relevant information	<a href="#">View Document</a>
Any other relevant information	<a href="#">View Document</a>

**7.1.3 Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 500 words)**

- Solid waste management
- Liquid waste management
- Biomedical waste management
- E-waste management
- Waste recycling system

**Response:**

### 1.Solid waste Management

The following initiatives are undertaken by the college towards the Solid waste management.

- Dogra Law College has designed methods for the management of waste generated in the campus using waste management strategies of Reduce, Reuse, Refuse and create awareness among the society.
- Different colored dustbins are installed for segregation of solid waste in the college campus. Green colored bins are installed for wet and biodegradable waste whereas blue colored dustbins are for plastic wrappers, glass, plastic bottles and non biodegradable waste used in campus. Yellow colored bins are used for solid waste like garbage, paper waste.

- Cleaning and emptying of dustbins are done on regular basis every day. Paper waste is sold to vendors for recycling at regular basis.
- Dust bins are provided in each classroom, moot court, garden, corridors to collect solid waste .
- The class rooms are cleaned on every day basis and waste material is deposited in the dustbins.
- Students are educated to throw solid waste strictly in dustbins.
- Display boards and slogans regarding provisions of using dustbins and to keep campus clean and hygiene are displayed at the appropriate places.
- There is strict adherence to the rules regarding minimal usage of plastics. The NSS and NCC unit of Dogra law College creates awareness programs against single-usage of plastic
- Activities like cleanliness drive, plantation drive. The college also organized various programs such as plastic free campaign and Awareness programs on Earth Day.
- The library takes appropriate steps for discarding of old newspapers by giving for 'scrap' so that paper can be recycled.
- The environment policy of the Institution is complete utilization of waste with well designed strategies to make campus clean, healthy and hygienic.

### **1.Liquid waste Management**

- The Institution provides provisions for the handling of liquid waste generated from the washrooms, toilets in the septic tanks located in the outermost boundary of college.
  
- Liquid waste generated through washing, cleaning and urination is safely disposed off in the septic tank.
  
- Proper sewage system is present in all the washrooms of the college, appropriate care is taken to see that there is no water stagnation to discourage mosquito breeding.
  
- Liquid waste is generated from college campus, Hostel, Residential quarters and canteen.

### **1.E-waste management**

- E-Waste mainly includes obsolete and dysfunctional devices such as computer systems, servers, Monitors, compact disc's, Printers, Scanners, Copier etc.

- Though not much e-waste is generated in the institution on a daily basis, the electronic waste in the college includes discarded electrical or electronic devices such as used electronic parts fused electric bulbs, wires, computer peripherals broken or unusable.
- Electronic gadgets are repaired for minor defects to ensure its optimum utilization.
- The items like printer cartridges are refilled and used and the unusable items are disposed. waste management

<b>File Description</b>	<b>Document</b>
Relevant documents like agreements/MoUs with Government and other approved agencies	<a href="#">View Document</a>
Geotagged photographs of the facilities	<a href="#">View Document</a>
Any other relevant information	<a href="#">View Document</a>

#### **7.1.4 Water conservation facilities available in the Institution:**

- 1. Rain water harvesting**
- 2. Borewell /Open well recharge**
- 3. Construction of tanks and bunds**
- 4. Waste water recycling**
- 5. Maintenance of water bodies and distribution system in the campus**

**Response:** C. 2 of the above

<b>File Description</b>	<b>Document</b>
Institutional data in prescribed format (Data Template)	<a href="#">View Document</a>
Geotagged photographs / videos of the facilities	<a href="#">View Document</a>
Any other relevant information	<a href="#">View Document</a>
Link for any other relevant information	<a href="#">View Document</a>

#### **7.1.5 Green campus initiatives include:**

- 1. Restricted entry of automobiles**

2. Use of Bicycles/ Battery powered vehicles
3. Pedestrian Friendly pathways
4. Ban on use of Plastic
5. Landscaping with trees and plants

**Response:** A. Any 4 or All of the above

File Description	Document
Various policy documents / decisions circulated for implementation	<a href="#">View Document</a>
Institutional data in prescribed format (Data Template)	<a href="#">View Document</a>
Geotagged photos / videos of the facilities	<a href="#">View Document</a>
Any other relevant documents	<a href="#">View Document</a>
Link for any other relevant information	<a href="#">View Document</a>

**7.1.6 Quality audits on environment and energy are regularly undertaken by the Institution and any awards received for such green campus initiatives:**

1. Green audit
2. Energy audit
3. Environment audit
4. Clean and green campus recognitions / awards
5. Beyond the campus environmental promotion activities

**Response:** A. Any 4 or all of the above

File Description	Document
Reports on environment and energy audits submitted by the auditing agency	<a href="#">View Document</a>
Institutional data in prescribed format (Data Template)	<a href="#">View Document</a>
Certification by the auditing agency	<a href="#">View Document</a>
Any other relevant information	<a href="#">View Document</a>
Link for any other relevant information	<a href="#">View Document</a>

**7.1.7 The Institution has friendly, barrier free environment**

- Built environment with ramps/lifts for easy access to classrooms.
- Divyangjan friendly washrooms
- Signage including tactile path, lights, display boards and signposts

- *Assistive technology and facilities for Divyangjan accessible website, screen-reading software, mechanized equipment*
- *Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading*

**Response:** B. Any 3 of the above

**7.1.8 Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 500 words).**

**Response:**

The college is committed to provide an inclusive environment with regional, cultural, linguistic social and communal harmony in the college, which can be understood with the initiatives taken by various committees and cells of the college. The college has an objective of development of the academic and cultural activities of the students.

The cultural programmes are organized by the students in Freshers day and farewell celebration where students showcase their artistic skills through dance, singing, etc. The college celebrates Independence Day , Republic day every year with flag hoisting ceremony by the Chairman and active participation of faculty, staff and students to symbolize the nationalism and unity which is the key to tolerance and communal harmony. We encourage students to respect different religions, languages and cultures. Our institution celebrate festivals together before the festival holidays, unifying our cultural differences, enjoying and eating together amicably. Our institution celebrates different festivals like Lorhi, Diwali, Birth Anniversary of Maharaja Hari Singh ji, Gulab Singh ji and Shaheed Bhagat Singh Ji ,Kargil Vijay Diwas ,International Mother language day, International Yoga Day etc with joy and enthusiasm which helps them to implement social and religious harmony.

We celebrate Teacher's Day, Women's day in our college every year where the faculty members, staff and students share happy moments and bond with each other. With a similar agenda in mind many other committees like NSS committee, legal aid cell, regularly conduct sensitization drives wherein they make the socially and economically backward classes aware of their rights and provide appropriate relief to them which is necessary .The NSS committee of our college consistently commemorate the cleanliness drive as Swachh Bharat Abhiyan in the nearby villages and at the college premises , Plantation Drive at the college campus ,Paper presentation on world environment day on the topic "Plastic on environment", Legal Awareness camps and extension lectures on drug Abuse ,world environment day, Human rights day , girl child day etc and many outdoor activities like distribution mask to local public at Bari Brahamana Chowk during covid -19 Pandemic , The committee also organized covid Awareness medical camps. The legal aid Cell of our college on the other hand organizes many activities like webinar on "Protection of women from domestic Violence", "Juvenile justice (care and protection of child), Exhibition in Kala Kendra , Debate competition on the topic " Legal reforms in India required or not ?" ,Vaccination drive, Legal awareness camp "Aging with dignity" etc

Our students participate in the outdoor cultural programmes organized by the Dogra Sadar Sabha committee. A yearly competition of cultural activities like singing, dancing, acting etc is organized by the University Of Jammu called "Display your talent" where various competitions are conducted by the university and every year students of our college participates in such competitions .

File Description	Document
Link for any other relevant information	<a href="#">View Document</a>
Link for supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	<a href="#">View Document</a>

### **7.1.9 Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens (within 500 words).**

#### **Response:**

The college has taken following measures and activities for academic years 2017-22 for sensitization of the same.

DLC is conscious to develop responsible citizens through its teaching and environment. The college imparts constitutional values, duties and awareness of their rights through course curricular, co-curriculum activities. We have constitutional Law-I &II in our course which awares the students about their Fundamental Rights and duties towards the nation and fellow citizens .We have Family Law I& II, Labour Law I & II ,Company Law ,Refugee Laws in our course curriculum to make students gain knowledge about the rights of the common people of the society. We have Environmental Law to make the students aware of their responsibilities towards the mother earth.

Our institution has their academic year semesters wise and every time with the beginning of the new Semesters we organize an orientation programme for the students to provide the insight of the subjects which they are going to pursue in their semesters and have a interactive session of teachers and students with the objectives of building socially relevant lawyers.

The college celebrates many National, International and religious festivals to teach our students the lesson of patriotism and unity in diversity. Our college celebrates International festivals like Women’s Day, World Environment Day, Human Rights Day, International mother language day etc and National Festivals like –Independence Day, Republic Day and Constitution Day etc. We also celebrates religious and local festivals like –Lorhi, Diwali, Birth anniversary of Maharaja Hari singh Ji, Birth Anniversary of Gulab Sing ji etc .The motive behind these celebrations is to develop constitutional values and right to equality among the teachers and students which is a fundamental right protected under Article 14 and No discrimination on the basis of religion, race, caste, sex or place of birth protected under Article 15 of our constitution .Our institution also teaches the lesson of “Secularism” by celebrating above mentioned activities which is highlighted in the preamble of our Constitution.

Academic programs like seminars, expert talks are also organised by our institution which enrich the students about the above-mentioned aspects. Special extention lectures on legal subjects is also organised by our institution enhance the knowledge of law and its relation with the society. DLC also organize personality developments seminars for all round developments of the students .We also conducts essays writing competitions, debates, quiz competition etc which receive active participation from the students.



The faculties of the college regularly motives the students to participate and to spread awareness about various facets of constitutional values to the society at large. The college organizes various forms of legal aid and legal awareness camps to impart awareness in the society .Our college also have NSS -National Service Scheme which has goal “ NOT ME BUT YOU” which is the best example that the goal of our institution is the all round development of the students. Hence the academic curriculum ,and above mentioned extra circular activities inculcate the constitutional Values among the students .

File Description	Document
Link for details of activities that inculcate values necessary to render students in to responsible citizens	<a href="#">View Document</a>
Link for any other relevant information	<a href="#">View Document</a>

**7.1.10 The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard.**

1. The Code of Conduct is displayed on the website
2. There is a committee to monitor adherence to the Code of Conduct
3. Institution organizes professional ethics programmes for students, teachers, administrators and other staff
4. Annual awareness programmes on Code of Conduct are organized

**Response:** A. All of the above

File Description	Document
Institutional data in prescribed format (Data Template)	<a href="#">View Document</a>
Details of the monitoring committee composition and minutes of the committee meeting number of programmes organized reports on the various programs etc in support of the claims	<a href="#">View Document</a>
Code of ethics policy document	<a href="#">View Document</a>
Any other relevant information	<a href="#">View Document</a>

**7.1.11 Institution celebrates / organizes national and international commemorative days, events and festivals (within 500 words).**

**Response:**

Dogra Law College celebrates National and International events with great enthusiasm to spread the message of Unity, Peace, Love and Happiness throughout and inculcates, tolerance , Communal harmony

and inclusivity among the them.

## **NATIONALS DAYS / FESTIVALS**

**REPUBLIC DAY-** On 26th January each year, Dogra Law College celebrates Republic day commemorating the adoption of Indian constitution and spreading the message that India is the largest democratic country in the world. This day reminds the students about the constitution of the country and the need to abide by it at all times.

**INDEPENDENCE DAY-** Dogra Law College celebrates annually on 15th of August to mark freedom of India from the British rule. This day encourages the students to remember our national leaders and their sacrifices.

**KARGIL VIJAY DIVAS-** Every year 26th July is Celebrated as Vijay Divas in the honour of Kargil War Heroes .The Day marks the victory of Indian Armed Forces in operation Vijay in 1999 .

**MAHARAJA HARI SINGH JI BIRTH ANNIVERSARY** -Every year Dogra Law College celebrates Birth Anniversary of Maharaja Hari Singh Ji 23rd September with great fervor to commemorate his efforts to make Jammu and Kashmir an integral part of India.

**LOHRI-** Lohri celebration marks the beginning of the Harvest Season in North India. Lohri festival is Celebrated in Dogra Law College with a lot of exuberance and funfare.

**NATIONAL LAW DAY-** Dogra Law College celebrates the Constitution day on 26th November yearly to commemorate the adoption of the Constitution of India and to acknowledge the Contributions of Dr. B.R. Ambedkar.

**TEACHERS DAY** Teacher's day is observed in India on September 5th to commemorate the birth Anniversary of Dr. Sarvepalli Radhakrishnan. This day Dogra Law College organizes cultural programmes to honour the teachers.

## **INTERNATIONAL DAYS /FESTIVALS**

**INTERNATIONAL YOGA DAY** - *"Yoga is a Light, which once Lit, will Never Dim, the Better Your Practice, the Brighter the Flame"* .International Yoga day is celebrated on 21st June . Dogra law college celebrates yoga day through yoga practice sessions annually on 21st June.

**INTERNATIONAL WOMENS DAY-** The best day to appreciate the achievements of women is 8th of March which is celebrated as women's day globally .In order to give respect to its female staff as well as all the women world wide, organizes programmes and celebrates this day.

**HUMAN RIGHTS DAY-** Human Rights Day is observed annually on 10th December with the objective of protecting and promoting Human rights and to raise the awareness of human rights among the students.

**THE WORLD HEALTH DAY-**The world Health day is global health

**awareness day celebrated every year on 7th April. Dogra Law College celebrates health day yearly to create awareness among the students about the health issue's that concern people across the world.**

**EARTH DAY** - Earth Day is celebrated on April 22 yearly all over the world to exhibit the hold up for environment protection. Dogra Law College organizes events like paper presentation, poster making, rangoli making and slogan writing on various topics to celebrate this day .

File Description	Document
Link for any other relevant information	<a href="#">View Document</a>
Link for Geotagged photographs of some of the events	<a href="#">View Document</a>
Link for Annual report of the celebrations and commemorative events for the last five years	<a href="#">View Document</a>

## 7.2 Best Practices

**7.2.1 Describe two best practices successfully implemented by the Institution as per NAAC format provided in the Manual.**

**Response:**

### **BEST PRACTICE I**

#### **Objective of the Practice**

Dogra law college was established with the objective to understand the legal needs of people and to address the legal problems of people by giving appropriate legal advice. All the efforts and initiatives have been taken to develop legal literacy for the betterment of the society at large that invoke awareness amongst students and teachers with regard to social responsibility and accountability.

The main objective is to make clinical learning as a part of the enlightenment program to make legal knowledge imparted to the students as a socially relevant tool and to fostering the idea of serviceability to the people. The objective is to provide knowledge to the students about legal aid and to ensure equal

justice.

### **The context**

It is observed that most of the people in the society, particularly the marginalized and weaker sections of the society are unaware of their legal rights and are unable to deal with the grappling issues faced by them in their day-to-day lives. This leads to the need to address their legal social and other problems through the legal aid activities. The college attempts to encourage legal education to the weaker and marginalized sections of the society and to inculcate public responsibility in the students.

Through legal aid camps the students develop professional skills and spread awareness about welfare legislation and Schemes .

### **The practice**

The legal aid cell of the Dogra law college has made momentous participation by ensuring clinical legal Aid camps, Jail visits, Police station visits, Lawyer's chamber visits, Court visits etc and outreach programs and activities include community legal awareness. College also offers a practical training paper in both B.A LL.B 5 years and LL.B 3 years (professional course ) as a part of the course curriculum in which students work on areas ranging from drafting of civil suits and criminal cases. Through these programs the students are sensitized about social and legal issues faced by the people in their vicinity.

A democracy is meaningless, unless the people know their basic Human Rights like education, employment and right to life with dignity and self-respect. Such awareness is possible only through the mechanism of legal literacy. The free legal aid camps and awareness programmes provide information relating to the social, economic and legal justice and the various constitutional, legal, statutory and fundamental rights of the people.

Legal Aid clinic was inaugurated at Dogra Law college on 30 April 2019 by District legal Services Authority, Samba. The impressive inaugural ceremony was presided over by Th. Gulchain Singh Charak, Former Minister and Chairman, Dogra Educational Trust. The legal aid cell was inaugurated by Sh. Md. Akram Choudhary, Member secretary, J & K state Legal Services Authority and Sh. MK Sharma, Chairman District legal services Authority, Samba, Ms.Swati Gupta, Secretary, District legal Service Authority , Samba were also present.

Legal aid cell of Dogra law college organised a seminar to mark "world day of social justice i.e. on 20th February 2021 in collaboration with District Legal Service Authority , Samba. The purpose of the seminar was to facilitate discussion on the topic of social justice in India.

Legal aid cell of Dogra law college organised a legal literacy camp in Bari village on 24th February 2022 for the students of LLB 3years, 1st sem , 5th sem and LLB 5 years. Md. SALEEM, SARPANCH elaborated the working of panchayat and explained about various government schemes functioning for the benefits of the villagers. Students also addressed the legal problems of the people by giving appropriate

legal advice to the villagers and spread awareness about welfare schemes being implemented by the Legal Service Authority.

### **Evidence of success**

To increase awareness among the society and to ensure a more effective and efficient delivery process. The effective implementation of legal Aid camps and awareness programmes especially for economically and educationally weaker section of society made it possible to strengthen the community access to the schemes implemented by Legal Service Authority and to aware the society about their rights and spread legal literacy in the society.

This legal aid camp explained the different provisions of law relating to women in Indian Penal Code, Criminal Procedure Code, 1973, Hindu Marriage Act, 2005 & Protection of Women from Domestic Violence Act, 2005. . Some local residents asked their solution for the legal problems they are facing in the present situation such as physical assault, property dispute, kidnapping etc. In legal aid camp students were divided into group consists of 4 or 5 and they contacted to the different people with the material related to legal aid, admission pamphlets and met with the local resident and tried to solve their legal problem personally.

### **Problems encountered and Resources Required**

The key to a successful free legal aid system is to increase awareness among the populace and ensure amore effective and efficient delivery process. Regional Backwardness of the people in villages stopping the people from sharing their legal problems. Students cannot dedicate adequate time for legal Aid Clinic due to academic work load. Females from the rural areas are reluctant in sharing their legal domestic violence issues with the students of legal aid clinic.

Also it has been observed that students face certain language and cultural barriers during their visit to the local communities.

## **BEST PRACTICE II**

### **TITLE OF THE PRACTICE**

#### ***NATIONAL SERVICE SCHEME (NSS): “NOT ME BUT YOU”***

The motto of NSS is “Not Me But You” .This reflects the essence of democratic living and upholds the need for selfless service and appreciation of the other person’s point of view and also to show consideration for fellow human being

### **OBJECTIVE OF THE PRACTICE**

One of the best practice of our institution is NSS which aims at the involvement, mainly of undergraduate students, on a voluntary basis, in various activities of social serviced and national development, which,

while making a contribution to socio-economic progress. It provides opportunities to understand the problems of the students and communities awaken social consciousness and inculcate in them the sense of dignity of labour.

The objective of our institution is to provide the academic expansion of the students and NSS plays a vital role in it. The spirit of selfless service is inculcated among the student by the faculties of NSS committee of our college. It is said that 'Service to Man is Service to God' and NSS provides opportunities for preparing the students for commitment in the service of the community and ultimately service to God.

The National Service Scheme is a movement to effectively involve the college faculties and students in making education socially relevant and using the system to transform the society. Hence our institution follows the process to make the teaching purposeful and meaningful, and also sensitize the members of the NSS Committee who are a privileged group to contribute their mite to the good of the society. The NSS of our college develops the effective communication on a contributing and reciprocal basis between the college and the society. This undoubtedly strengthen the teaching programmes and proves helpful in the restructuring the contents of various courses offered at the graduate levels.

The realization that the educational system should actively contribute towards the benefit of the masses and should not remain a prerogative of few has grown in recent years in DLC. The National Service Scheme in our college has opened new vistas and has offered unique opportunities for institutions of higher learning to become instruments of change and development.

## **THE CONTEXT**

The NSS committee of our college consistently commemorate the cleanliness drive as Swachh Bharat Abhiyan in the nearby villages and at the college premises, Plantation Drive at the college campus, Paper presentation of on world environment day on the topic "Plastic on environment", Legal Awareness camps and extension lecture on drug Abuse, world environment day, Human rights day, girl child day etc and many outdoor activities like distribution mask to local public at Bari Brahamana Chowk during lock down and organize covid Awareness medical camp

The experience of the National Service Scheme in the last few years of our institution however need to be systematized in the form of a built-in mechanism to induce change within the existing system. This is necessary because the concept and the function of education for the matter have been changing with the merging needs and problems of a given Society. Earlier the students of higher learning were established with the primary purpose of imparting knowledge for its own sake. Of late, the role of the institution has been visualized as that of catalyst in a society and as such they should undertake the tasks of promoting or bringing about social change and development. Thus the changing concept and function of education from mere dissemination of knowledge to the assumption of responsibility for social and economic development has prompted academicians to exercise their minds of the nature of courses related to the social reality. This task however has not been easy for our institution to discharged the 'Limited' function of didactic teaching of higher learning to reforms in the educational system, and in the restructuring or reorientation of the curricula at the graduate levels.

The NSS Committee of our institution has to motive the students time to time to show their maximum participation for the noble cause of social service. This is one of the major challenges in front of the NSS

committee. The committee which has members from the graduate level have to be careful and alert while doing outdoor activities regarding the Safety and security of the students for the peaceful and amicable functioning of the Activities Organized by the Committee

## **THE PRACTICE**

1. **Campus Work:** The NSS committee of our institution undertakes various activities for the benefit of the institution and students concerned. Such a project covers the development of the institution by plantation drive in the college premises, Cleanliness drives , legal awareness programmes on drug abuse, Celebration of NSS day ,Human rights day ,Constitution day extension lectures etc

2. **Community Service outside the College Campus:** Since NSS has made efforts to link the campus with the community. The community service on the projects like villages panchayat visit, Medical Camps ,Distribution of mask during covid -19 lockdown etc are the activities done by the NSS committee of our college which provides an experience in mutual adjustment and adaption to new, changing, and challenging situations. It helps in developing student's qualities like character, courage, confidence, comradeship, decision –making, democratic attitudes, resourcefulness, objectivity, and leadership.

## **EVIDENCE OF SUCCESS:**

The NSS committee of our institution organizes various activities peacefully and with active participation of students every year which depicts its success story.

In the year 2017& 2018 NSS committee has organized legal literacy camp, Swachh Bharat Abhiyan, legal awareness camp, cleanliness drive, collection for Kerala Relief Fund, Plantation drive etc.

In the year 2019&2020 The committee has organize activities like Cleanliness drive ,Extention lecture on Drug Abuse ,Save water save birds etc, Panchayat ghar and Panchayat Visit, Celebration of NSS Day by organizing plantation drive, Celebration of Constitution Day etc

In the year 2021 & 2022 the committee has organized Paper presentation on “social justice”, Celebration of Environment Day, Lecture on “Say no to drugs”, Plantation drive ,Celebration of NSS Day, Cleanliness Drive ,Celebration Of Law Day, National Youth Day ,National girl child Day, Republic day, International Women's Day, consumer right day, World Health Day , Medical Awareness camps, Earth Day etc

## **Problem encountered and resources required**

The Motto of NSS is to provide service to the society for the their welfare but the main challenge was faced by the NSS committee as well as the members of the committee was the Pandemic. These last few years was the time where the whole world was fighting against the Covid- 19.It was the time where society needed the helping hands of welfare committees . Since the pandemic situation was new to the world without its cure so it was very difficult for the NSS committee to provide service to the society with maximum participation . The Committee tried its level best to provided its services during this pandemic situation by organizing medical camps and distribution of the surgical mask to the public but it was the

major challenge in front of the committee to do the activities with the active participation of the students.

File Description	Document
Link for Best practices in the Institutional web site	<a href="#">View Document</a>
Link for any other relevant information	<a href="#">View Document</a>

### 7.3 Institutional Distinctiveness

#### 7.3.1 Portray the performance of the Institution in one area distinctive to its priority and thrust within 1000 words

##### Response:

The Core points of vision and mission of our institution are:

**“QUALITY LEGAL EDUCATION ”.**

##### Vision:-

The mission of Dogra Law College is “Quality Legal Education”. We earnestly believe that education is purely a reflection of the psyche of the society as it inflates up from one generation to another. Qualitative and value based legal education is one of the distinctive features of our college. Presently the students from all strata of society especially the people of rural, semirural and urban areas of the State are studying in the college. We are catering to different types of students. Many of them are weak in languages and communication skill and their ability to understand them easily, hence the college takes special efforts on their weak area by arranging guest lectures, personality development programs, and remedial classes to make their study and understanding of law more comfortable. At the same time they are given exposure through participation in legal quiz; debate, essay writing moot court, court visits and legal internship. Dogra Law college aims to provide a scholarly atmosphere on which students learn in and out class rooms to become excellent legal professionals, leaders, lawyers etc whosever their respective profession and society with dedication and truth.

##### Mission:

To Strengthen professional academic learning through focused and innovated methods of global and latest teaching practices ensuring best scholarly output supported by excellent operation ,administration system and state of art infrastructure.

DLC with a diligence to attain its vision and mission striving towards shaping the globally competitive professionals. Our institution makes holistic development of the youth in the collage and has taken many initiative to achieve its goal .Our responsibility is to develop morality upright citizen, capable of thinking ,



learning and striving for national development .Our main focus is not enough to enhance skill and knowledge among the learners and enable them to compete the global situation but the institution has adopted distinct approach for achieving the vision and mission of the society by establishing various plans such as:

**1. Scholarly Enhancement:** Our primary motivation is to enhance the participation of women in higher education. We always attempt to ensure the gender balance in our class. It is important to reassure the element of gender sensitization in the students. The institution is committed to provide quality higher education .The long established practices of teaching and learning do not shape the human resource as they require to make the learners all rounder. Our Instituion provides curriculam having subjects like legal Method I & II ,where they learn case analysis ,company law Taxation Law enrich the students about the knowledge of Corporate sector which is the need of the present society. We have clinical Legal education which conducts court visits ,Jail visits etc to give students practice knowledge of court atmosphere Students also do internship under professional and obtain certificate which is the important part of the curriculum. We have Moot court hall as well as moot court committee which organises the lectures for the moot court skill development. The committee also organises moot court competitions for the skill development of the students. Our institution also conducts faculty induction programme ,Students Induction programme.. Our institution conducts these activities for the scholarly enhancement of the students as well as the faculty .

**2. Social Responsibility:** Our Vision throws light on society too “Social Outreach programmes” were organized by our institution for the improvement of the personality of the students. The NSS committee of our college consistently commemorate the cleanliness drive as Swachh Bharat Abhiyan in the nearby villages and at the college premises , Plantation Drive at the college campus . Legal Awareness camps and extension lecture on drug Abuse ,world environment day, Human rights day, girl child day etc and many outdoor activities like distribution mask to local public at Bari Brahamana Chowk , organised covid Awareness medical camp

**4. Extra-Curricular Activities:** Apart from academic activities, the students are immensely encouraged to participate in the extra-curricular activities like Seminars, Debates, Quiz Competition ,Essay writing, volunteer based activities like slogan writing ,poster making etc . Extended lectures etc by the institution time to time for all round development of the students.

**6. Legal Aid Activities:** DLC has enshrined in its formation the object of conducting legal aid activities. In furtherance of the same it formally established Legal Aid Cell as per the provision of the Constitution of India . The activities of the Legal Aid Cell serves dual purpose of giving free legal services to poor and needy and imparting practical training to students by inculcating the value of promoting pro-bono legal aid. By working towards the needs of marginalized sections of the society the Legal Aid Cell is handling and assisting in cases of the poor section of the society. The legal aid Cell of our college also organizes many activities like webinar on “Protection of women from domestic Violence”, “Juvenile justice (care and protection of child), Exhibition in kala Kendra, Debate competition on the topic “Legal reforms in India required or not ?” ,Vaccination drive, Legal awareness camp “Aging with dignity” etc . Hence the purpose of “Quality legal education to the students” of DLC is served .

<b>File Description</b>	<b>Document</b>
Link for appropriate web in the Institutional website	<a href="#">View Document</a>
Link for any other relevant information	<a href="#">View Document</a>

## 5. CONCLUSION

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### **Additional Information :**

Dogra law college is not only providing quality education but it is also working as a social institution through its NSS, NCC and Legal Aid wing .Dogra law college has adopted 5 villages namely ; Kothi Morh , Lower Kanhal ,Upper Kanhal, Chak Jarlan ,Bala Jogiyaan (Bassi- Baba Prannath) .Various activities are conducted in these villages so as to aware common masses about the social legal issues.**College is affiliated under section 2(f) of UGC Act,1956.**

Dogra law college in collaboration with social organization **Dogra Sadar Sabha** helped the people during Covid-19 pandemic by providing 300 beds Hospital and free ambulance Service .The college made free distribution of essential commodities like masks, sanitizers, soaps etc during the pandemic.

College has reserved rupees 35 lakhs as scholarship for the meritorious students though we don't get any financial aid from any agency.

The college collaborates with District Legal Services Authority (DLSA) ,District Samba by organizing various activities such as awareness rallies ,lectures and so on.

### **Concluding Remarks :**

Dogra Law College is pioneer in imparting quality legal education to the students in private sector .The college is striving towards its mission of giving quality education since its establishment and has produced various judicial officers, good teachers , researchers and advocates. The management is working on a mission to educate people not only academically but also conscientiously because of the mission of worthy chairman,DET Th.Gulchian Singh Charak ji to protect ,preserve our cultural heritage and values and provide inclusive education to make a society of responsible citizens.

## 6.ANNEXURE

### 1.Metrics Level Deviations

Metric ID	Sub Questions and Answers before and after DVV Verification																				
1.1.3	<p><b>Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and other colleges and/are represented on the following academic bodies during the last five years</b></p> <ol style="list-style-type: none"> <li>1. Academic council/BoS of Affiliating university</li> <li>2. Setting of question papers for UG/PG programs</li> <li>3. Design and Development of Curriculum for Add on/ certificate/ Diploma Courses</li> <li>4. Assessment /evaluation process of the affiliating University</li> </ol> <p>Answer before DVV Verification : 3. Any 2 of the above Answer After DVV Verification: 3. Any 2 of the above</p>																				
1.3.2	<p><b>Average percentage of courses that include experiential learning through project work/field work/internship during last five years</b></p> <p>1.3.2.1. <b>Number of courses that include experiential learning through project work/field work/internship year-wise during last five years</b></p> <p>Answer before DVV Verification:</p> <table border="1"> <thead> <tr> <th>2021-22</th> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> </tr> </thead> <tbody> <tr> <td>10</td> <td>10</td> <td>10</td> <td>10</td> <td>10</td> </tr> </tbody> </table> <p>Answer After DVV Verification :</p> <table border="1"> <thead> <tr> <th>2021-22</th> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> </tr> </thead> <tbody> <tr> <td>8</td> <td>8</td> <td>8</td> <td>8</td> <td>8</td> </tr> </tbody> </table>	2021-22	2020-21	2019-20	2018-19	2017-18	10	10	10	10	10	2021-22	2020-21	2019-20	2018-19	2017-18	8	8	8	8	8
2021-22	2020-21	2019-20	2018-19	2017-18																	
10	10	10	10	10																	
2021-22	2020-21	2019-20	2018-19	2017-18																	
8	8	8	8	8																	
1.3.3	<p><b>Percentage of students undertaking Moot Courts, Court visits, Arbitration/Mediation/Client Counseling Exercises, and internship in law firms/NGOs/Judicial Clerkships etc.,(Data to be given for the latest completed academic year)</b></p> <p>1.3.3.1. <b>Number of students undertaking Moot Courts, Court visits, Arbitration/Mediation/Client Counseling Exercises, and internship in law firms/NGOs/Judicial Clerkships/ field projects etc.,(for the latest completed Academic year)</b></p> <p>Answer before DVV Verification : 285 Answer after DVV Verification: 285</p>																				
1.4.1	<p><b>Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders</b></p> <ol style="list-style-type: none"> <li>1. Students</li> <li>2. Teachers</li> <li>3. Law-firms/Judges/Sr. Counsels and employers</li> <li>4. Alumni</li> </ol>																				

	<p>Answer before DVV Verification : A. All of the above          Answer After DVV Verification: A. All of the above</p>																				
1.4.2	<p><b>Feedback process of the institution may be classified as follows: (Opt one)</b></p> <p>Answer before DVV Verification : B. Feedback collected, analysed and action has been taken          Answer After DVV Verification: C. Feedback collected and analysed          Remark : Value updated as per attachment provided by HEI</p>																				
2.3.4	<p><b>Percentage of Students identified as mentors for mentoring other students for academic and other related issues (Data to be provided only for the latest completed academic year)</b></p> <p><b>2.3.4.1. Number of Student mentors/teaching assistant identified for student to student mentoring (Latest completed academic year)</b>          Answer before DVV Verification : 30          Answer after DVV Verification: 5</p> <p>Remark : Value updated as per attachment</p>																				
2.4.2	<p><b>Average percentage of full time teachers with Ph. D. / LL.D during the last five years (consider only highest degree for count)</b></p> <p><b>2.4.2.1. Number of full time teachers with Ph.D./LL.D year-wise during the last five years</b>          Answer before DVV Verification:</p> <table border="1"> <thead> <tr> <th>2021-22</th> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> </tr> </thead> <tbody> <tr> <td>3</td> <td>3</td> <td>2</td> <td>2</td> <td>2</td> </tr> </tbody> </table> <p>Answer After DVV Verification :</p> <table border="1"> <thead> <tr> <th>2021-22</th> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> </tr> </thead> <tbody> <tr> <td>3</td> <td>3</td> <td>2</td> <td>2</td> <td>2</td> </tr> </tbody> </table>	2021-22	2020-21	2019-20	2018-19	2017-18	3	3	2	2	2	2021-22	2020-21	2019-20	2018-19	2017-18	3	3	2	2	2
2021-22	2020-21	2019-20	2018-19	2017-18																	
3	3	2	2	2																	
2021-22	2020-21	2019-20	2018-19	2017-18																	
3	3	2	2	2																	
2.4.3	<p><b>Average teaching experience of full time teachers (Data for the latest completed academic year in number of years)</b></p> <p><b>2.4.3.1. Total experience of full-time teachers</b>          Answer before DVV Verification : 57.5          Answer after DVV Verification: 57.6</p>																				
2.6.3	<p><b>Average pass percentage of Students during last five years</b></p> <p><b>2.6.3.1. Number of final year students who passed the university examination year-wise during the last five years</b>          Answer before DVV Verification:</p> <table border="1"> <thead> <tr> <th>2021-22</th> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> </tr> </thead> <tbody> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </tbody> </table>	2021-22	2020-21	2019-20	2018-19	2017-18															
2021-22	2020-21	2019-20	2018-19	2017-18																	

73	102	100	76	59
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Answer After DVV Verification :

2021-22	2020-21	2019-20	2018-19	2017-18
73	102	100	76	59

**2.6.3.2. Number of final year students who appeared for the university examination year-wise during the last five years**

Answer before DVV Verification:

2021-22	2020-21	2019-20	2018-19	2017-18
85	106	110	95	84

Answer After DVV Verification :

2021-22	2020-21	2019-20	2018-19	2017-18
85	106	110	95	84

Remark : Value updated as per attachment

**3.2.2 Number of research papers per teachers in the Journals notified on UGC website during the last five years**

**3.3.2.1. Number of research papers in the Journals notified on UGC website during the last five years.**

Answer before DVV Verification:

2021-22	2020-21	2019-20	2018-19	2017-18
0	0	0	1	0

Answer After DVV Verification :

2021-22	2020-21	2019-20	2018-19	2017-18
0	0	0	0	0

**3.4.2 Total Number of awards / recognitions /letters of appreciations/commendation for research, legal aid and legal extension activities by the institution/teachers/research scholars/students during the last five years**

**3.4.2.1. Number of awards / recognitions /letters of appreciations/commendation for research, legal aid and legal extension activities by institution/teachers/research scholars/students year wise during the last five years**

Answer before DVV Verification:

2021-22	2020-21	2019-20	2018-19	2017-18
0	4	1	1	0

Answer After DVV Verification :

2021-22	2020-21	2019-20	2018-19	2017-18
0	1	0	0	0

**3.4.3 Number of extension and outreach programs conducted by the institution through NSS/NCC, Government and Government recognised bodies during the last five years**

**3.4.3.1. Number of extension and outreach programs conducted by the institution through NSS/NCC, Government and Government recognised bodies during the last five years**

Answer before DVV Verification:

2021-22	2020-21	2019-20	2018-19	2017-18
22	3	3	4	2

Answer After DVV Verification :

2021-22	2020-21	2019-20	2018-19	2017-18
9	2	2	5	1

Remark : Value updated as per attachment provided by HEI

**3.4.4 Average percentage of students participating in extension activities at 3.4.3. above during last five years**

**3.4.4.1. Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., year-wise during last five years**

Answer before DVV Verification:

2021-22	2020-21	2019-20	2018-19	2017-18
908	23	264	289	60

Answer After DVV Verification :

2021-22	2020-21	2019-20	2018-19	2017-18
310	85	239	245	45

Remark : Value updated as per attachment provided by HEI

**3.5.1 The Institution has several collaborations/linkages for Faculty exchange, Student exchange, Internship, Field trip, On-job training, research etc during the last five years**

**3.5.1.1. Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship year-wise during the last five years**

Answer before DVV Verification:

2021-22	2020-21	2019-20	2018-19	2017-18
2	1	4	4	4

Answer After DVV Verification :

2021-22	2020-21	2019-20	2018-19	2017-18
2	1	3	3	3

4.1.3 **Percentage of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc. (Data for the latest completed academic year)**

4.1.3.1. Number of classrooms and seminar halls with ICT facilities

Answer before DVV Verification : 2

Answer after DVV Verification: 3

4.1.4 **Average percentage of expenditure, excluding salary for infrastructure augmentation during last five years(INR in Lakhs)**

4.1.4.1. **Expenditure for infrastructure augmentation, excluding salary year-wise during last five years (INR in lakhs)**

Answer before DVV Verification:

2021-22	2020-21	2019-20	2018-19	2017-18
8.67	3.89	29.58	12.37	23.01

Answer After DVV Verification :

2021-22	2020-21	2019-20	2018-19	2017-18
0	0	0	0	0

Remark : Value updated as per attachment provided by HEI

4.2.2 **The institution has subscription for the following e-resources**

1. e-journals
2. e-ShodhSindhu
3. Shodhganga Membership
4. e-books
5. Databases
6. Remote access to e-resources

Answer before DVV Verification : B. Any 3 of the above

Answer After DVV Verification: B. Any 3 of the above

4.2.3 **Average annual expenditure for purchase of books/e-books and subscription to journals/e-journals and legal databases during the last five years (INR in Lakhs)**



**4.2.3.1. Annual expenditure of purchase of books/e-books and subscription to journals/e-journals year wise during last five years (INR in Lakhs)**

Answer before DVV Verification:

2021-22	2020-21	2019-20	2018-19	2017-18
1.38711	1.6411	1.0856	1.62687	2.17122

Answer After DVV Verification :

2021-22	2020-21	2019-20	2018-19	2017-18
1.38711	1.6411	1.0856	1.62687	2.17122

**4.2.4 Percentage per day usage of library by teachers and students ( foot falls and login data for online access) during the latest completed academic year**

4.2.4.1. Number of teachers and students using library per day over last one year

Answer before DVV Verification : 544

Answer after DVV Verification: 46

**4.3.3 Bandwidth of internet connection in the Institution**

Answer before DVV Verification : A. 750 MBPS

Answer After DVV Verification: D. 5 MBPS – 10 MBPS

**4.4.1 Average percentage of expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the last five years(INR in Lakhs)**

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

Answer before DVV Verification:

2021-22	2020-21	2019-20	2018-19	2017-18
20.58	16.65	34.18	64.93	34.63

Answer After DVV Verification :

2021-22	2020-21	2019-20	2018-19	2017-18
20.58	16.65	34.18	64.93	34.63

**5.1.1 Average percentage of students benefited by scholarships and freeships provided by the institution, Government and non-government bodies, industries, individuals, philanthropists during the last five years**

5.1.1.1. Number of students benefited by scholarships and freeships provided by the institution, Government and non-government bodies, industries, individuals, philanthropists year wise during last five years

Answer before DVV Verification:

2021-22	2020-21	2019-20	2018-19	2017-18
0	0	17	20	19

Answer After DVV Verification :

2021-22	2020-21	2019-20	2018-19	2017-18
31	10	22	31	0

5.1.2 **Capacity building and skills enhancement initiatives taken by the institution include the following**

1. **Soft skills**
2. **Language, communication and advocacy skills**
3. **Life skills (Yoga, physical fitness, health and hygiene)**
4. **Awareness about use of technology in legal process**

Answer before DVV Verification : A. All of the above

Answer After DVV Verification: C. 2 of the above

5.1.3 **Average percentage of students benefitted by guidance for competitive examinations and career counselling offered by the Institution during the last five years**

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

Answer before DVV Verification:

2021-22	2020-21	2019-20	2018-19	2017-18
45	0	36	35	39

Answer After DVV Verification :

2021-22	2020-21	2019-20	2018-19	2017-18
45	0	0	35	39

Remark : Value updated as per attachment provided by HEI

5.1.4 **The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases**

1. **Implementation of guidelines of statutory/regulatory bodies**
2. **Organisation wide awareness and undertakings on policies with zero tolerance**
3. **Mechanisms for submission of online/offline students' grievances**
4. **Timely redressal of the grievances through appropriate committees**

Answer before DVV Verification : A. All of the above

	Answer After DVV Verification: A. All of the above																				
5.3.1	<p><b><i>Total Number of awards/medals won by students for outstanding performance in sports/literary/cultural activities/Moot court/arbitration competition/ Client counseling competition/Trial advocacy/Mediation and negotiation competition/ Judgment writing competitions/Legislative drafting Competition</i></b></p> <p><b><i>5.3.1.1. Number of awards/medals for outstanding performance in sports/ literary/cultural activities/Moot court/arbitration competition/Trial advocacy Client counseling competition/Mediation and negotiation competition/ Judgment writing competitions/ Legislative drafting Competition at university/state/ national / international level (award for a team event should be counted as one) year wise during the last five years.</i></b></p> <p>Answer before DVV Verification:</p> <table border="1"> <thead> <tr> <th>2021-22</th> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> </tr> </thead> <tbody> <tr> <td>8</td> <td>2</td> <td>7</td> <td>2</td> <td>2</td> </tr> </tbody> </table> <p>Answer After DVV Verification :</p> <table border="1"> <thead> <tr> <th>2021-22</th> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> </tr> </thead> <tbody> <tr> <td>5</td> <td>2</td> <td>2</td> <td>2</td> <td>1</td> </tr> </tbody> </table>	2021-22	2020-21	2019-20	2018-19	2017-18	8	2	7	2	2	2021-22	2020-21	2019-20	2018-19	2017-18	5	2	2	2	1
2021-22	2020-21	2019-20	2018-19	2017-18																	
8	2	7	2	2																	
2021-22	2020-21	2019-20	2018-19	2017-18																	
5	2	2	2	1																	
5.3.3	<p><b><i>Average number of sports and cultural events/competitions youth parliaments organised by the institution in which students of the Institution participated during last five years</i></b></p> <p><b><i>5.3.3.1. Number of sports and cultural events/competitions youth parliaments organised by the institution in which students of the Institution participated year wise during last five years</i></b></p> <p>Answer before DVV Verification:</p> <table border="1"> <thead> <tr> <th>2021-22</th> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> </tr> </thead> <tbody> <tr> <td>14</td> <td>1</td> <td>9</td> <td>12</td> <td>2</td> </tr> </tbody> </table> <p>Answer After DVV Verification :</p> <table border="1"> <thead> <tr> <th>2021-22</th> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> </tr> </thead> <tbody> <tr> <td>14</td> <td>3</td> <td>9</td> <td>12</td> <td>2</td> </tr> </tbody> </table> <p>Remark : Value updated as per attachment provided by HEI</p>	2021-22	2020-21	2019-20	2018-19	2017-18	14	1	9	12	2	2021-22	2020-21	2019-20	2018-19	2017-18	14	3	9	12	2
2021-22	2020-21	2019-20	2018-19	2017-18																	
14	1	9	12	2																	
2021-22	2020-21	2019-20	2018-19	2017-18																	
14	3	9	12	2																	
6.3.3	<p><b><i>Average number of professional development /administrative training programs organized by the institution for teaching and non teaching staff during the last five years</i></b></p> <p><b><i>6.3.3.1. Total number of professional development /administrative training Programmes organized by the institution for teaching and non teaching staff year-wise during the last five years</i></b></p> <p>Answer before DVV Verification:</p> <table border="1"> <thead> <tr> <th>2021-22</th> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> </tr> </thead> <tbody> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </tbody> </table>	2021-22	2020-21	2019-20	2018-19	2017-18															
2021-22	2020-21	2019-20	2018-19	2017-18																	

6	3	3	4	3
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Answer After DVV Verification :

2021-22	2020-21	2019-20	2018-19	2017-18
3	2	2	2	2

6.3.4

**Average percentage of teachers undergoing online/ face-to-face Faculty Development Programmes (FDP)during the last five years (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course ).**

**6.3.4.1. Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course year-wise during the last five years**

Answer before DVV Verification:

2021-22	2020-21	2019-20	2018-19	2017-18
7	8	6	15	10

Answer After DVV Verification :

2021-22	2020-21	2019-20	2018-19	2017-18
0	0	0	0	0

Remark : Value updated as per attachment provided by HEI . Less than five days FDPs are not to be considered as per SOP.

6.5.3

***Quality assurance initiatives of the institution include:***

- 1. Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analysed and used for improvements**
- 2. Collaborative quality initiatives with other institution(s)**
- 3. Participation in NIRF**
- 4. Academic and Administrative Audit**
- 5. Disability/gender/diversity audit**
- 6. Any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)**

Answer before DVV Verification : B. Any 3 of the above

Answer After DVV Verification: E. None of the above

7.1.2

**The Institution has facilities for alternate sources of energy and energy conservation measures**

- 1. Solar energy**
- 2. Biogas plant**
- 3. Wheeling to the Grid**

	<p>4. <b>Sensor-based energy conservation</b></p> <p>5. <b>Use of LED bulbs/ power efficient equipment</b></p> <p>Answer before DVV Verification : B. 3 of the above Answer After DVV Verification: B. 3 of the above</p>
7.1.4	<p><b>Water conservation facilities available in the Institution:</b></p> <ol style="list-style-type: none"> <li>1. <b>Rain water harvesting</b></li> <li>2. <b>Borewell /Open well recharge</b></li> <li>3. <b>Construction of tanks and bunds</b></li> <li>4. <b>Waste water recycling</b></li> <li>5. <b>Maintenance of water bodies and distribution system in the campus</b></li> </ol> <p>Answer before DVV Verification : B. 3 of the above Answer After DVV Verification: C. 2 of the above</p>
7.1.5	<p><b>Green campus initiatives include:</b></p> <ol style="list-style-type: none"> <li>1. <b>Restricted entry of automobiles</b></li> <li>2. <b>Use of Bicycles/ Battery powered vehicles</b></li> <li>3. <b>Pedestrian Friendly pathways</b></li> <li>4. <b>Ban on use of Plastic</b></li> <li>5. <b>landscaping with trees and plants</b></li> </ol> <p>Answer before DVV Verification : A. Any 4 or All of the above Answer After DVV Verification: A. Any 4 or All of the above</p>
7.1.6	<p><b>Quality audits on environment and energy are regularly undertaken by the Institution and any awards received for such green campus initiatives:</b></p> <ol style="list-style-type: none"> <li>1. <b>Green audit</b></li> <li>2. <b>Energy audit</b></li> <li>3. <b>Environment audit</b></li> <li>4. <b>Clean and green campus recognitions / awards</b></li> <li>5. <b>Beyond the campus environmental promotion activities</b></li> </ol> <p>Answer before DVV Verification : A. Any 4 or all of the above Answer After DVV Verification: A. Any 4 or all of the above</p>
7.1.7	<p><b><i>The Institution has friendly, barrier free environment</i></b></p> <ul style="list-style-type: none"> <li>• <b><i>Built environment with ramps/lifts for easy access to classrooms.</i></b></li> <li>• <b><i>Divyangjan friendly washrooms</i></b></li> <li>• <b><i>Signage including tactile path, lights, display boards and signposts</i></b></li> <li>• <b><i>Assistive technology and facilities for Divyangjan accessible website, screen-reading software, mechanized equipment</i></b></li> <li>• <b><i>Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading</i></b></li> </ul> <p>Answer before DVV Verification : B. Any 3 of the above Answer After DVV Verification: B. Any 3 of the above</p>

7.1.10	<p><b>The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard.</b></p> <ol style="list-style-type: none"> <li>1. <b>The Code of Conduct is displayed on the website</b></li> <li>2. <b>There is a committee to monitor adherence to the Code of Conduct</b></li> <li>3. <b>Institution organizes professional ethics programmes for students, teachers, administrators and other staff</b></li> <li>4. <b>Annual awareness programmes on Code of Conduct are organized</b></li> </ol> <p>Answer before DVV Verification : A. All of the above Answer After DVV Verification: A. All of the above</p>
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## 2.Extended Profile Deviations

ID	Extended Questions																				
1.1	<p><b>Number of courses offered by the Institution across all programs during the last five years</b></p> <p>Answer before DVV Verification:</p> <table border="1" data-bbox="196 831 986 947"> <thead> <tr> <th>2021-22</th> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> </tr> </thead> <tbody> <tr> <td>93</td> <td>93</td> <td>93</td> <td>93</td> <td>93</td> </tr> </tbody> </table> <p>Answer After DVV Verification:</p> <table border="1" data-bbox="196 1025 986 1137"> <thead> <tr> <th>2021-22</th> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> </tr> </thead> <tbody> <tr> <td>100</td> <td>100</td> <td>100</td> <td>100</td> <td>100</td> </tr> </tbody> </table>	2021-22	2020-21	2019-20	2018-19	2017-18	93	93	93	93	93	2021-22	2020-21	2019-20	2018-19	2017-18	100	100	100	100	100
2021-22	2020-21	2019-20	2018-19	2017-18																	
93	93	93	93	93																	
2021-22	2020-21	2019-20	2018-19	2017-18																	
100	100	100	100	100																	
1.2	<p><b>Total Number of Courses offered by the institution in all programs (without repeat count and include courses that are dropped)</b></p> <p>Answer before DVV Verification : 93 Answer after DVV Verification : 79</p>																				
2.2	<p><b>Number of seats earmarked for reserved category as per GOI/State Govt rule year-wise during last five years</b></p> <p>Answer before DVV Verification:</p> <table border="1" data-bbox="196 1536 986 1648"> <thead> <tr> <th>2021-22</th> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> </tr> </thead> <tbody> <tr> <td>0</td> <td>0</td> <td>0</td> <td>0</td> <td>0</td> </tr> </tbody> </table> <p>Answer After DVV Verification:</p> <table border="1" data-bbox="196 1727 986 1839"> <thead> <tr> <th>2021-22</th> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> </tr> </thead> <tbody> <tr> <td>156</td> <td>150</td> <td>150</td> <td>150</td> <td>102</td> </tr> </tbody> </table>	2021-22	2020-21	2019-20	2018-19	2017-18	0	0	0	0	0	2021-22	2020-21	2019-20	2018-19	2017-18	156	150	150	150	102
2021-22	2020-21	2019-20	2018-19	2017-18																	
0	0	0	0	0																	
2021-22	2020-21	2019-20	2018-19	2017-18																	
156	150	150	150	102																	
3.1	<p><b>Number of full time teachers year-wise during the last five years</b></p> <p>Answer before DVV Verification:</p> <table border="1" data-bbox="196 2000 986 2085"> <thead> <tr> <th>2021-22</th> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> </tr> </thead> <tbody> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </tbody> </table>	2021-22	2020-21	2019-20	2018-19	2017-18															
2021-22	2020-21	2019-20	2018-19	2017-18																	

15	16	24	19	13
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Answer After DVV Verification:

2021-22	2020-21	2019-20	2018-19	2017-18
14	14	17	15	13

4.1 **Total number of classrooms and seminar halls**

Answer before DVV Verification : 15

Answer after DVV Verification : 16

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

Answer before DVV Verification:

2021-22	2020-21	2019-20	2018-19	2017-18
106.44	96.21	58.03	76.06	87.17

Answer After DVV Verification:

2021-22	2020-21	2019-20	2018-19	2017-18
106.44	96.21	58.03	76.06	87.17

4.3 **Number of Computers/ laptops**

Answer before DVV Verification : 35

Answer after DVV Verification : 26