Yearly Status Report - 2017-2018

Part A	
Data of the Institution	
1. Name of the Institution	VIDYA VIKAS MANDAL'S GOVIND RAMNATH KARE COLLEGE OF LAW
Name of the head of the Institution	Dr. Saba Da Silva
Designation	Principal
Does the Institution function from own campus	Yes
Phone no/Alternate Phone no.	08322715510
Mobile no.	9422450890
Registered Email	principal.grkcl@vvm.edu.in
Alternate Email	sabadasilva@gmail.com
Address	G.R. Kare Road, Tansor-Comba
City/Town	Margao
State/UT	Goa
Pincode	403601

2. Institutional Status	
Affiliated / Constituent	Affiliated
Type of Institution	Co-education
Location	Urban
Financial Status	private
Name of the IQAC co-ordinator/Director	Shreeharsha N. Inavalli
Phone no/Alternate Phone no.	08322715510
Mobile no.	9421744493
Registered Email	sreeharsha.inavalli@vvm.edu.in
Alternate Email	sninavally@gmail.com
3. Website Address	
Web-link of the AQAR: (Previous Academic Year)	http://www.grkarelaw.edu.in/aqars/
4. Whether Academic Calendar prepared during the year	Yes
if yes,whether it is uploaded in the institutional website: Weblink :	http://www.grkarelaw.edu.in/web/wp-content/uploads/2020/03/Acad-Calendar-2017-18.pdf
5. Accrediation Details	

Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
1	B	2.63	2013	05-Jan-2013	04-Jan-2018

6. Date of Establishment of IQAC	05-Feb-2013

7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries
One day library workshop on the theme Libraries	16-Aug-2017 1	39

and Copyright - Issues and Concern		
One Day State Level Students Seminar in association of the Taluka Legal Services Authority, Salcete Margao Goa, on the broad theme, Sustainanble Development, Concerns and Challanges	03-Mar-2018 1	69
Talk on Career Opportunities in the Defence Force by Army Personnel, Major Aditya Kumar 3MTR	09-Sep-2017 1	66
Talk on RASHTRIYA VAYOSHREE YOJANA CAMP for senior citizen was organised at the E.S.I Hospital South Goa. The assessment camp was organized for providing free aids for Senior Citizens.	21-Sep-2017 1	12
Talk on SAY NO TO DRUGS by Mr. Jeetendra Ranjan, Superintendant of Narcotic Control Bureau	06-Jul-2017 1	78
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8. Provide the list of funds by Central/ State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
LAW	Red Ribbon Club	National AIDS Control Organization	2017 365	4000
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9. Whether composition of IQAC as per latest NAAC guidelines:	Yes
Upload latest notification of formation of IQAC	View File
10. Number of IQAC meetings held during the year :	2
The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website	Yes

Upload the minutes of meeting and action taken report	View File
11. Whether IQAC received funding from any of the funding agency to support its activities during the year?	**Yes**
If yes, mention the amount	**45000**
Year	**2017**

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

Conducted State-Level Students Seminar on the theme 'Sustainable Development: Concerns and Challenges.'

State Level Paper Presentation Competition on the theme 'Right to Dignified Death' by the Human Rights Club.

The terms and conditions of the MoU signed between the College and the University of Lisbon, Portugal on knowledge exchange, faculty and student exchange were deliberated upon by the IQAC.

The IQAC encouraged the Institution to also enter into MoU with Lusophone Society of Goa with the Objective of serving as a platform for research and cultural exchange between Lusophone Countries, including Goa.

Organised State Level workshop for the Higher Secondary School and College Librarians of Goa on the theme 'Libraries and Copyright : Issues and Concern'

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

Plan of Action	Achivements/Outcomes
To Publish Kare Law Journal-In House Journal	**Kare Law Journal has been Published**
To Establish Centre for Lusophone Culture and Legal Studies as platform to foster Legal Studies in Portuguese language and have cultural exchange	**1) Establishment of a Centre for Lusophone Culture and Legal Studies which was inaugurated by Dr. Francisco Duarte Azevedo, Consul, General of Portugal in Goa**
To have MoU with other Universities particularly Foreign Universities and other organizations/institutions	**1) Entered into an MoU with the University of Lisbon, Portugal for knowledge exchange, faculty and student exchange. 2) Entered into an MoU with Lusophone Society of Goa with the Objective of serving as a platform for research and cultural exchange between**

	Lusophone Countries, including Goa.
To organise GRK Talks and GRK Master Classes	Organised GRK Master Class for proving additional practical inputs, particularly in procedural laws and laws with practical applications.
To Conduct State-Level Seminar for Students	1) Successfully conducted State Level Seminar on the Theme 'Sustainable Development : Concerns and Challenges'
To conduct Workshop on Intellectual Property Rights	1) Successfully conducted State Level Workshop on Libraries and Copyright : Issues and Concern on 16th August 2017 for the Libraries of the Goa State wherein 48 Goa College Librarians and Higher Secondary School Librarians participated
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14. Whether AQAR was placed before statutory body ?	No
15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	No
16. Whether institutional data submitted to AISHE:	Yes
Year of Submission	2018
Date of Submission	03-Mar-2018
17. Does the Institution have Management Information System ?	Yes
If yes, give a brief descripiton and a list of modules currently operational (maximum 500 words)	The Institution has a Campus Management Software called Fedena which has the features related to Leave Management of Employees, TimeTable of Lectures Scheduled on a daily basis, Attendance of Students at Lectures (including facility to project percentages), Messaging service to the students with regard to different notifications, assignment of students, etc. With regard to Payment made by students in respect of Fees and other requirements involving payments, they are required to access a portal for electronic payments directly to the bank with which the Institution has tied up and provided the necessary platform called eduqfix.com . with the use of this system, the students have been

	facilitated to make payments without having to queue at the office counters and the same can be even made from their personal devices. The Accounting of the Institutional administrative section is carried out with the use of Tally software, the use for which the respective nonteaching staff have been adequately trained and through which the balance Sheet of the Institution including budget and audit are greatly facilitated. All employees including contractual staff of the institution are using biometric entry and exit facility for which the biometric impression have been recorded at the stage of employment and thereby the Institution gets a ready projection of the attendance of the staff of the institution. Library also using NewgenLib – Library Management software wherein all the bibliographic information is entered and made available to the students through OPAC – Online Public Access Catalogue. Students have access to the OPAC through LAN to access the resources available in the library. Library has active modules of OPAC, Administrative Module, Serial Control, Acquisition Module, Technical Module is active. It has messaging services as and when the book is issued or returned back to library.

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

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

For well planned curriculum delivery and documentation institution has the following means and methods: College prepares academic calendar to have scheduled academic plan as per the requirements of the curriculum needs. Various committees are formed to whom various tasks are assigned to execute as per the schedule. Lesson Plans are prepared by the teachers which covers the scheduled delivery of lectures which includes teaching methodology, content summary of the lectures, Objectives etc as per the syllabus. For each class one teacher is assigned as Mentor to guide the students in their academic pursuit and help to build confidence to overcome their personal difficulty. Time to Time meetings are conducted of the Staff wherein various curriculum related issues are raised; likewise Moot Court competitions, ADR related issues are discussed and planned accordingly and executed. Various teaching methods applied for effective delivery of lectures such as chalk and blackboard traditional method, ICT- Enable teaching method, distribution of class notes, group discussion, debates, project work, dissertations, moot court competition,

ADR, student seminar, negotiation skills, internship etc. Students are encouraged to be the members of the various clubs/cells of the college to strengthen the practicality of the subject. Also encourage students to participate in NSS activities to make more socially responsible citizens.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entreprene urship	Skill Development
Certificate programme in Portuguese language with legal inputs	**NIL**	**20/01/2018**	**180**	**Helpful in Translation service to understand Legal Matter about Portuguese Laws**	**Skill to handle Portuguese Language Legal Matters**

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
BA LLB	**NIL**	**01/12/2018**

1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
LLM	**Law**	**01/08/2017**

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

	Certificate	Diploma Course
Number of Students	**26**	0

1.3 – Curriculum Enrichment

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

Value Added Courses	Date of Introduction	Number of Students Enrolled
Certificate in Anti Human Trafficking	**03/07/2017**	**1**
Certificate in Interternational Humanitarian Law	**03/07/2017**	**1**
Certificate in co-operation, cooperative law	**03/07/2017**	**2**
Certificate in Human Rights	**03/07/2017**	**6**
Diploma in Para Legal Practice	**03/07/2017**	**8**
Certificate in Consumer Protection	**03/07/2017**	**1**

Post Graduate Certificate in Patent Practice	03/07/2017	1
Post Graduate Diploma in Intellectual Property Rights	03/07/2017	4
Post Graduate Certificate in Cyber Law	03/07/2017	1
Post Graduate Diploma in Criminal Justice	03/07/2017	7

1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BA LLB	Law	22
LLB	Law	55
LLM	Law	20

1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	
Alumni	
Parents	

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

Feedback Obtained
Student feedback is obtained from all the classes on their last lecture day before the examination. Feedback covers the various aspects like effective delivery of the lectures, Administrative Staff, Library and overall system approach towards students. The student has to choose amongst the grades Poor, Good, Excellent. Students suggestions are also welcomed. The feedbacks are analysed and proper measures taken. Feedback is also collected from teachers wherein teachers views are taken about the overall administration. Their suggestions and comments are welcomed. In various meetings the teachers/students suggestions and comments are taken into consideration and used for the developments of the college. Suggestion box installed at the college is also taken into consideration to improve overall system of the college.

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
PhD or DPhil	Ph.D. in Law	8	4	4

LLM	LL.M.	40	18	18
LLB	LL.B. Degree	60	63	54
BA LLB	B.A.LL.B.	60	66	59

2.2 – Catering to Student Diversity

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

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2017	353	38	10	1	6

2.3 – Teaching - Learning Process

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

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Numberof smart classrooms	E-resources and techniques used
20	18	4	11	1	4

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

The Institution assesses the learning levels of students after the admission through effective mentoring system. A mentor appointed for every class interacts with each student to find out their strengths and weaknesses. He/she also identifies slow learners and advanced learners in class. The slow learners are assisted by the institution by addressing their academic needs. They are provided additional guidance to overcome their academic problems. The institution organises remedial classes for these students to explain the difficult concepts. They are provided with synopsis of the subjects to make their study easier. The teachers also conduct practice tests before the exams. The students who score low marks in the Internal Semester Assessment are allowed to improve their scores by conducting improvement tests. The slow learners with poor communication skills are encouraged to participate in communication skills workshops organised by the institution. The institution also provides opportunities to the slow learners to enhance their learning capacities in order to bring them at par with the advanced learners. These students are also counselled by in house counsellor to enable them to overcome any emotional or academic difficulties. While carrying out these special initiatives for slow learners the institution sees that they participate in all the activities and competitions of the college along with the advanced learners and that they do not feel inferior due to their academic weaknesses. The advanced learners are encouraged to participate in inter collegiate and intra collegiate competitions. They are also provided guidance to conduct research and write and present papers at various State level and National Level seminars. These students are encouraged to take up internship in law firms, companies and Courts. They are also encouraged to undertake cases before Consumer redressal forums

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
355	11	1:36

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned	No. of filled positions	Vacant positions	Positions filled during	No. of faculty with

positions			the current year	Ph.D
11	11	0	3	1

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

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
2018	Maria Goretti Simoes	Assistant Professor	RECOGNITION BY GOA GOVERNOR FOR OUTSTANDING CONTRIBUTION AT THE CONSTITUTIONAL WEEK CELEBERATION 19TH JANUARY-25TH JANUARY 2018
2018	Shruti Mayur Nadkarni	Assistant Professor	RECOGNITION BY GOA GOVERNOR FOR OUTSTANDING CONTRIBUTION AT THE CONSTITUTIONAL WEEK CELEBERATION 19TH JANUARY-25TH JANUARY 2018
2018	Sonia Balkrishna Shirodkar	Assistant Professor	RECOGNITION BY GOA GOVERNOR FOR OUTSTANDING CONTRIBUTION AT THE CONSTITUTIONAL WEEK CELEBERATION 19TH JANUARY-25TH JANUARY 2018
2018	Sonali Dhamsekar	Assistant Professor	RECOGNITION BY GOA GOVERNOR FOR OUTSTANDING CONTRIBUTION AT THE CONSTITUTIONAL WEEK CELEBERATION 19TH JANUARY-25TH JANUARY 2018

2.5 – Evaluation Process and Reforms

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

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
LLB	LL.B.	Term - II	05/05/2018	30/05/2018
LLB	LL.B.	Term- I	28/10/2017	15/02/2018
BA LLB	B.A.LL.B.	Term - II	05/05/2018	30/05/2018

BA LLB	B.A.LL.B.	Term- I	28/10/2017	15/02/2018
LLM	LL.M.	Term- II	23/06/2018	26/06/2018
LLM	LL.M.	Term- I	13/01/2018	05/05/2018

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

College as it is affiliated to the Goa University follows the rules and guidelines laid by the Goa University. Institution conducts the Semester End Examination (SEE) for Semesters I to IV of B.A.LL.B. Programme on behalf of the Goa University, at par with the System of Examination conducted by the University itself. Likewise, the Institution also conducts Internal Semester Assessment (ISA) for these Semesters as also for the advanced semesters i.e Sem. V to X of the B.A.LL.B. Programme by the Goa University. The Practical Papers of both B.A.LL.B. and LL.B. Degree Programme are carried out internally and assessed by the faculty of the College in accordance with the norms laid down in the Legal Education Rules of the Bar Council of India. The ISA comprises the following components: i) An assignment allotted to each student for which library research is carried out and subsequent presentation is made by the student in the class room. ii) An identified portion of the syllabus is communicated to the class for the conduct of written test. The performance of this test is shared with the students and additional tests are conducted for weaker students in order to give them opportunities to improve. All ISA marks are scrutinized by a Committee of Senior Faculty headed by the Principal. Total scores (ISA SEE) is communicated in the result sheet and students have the opportunity to apply for the revaluation in a subject(s). In addition, students may apply for personal verification of answer scripts, which is carried out in the presence of a faculty, teaching the subject

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

Academic calendar is a detailed schedule prepared and adhered to by the Institution at the start of the academic year. Measures are taken to see that it is also implemented by the Institution on a routine basis. The commencement of the academic term/year is notified by the Goa University and the same is incorporated in the academic calendar. Allotment of subjects on the basis of workload for the academic year is done by the Principal with the Head of the Department before the commencement of the academic year. The full-time teachers are allotted the subjects beforehand to facilitate them in the teaching process. Subjects are also allotted to the contract basis teachers / lecture basis teachers subject to their appointment which is done by the Directorate of Higher Education (DHE). The time table is prepared by the Head of the Department before the start of the academic year and is uploaded on the user friendly software namely, the fedena after the completion of the process of recruitment of the teachers (contract basis and lecture basis) and finalization of the admission list. The teachers prepare the teaching plans in their respective course to ensure the completion of the course on time. Adherence to teaching plans is strictly complied with. The deadline for the submission of the same is also notified in the academic calendar which they have to comply.

2.6 – Student Performance and Learning Outcomes

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

http://www.grkarelaw.edu.in/programmecourse-outcome/

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
LL.M.	LLM	Law	25	19	76
LLB.	LLB	Law	25	22	88
B.A.LL.B.	BA LLB	Law	12	8	66.66

2.7 – Student Satisfaction Survey

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

http://www.grkarelaw.edu.in/student-satisfaction-survey/

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

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

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Minor Projects	0	NIL	0	0

3.2 – Innovation Ecosystem

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

Title of workshop/seminar	Name of the Dept.	Date
One Day State Level Workshop on Copyright and Libraries - Issues and Concerns	Department of Library and Information Science	16/08/2017
Faculty Enrichment Programme on IPRat St. Xaviers College, Mapusa-Goa	Law	05/04/2018
Workshop on Copyright at Shree Damodar College of Commerce and Economics, Margao-Goa	Law	13/04/2018

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

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
NIL	NIL	NIL	01/12/2018	NIL

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

Incubation Center	Name	Sponsered By	Name of the Start-up	Nature of Start-up	Date of Commencement
NIL	NIL	NIL	NIL	NIL	01/12/2018

3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
0	0	0

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

Name of the Department	Number of PhD's Awarded
0	0

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

Type	Department	Number of Publication	Average Impact Factor (if any)
National	NIL	0	0

3.3.4 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
Law	1

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

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
NIL	NIL	NIL	2017	0	NIL	0

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

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
NIL	NIL	NIL	2017	0	0	NIL

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

Number of Faculty	International	National	State	Local
Resource persons	0	0	5	0
Attended/Seminars/Workshops	0	0	18	0

3.4 – Extension Activities

3.4.1 – Number of extension and outreach programmes conducted in collaboration with industry, community and

Non- Government Organisations through NSS/NCC/Red cross/Youth Red Cross (YRC) etc., during the year

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
International Coastal Cleanup Drive	Village Panchayat, Benaulim	1	66
Senitisation lecture on PC-PNDT Act	Directorate of Health Service, Government of Goa	1	111
State-Level Students Seminar on the theme Sustainable Development: Concerns and Challenges	Taluka Legal Service Authority,Salcete,Margao	1	12
Jan Suvidha Kendra	Office of the collectorate and District Magistrate, South Goa	1	50
Constitution week celebration	Office of Governor and Goa University,	4	325
One-Day State Level Seminar on Transforming Womens lives : Issues, concerns and challenges	Directorate of Extra- Mural Studies and Extension Services, Goa University	12	59

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

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
Constitution Week Celebrations 2018	Appreciation Certificate by the Honourable Governor of Goa	Government of Goa	325

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

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activites	Number of students participated in such activites
Celebration of Constitution week	Goa University	Awarness progrogramme and Street plays on Importance of Constitution	4	325

Jansuvidha Kendra	Office of the collectorate and District Magistrate, South Goa	Legal aid and legal awarness	1	50
Sustainable Development Concerns and challenges	Taluka Legal Service Authority,Salcete,Margao	State-Level Students Seminar	1	12
Save the Girl Child	Directorate of Health Service, Government of Goa	Senitisation lecture on PC-PNDT Act	1	111
Swatch Bharat	Village panchayat, Benaulim	International Coastal Cleanup DriveInternational Coastal Cleanup Drive	1	66

3.5 – Collaborations

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

Nature of activity	Participant	Source of financial support	Duration
0	0	0	0

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

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
Legal training	Internship	Verna police station	17/07/2017	14/08/2017	21
Training	Summer Internshp	Office of the Registrar of Companies cum Official Liquidatory, Panjim	08/05/2017	16/06/2017	09
Legal training	Internship	High Court of Bombay at Goa	07/06/2017	07/07/2017	19

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

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers

			participated under MoUs
THE SCHOOL OF LAW OF THE UNIVERSITY OF LISBON,PORTUGAL	11/01/2018	Exchange of Faculty /Researchers, Conduct of Conferences, Exchange of Information and Joint Publications	2

CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

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

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
450000	4095674

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Seminar Halls	Existing
Seminar halls with ICT facilities	Existing
Classrooms with Wi-Fi OR LAN	Existing
Classrooms with LCD facilities	Existing
Campus Area	Existing
Class rooms	Newly Added

4.2 – Library as a Learning Resource

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

Name of the ILMS software	Nature of automation (fully or patially)	Version	Year of automation
NewGenLib	Fully	3.1.1	2006

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	13869	3333531	1435	477339	15304	3810870
Reference Books	1252	657792	64	101036	1316	758828
Journals	34	351718	0	0	34	351718
e-Books	900	0	0	0	900	0
e-Journals	1	0	0	0	1	0
Digital Database	1	0	0	0	1	0
Library Automation	1	0	0	0	1	0

4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
NIL	NIL	NIL	01/12/2018

4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/ GBPS)	Others
Existing	29	0	0	25	0	3	1	20	0
Added	10	0	0	7	0	0	3	0	0
Total	39	0	0	32	0	3	4	20	0

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

20 MBPS/ GBPS

4.3.3 – Facility for e-content

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

4.4 – Maintenance of Campus Infrastructure

4.4.1 – Expenditure incurred on maintenance of physical facilities and academic support facilities, excluding salary component, during the year

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurredon maintenance of physical facilites
563434	475663	2507699	2269720

4.4.2 – Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. (maximum 500 words) (information to be available in institutional Website, provide link)

College ensures optimal utilization of its financial and infrastructural resources for maintenance and upkeep of its infrastructure. Through various policies, committees and consultations, which are updated regularly. Guards are posted for the security of the campus on rotational basis. College is equipped with the Fire Extinguishers and other security measures. College has Annual maintenance contract [AMC] with Electricians, Plumbers etc. to maintain the infrastructures. College Building is covered under Insurance Policy. MTS has given the tasks to look after the issues regarding maintenance of the infrastructure on rotational basis. Library is maintained using NewGenLib Library Management software which is opensource. Its AMC is paid annually to maintain its database. To Locate the bibliographic information OPAC is used. College is under CCTV surveillance. Before leaving the college, student has to give no due certificate to ensure return of the books. Recommendation of books from the library committee duly approved is being purchased. Suggestion box is

installed to improve the services of the library. Sports activities and its maintenance is looked after College Director of Physical Education and Sports. Notifications regarding upcoming competitions are displayed on display board and notice boards and motivated students to participate in it. College has won the Medals in the Weight Lifting Championship. To have e-content and internet access college have wifi facility and computer section in the Library. College have contract with Simple Computers for hardware and software issues. Classroom – College have building Committee at Management level for the addition or removal of the infrastructure. With the help of the two full time sweepers cleanliness of class rooms is maintained. They are well equipped with modern tools of cleaning such as mops, gloves and vacuum cleaner. There are technicians, masons, plumbers, carpenters deputed by management who ensure the maintenance of classrooms and related infrastructure.

http://www.grkarelaw.edu.in/infrastructure/

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	Meritorious Student Support	10	25200
Financial Support from Other Sources			
a) National	Post Matric Scholarship ST/OBC Gagan Bharari Shiksha Yojana, Minority Scholarship	39	659987
b)International	0	0	0

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

Name of the capability enhancement scheme	Date of implemetation	Number of students enrolled	Agencies involved
Sofskill Development- Etiquettes of working in an Institution	09/12/2017	53	Auda Viegas, President, Bailancho Ekvott Goa
Remedial Coaching Classes	29/09/2018	79	Faculty members
Softskill Development- Mock parliament training	16/12/2017	30	Adv. Radha Rao Gracious
Language Lab- Certificate Course in Portuguese Lang with legal inputs	03/01/2018	27	Centre for Lusophone Society/ 9637847271

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

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passedin the comp. exam	Number of studentsp placed
2018	Talk on Importance of Internship	0	45	0	0
2017	Talk on Indian Army: Law and Opportunities'	0	54	0	0

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

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
0	0	0

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Nameof organizations visited	Number of students participated	Number of stduents placed	Nameof organizations visited	Number of students participated	Number of stduents placed
NIL	0	0		0	0

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

Year	Number of students enrolling into higher education	Programme graduated from	Depratment graduated from	Name of institution joined	Name of programme admitted to
2018	16	LL.B.	Law	G.R. KARE COLLEGE OF LAW	LL.M.

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

Items	Number of students selected/ qualifying
Any Other	23

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

Activity	Level	Number of Participants

Essay Competition on HIV AIDS issues Concerns	Institutional Level	15
Street play competition	Institutional Level	25
Essay Competition on Global Terrorism	Institutional Level	17
College moot court Competition	Institutional Level	16
Paper presentation Competition on sustainable development	Institutional Level	11
Power Point presentatiom Competition	Institutional Level	14
Poster Competition - right to life: womb to tomb and also on Civil Duties	Institutional Level	25
Voice of Kare	Institutional Level	7
Human Rights day - awareness rally	Institutional Level	99
Sports meet 2017	Institutional Level	150

5.3 – Student Participation and Activities

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

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2017	Winners at 7th National Competition on ADR for Kelsa Rolling Trophy	National	0	1	2017001	Savita Dacosta
2017	Winners at 7th National Competition on ADR for Kelsa Rolling Trophy	National	0	1	2017002	Leon Almeida
2017	Winners at 7th National Competition on ADR for Kelsa Rolling	National	0	1	2017003	Guruprasad Naik

	Trophy					

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

Institution encourages active participation of students on various academic bodies. Student Council is formed at the beginning of the academic Year. Students contest the election for CR and GS and accordingly each individual class get their CR and GS is elected amongst the CRs. Those students liaison with student and staff syllabus, subjects, and other related issues and give their views to improve the existing system. Also, different activities like students' seminar, project work, NSS Unit are carried out by them. Students also become the member of various clubs of the college such as ADR Society, Moot Court Society, Environmental Law Club, Constitution Law Club, Red Ribbon Club, NSS Unit., Literary Society, Sports Committee. Student is also the Part of our IQAC Members.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

2184

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

0

5.4.4 – Meetings/activities organized by Alumni Association :

2

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

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

Hierarchy of the Management: The Institution practices the participative Management by involving its stake holders to give opportunity in decision making process. Principal is the Head of the Institution, followed by Head of the Department (HoD), Administrative Level Head Clerk and Accountant look into the alma matters of the day to day basis. Various Committees are appointed of which Faculty are in-charge. Various clubs/cells are formed in which faculty is the chairperson and students involvement is taken into consideration. Governing Council is formed by the combinations of academicians, Lawyers, alumnus, faculty, students. Etc. who is the regulating body to approve the decisions and which is conducted on every Month on Second Saturday. Besides BOM of the Vidya Vikas Mandal which is the parent body of the institution is formed by its founding members and eminent persons which makes the policies and decisions for all the other sister institutions in the campus. Participation of various stake holders in decision making Students and staff suggestions/grievances are entertained for that suggestion box is installed at the College wherein students' suggestions are considered for the good. In IQAC students are the part of the committee. Student Council is formed also give suggestions to the Principal on various developmental aspects of the college. Student Seminar are organised and executed by the student community itself. All the College events

students are given responsibility to carry assigned tasks.

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

Yes

6.2 – Strategy Development and Deployment

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

Strategy Type	Details
Curriculum Development	College is affiliated to the Goa University and follows the syllabus designed by BOS of Goa University wherein Our two Members are the Part of the Board of studies where they got involved to make changes in the syllabus after few years gap. College teachers also suggest the changes to improve the curriculum which is conveyed to the Board of the Studies of Goa University. Classes of Subjects like Evidence, CRPC are engaged by Legal Practitioners. Curriculum has added the Court Visit, Internship, Jail Visit, Professional Ethics, Component and Moot Court to give practical exposure to the students.
Teaching and Learning	The Institution tries to follow the perfect blend of classroom teaching and ICT enabled teaching. Besides wifi facilities available for students to access Internet at campus. Besides subscription of online database is additional aid to the students. Also students have access to e-books, e-journals through N-List. Students also learn by practical exposure to Court Room, Compulsory Internships, Project Work, Compulsory Moot Court, Drafting Skills etc.
Examination and Evaluation	In B.A.LL.B. Sem I to Sem IV, term end examinations are conducted and evaluated by college level itself and remaining conducted by the Goa University. Different evaluation and assessment includes through Assignments, Project Work , Class Tests, Presentations etc.
Research and Development	College Publishes its Kare Law Journal an in-house journal. Encourages teachers and students to publish their papers in International/National/State Level Seminars. Also encourages to publish in Peer Reviews Journals. In LL.M. Research Projects are carried out by the students compulsorily which is the part of curriculum. Final Year

	LL.B. Degree and B.A.LL.B. Students also carry out Project Work as a part of curriculum.
Library, ICT and Physical Infrastructure / Instrumentation	Library has provision of CDJLawJournal Online Legal Database to have latest case laws, Acts, Bill and other important Notifications. College also subscribes N-List to have e-books and e-journals. College have wifi facility to access e-resources. We have all the classroom ICT enabled with wifi facility. CCTV cameras are installed for better surveillance mechanism. Fedena Online Campus Management software is used to automate Admission, Attendance, Reports, Notifications etc.
Human Resource Management	Institution has the well qualified faculty and blend of Professional Legal Practitioners, Academicians. Medical Insurance and PF were made compulsory as a welfare practice among employee. The Institution follows all the norms laid down by the Goa University about Human Resources recruitment.
Industry Interaction / Collaboration	College provides the platform for the students for their internship to different lawyers. Placements like Mindcrest one of the leading LPO is invited to recruit our students for the company.
Admission of Students	Entrance examination is conducted for the LL.B. Degree and B.A.LL.B. students to get admission in 1st Year of the respective course. Online admission form has to be filled and accordingly database is created of the students for further use. The Average of Entrance Tests Marks and Percentage obtained in the final year is the basis of merit list to get admission in the Law Programme. While admitting the students all the Rules and Regulations laid down by the Goa University and Goa Government is followed.

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

E-governace area	Details
Administration	Fedena Campus Management Software which facilitate to create Student/Staff Database also facilitate Attendance of the students, Leave Management, Notification, Report Generation, Lecture Schedule, etc. NewGenLib Library Management Software is used to automate the Library

Finance and Accounts	TALLY (Multiuser Gold) is used to keep accounting record of the College. SARAL TDS PROFESSIONALS is also used for the office.
Student Admission and Support	Fedena Campus Management Software is used for Students Admission.
Examination	eduqfix is financial hub through which students can make direct online payment towards Examination and other fees to the College.
Planning and Development	Fedena Campus Management Software is used for Planning and Development.

6.3 – Faculty Empowerment Strategies

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

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
2017	Sonia Shirodkar	Transcending the glass ceiling and Gender Stereotypes empowered Women in Goa	St. Xaviers College, Mapusa	600
2017	Dr. Saba Da Silva	Workshop on NPTEL, IIT Madras	Don Bosco College of Engineering, FatordaGoa	0
2017	Goretti Simoes	Workshop on NPTEL, IIT Madras	Don Bosco College of Engineering, FatordaGoa	0
2017	Anand Salve	Workshop on NPTEL, IIT Madras	Don Bosco College of Engineering, FatordaGoa	0
2018	Sonia Shirodkar	Master Class organised by DHE	DHE PanajiGoa	236
2018	Sonali Naik	Workshop on gender champion	Dempo College Bambolim	80
2018	Sonali Naik	IQAC, One day state level workshop	Dnyanprassarak Mandals College and research centre	1000
2018	S.N. Inavalli	IQAC, One day state level workshop	Dnyanprassarak Mandals College and research centre	1000

2018	Anand Salve	IQAC, One day state level workshop	Dnyanprassarak Mandals College and research centre	1000
2018	Manoj Hede	Sapektakrew games	Swami Vivekanand college of art and commerce, Borim	46
2018	Siddhi Parodkar	Seminar on Intellectual Property Rights	Government college Borda	400
2018	Souvik Mukherjee	Seminar on Intellectual Property Rights	Government college Borda	400
2018	Dr. Saba Da Silva	National Seminar on NAAC Assessment Accredation	MES College Zuarinagar	800
2018	S.N. Inavalli	National Seminar on NAAC Assessment Accredation	MES College Zuarinagar	800
2018	Anand Salve	National Seminar on NAAC Assessment Accredation	MES College Zuarinagar	800
2018	C.J.F. Prasanna Kumar	National level Faculty Enrichment Programme	Rosary College Navelim	500
2018	Shruti Nadkarni	National level Faculty Enrichment Programme	Rosary College Navelim	500
2018	Manoj Hede	Effective management of intercollegiate sports and tournaments	Chowgule College, Margao	500

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

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
2017	Faculty Development		04/05/2017	04/05/2017	10	0

	Programme					
2017	Fedena orientation	Fedena orientation	04/06/2017	04/06/2017	10	6
2017	Faculty Interactive Session Technology Addiction the Blue Whale Challenge		06/10/2017	06/10/2017	10	0
2017	Faculty Development Programme on challenges encompassing the sources of Internation Law		20/10/2017	20/10/2017	10	0

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

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
Refresher Progrmme conducted by Goa University on the subject Library and Information Science	1	05/06/2018	25/06/2018	21
Teen mind by Nisha Costa, Counselor	10	28/02/2018	28/02/2018	1
Faculty Interactive Session- Adolescence Counselling	10	28/02/2018	28/02/2018	1
Faculty Interactive Session- Technology Addiction the Blue Whale Challenge by Nisha Costa	10	06/10/2017	06/10/2017	1
Faculty	10	20/10/2017	20/10/2017	1

Development Programme on challenges encompassing the sources of Internation Law by Souvik Mukherjee				

6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
8	3	17	1

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
Cooperative Societies, Childcare Leaves, Maternity Leaves, Festival Advances, LTC, Medical Reimbursements	Bonus, LTC, Children Allowances, Child care Leve, Maternity Leave, Cooperative Society Leave, Festival Advances	Scholarships, Book Bank Scheme, Fee Installments, Concessions, Insurance

6.4 – Financial Management and Resource Mobilization

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

It is a practice of the Institution to routinely conduct an internal audit of financial components by the Executive Secretary of the Management in liaison with the Accountant. For this purpose, Balance Sheets are prepared on Annual Basis and forwarded to the Chartered Accountant of the Institution who after scrutiny of all documents, vouchers, bills, etc. issues the certificates of correctness which is considered as the external audit of the financial dealings. The Institution also makes available the budgeted statement to the Board of Management and the same is placed before it and taken on record for the satisfaction of the General Body of the Management. In addition, the Directorate of Higher Education of the Government of Goa sends their audit team to the Institution routinely and reports prepared by the Team are submitted to the Government. This exercise assists planning of the Institution for subsequent budgeting and expenditure for the subsequent financial year.

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

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
Various agencies/individuals	444000	Kare Law Festival/HIV AIDS Prevention Activities/Seminars etc.

6.4.3 – Total corpus fund generated

444000

6.5 – Internal Quality Assurance System

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

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

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

Felicitation of teachers. Get together for the teachers along with the PTA Members Assistance in the conduct of college activities

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

Faculty Development Programme Faculty Interactive Session- Technology Addiction the Blue Whale Challenge by Nisha Costa Faculty Interactive Session- Adolescence Counselling

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

1) Training on Stress Management 2) Interactive Guidance Sessions by the Governing Council for the Staff 3) Skill Development on use of Technology

6.5.5 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	Yes
b)Participation in NIRF	
c)ISO certification	
d)NBA or any other quality audit	

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2017	Talk on Say no to drugs by Mr. Jeetendra Ranjan	06/07/2017	06/07/2017	06/07/2017	78
2017	Rashtriya Vayoshri Yojana	21/09/2017	21/09/2017	21/09/2017	12
2017	Talk on career opportunities in the Defence Force	09/09/2017	09/09/2017	09/09/2017	66
2017	One day library workshop on Copyright and Libraries: Issues and concerns.	16/08/2017	16/08/2017	16/08/2017	39
2018	One Day State Level Students	03/03/2018	03/03/2018	03/03/2018	69

	Seminar in association of the Taluka Legal Services Authority, Salcete Margao Goa, on the broad theme, Sustainanble Development, Concerns and Challanges				

CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

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

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
Rally for the cause ‘save the girl child’	11/12/2017	11/12/2017	66	45
Talk on PC-PNDT Act	11/12/2017	11/12/2017	66	45
‘Brain-storming session’ on women and law by Dr. Sushila Sawant Mendes	18/12/2017	18/12/2017	21	4
Poster competition on ‘Womb to Tomb’	09/12/2017	09/12/2017	16	10
Self Defence session	03/03/2018	03/03/2018	46	21
One Day State - level Seminar on ‘Transforming women’s lives: issues, concerns & challenges’	08/03/2018	08/03/2018	95	0
Talk by Smt. Auda Veigas on Rights of the child(To commemorate National Girl Child day)	06/02/2018	06/02/2018	51	26

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

Percentage of power requirement of the University met by the renewable energy sources
• To promote pollution free zone in the campus the students as well as the college staff are urged to use the services of public transport or to opt for the carpooling or scooter pooling and to prefer the pedestrian friendly road, if the distance from the house and college is short. Students of the college have also participated in the event 'Reels on Wheels' for promoting the use of cycle for less pollution in the environment. • The NSS Unit of the college does regular Campus cleaning and organizes beach cleaning drives. The aim is for 'plastic free campus'. • Paperless office: most of the work of the college is with the help of computers. Official messages are conveyed through email. Stress is put on not to take print unless necessary. The college has created a software which is Fedena for the purpose of maintain records related to students and staff of the college.Most of the documents and books are scanned for the same purpose. The complete campus is WI FI enabled making it much easier for paper less activities. • Measures are taken by the college to grow and maintain plants in the college premises. The NSS unit of the institution conducts various plantation drives for the same purpose. The surrounding area of the campus is luscious green plants and trees. Care is been taken not to cut the plants or to destroy the green environment.

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Ramp/Rails	Yes	3
Any other similar facility	Yes	1
Scribes for examination	Yes	1

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2017	1	1	21/09/2017	1	Rashtriya Vayoshree Yojana	Community service	12
2017	1	1	16/09/2017	1	Beach cleaning drive	National Social Service	71
2017	1	1	11/12/2017	1	Rally on save the girl child Womb to Tomb	Social Awareness	170
2017	1	1	23/09/2017	1	Rally on civic duties	Social Awareness	200
2018	1	1	19/01/201	7	Creating	Awareness	308

			8		awareness about the Constitution of India		
2018	1	1	28/01/2018	1	Old age home visit	Community service	20

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

Title	Date of publication	Follow up(max 100 words)
Vidya Vikas Mandals Code of Conduct for Faculty and Staff	15/06/2017	The Code of Conduct has been developed for and by VVM for faculty and staff. It identifies a set of principles ,which describe the professional conduct, personal conduct and professional competence expected of a Faulty and staff by their colleagues and the community. It is based on the values set out in the accompanying Code of Ethics namely Integrity, Respect, Responsibility and draws on the VVM's , Standards of Professional Practice, and Codes of Conduct for faculty and staff .
Goa University Statutory Code of Conduct (SC-5(x))	15/06/2017	The Code applied to all teaches who are required to carry out legitimate academic and administrative decisions taken by the college pertaining to his/her sphere of responsibilities and duties. A teacher is not expected to remain absent from duties without prior sanction of leave.
Code of Conduct for students of the College	15/06/2017	All students are required to adhere to the dress code prescribed for them as per the Bar Council of India Guidelines and as such shall not wear indecent or immodest attire such as shorts, t-shirts or body hugging or revealing clothes

		inappropriate messages. Use of Mobile Phones is strictly prohibited in the class rooms and in the library and is liable to attract fines for disobeying for such rules. Possession and/or consumption of alcohol and/or drugs is strictly prohibited. Sexual Harassment and ragging is dealt with as per Statutory Enactment

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Constitution Week Celebration	19/01/2018	25/01/2018	308
Street play on Fundamental rights	19/01/2018	25/01/2018	304
“Awareness program regarding Impact of Coal Hub and Nationalization of Rivers in Goa:” Talk under Article 51A by Mr. Rupesh Shinkre	20/01/2018	20/01/2018	96
Awareness programme on Rights of Girl Child	06/02/2017	06/02/2017	35
‘State Level Seminar (Paper presentation of Sustainable development: concern and challenges’	03/03/2017	03/03/2017	16
Goa Liberation Day Celebration	19/12/2017	19/12/2017	74
The NSS Unit of Govind Ramnath Kare College of Law in commemoration of the Human Rights Day organised a poster competition on the topic “Right to Life: Womb to Tomb”	09/12/2017	09/12/2017	46
Rally to create and spread awareness about the	11/12/2017	11/12/2017	52

importance of Human Rights in commemoration of Human Rights Day			
PROGRAMME ON RIGHT TO HEALTH TO CONSCIOUSNESS AMONG YOUTH BY DELIVERING A Talk on the topic 'SAY NO TO DRUGS' Mr. Jeetendra Ranjan, Superientendent of Narcotic Control Bureau	06/07/2017	06/07/2017	78
'Values, Ethics and Attitudes: HIV and AIDS'	20/01/2018	20/01/2018	70

7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

To promote pollution free zone in the campus the students as well as the college staff are urged to use the services of public transport or to opt for the carpooling or scooter pooling and to prefer the pedestrian friendly road, if the distance from the house and college is short. Students of the college have also participated in the event 'Reels on Wheels' for promoting the use of cycle for less pollution in the environment.
The NSS unit of the institute also focuses on using of old newspapers for making paper bags. These paper bags made by the students at the college are distributed periodically in the college canteen and various shops in market or in the city. The aim of this effort is to minimise the use of plastic and also create awareness in the society to decrease the use of plastic.
The premises of the institute and the surrounding area inside the campus is kept clean by cleaning it in regular intervals . Students are urged to put waste in a separate container and ensure it is not directly thrown into the sink. Additional waste bins have been added on campus. VVM provide the facility of incinerator in all toilets. The female students are urged to use incinerator for disposal of sanitary pad to avoid the pollution caused due to this non-biodegradable waste.
The institute also focus on reusing discarded printed paper. Most of the college communications is in the electronic form, i.e. through email, sms, Fedena(software installed by college) and Whatsapp. And hence such practices reduces the use of paper.
With respect to e-waste management, the college gives the materials for recycling. The e-waste materials which cannot be recycled are sold. The NSS Unit of the institute has conducted e-waste drives wherein students were asked to get the discarded electronic wastes (batteries, power banks, remote, mobiles, CDs, floppy, etc.) and it was given to the concerned electronic outlets.
The college provides for separate garbage bins for wet and dry waste so that both the kinds of wastes can be easily separated and the wet waste can be discarded separately. Proper steps are taken at every level from teaching to non teaching staff to students that this endeavour is fulfilled for proper disposal of waste and to keep the surroundings of the college clean.

Students are encouraged to take scanned copies of the documents to refer instead of photocopying or print. And in the functions organized by the college the guests are given the potted plants as mementos.

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

BEST PRACTICE : 1 TITLE : PROFESSIONALISM THROUGH PRACTICAL LEARNING OBJECTIVES OF THE PRACTICE ? To develop professional abilities among students. ? To refine students by polishing their talents, skills and proficiency and further blending them with practical knowledge. ? To enhance the level of knowledge of the students specially in procedural laws i.e Civil Procedure Code, Criminal Procedure Code, Law of Evidence and Alternate Dispute Resolution. ? To stimulate among students the sense of service towards society. ? To expose students to the factual position in the areas involved in procedural laws i.e police lock-ups, prisons, courts and tribunals ? To promote institutional neighborhood and networking ? To create professionalism with social commitment THE CONTEXT • Practical learning consists prison visits, court visits, master-classes, community service through legal awareness and legal aid. • Permissions are a condition precedent for all activities. It is a strenuous process as it includes numerous authorities. For prison visits permission are required from the Home Department and Inspector General of Prisons. For Court visits permissions from the Principal Session Judge in the Sessions Court and Chief Judicial Magistrate in the lower Courts are required. • The institution is bound by the norms of Bar Council of India as well as Goa University there is no autonomy to decide on the Practical aspect of subjects within the syllabus. • Programmes conducted under Community Service demand exposure of law to the society. It is challenging to accommodate problems of people from different sects of the society and cater to their needs within the allotted time. THE PRACTICE ? Practical learning was introduced with the intent of encouraging and motivating students towards societal evolution. ? The College has undertaken numerous steps and has adopted prudent practices that make learning experience comprehensive and helps in building the character, confidence and perfection, which inculcates professionalism amongst the students. ? At the commencement of every academic year the Principal along with the faculty members formulates different committees/clubs, to prepare a planner of activities, which are finally incorporated in the academic calendar, in order to ensure that practical learning runs smoothly. ? The College has various Committees/Clubs like the Environmental Law Club, Human Rights Club, Consumer Law Club, Constitutional Law Club, Criminal Law Club, IPR Law Club, Labour Law Club, RTI Club, Medical Law Club, Literary Club, Library and Information Science Club, Sports Entertainment Law Club, Women Cell, Childs Right Club, Entrepreneur Club, NSS, Legal Aid Society. ? The Human Rights Club has shouldered the responsibility of creating awareness on Human Rights. They conducted a rally on the Human Rights Day in Margao where in the students shouted slogans and carried placards for a pictorial display of slogans. Various other Clubs have also conducted rallies on “Socio – Legal Issues” ? To encourage the commitment of students towards society the College organizes Jail visits every year. Permissions have to be obtained from the Home Department and the Inspector General of Prison. A batch of 20 students are allowed at a time. The students get an opportunity to enteract with the inmates and understand their problems. The students envisage the importance of “Legal Aid.” They also learn the pivotal role of subjects like the ‘Law of Evidence’ and the ‘Criminal Procedure Code’ in administration of justice in the society. ? The Criminal Law Club organizes interactive sessions with Senior advocates, Public Prosecutors to gain practical knowledge on the subject. ? The Legal Aid Committees have 21 legal Aid Clinics, the students of these clinics are trained to cater to the needs of the community. The Legal Aid coordinators along with their students

conduct various awareness programmes through street plays on various topics such as human rights, constitutional rights etc. They also conduct surveys on socio legal problems. They also strive to facilitate the backward classes of the society to avail facilities of the various available schemes like Griha adhaar, Ladli laxmi, Den Dayal Pension, Mamta Scheme etc. BEST PRACTICE : 2 ? Title: “Legal awareness programmes through Higher Secondary Schools in Goa.” ? Objective: (100 words) ? To inculcate professionalism and civic responsibilities amongst young students that advocate societal commitment articulated through legal awareness programmes. ? To encourage students to explore legal regimes in addition to regular curriculum. ? To sensitize the students, their parents/guardians and other stakeholders associated with educational institutions who come from different strata of our society of their rights and duties, to generate social consciousness and encouraging them to voice their concerns on various socio-legal issues existing in our society. ? To improve the quality and accessibility to the appropriate law enforcement agencies while achieving maximum cost-effectiveness and redeeming the confidence in the legal system. ? To strengthen community solidarity and supporting grassroot advocacy. ? To create a hub for the understanding of law and government and to participate creatively in its growth and improvement. ? The Context: (150 words) Socio-legal issues, such as gender discrimination and other women related problems, caste system, communalism, poverty, unemployment, corruption, violation of various human rights, health, environment, child labour, etc. has caused a lot of chaos in the society. Most people in India are not aware of the basic rights conferred upon them by law or are rather confused about it. Therefore, creating legal awareness is the need of the hour to deal with these uncertain problems which are existing and rising in the society with every passing day. Basic knowledge of legal provisions and procedures coupled with professional skills to realize rights will empower people to demand justice, accountability and effective remedies from appropriate law enforcement agencies. Students are encouraged to generate legal knowledge and awareness through the medium of Higher Secondary Schools by organizing talks, skits, street-plays, debates, discussions, seminars and other related activities at regular intervals. These activities help uproot misconceptions about the legal system and its administration of justice and also creates a culture of self-learning and improvement in our students bringing about academic excellence in their performance. Keeping in mind the professional ethics our students strive to work for welfare of society where they act as torchbearers of justice. ? The Practice: (400 words) In lieu of the above and the permission granted to our institution by the Directorate of Higher Education, Porvorim, Goa various topics pertaining socio-legal issues which are prevalent in our society are chosen after which students are trained and prepared to conduct various activities such as presentations, skits, street plays, etc. using Higher Secondary Schools in Goa as a platform to reach out to the people. These activities are done under the instructions and supervision of the faculty and practicing advocates to ensure that the most updated and accurate information is given to the audience. With the permission from the respective HSSC schools we send a team of our law students on allotted date and time to the respective institutions, whereby they interact with the junior college students with respect to the given topic. This practice enables our students to be more receptive to what is taught in class and drives them to learn and research more, taking initiative enthusiastically about the concerned issues and learn better as they learn and spread the awareness. The above-mentioned activities are performed in the college premises and/or the surrounding area whereby people can actively participate and benefit from the educative sessions/activities. These activities enable the students to be more connected with the problems of the masses and to help them find solutions to the same thereby fulfilling their civic responsibilities to a great extent. These activities also present an opportunity to our students where they can put their

academic knowledge and newly acquired skills into practice before they graduate.

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

http://www.grkarelaw.edu.in/best-practices/

7.3 – Institutional Distinctiveness

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

INSTITUTIONAL DISTINCTIVENESS : JANA SUVIDHA KENDRA G. R. Kare College of Law is an Institution imparting Professional Legal Education and has been providing free legal assistance through legal cells and legal clinics. The vision of the College is “To Be A Centre of Excellence Providing Quality Legal Education And To Develop Professionalism With Social Commitment”. The college has worked tirelessly to develop professionalism among the students with sense of social responsibility in coordination with different government authorities to fulfill its vision. The college collaborated with the South Goa Collectorate, a Government Department dealing with civil administration of the South Goa District, which also had a dream to set up a help desk in the Administrative Complex to cater to the legal needs of the public free of cost. G. R. Kare College of Law and South Goa Collectorate were desirous of providing free legal aid through a Permanent Citizen Facilitation Centre, consequently they set up a permanent Jana Suvidha Kendra on the ground floor at the Citizen Facilitation Centre at Mathany Saldanha Administrative Complex, Margao. The Jana Suvidha Kendra was inaugurated on the 23rd of July 2015 by the Honble Deputy Chief Minister Shri Francis Dsouza. For adequate functioning of the Jana Suvidha Kendra, College has appointed a faculty member as a Nodal Officer who co-ordinates with the students and nominates a group of three students to provide services at the Jana Suvidha Kendra from Monday to Friday from 9.30 a.m to 12.30 p.m. These students are trained to draft and file different kinds of applications like applications for residence certificate, income certificate, caste certificate, divergency certificate, dependency certificates, solvency certificates, mutation of land, land conversion, partition of land holdings etc. In general they are trained to cater to the legal needs of the people. A proper seating place has been made available for the students to set up their help desk at the Citizen Facilitation Centre at Matanhy Saldanha Administrative Complex with required stationery to impart legal assistance Free of Cost. The Services at the Jana Suvidha Kendra includes : • Filling of applications forms for correction of Adhaar cards • Filling up of Deen Dayal Scheme forms • Filling forms for caste certificate • Drafting of applications for correction/ addition/ deletion of names on the Ration Card • Filing up of forms for correction of Election Card. • Filling forms for residence, divergency, income certificate • Drafting of applications to receive information under RTI Act, 2005 • Drafting of applications for mutation, conversion, partition etc. • Distribution of form I and XIV. Every week a group of three students provides legal assistance to the people and serving the Society enthusiastically for the last four years. Till date around 350 students have provided their services and on an average 80-90 people are given legal assistance every day. The institution is striving hard to attain the vision of the College that is “To Be A Centre of Excellence Providing Quality Legal Education And To Develop Professionalism With Social Commitment”.

Provide the weblink of the institution

http://www.grkarelaw.edu.in/institutional-distinctiveness/

8.Future Plans of Actions for Next Academic Year

• To organize video recordings for telecast involving personalities in governance by interviewing with ‘charges’ in tune with ‘Janata Ki Adalat’. • To setup platforms like Taxation Clinic wherein there is public interface for forms of legal assistance. • To enter into MoU’s with National and Foreign Universities • To initiate Certificate Programmes in the field of Law • To organize faculty briefing sessions on latest publications, e-resources and use of modern legal search engines.