



# INDORE INSTITUTE OF LAW

(Affiliated to DAVV & BCI)

—Rank 1<sup>st</sup> PRIVATE LAW COLLEGE IN M.P., C.J. & RAJASTHAN BY—  
INDIA TODAY – OUT LOOK – THE WEEK – THE KNOWLEDGE REVIEW

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## Effective Implementation of Academic Planner

### Academic & Administrative Audit

It refers to critical evaluation of the academic and administrative processes in an institute with respect to compare the results obtained against the objectives to be achieved in the planner and work upon the deviations if any tasks to be done in the academic planner against the goals achieved during the span of time i.e. academic year.

### Academic Administrative Audit

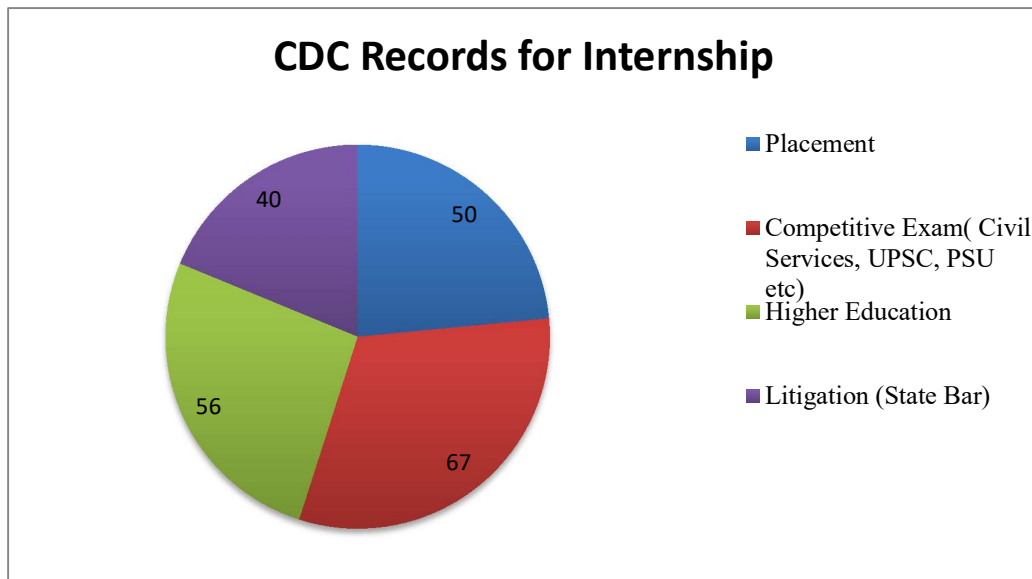
**Academic Audit** – It refers to the **Critical Analysis of the Academic Planner** which is duly **approved by the IQAC** and the **effective and efficient implementation** of the **Academic Planner** is done or not. It is done for the following constituents –

- ❖ **Academic Council:** – It comprises of all the Head of department and University and Exam Cell. IQAC evaluates timely execution of the academic planner with regard to conduction of routine lectures and internal examinations along with **Research Paper Presentation, Grand Viva Presentation, Crash Course and Pre University Test**. The IQAC audited the entire process and found that all the activities were conducted as per schedule. Though the IQAC was not happy with the non-conduction of **Internal Examination and Grand Viva Presentation in BBA LL B II semester** due to sudden declaration of semester examination by the affiliating university in lieu of late conduction of first semester (14 Months approx).
- ❖ **Skill Development Cell:** The IQAC audited Skill Development Cell's execution of all the activities and competitions suggested and mentioned by the IQAC in the planner. Various activities like **Smt. Nirmala Devi Bam Memorial Moot Court Competition, KLB MUN, Induction Exordium, International Conference on Law, Management & Social Science** returned to physical form instead of the online format during covid days. The IQAC audited the entire activities and records and found that all the activities were conducted on time and were in sync with the academic planner.
- ❖ **Research and Publication:** The IQAC analyzed the Research and Publication Cell activities like publication of monthly newsletter **NyayaDisha**, yearly Research Journal **Legal Voice of India (LVI) and its publication** and getting ISBN number for a new Research journal **Anusandhan**.

IQAC found all the works completed on time and was highly satisfied with the results. The IQAC also praised the cell for successful conduction of 4<sup>th</sup> International Conference conducted at Indore Institute of Law.

- ❖ **University & Exam Cell:** IQAC regularly keeps a watch on **University and Exam Cell** for timely conduction of **Internal Examination** and various components associated with evaluation and also look after issues related to university and final result. The **IQAC** found **no variation** with regard to execution and conduction of various components related to internal evaluation as per the planner except in **B.B.A. LL. B. II semester** where the **Second Internal Examination** and **Grand Viva** could not take place due to sudden declaration of Semester end examination by the University as the semester was running late. Despite college being the Centre for 6 university semester end examinations due to Covid the University & Examination Cell's work was found Satisfactory by the IQAC. The University and Exam cell proposed for Autonomous status to the College Management.
- ❖ **Career Development Cell:** IQAC thoroughly audited the work done by the Career Development Cell and found its working satisfactory. It went through the applications sent by students for internship and placement assistance and checked it against the number of internship allotted and placements provided by the CDC. If found the record **satisfactory** and also suggested to look out for more number of placements. The CDC conducted Placement Drives for the students.

#### Detailed Report of Placements achieved by the CDC



### Administrative Audit

- ❖ **College Development Council:** The CDC constructed theme based classrooms during the year and the number of classes fully ICT enabled **increased** from 24 to **37**. All the classes are fully Air-Conditioned and are fully functional. The CDC also installed **Fully Automatic Fire Extinguishing System** costing around 40 Lacs in the campus and made Indore Institute of Law the only institute among educational institutes to implement this facility. The CDC also got the blueprint of a building approved hosting an **Auditorium** with capacity of **1500** Persons and various **Administrative Offices**. The entire building will be fully air conditioned. The institute has a fund of **Rs. 18 Crore** for the structure which is kept separate despite 2 years of pandemic. The installation of Solar Plant in boy's hostel, Installation of Sanitary pad Dispensing and Incinerating machine in girl's hostel within the campus, Installing RO plant was also audited by IQAC and was satisfied with it.
- ❖ **Library:** The Library audit was done by IQAC with regard to various titles and volumes available for the students on various subjects. It was also evaluated for available online resources and journals, along with LMS. The IQAC found it **satisfactory** and was very appreciative with regard to the volume and titles of the books available for reading and specially applauded the Reference Section of the library which hosted a good number of books by renowned legal authors related to subjects. It also appreciated the number of online journals available in the library along with the search engines related to legal research. The institute library was updated with new books related to law and management subjects worth 2 lacs.
- ❖ **IT:** The IQAC thoroughly inspected the available IT related facilities like availability of internet via wifi in various parts of the college premises, its speed and connectivity, availability of computer systems, print out facility for students and the charges applicable. The **IQAC** was highly appreciative of the facilities available at the IT lab. The institute brought new Id card Printing Machine to Print ID cards in-house only.
- ❖ **Hostel:** The IQAC evaluated the Hostel facility and various aspects like drinking water facility (**RO Plant**), hot water availability, lift facility, Condition of Rooms, A.C. Facility, etc associated with it. IQAC found the facilities and amenities at par with the best in the business. The IQAC was highly satisfied with the overall evaluation. The institute Installed an ATM machine of Bank of India in the Campus so that withdrawing money becomes convenient for students and staff.
- ❖ **Canteen:** The canteen was visited by the IQAC on a random note and was thoroughly checked for cleanliness, hygiene, food quality and taste and condition of cutlery etc. The IQAC found everything in precise order and was happy with the practices adopted by the staff to maintain cleanliness and hygiene in the canteen. To reduce pollution caused by plastic the management shifted to use of steel utensils in the canteen. The limited availability of fast food at canteen also attracted the IQAC's attention. Overall the IQAC was satisfied with the Canteen and its services. The IQAC also audited

the Bio Gas plant and compost pit operated by using garden waster and leftover food from the canteen and found both the processes as per their satisfaction.

- ❖ **Transport:** The IQAC audited the transportation facility and was pleased to see all the old buses replaced by new ones and noted the available safety measures (fire Extinguishers, camera, emergency gates, etc) installed in the buses. Overall IQAC was satisfied with the overall transport facilities. The IQAC also audited the use of pick up and drop facility for students while going and coming to college hostel during and after vacation at odd hours. The IQAC found the facility useful and appreciated it whole heartedly.
- ❖ **Financial Audit:** The institute conducts audit in two modes –
  - **Internal Audit:** It is conducted on a quarterly basis by C. A. **Krishna Dugaya** who audits all the financial records of the institute.
  - **External Audit:** The External Audit is done by Auditors **A B Doshi** and Company.