

SHRI K. P. SHAH LAW COLLEGE, JAMNAGAR.

DISTRICT – JAMNAGAR

GUJARAT

AFFILIATED TO SAURASHTRA UNIVERSITY

RAJKOT.

NAAC ACCREDITED GRADE : B

CGPA-2.10



THE ANNUAL QUALITY ASSURANCE REPORT

OF

THE INTERNAL QUALITY ASSURANCE CELL

FOR THE YEAR 2013-2014

SUBMITTED

TO

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

BANGLORE

SUBMITTED BY

DR. P.J.WALIA

COORDINATOR

IQAC

DR. V.R.PARMAR

PRINCIPAL

IQAC

Annual Quality Assurance Report (AQAR) of the IQAC

Name of the Institution : SHRI K.P.SHAH LAW COLLEGE,
Arvind Marg, Satrasta, JAMNAGAR.

Head of the Institution : Pri. (Dr) Vimal R. Parmar

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COLLEGE INTERNAL QUALITY ASSURANCE CELL (IQAC)

Sr. No.	Name	Designation
1	Shri Indubhai C. Vora	President, Vidhyotejak mandal, Jamnagar.
2	Shri Bipinbhai Jhaveri	Expert
3	Dr. P. V. Pancholi	Principal (I/c)
4	Dr. H.N. Galani	Lecturer
5	Dr. D.K. Chhotai	Lecturer
6	Mr. Jatin Buch	Member
7	Mr. H. M. Varia	Member
8	Dr. P. J. Walai	Coordinator, I.Q.A.C.

The Annual Quality Assurance Report (AQAR) of the IQAC

All NAAC accredited institutions will submit an annual self-reviewed progress report to NAAC, through its IQAC. The report is to detail the tangible results achieved in key areas, specifically identified by the institutional IQAC at the beginning of the academic year. The AQAR will detail the results of the perspective plan worked out by the IQAC.

Part – A

1. Details of the Institution

1.1 Name of the Institution

SHRI K.P.SHAH LAW COLLEGE, JAMNAGAR

1.2 Address Line 1

ARVIND MARG

Address Line 2

SAT RASTA

City/Town

JAMNAGAR

State

GUJARAT

Pin Code

361001

Institution e-mail address

kpslcj88@gmail.com

Contact Nos.

0288-2678074

Name of the Head of the Institution:

Pri. (Dr) Vimalkumar R. Parmar

Tel. No. with STD Code:

0288-2678074

Mobile:

09898691691

Name of the IQAC Co-ordinator:

Dr. P. J. Walia

Mobile:

09428400398

IQAC e-mail address:

kpslcj88@gmail.com

1.3 NAAC Track ID (For ex. MHCOGN 18879)

1.4 NAAC Executive Committee No. & Date:

(For Example EC/32/A&A/143 dated 3-5-2004.

This EC no. is available in the right corner- bottom
of your institution's Accreditation Certificate)

1.5 Website address:

www.kpshahlaw.org

Web-link of the AQAR:

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

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 st Cycle	B	2010	2010	25 th July, 2015
2	2 nd Cycle				
3	3 rd Cycle				
4	4 th Cycle				

1.7 Date of Establishment of IQAC : DD/MM/YYYY

June - 2011

1.8 AQAR for the year

2012- 2013

1.9 Details of the previous year's AQAR submitted to NAAC after the latest Assessment and Accreditation by NAAC

AQAR (2012-2013): 18-12-2017

1.10 Institutional Status

University: State Central Deemed Private

Affiliated College: Yes No

Constituent College: Yes No

Autonomous college of UGC: Yes No

Regulatory Agency approved Institution: Yes No

(eg. AICTE, BCI, MCI, PCI, NCI)

Type of Institution: Co-education Men Women

Urban Rural Tribal

Financial Status: Grant-in-aid UGC 2(f) UGC 12B
Grant-in-aid + Self Financing Totally Self-financing

1.11 Type of Faculty/Programme

Arts Science Commerce Law PEI (Phys Edu)

TEI (Edu.) Engineering Health Science Management

Others (Specify)

1.12 Name of the Affiliating University (*for the Colleges*)

Saurashtra University, Rajkot

1.13 Special status conferred by Central / State Government-- UGC/CSIR/DST/DBT/ICMR etc

No

Autonomy by State/Central Govt. / University

University with Potential for Excellence	<input type="text" value="--"/>	UGC-CPE	<input type="text" value="--"/>
DST Star Scheme	<input type="text" value="--"/>	UGC-CE	<input type="text" value="--"/>
UGC-Special Assistance Programme	<input type="text" value="--"/>	DST-FIST	<input type="text" value="--"/>
UGC-Innovative PG programmes	<input type="text" value="--"/>	Any other (<i>Specify</i>)	<input type="text" value="--"/>
UGC-COP Programmes	<input type="text" value="--"/>		

2. IQAC Composition and Activities:

2.1 No. of Teachers:	<input type="text" value="04"/>
2.2 No. of Administrative / Technical staff:	<input type="text" value="02"/>
2.3 No. of students :	<input type="text" value="--"/>
2.4 No. of Management representatives:	<input type="text" value="01"/>
2.5 No. of Alumni:	<input type="text" value="00"/>
2. 6 No. of any other stakeholder and community representatives:	<input type="text" value="--"/>
2.7 No. of Employers/ Industrialists:	<input type="text" value="--"/>
2.8 No. of other External Experts:	<input type="text" value="01"/>
2.9 Total No. of members:	<input type="text" value="08"/>
2.10 No. of IQAC meetings held:	<input type="text" value="01"/>
2.11 No. of meetings with various stakeholders:	No. <input type="text" value="01"/> Faculty <input type="text" value="03"/>

Non-Teaching Staff Students Alumni Others

2.12 Has IQAC received any funding from UGC during the year? Yes No
 If yes, mention the amount

2.13 Seminars and Conferences (only quality related)

(i) No. of Seminars/Conferences/ Workshops/Symposia organized by the IQAC

Total Nos. International National State Institution Level

(ii) Themes

2.14 Significant Activities and contributions made by IQAC

- Orientation Programme for New Comer Students in Law College.
- Professional Training for all law Students.

2.15 Plan of Action by IQAC/Outcome:

The plan of action chalked out by the IQAC in the beginning of the year towards quality enhancement and the outcome achieved by the end of the year *

Plan of Action	Achievements
Research Activities amongst the Faculty members.	All Faculty members are participated in various Seminars.
Professional Skill Development amongst the Students.	Students are participated in professional Training Programmes.

* Attach the Academic Calendar of the year as Annexure.

2.15 Whether the AQAR was placed in statutory body: Yes No

Management: Syndicate: Any other body:

Provide the details of the action taken:

Discussion on important issues suggested in AQAR with Management before submission.

Part – B

Criterion – I

1. Curricular Aspects

1.1 Details about Academic Programmes:

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
M. Phil.	-	-	-	-
PG	-	-	-	-
UG	01	-	-	-
PG Diploma	-	-	-	-
Advanced Diploma	-	-	-	-
Diploma	-	-	-	-
Certificate	-	-	-	-
Others	-	-	-	-
Total	01			
Interdisciplinary	-	-	-	-
Innovative	-	-	-	-

1.2 (i) Flexibility of the Curriculum: CBCS/Core/Elective option / Open options

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	U.G. C.B.C.S.
Trimester	NIL
Annual	NIL

1.3 Feedback from stakeholders* Alumni: Parents Employers
Students

(On all aspects)

Mode of feedback: Online: Manual: co-operating schools (for PEI)

**Please provide an analysis of the feedback in the Annexure*

1.4 Whether there is any revision/update of regulation or syllabi, if yes, mention their salient aspects. The institution has started various new subjects under the head of “Core Elective-II, Foundation and Soft Skill Subjects” They are as under:

Core Elective-II Subject	Foundation Subjects	Soft Skill Subjects
FACULTY OF LAW (College Follow the syllabi prescribed by University)		
SEMESTER – I		
Law of Torts	--	--
Constitutional Law – I	--	--
Constitutional Law – II	--	--
Law of Crimes - I	--	--
SEMESTER – II		
Law of Contract – I	--	--
Special Contract	--	--
Property Law	--	--
Administrative Law	--	--
SEMESTER – III		
Principles of Taxation Law	--	--
Labour Laws – I	--	--
Labour Laws- II	--	--
Environment Law	--	--
Banking Laws	--	--
SEMESTER – IV		
Family Law – I	--	--
Family Law – II	--	--
Jurisprudence	--	--
Company Law	--	--
Human Rights	--	--
SEMESTER - V		
Law of Crimes – II	--	--
Legal Language	--	--
Professional Ethics	--	--
Drafting...	--	--
Equity Trust, Fiduciary Relationship...	--	--

SEMESTER – VI		
Law of Evidence	--	--
Civil Procedure Code..	--	--
A.D.R.	--	--
Moot Court...	--	--
Interpretation Statues	--	--

1.5 Any new Department/Centre introduced during the year. If yes, give details.

No

Criterion – II**2. Teaching, Learning and Evaluation:**

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
05	03	-		02

2.2 No. of permanent faculty with Ph.D.:

04

2.3 No. of Faculty Positions Recruited (R) and Vacant (V) during the year

Asst. Professors		Associate Professors		Professors		Others		Total	
R	V	R	V	R	V	R	V	R	V
-	-	-	-	-	-	-	-	-	-

2.4 No. of Guest and Visiting faculty and Temporary faculty:

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	00	03	01
Presented papers	00	03	00
Resource Persons	00	00	00

2.6 Innovative processes adopted by the institution in Teaching and Learning:

- i. Intensive Class Room Teaching.
- ii. Evaluation of the last year results.
- iii. Students' Presentation and assignments
- iv. Organization of study and industrial tours of the students.
- v. Regularly Arrange Legal Literacy Camps in rural area.
- vi. Constant evaluation of the students.
- vii. Motivation to students for extra reading and self study.
- viii. Organization of social awareness and Legal Literacy Camp in villages.
- ix. Organization of different extracurricular activities.
- x. Preparation of study material for objective questions.

2.7 Total No. of actual teaching days during this academic year. -180

2.8 Examination/ Evaluation Reforms initiated by the Institution (for example: Open Book Examination, Bar Coding, Double Valuation, Photocopy, Online (Multiple-Choice Questions)

- | |
|---|
| <ul style="list-style-type: none"> i. Constant evaluation of students in the class through group discussion and discourse. ii. Organization of curricular Quiz by the college. iii. Writing Assignments and project work. iv. Finding slow and advanced learners. |
|---|

2.9 No. of faculty members involved in curriculum restructuring/revision/syllabus development as member of Board of Study/Faculty/Curriculum Development workshop: 04

2.10. Average percentage of attendance of students

75 %

2.11 Course / Programme wise distribution of pass percentage:

Title of the Programme	Semester	Total no. of students appeared	Division				
			Distinction	First Class	Second Class	Third Class	Pass %
U.G (LAW)	I	106	-	66	40	-	93.22
	II	109	-	66	43	-	97.39
	III	99	-	71	28	-	96
	IV	99	-	34	65	-	98.99
	V	83	-	33	50	-	96.81
	VI	84	-	56	28	-	97.85

2.12 How does IQAC Contribute/Monitor/Evaluate the Teaching & Learning processes:

IQAC initiates, monitors academic, ex-curricular activities which finally contributes to the development and betterment of the stakeholder.

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	0
UGC – Faculty Improvement Programme	00
HRD programmes	0

Orientation programmes	0
Faculty exchange programme	0
Staff training conducted by the university	0
Staff training conducted by other institutions	02
Summer / Winter schools, Workshops, etc.	02
Others	0

2.14 Details of Administrative and Technical staff:

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	05	0	0	3
Technical Staff	N.A.	N.A.	N.A.	N.A.

Criterion – III

3. Research, Consultancy and Extension

3.1 Initiatives of the IQAC in Sensitizing/Promoting Research Climate in the institution

Existing 4 faculties have Ph. D degree.

3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	NIL	NIL	NIL	NIL
Outlay in Rs. Lakhs	NIL	NIL	NIL	NIL

3.3 Details regarding minor projects:

	Completed	Ongoing	Sanctioned	Submitted
Number	-	-	-	-
Outlay in Rs. Lakhs	-	-	-	-

3.4 Details on research publications:

	International	National	Others
Peer Review Journals	-	-	-
Non-Peer Review Journals	-	1	-
e-Journals	-	-	-
Conference proceedings	-	-	-

3.5 Details on Impact factor of publications:

Range Average h - index Nos. in SCOPUS

3.6 Research funds sanctioned and received from various funding agencies, industry and other organisations

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects	-	-	-	-
Minor Projects	-	-	-	-
Interdisciplinary Projects	-	-	-	-
Industry sponsored	-	-	-	-
Projects sponsored by the University/ College	-	-	-	-
Students research projects <i>(other than compulsory by the University)</i>	-	-	-	-
Any other(Specify)	-	-	-	-
Total	-	-	-	-

3.7 No. of books published i) With ISBN No. Chapters in Edited Books

ii) Without ISBN No.

3.8 No. of University Departments receiving funds from

UGC-SAP CAS DST-FIST
DPE DBT Scheme/funds

3.9 For colleges
Autonomy CPE DBT Star Scheme
INSPIRE CE Any Other (specify)

3.10 Revenue generated through consultancy:

3.11 No. of conferences:
organized by the Institution

Level	International	National	State	University	College
Number	-	-	-	-	-
Sponsoring agencies	-	-	-	-	-

3.12 No. of faculty served as experts, chairpersons or resource persons

3.13 No. of collaborations International National Any other

3.14 No. of linkages created during this year

3.15 Total budget for research for current year in lakhs:

From funding agency From Management of University/College

Total

3.16 No. of patents received this year

Type of Patent	NA	Number
National	NA	NIL
	NA	NIL
International	NA	NIL
	NA	NIL
Commercialised	NA	NIL
	NA	NIL

3.17 No. of research awards/ recognitions received by faculty and research fellows
Of the institute in the year

Total	International	National	State	University	Dist	College
--	-	-	-	-	-	-

3.18 No. of faculty from the Institution who are M.Phil. Guides and students registered under them

3.19 No. of faculty from the institution who are Ph.D. Guides:

3.20 No. of Research scholars receiving the Fellowships (Newly enrolled + existing ones)

JRF SRF Project Fellows Any other

3.21 No. of students Participated in NSS events: N.A.

University level State level

National level International level

3.22 No. of students participated in NCC events: Not Applicable

University level State level

National level International level

3.23 No. of Awards won in NSS:

University level State level

National level International level

3.24 No. of Awards won in NCC: Not Applicable

University level State level

National level International level

3.25 No. of Extension activities organized

University forum College forum

NCC NSS Any other

3.26 Major Activities during the year in the sphere of extension activities and Institutional Social Responsibility.

- Legal Literacy Camp.

Criterion – IV**4. Infrastructure and Learning Resources**

4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total
Campus area	3.7716	-	-	-
Class rooms	05	-	-	-
Laboratories (DELL)	00	-	-	-
Seminar Halls	01	-	-	-
No. of important equipment's purchased (1-0 lakh) during the current year.	-	-	-	-
Value of the equipment purchased during the year (Rs. in Lakhs)	-	-	-	-
Others	-	-	-	-

4.2 Computerization of administration and library

- Admission process, Issuing certificates , result preparation.
- Enrolment, maintaining accounts.
- Library automation (Under Process)

4.3 Library services:

	Existing		(2011-2012) Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	6846	51482	99	6450	6945	57932
Reference Books						
e-Books						
Journals	558	26500	48	18230	606	44820
e-Journals						
Digital Database						
CD & Video						
Others (specify)	-	-	-	-	-	-

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	08	-	01	03	-	01	01	01
Added	--	-	-	-	-	-	-	-
Total	08	-	01	03	-	01	01	01

4.5 Computer, Internet access, training to teachers and students and any other programme for technology up gradation (Networking, e-Governance etc.)

-

4.6 Amount spent on maintenance in lakhs :

i) ICT	-
ii) Campus Infrastructure and facilities	-
iii) Equipment	-
iv) Others	-
Total :	13,300/-

Criterion – V**5. Student Support and Progression:**

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

- IQAC and other committees looked after grievances.
- Orientation with the students for their professional development.

5.2 Efforts made by the institution for tracking the progression

- Monitoring results.
- While declaring terminal exam results.

5.3 (a) Total Number of students

UG	PG	Ph. D.	M.Phil
	--	-	--

(b) No. of students outside the state

-

(c) No. of International students

00

Men	No	%
	222	75

Women

No	%
75	25

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
151	43	02	98	01	295	164	48	04	102	01	319

Demand ratio: 100%

Dropout ratio: 18

5.4 Details of student support mechanism for coaching for competitive examinations (If any)

- Lecture arrange for AIBE, Judiciary preparation and other Competitive Examination.

No. of student's beneficiaries

90

5.5 No. of students qualified in these examinations

NET SET/SLET GATE CAT
 IAS/IPS etc State PSC UPSC Others

5.6 Details of student counselling and career guidance

- Looked after by career corner and UDISHA.
- In the beginning of the term through orientation.

No. of students benefitted

5.7 Details of campus placement

<i>On campus</i>			<i>Off Campus</i>
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed

5.8 Details of gender sensitization programmes.

- Orientation in the beginning of the term.
- CWDC

5.9 Students Activities.

5.9.1 No. of students participated in Sports, Games and other events:

State/ University level National level International level

No. of students participated in cultural events

State/ University level National level International level

5.9.2 No. of medals /awards won by students in Sports, Games and other events

Sports : State/ University level National level International level

Cultural: State/ University level National level International level

5.10 Scholarships and Financial Support:

	Number of students	Amount
Financial support from institution	-	-
Financial support from government		
Financial support from other sources	-	-
Number of students who received International/ National recognitions	NIL	NIL

5.11 Student organised / initiatives :

Fairs : State/ University level National level International level Exhibition: State/ University level National level International level

5.12 No. of social initiatives undertaken by the students

5.13 Major grievances of students (if any) redressed:

No

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

VISION

To prepare principal, honest, competent and noble legal experts and legal practitioners, who can bring awareness in the society towards law and can also strengthen effective rules of law in the society , which is the central pillar of the democracy.

MISSION

To bring and develop best quality in profession of Advocates and judiciaries among students.

To appraise and encourage students to maintain dignity of law and to adhere to moral values of their profession.

To provide sufficient knowledge to students about law, its formation, implementation and to encourage them for their efficient contribution in the process.

6.2 Does the Institution has a management Information System

Different committees working under chairmanship of the Principal.

6.3 Quality improvement strategies adopted by the institution for each of the following:

6.3.1 Curriculum Development

- Syllabi are revised as per the direction of University.
- All faculty are member of Board of Studies.

6.3.2 Teaching and Learning

- Audio-visual teaching-learning.
- Class Room discussion and Group discussion.

6.3.3 Examination and Evaluation

- Exams are conducted as per University norms.
- Internal exam is conducted by institution with strict surveillance.

6.3.4 Research and Development

- Faculties are motivated to do research.

6.3.5 Library, ICT and physical infrastructure / instrumentation

- Consistent enrichment of library.
- Internet access and back volumes.

6.3.6 Human Resource Management

- Feedback of faculty by the students.
- Self appraisal by teachers.

6.3.7 Faculty and Staff recruitment

NIL

6.3.8 Industry Interaction / Collaboration

NIL

6.3.9 Admission of Students

- Strictly follow the merit system and also follow the instruction given by B.C.I. and Government of Gujarat.

6.4 Welfare schemes for

Teaching	NIL
Non teaching	NIL
Students	NIL

6.5 Total corpus fund generated

-

6.6 Whether annual financial audit has been done Yes No

6.7 Whether Academic and Administrative Audit (AAA) have been done?

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	No	--		
Administrative	No	--		

6.8 Does the University / Autonomous College declare results within 30 days?

For UG Programmes Yes No

For PG Programmes Yes No

6.9 What efforts are made by the University/ Autonomous College for Examination Reforms?

- | |
|--|
| <ul style="list-style-type: none"> • External exam superintendent in each centre. • Surveillance by flying squads. |
|--|

6.10 What efforts are made by the University to promote autonomy in the affiliated / constituent colleges?

- | |
|--|
| <ul style="list-style-type: none"> • Conducting terminal exams. |
|--|

6.11 Activities and support from the Alumni Association

- | |
|---|
| <ul style="list-style-type: none"> • College events sponsored by alumni. • Motivational lectures, training at extension activities. |
|---|

6.12 Activities and support from the Parent – Teacher Association

- Invited to college activities.
- Informal feedback.

6.13 Development programmes for support staff

- Staff is motivated to pass exams for promotion and allowed for the further study for any Degree / Diploma courses.
- Involvement in various committees.

6.14 Initiatives taken by the institution to make the campus eco-friendly

- Tree plantation.

Criterion – VII

7. Innovations and Best Practices

7.1 Innovations introduced during this academic year which have created a positive impact on the Functioning of the institution. Give details.

- Encourage students for participating in curricular and extracurricular activities.
- Material generated for students pertaining to the syllabus..

7.2 Provide the Action Taken Report (ATR) based on the plan of action decided upon at the beginning of the year

- Students support mechanism strengthened.
- Enhancement in the activity for girl students.

7.3 Give two Best Practices of the institution (*please see the format in the NAAC Self-study Manuals*)

- Outstanding extension activities.
- Students Participation.

**Provide the details in annexure (annexure need to be numbered as i, ii,iii)*

7.4 Contribution to environmental awareness / protection

- Tree plantation.
- No plastic movement.

7.5 Whether environmental audit was conducted? Yes No

7.6 Any other relevant information the institution wishes to add. (for example SWOT Analysis)

STRENGTH:

- Continuous increase in students' strength.
- Well qualified faculty
- Spacious-well developed campus.

Weakness:

- Less publication.

Opportunity:

- Development of institution as the centre for quality higher education.

Threat:

- Sometimes Problem of attendance due to less and irregular transport facilities.
- Students' choice for external study.

8. Plans of institution for next year:

- Construction of separate Library building.
- Enhancement in research activities.

Dr. P. J. Walia.

Signature of the Coordinator, IQAC

Dr. Vimal R. Parmar

Signature of the Chairperson, IQAC

Annexure I**Academic Calendar - 2013-2014**

College reopens	21 th June 2013.
Classes commence	Last Week of June
‘Pravesotsav’ - Orientation Programe	July
Commencement of various competitions	Last week of July
Expert Lecture	August
Independence day Celebration	August
IQAC meeting	September
Internal evaluation Test	October
Terminal Exam	End of November (As per Schedule Prescribed by University)
Diwali vacation	October & Nov (21 days)
Second semesters begin	December
Republic Day celebration	26 th January
Internal Exam:	February
Legal Literacy Camp	March
University exam	April- May
Assessment, 2 nd term ends	May – 2014 End Semester.
