

THE UNIVERSITY LEGAL OFFICE

The University In-house Counsel is the legal officer for the University and serves as legal advisor to the Vice Chancellor, University Council and Management and Senate Committee, Head of Department etc.

In addition, the legal officer provides legal advice and representation to the University, its administrators at all campuses, employees, University Related Organizations, and other agents of the University who seek such advice on behalf of the University arising out of their official University responsibilities.

The Office also employs and coordinates the work of outside counsel and is responsible for the legal aspects of University contracts and other legal matters. The Office of University Counsel is committed to providing quality legal service and advice to its clients.

The University is a large and complex organization, with many individual decision-makers who exercise responsibilities on behalf of the University. The legal officer work is to ensure that the Vice Chancellor, Board of Trustees, Council Members and other decision-makers achieve their objectives in a manner that is consistent with applicable laws and the University's policies. The Office's ultimate duty is to represent the interests of the institution.

The Office of University Counsel is responsible for the investigation, evaluation and handling of claims against the Umma University made by students, employees and the general public for personal injury and property damage on the campuses.

The legal Office is also responsible for the investigation, evaluation and handling of malpractice claims and litigation involving the Umma university Professional staff.

OUR MISSION: The legal office's mission is to support the campuses and the University as a whole by providing legal services, advice and counsel with the highest standards of effectiveness, responsiveness and professional excellence.

OUR VISION is to help our clients attain their goals by:

- Providing informed legal advice and objective counsel
- Fostering sound decision-making
- Maximizing effective delivery of services while controlling costs
- Facilitating transactions in a timely manner
- Mitigating and minimizing potential risks and liabilities

OUR CORE PRINCIPLES as we carry out our mission and vision are:

- Exceptional legal knowledge and ability
- Continuous professional development and enhancement of skills
- Professionalism
- Integrity and ethical conduct
- Confidentiality
- Collaboration and teamwork
- Collegiality and mutual respect