



CHOTANAGPUR LAW COLLEGE

(An Autonomous Institution of Ranchi University, Ranchi)

A NAAC Accredited Institution

Recognized by : Bar Council of India, New Delhi

CNL/IQAC/.026.....26

Date:01.07.2026

NOTIFICATION

Academic and Administrative Audit (AAA) – 2026

In pursuance of Section 9 (1) of the UGC (Conferment of Autonomous Status upon Colleges and Measures for Maintenance of Standards in Autonomous Colleges) Regulations, 2023, and with a view to ensuring transparency, qualitative enhancement, maintenance of academic excellence, and upholding high standards of academic integrity in legal education, as well as in compliance with the guidelines of NAAC, the Governing Body of Chotanagpur Law College, Ranchi, on the recommendation of the Internal Quality Assurance Cell (IQAC), hereby constitutes a Peer Team comprising the following members for conducting the Academic and Administrative Audit (AAA), 2026:

Prof. Dilip Urkey,
Hon'ble Vice-Chancellor,
Maharashtra National Law University (MNLU)

Chairperson

Prof. A. P. Singh
Hon'ble Vice-Chancellor,
Dr. Ram Manohar Lohiya National Law University (RMLNLU), Lucknow

Member

Prof. V. K. Ahuja
Director,
Indian Law Institute (ILI), New Delhi

Member

Dr. Sakshi Pathak
Coordinator, IQAC,
Chotanagpur Law College, Ranchi

Coordinator-cum-Member Secretary

Dr. Avinash Kumar Babu
Member, IQAC Working Committee,
Chotanagpur Law College, Ranchi

Deputy Secretary to the Peer Team



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It is further notified that the Academic and Administrative Audit (AAA) shall be conducted on 27th and 28th July, 2026.

Terms of Reference:

- To assess the academic and administrative performance of the College for the Academic Years 2024–25 and 2025–26.
- To review the functioning of the College after the conferment of autonomous status and evaluate the implementation of autonomy in academic, administrative, governance, and quality assurance processes.
- To suggest measures for qualitative enhancement, transparency, accountability, and continuous improvement for maintaining academic excellence and institutional standards.

The Hon'ble Chairperson and Members of the Peer Team shall submit their report to the undersigned for consideration and appropriate action by the Governing Body of the College.

Note: TA/DA and other admissible expenses shall be borne by the College as per UGC norms.

Sd/-

Principal-cum-Director
IQAC Chairperson-cum-Member Secretary, Governing Body
Chotanagpur Law College, Ranchi

Copy to:

1. Members concerned, for information and necessary action.
2. The Registrar, Ranchi University, Ranchi, for information.
3. The Registrar, Chotanagpur Law College, Ranchi, for information and circulation among all Governing Body Members.
4. Section Officer, General Section, for compliance.
5. Section Officer, Finance Section, for necessary action.

P. K. Chatterjee
01.07.2026

Principal-cum-Director
IQAC Chairperson-cum-Member Secretary, Governing Body
Chotanagpur Law College, Ranchi

Encls:

1. UGC (Conferment of Autonomous Status upon Colleges and Measures for Maintenance of Standards in Autonomous Colleges) Regulations, 2023.
2. 2nd Cycle NAAC Certificate and Report of the college.
3. Last two proceeding of Academic Council of the college.



CHOTANAGPUR LAW COLLEGE

RANCHI, JHARKHAND

(A B++ NAAC ACCREDITED INSTITUTION)

Affiliated to Ranchi University, Ranchi, & Affiliated to Bar Council of India, New Delhi



ACADEMIC & ADMINISTRATIVE AUDIT REPORT (AAA)

Academic Year 2024-25



Prepared By the Internal Quality Assurance Cell (IQAC)
Chotanagpur Law College, Ranchi, Nyay Vihar Campus, Namkum, Ranchi
(Jharkhand)



CERTIFICATE

ACADEMIC AND ADMINISTRATIVE AUDIT (AAA)

ACADEMIC YEAR 2024-2025



This is to certify that the Academic and Administrative Audit (AAA) Report of Chotanagpur Law College (Affiliated to Ranchi University), Ranchi, for the Academic Year 2024-2025 has been prepared on the basis of records, documents, reports, and evidence made available by the respective academic and administrative departments of the institution.

The Audit Team conducted a comprehensive review of the institutional functioning, governance, teaching-learning processes, research, student support, infrastructure, financial management, examination system, extension activities, and quality assurance mechanisms in accordance with the guidelines and quality benchmarks prescribed by NAAC, UGC, and other regulatory authorities.

The observations, findings, recommendations, and best practices presented in this report are based on the evidence verified during the audit process and are intended to promote continuous quality enhancement and institutional excellence.

We appreciate the wholehearted cooperation extended by the Management, Principal, IQAC, faculty members, and administrative staff, throughout the audit process.

Prof. V. K. Ahuja
EXPERT MEMBER, AAA
PEER TEAM, DIRECTOR,
INDIAN LAW INSTITUTE
(ILI), NEW DELHI

Prof. Dipil Ukey
CHAIRMAN, AAA PEER TEAM,
HON'BLE VICE-CHANCELLOR,
MAHARASHTRA NATIONAL LAW
UNIVERSITY (MNLU)

Prof. A. P. Singh
EXPERT MEMBER, AAA PEER
TEAM, HON'BLE VICE-
CHANCELLOR, DR. RAM
MANOHAR LOHIYA NATIONAL
LAW UNIVERSITY (RMLNU),
LUCKNOW

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CHAPTER-I

INSTITUTIONAL PROFILE

1.1 About the Institute

“धर्मो विश्वस्य जगतः प्रतिष्ठा”

Chotanagpur Law College, Ranchi, established with the objective of imparting quality legal education, is one of the premier institutions of legal studies in the State of Jharkhand. Affiliated with Ranchi University and recognized by the Bar Council of India (BCI), the College has consistently pursued academic excellence by providing high-quality legal education, professional training, research opportunities, and community engagement. Over the years, the institution has earned a distinguished reputation for producing competent legal professionals committed to the rule of law, constitutional values, and social justice.

During the **Academic Year 2024–2025**, the College functioned as an **affiliated institution under Ranchi University** and followed the academic regulations, curriculum, examination system, and evaluation framework prescribed by the University and the Bar Council of India. The institution focused on delivering quality legal education through a learner-centric approach by integrating classroom teaching with practical legal training, clinical legal education, and research-oriented academic activities.

The College offers **Undergraduate, Postgraduate, Doctoral, Diploma, and Certificate Programmes** in law. Academic activities are complemented by **moot court training, internships, legal aid programmes, mediation exercises, seminars, workshops, conferences, legal literacy campaigns, National Service Scheme (NSS) activities, research projects, skill development programmes, and extension activities**, thereby enabling students to acquire practical knowledge, professional competence, leadership qualities, and a strong sense of social responsibility.

As part of its commitment to promoting legal scholarship and academic research, the College publishes the **Chotanagpur Law Journal**, which serves as an important academic platform for faculty members, research scholars, legal practitioners, judges, and students to publish original research articles, case comments, legislative analyses, and contemporary legal studies. The

Journal significantly contributes to strengthening the research culture of the institution and encourages scholarly discussion on emerging legal issues.

The College provides modern infrastructure comprising **ICT-enabled classrooms, Moot Court Halls, seminar halls, conference facilities, a central library with digital resources, computer laboratories, sports infrastructure, and comprehensive student support services.** A distinctive feature of the institution is its **Legal Aid Clinic**, which was **established in 2002** with the objective of providing free legal assistance, legal awareness, and access to justice for marginalized and underprivileged communities. The Clinic regularly organizes **legal literacy programmes, legal counselling camps, village outreach programmes, awareness campaigns, and legal aid activities** in collaboration with the legal services authorities and other stakeholders. In recognition of its outstanding contribution to legal aid and community service, the **Legal Aid Clinic was honoured with the prestigious Chief Minister Award by the Government of Jharkhand.** These initiatives have strengthened the institution's commitment to experiential learning, clinical legal education, and community engagement.

The **Internal Quality Assurance Cell (IQAC)** continuously monitors academic and administrative quality through periodic academic reviews, stakeholder feedback, faculty development programmes, institutional audits, quality enhancement initiatives, and documentation in accordance with NAAC guidelines. The institution remains committed to excellence in teaching-learning, governance, research, innovation, extension activities, and holistic student development. Through its strong academic traditions, vibrant research culture, publication of the **Chotanagpur Law Journal**, active Legal Aid Clinic, and unwavering commitment to quality education, Chotanagpur Law College continues to contribute significantly to the advancement of legal education and the promotion of justice, constitutional values, and nation-building.

1.2 Vision

"To emerge as a Centre of Excellence in Legal Education by imparting quality legal education, promoting professional competence, constitutional values, ethical practices, research, innovation, and social responsibility."

Chotanagpur Law College, Ranchi, envisions becoming a premier institution of legal education recognized for academic excellence, innovative teaching, and professional competence. The College is committed to providing a learner-centric educational environment that integrates theoretical knowledge with practical legal training through moot courts, internships, legal aid, research,

and skill development programmes. By fostering critical thinking, analytical reasoning, and lifelong learning, the institution aims to prepare competent legal professionals capable of meeting the evolving demands of the legal profession at the national and global levels.

The institution further strives to nurture graduates who uphold constitutional values, professional ethics, integrity, and a deep sense of social responsibility. Through research, innovation, community engagement, and quality assurance initiatives, the College seeks to contribute meaningfully to the promotion of justice, the rule of law, human rights, and sustainable development. Guided by the principles of inclusiveness, accountability, and continuous improvement, the College aspires to create socially conscious and ethically responsible legal professionals dedicated to nation-building and public service.

1.3 Mission

The mission of Chotanagpur Law College, Ranchi, is to provide quality legal education that nurtures academic excellence, professional competence, and ethical responsibility. The institution is committed to delivering a learner-centric education through innovative teaching-learning methodologies, outcome-based education, experiential learning, and the effective integration of Information and Communication Technology (ICT). By combining classroom instruction with practical exposure through moot courts, internships, legal aid clinics, mediation and client counselling exercises, seminars, workshops, and field visits, the College seeks to develop highly skilled legal professionals equipped to address contemporary legal challenges.

The College is equally dedicated to promoting a vibrant culture of legal research, innovation, and scholarly publications among faculty members and students. It encourages interdisciplinary research, policy analysis, and academic collaborations that contribute to the advancement of legal knowledge and legal reforms. Through faculty development programmes, research projects, conferences, and publications in reputed journals, the institution strives to strengthen research capabilities and foster intellectual inquiry.

Another important mission of the College is to cultivate professional ethics, advocacy skills, leadership qualities, and a strong commitment to justice among students. The institution places significant emphasis on developing effective communication, legal drafting, negotiation, mediation, arbitration, litigation, and problem-solving skills while ensuring adherence to the highest standards of professional integrity and ethical conduct. These competencies prepare graduates to excel in diverse legal careers, including litigation,

judiciary, academia, corporate practice, public administration, and legal consultancy.

The College is deeply committed to promoting constitutional values, human rights, social justice, and community engagement. Through legal aid programmes, legal literacy campaigns, NSS activities, extension programmes, environmental initiatives, gender sensitization programmes, and outreach activities, students are encouraged to serve society and contribute towards equitable access to justice. The institution also focuses on the holistic development of students by nurturing intellectual growth, leadership, social responsibility, cultural awareness, emotional well-being, and lifelong learning, thereby preparing responsible citizens and legal professionals capable of contributing meaningfully to nation-building and sustainable development.

1.4 Aims of the Institute

The Institute aims to:

1. To provide quality legal education by offering a learner-centric, inclusive, and academically rigorous environment that meets national and international standards of legal education.
2. To produce competent legal professionals equipped with sound legal knowledge, analytical ability, advocacy skills, ethical values, and professional competence to serve the judiciary, legal profession, corporate sector, public administration, and academia.
3. To promote excellence in teaching and research by encouraging innovative pedagogical practices, interdisciplinary learning, scholarly research, publications, and academic collaborations.
4. To foster ethical and constitutional values by inculcating respect for the Constitution of India, the rule of law, human rights, justice, equality, integrity, and professional ethics among students and faculty members.
5. To enhance employability through skill-based education by integrating practical legal training, moot court exercises, internships, legal drafting, client counselling, mediation, arbitration, and other clinical legal education programmes.
6. To encourage innovation and lifelong learning by promoting critical thinking, creativity, digital literacy, research orientation, entrepreneurship, and continuous professional development in response to emerging legal and societal challenges.

7. To promote legal awareness and community engagement through legal aid clinics, legal literacy programmes, extension activities, National Service Scheme (NSS), outreach initiatives, and community service to strengthen access to justice and social responsibility.
8. To strengthen institutional quality by adopting effective governance practices, ensuring transparency and accountability, promoting stakeholder participation, integrating Information and Communication Technology (ICT), and implementing continuous quality assurance and institutional development initiatives.

1.5 Objectives of the Institute

The objectives of the Institute are:

1. To impart comprehensive legal education by providing students with a strong foundation in legal principles, constitutional values, emerging areas of law, and interdisciplinary knowledge through an outcome-based and learner-centric academic framework.
2. To develop advocacy, drafting, and analytical skills by offering practical training through moot court exercises, internships, legal drafting, client counselling, mediation, arbitration, case analysis, and other clinical legal education programmes, thereby preparing students for diverse legal professions.
3. To promote a vibrant research culture by encouraging faculty members and students to undertake quality research, publish scholarly articles, participate in seminars, conferences, workshops, and contribute to legal reforms and policy development.
4. To integrate Information and Communication Technology (ICT) in education by adopting digital learning platforms, smart classrooms, e-resources, online databases, learning management systems, and technology-enabled teaching-learning and administrative practices.
5. To strengthen student support services by providing academic mentoring, career counselling, placement assistance, scholarships, grievance redressal mechanisms, psychological support, skill development programmes, and opportunities for holistic personality development.
6. To ensure transparency and accountability in academic and administrative processes through participatory governance, effective institutional policies, digital administration, quality assurance mechanisms, and adherence to statutory and regulatory requirements.

7. To promote extension activities and legal aid programmes by encouraging students to actively participate in legal literacy campaigns, legal aid clinics, community outreach initiatives, National Service Scheme (NSS) activities, environmental awareness programmes, and other social welfare initiatives aimed at promoting access to justice.
8. To enhance institutional quality through continuous improvement by implementing best practices in teaching, research, governance, infrastructure, stakeholder engagement, and quality assurance through the Internal Quality Assurance Cell (IQAC), thereby fostering a culture of excellence and sustainable institutional development.

1.6 Internal Quality Assurance Cell (IQAC)

i. Introduction

The Internal Quality Assurance Cell (IQAC) of Chotanagpur Law College, Ranchi, is the principal institutional body responsible for planning, guiding, monitoring, and sustaining quality enhancement initiatives across all academic and administrative functions. Constituted in accordance with the guidelines of the National Assessment and Accreditation Council (NAAC), the IQAC serves as a catalyst for developing a culture of excellence through systematic planning, continuous evaluation, stakeholder participation, and the adoption of best practices. It plays a pivotal role in institutionalizing quality assurance mechanisms by establishing performance benchmarks, promoting innovation, and ensuring that the College consistently meets national standards in higher legal education.

During the Academic Year 2024–2025, the IQAC actively coordinated a wide range of quality enhancement initiatives aimed at strengthening teaching-learning processes, curriculum implementation, faculty development, research promotion, extension activities, student support services, and institutional governance. It facilitated academic planning, monitored learning outcomes, organized faculty development programmes, workshops, seminars, and quality awareness initiatives, while encouraging the integration of Information and Communication Technology (ICT) into teaching, learning, and administration. The Cell also played a significant role in collecting and analysing stakeholder feedback, promoting research and innovation, strengthening documentation practices, and facilitating quality audits and accreditation-related activities.

The IQAC worked closely with various statutory bodies, academic departments, administrative units, faculty members, students, alumni, employers, and other stakeholders to ensure transparency, accountability,

and participatory governance. Through periodic academic reviews, infrastructure assessment, administrative reforms, and continuous monitoring of institutional performance, the Cell contributed significantly to improving academic standards and operational efficiency. Furthermore, IQAC promoted value-based education, environmental sustainability, gender sensitization, legal awareness programmes, and community engagement activities, thereby reinforcing the institution's commitment to holistic education and social responsibility.

By fostering a culture of continuous quality improvement, innovation, and evidence-based decision-making, the IQAC has emerged as the driving force behind the College's pursuit of academic excellence and institutional development. Its sustained efforts have strengthened the quality assurance framework of the institution and laid a strong foundation for future growth, ensuring that Chotanagpur Law College remains responsive to the evolving needs of legal education, the legal profession, and society at large.

ii. Aim of IQAC

The primary aim of the **Internal Quality Assurance Cell (IQAC)** is **to develop a system of conscious, consistent, and continuous improvement in the academic and administrative performance of the institution** by institutionalizing quality assurance mechanisms and fostering a culture of excellence.

Specifically, the IQAC aims to:

- To institutionalize quality assurance practices that ensure continuous improvement in teaching, learning, research, governance, and administrative processes.
- To develop and implement quality benchmarks for academic and administrative activities in accordance with the guidelines of the National Assessment and Accreditation Council (NAAC) and other statutory bodies.
- To promote excellence in teaching, learning, evaluation, and research through innovative, learner-centric, and outcome-based educational practices.
- To facilitate continuous monitoring and evaluation of institutional performance for effective decision-making and quality enhancement.
- To encourage the adoption of best practices in academic administration, governance, digital transformation, and institutional management.

- To strengthen stakeholder participation by involving students, faculty, alumni, employers, and other stakeholders in quality enhancement initiatives.
- To foster a culture of innovation, accountability, transparency, and institutional excellence across all academic and administrative functions.
- To ensure sustained quality enhancement through periodic reviews, documentation, academic and administrative audits, and continuous feedback mechanisms, thereby supporting the holistic development and long-term growth of the institution.

iii. Functions of IQAC

The Internal Quality Assurance Cell (IQAC) performs the following functions to ensure continuous quality enhancement in the academic and administrative functioning of the institution:

1. To develop quality benchmarks for teaching, learning, research, governance, student support, infrastructure, and administrative processes in accordance with the guidelines of the National Assessment and Accreditation Council (NAAC) and other statutory bodies.
2. To promote innovative teaching-learning practices by encouraging learner-centric pedagogies, outcome-based education, experiential learning, blended learning, clinical legal education, and the effective use of Information and Communication Technology (ICT).
3. To organize Faculty Development Programmes (FDPs) and quality enhancement initiatives such as orientation programmes, refresher courses, workshops, seminars, conferences, training programmes, and capacity-building activities for faculty members and administrative staff.
4. To monitor academic performance through periodic review of teaching-learning processes, curriculum implementation, academic calendars, learning outcomes, examination systems, student progression, and departmental performance.
5. To collect and analyse stakeholder feedback from students, faculty members, alumni, employers, parents, and other stakeholders for continuous improvement in academic programmes, institutional services, and governance.

6. To coordinate the preparation of AQAR and quality documentation by maintaining institutional records, collecting quality indicators, preparing reports, and ensuring timely submission of statutory documents required by accreditation and regulatory agencies.
7. To conduct Academic and Administrative Audits (AAA) and facilitate internal quality reviews to evaluate institutional performance, identify strengths and areas for improvement, and recommend appropriate corrective measures.
8. To promote research, innovation, consultancy, and extension activities by encouraging research publications, funded projects, intellectual property initiatives, legal aid programmes, community outreach, and interdisciplinary collaborations.
9. To encourage ICT-enabled governance and digital transformation by promoting e-governance, digital record management, online feedback systems, Learning Management Systems (LMS), smart classrooms, and other technology-driven academic and administrative practices.
10. To institutionalize best practices by identifying, documenting, implementing, and disseminating innovative practices that enhance academic excellence, administrative efficiency, transparency, accountability, sustainability, and continuous quality improvement across the institution.

CHAPTER-II

INSTITUTIONAL AUDIT & DATA RECORD

The following table contains the corrected and structured institutional data prepared for the Academic Audit scheduled on 27th & 28th July, 2026.

Chapter-II	Sr. No.	Institutional Parameter	Status / Details
2.1	1.	Name of the College	Chotanagpur Law College, Ranchi, Jharkhand
	2.	Name of the Principal	Prof. (Dr.) Pankaj Kumar Chaturvedi
	3.	IQAC coordinator	Dr. Sakshi Pathak
	4.	Status of the College	Affiliated
	5.	Affiliation Statute	Permanent by Ranchi University
	6.	Financial Category	--
	7.	Type of the College	Co-education
	8.	Year of establishment	1954
	9.	UGC recognition	Under Section 2(F) & 12(B) UGC Act
	10.	Accreditation by NAAC	Accredited with Grade B++ NAAC (Cycle 2)
	11.	Location of the college	Urban
	12.	Date of Audit	27 th & 28 th July, 2026
	13.	Number of full-time & Part-time teachers	14 Full-Time & 6 Part-Time Teachers
	14.	Number of full-time teachers with Ph.D.	08
	15.	Number of non-teaching staff	29
	16.	Number of courses	UG – 1, PG – 1
	17.	Number of New Courses introduced	No
	18.	Syllabus revised	65% - 70% in both Courses
	19.	Structured feedback for design and review of syllabus – semester-wise	• Students: Available • Teachers: Available • Alumni: Available

20.	Student Satisfaction Survey regarding the teaching-learning process (conducted by IQAC)	- Name/ Class/ Gender: Available - Student Id number/ Aadhar number: Available - Mobile number: Available - Email Id: Available - Degree Programme: Available
21.	Curriculum Design Framework	- Learning Objectives / Program Educational Objectives: Available - Programme Outcomes: Available - Program-Specific Outcomes: Available - Course Outcomes: Available
22.	Number of Sanctioned Strength	240 (UG), 40 (PG)
23.	Number of students enrolled	239 (UG), 37 (PG)
24.	Result of student Average (Last 3 Years)	92% - 95%
25.	Academic Calendar	Yes (Circulation within the college)
26.	Teacher: Student Ratio	40:1
27.	Time Tables Structure	- Consolidated Time Tables: Available - Class Time Tables: Available - Individual Faculty Time Tables: Available
28.	Teachers Workload Analysis	- Class-wise: Available - Course-wise: Available
29.	List of publications, paper presentation, seminars, workshops, conferences, and resource person invitations	Available
30.	List of Seminars/ Conferences/ Workshops organized by Institution	Available
31.	List of Enrolment students and General record of students	Available
32.	Process of attendance (Online/offline)	Available
33.	Admission process document	Available
34.	Scholarship process and required document	Available
35.	Biometric Attendance System	Available
36.	Staff service Record	Available

	37.	Records of Minutes of Office, Accounts, Library, Laboratories	- Quality Assurance Cell: Available - Governing body: Available
	38.	Number of classrooms and seminar halls with ICT facilities	- Class Rooms: 15 - Seminar/ Auditorium Halls: 2 - Moot Court Halls: 2 - Conference Halls: 3
	39.	Maximum Seating Capacity in classroom	80
	40.	CCTVs Security Coverage	Available
	41.	Fire Extinguishers	Available
	42.	Consolidated Computing facilities	- Number of PCs/ laptops: 26 PCs / 3 Laptops - Number of Software/ Simulation Tools: 02 - Number of Printers/ Photocopy Machines: 7 Printers, 2 Photocopy - Availability of updated Stock Registers: Available
	43.	Central Library and Information Centre Details	Total Books: 20205 - Total number of textbooks: 10,489 - Number of International Journals: 1,168 - Number of National Journals: 2,541 - Number of Local Journals: 252 - Online Journals: Manupatra, Lexis-Nexis Advance, AIR, Supreme Court's Judgments, High Courts Judgements, Subordinate Courts Judgements. - Number of Reference books: 5,755 - Any other item (Remedial Coaching): 222 Books - Library Manual: Available - Log / Register: Available - Availability of updated Stock Registers: Available
	44.	Accounts and Ledger Documentation	- Salary Registers: Available - Vouchers: Available - Cash Book: Available - Fee register: Available - Purchase register: Available - Expenditure & Income Ledgers: Available - Trial Balance & Balance sheet: Available
	45.	Budget Allocations	- Infrastructure augmentation: Available - Academic purposes: Available - kill Enhancement: Available

		Facilities: Available
46.	Write-off register	Available
47.	Stock Register and Verification	- Lab Development Fund: Available - Expenditure Control Register: Available - Receipt of goods in good condition & full quantity: Available - Authentication by stock keeper/In-charge: Available - Verification by Stock In-charge: Available - Annual Physical verification of stock with signatures: Available
48.	Reading Room for Students/ Faculty	Available
49.	Faculty Common Room	Available
50.	Students Common Room (Male & Female)	Available
51.	Legal Aid Room	Available
52.	NSS Room	Available
53.	ICC (Sexual Harassment Cell)	Available
54.	Grievance Redressal Cell	Available
55.	Vigilance Cell	Available
56.	Anti-Ragging Cell	Available
57.	SC/ST Cell	Available
58.	Skill Development Center (Legal Aid)	Available
59.	Notice Boards	Available (Digital)
60.	Adoption of safety measures	Available
61.	Sports Facility	Available
62.	Play ground	Available
63.	Cafeteria	Available
64.	Kitchen / Pantry	Available (Pantry)
65.	First Aid/Medical Facility	Available
66.	Drinking Water Facility	Available
67.	Principal Chamber	Available with meeting room & washroom

	68.	Teachers Chamber	15 Chambers
	69.	Number of student Toilets (Boys/Girls Separately)	21 Boys / 21 Girls
	70.	Number of Faculty Toilets (Gents/Ladies Separately)	4 Gents / 2 Ladies
	71.	Number of staff Toilets	2
	72.	Divyangjan Toilets	Not Available
	73.	Electricity Backup Facility	Available
	74.	Solar Panels	Available
	75.	Green Waste Management	Available
	76.	Electronic waste management	Not Available
	77.	Parking Facility	Available (Faculty, Staff & Students)
	78.	College website	cnlawcollege.ac.in
2.2	79.	Appendix 1	(Result) LL.B. & LL.M.
	80.	Appendix 2	Library details
	81.	Appendix 3	Seminar
	82.	Appendix 4	Moot Court / Internships
	83.	Appendix 5	Barrister S.K. Sahay Lecture Series
	84.	Appendix 6	Certificate of All India Survey on Higher Education (AISHE)
	85.	Appendix 7	Details of Teachers with Publications, Seminars, FDP, etc.
	86.	Appendix 8	Syllabus (UG & PG)
	87.	Appendix 9	HEI
	88.	Appendix 10	2nd Cycle NAAC Certificate and Report of the college.

CHAPTER-III

INTRODUCTION TO ACADEMIC AND ADMINISTRATIVE AUDIT (AAA)

3.1 INTRODUCTION

The **Academic and Administrative Audit (AAA)** is a comprehensive quality assurance mechanism designed to systematically evaluate the academic and administrative performance of an institution. It serves as an internal review process that assesses the effectiveness of teaching-learning practices, research and innovation, curriculum implementation, student support services, governance, infrastructure, financial management, extension activities, and institutional best practices. The primary objective of the audit is to ensure that the institution consistently maintains high standards of quality, accountability, transparency, and efficiency while fulfilling its vision, mission, and statutory obligations.

Academic and Administrative Audit provides an opportunity for the institution to critically examine its policies, procedures, and outcomes against established quality benchmarks prescribed by regulatory bodies such as the **University Grants Commission (UGC)**, the **National Assessment and Accreditation Council (NAAC)**, the **Bar Council of India (BCI)**, and other relevant authorities. The audit encourages evidence-based evaluation, promotes continuous quality improvement, identifies institutional strengths and best practices, and highlights areas requiring corrective measures and strategic interventions. It also facilitates effective academic planning, resource optimization, and informed decision-making through systematic documentation and periodic review.

For **Chotanagpur Law College, Ranchi**, the Academic and Administrative Audit is an essential component of its quality assurance framework and institutional development strategy. It reflects the College's commitment to providing quality legal education, promoting academic excellence, strengthening research and innovation, enhancing student learning outcomes, and ensuring efficient governance. During the Academic Years **2024–2025**, the audit evaluates the institution's academic and administrative performance with special emphasis on curriculum delivery, teaching-learning processes, faculty development, research activities, student progression, extension programmes, infrastructure development, digital

governance, and quality enhancement initiatives undertaken through the Internal Quality Assurance Cell (IQAC).

The Academic and Administrative Audit also serves as a valuable tool for fostering a culture of continuous improvement and institutional excellence. It promotes participatory governance by involving faculty members, administrative staff, students, alumni, employers, and other stakeholders in the quality assurance process. The findings and recommendations of the audit provide a roadmap for future planning, policy formulation, and strategic development, enabling the institution to achieve its long-term goals while remaining responsive to emerging trends in higher education, legal education, and the aspirations of society. Ultimately, the audit reinforces the College's commitment to excellence, accountability, innovation, and the holistic development of its students, thereby contributing to the advancement of legal education and the promotion of justice and the rule of law.

CHAPTER-IV

ACADEMIC AND ADMINISTRATIVE AUDIT REPORT (ACADEMIC YEAR: 2024-25)



Date of Audit: 27th & 28th July, 2026

Audit Peer Team Composition (2026)

In compliance with Section 9(1) of the UGC (Conferment of Autonomous Status upon Colleges and Measures for Maintenance of Standards in Autonomous Colleges) Regulations, 2023, the Governing Body constituted the following audit panel:

Chairman:	Prof. Dilip Ukey, Hon'ble Vice-Chancellor, Maharashtra National Law University (MNLU)
Expert Member:	Prof. A. P. Singh, Hon'ble Vice-Chancellor, Dr. Ram Manohar Lohiya National Law University (RMLNLU), Lucknow
Expert Member:	Prof. V. K. Ahuja, Director, Indian Law Institute (ILI), New Delhi
Coordinator-cum-Member Secretary:	Dr. Sakshi Pathak, Associate Professor, Coordinator IQAC, Chotanagpur Law College, Ranchi
Deputy Secretary to the Peer Team:	Dr. Avinash Kumar Babu, Assistant Professor, Member IQAC Working Committee, Chotanagpur Law College, Ranchi

(The activities are to be graded on the following scale)

Excellent	Good	Satisfactory	Needs Improvement
A	B	C	D

4.2 Details of Programmes in the college:

S. No.	Name of the Programme	Sanctioned Strength	Actual Strength
Under Graduate			
1	LL.B. Semester I& II (Sections A, B, C & D)	240(60 x 04)	239(60 x 04)
2	LL.B. Semester III & IV (Sections A, B, C & D)	240(60 x 04)	240(60 x 04)
3	LL.B. Semester V & VI(Sections A, B, C & D)	240(60 x 04)	233(60 x 04)
	Total (UG)	720	712
Post Graduate			
1.	LL.M. Semester I& II	55	54
2.	LL.M. Semester III & IV	40	37
	Total (PG)	95	91

4.3 Evaluation Matrix by Criteria

1. Curricular Aspects

S. No.	Item	HEIs i/p	Grade	Remarks
1.1	Curricula developed/adopted have relevance to the local/national/regional/global developmental needs with learning objectives	The College adopted the curriculum prescribed by Ranchi University and the Bar Council of India for LL.B. and LL.M. programmes. The curriculum addressed constitutional law, human rights, environmental law,	A	The curriculum is relevant to professional legal education and addresses local, national and global legal developments. Effective curriculum delivery through moot courts, internships,

S. No.	Item	HEIs i/p	Grade	Remarks
	including Programme Outcomes (POs), Programme Specific Outcomes (PSOs) and Course Outcomes (COs) of all programmes offered by the Institution	professional ethics, legal research, ADR, cyber law and other contemporary legal issues. Programme Outcomes, Programme Specific Outcomes and Course Outcomes were communicated to students through orientation programmes and classroom teaching.		legal aid activities and seminars strengthened practical legal learning.
1.2	Percentage of new courses introduced of the total number of courses across all programmes	No new academic programme was introduced during the Academic Year 2024-25. The institution continued to offer LL.B. and LL.M. programmes as approved by Ranchi University while enriching the curriculum through seminars, workshops, guest lectures and legal awareness programmes.	B	Although no new programme was introduced, the institution enhanced curriculum delivery through academic enrichment activities.
1.3	Percentage of programmes in which Choice Based Credit System (CBCS) / Elective Course System has been implemented	The College implemented the curriculum framework prescribed by Ranchi University. Elective papers were offered in accordance with the University Regulations and Bar Council of India norms applicable to LL.B. and LL.M. programmes.	A	The institution effectively implemented the affiliating university's curriculum and examination regulations. Academic planning and curriculum delivery were systematic.
1.4	Institution integrates cross-cutting issues	Cross-cutting issues were integrated through compulsory law subjects,	A	The institution effectively promoted constitutional values,

S. No.	Item	HEIs i/p	Grade	Remarks
	relevant to Gender, Environment and Sustainability, Human Values and Professional Ethics into the Curriculum	seminars, NSS activities, Legal Aid Clinic programmes, environmental awareness campaigns, gender sensitization programmes, legal literacy camps and constitutional value-based activities.		environmental consciousness, gender equality, human rights and professional ethics through curricular and co-curricular activities.
1.5	Number of Value-added courses imparting transferable and life skills offered	No formal value-added certificate courses were offered during the audit period. However, students were provided practical exposure through moot court exercises, internships, legal aid camps, mediation and client counselling, legal drafting workshops, personality development programmes and guest lectures.	B	Practical and skill-oriented learning opportunities were available; however, formal value-added courses with certification may be introduced in future.
1.6	Feedback on curriculum and other aspects from stakeholders	Structured feedback on curriculum was collected from students, teachers and alumni. The feedback was analysed by IQAC and communicated to the affiliating university wherever necessary for curriculum improvement.	A	The institution has an effective stakeholder feedback mechanism. IQAC regularly reviews feedback and recommends measures for continuous quality improvement.

Overall Assessment of Criterion I

The Audit Committee observed that Chotanagpur Law College, Ranchi, as an affiliated institution of Ranchi University, effectively implemented the prescribed curriculum in accordance with the norms of the Bar Council of India and the University. The institution

ensured quality curriculum delivery through learner-centric teaching methods, moot courts, legal aid activities, internships, seminars and workshops. Cross-cutting issues relating to constitutional values, gender equality, environmental sustainability, professional ethics and human rights were adequately integrated into the teaching-learning process. The Committee appreciates the active role of IQAC in monitoring curriculum implementation and stakeholder feedback.

Overall Grade for Criterion I – Curricular Aspects: A

2. Teaching-Learning and Evaluation

S. No.	Item	HEIs i/p	Grade	Remarks
2.1	Demand Ratio (% of students admitted)	The institution admitted 239 students against the sanctioned intake of 240 in the LL.B. programme and 37 students against the sanctioned intake of 40 in the LL.M. programme, indicating a very high demand ratio.	A	The institution maintained an excellent admission ratio, reflecting its academic reputation and sustained demand for legal education.
2.2	Number of full-time teachers	The College had 17 full-time faculty members during the Academic Year 2024–25.	B	The institution maintained an adequate number of qualified faculty members for effective curriculum delivery.
2.3	Number of students enrolled	A total of 276 students were enrolled during the academic year (LL.B.–239 and LL.M.–37).	A	Student enrolment remained close to the sanctioned intake, indicating effective admission practices.
2.4	Student–Full-time Teacher Ratio	The overall Student–Teacher Ratio was approximately 1:47(800/17), ensuring effective teacher–student interaction.	B	The ratio facilitated personalized attention, mentoring, and effective classroom engagement.

S. No.	Item	HEIs i/p	Grade	Remarks
2.5	Number of permanent faculty with Ph.D.	Out of 17 full-time teachers, 8 faculty members possessed Ph.D. degrees.	A	A significant proportion of faculty members possess doctoral qualifications, contributing to academic excellence and research orientation.
2.6	Average teaching experience of full-time teachers in years	The faculty members possessed considerable teaching experience in legal education with expertise in various disciplines of law.	A	Experienced faculty ensures effective curriculum delivery, academic mentoring, and professional guidance.
2.7	Total Number of Teaching Days	The College conducted classes as per the Academic Calendar prescribed by Ranchi University and complied with the minimum instructional days required by the Bar Council of India.	A	The institution ensured timely completion of the syllabus through systematic academic planning.
2.8	Preparation and adherence to Academic Calendar and Teaching Plans	The Academic Calendar was prepared before the commencement of each semester. Department-wise teaching plans, workload distribution, class schedules, and academic monitoring were implemented effectively.	A	Academic activities were conducted in a planned and disciplined manner with regular monitoring by the Principal and IQAC.
2.9	Innovative processes adopted in Teaching and Learning	The institution adopted learner-centric teaching methods including case study method, moot court exercises, seminars, legal	A	Innovative pedagogical practices significantly enhanced students' analytical, advocacy

S. No.	Item	HEIs i/p	Grade	Remarks
		drafting, group discussions, client counselling, presentations, internships, legal aid activities and experiential learning.		and problem-solving skills.
2.10	Teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources, MOODLES etc.	Faculty members regularly used ICT-enabled classrooms, PowerPoint presentations, online legal databases such as Manupatra and LexisNexis, Google Meet, digital resources and multimedia teaching aids.	A	ICT integration strengthened classroom teaching and facilitated blended learning.
2.11	Remedial Classes for slow learners and backlog students	Remedial classes, tutorial sessions and academic counselling were organized for academically weaker students and those having backlog papers.	A	The institution demonstrated commitment towards inclusive education and improved academic performance.
2.12	NET/JRF/Judicial Service Coaching for Advanced Learners	Guidance and academic counselling were provided to students aspiring for Judicial Services, UGC-NET, higher education and competitive examinations through faculty mentoring and expert lectures.	B	The Committee recommends establishing a structured Competitive Examination Guidance Cell for advanced learners.
2.13	Mentoring System	Faculty members functioned as mentors to guide students regarding academics, career planning, internships, personal development and professional ethics.	A	The mentoring system contributed positively to student progression and holistic development.

S. No.	Item	HEIs i/p	Grade	Remarks
2.14	Adequate facilities for teaching-learning, viz., classrooms, laboratories, computing equipment, etc.	The College possessed ICT-enabled classrooms, Moot Court Halls, Seminar Hall, Conference Rooms, Computer Laboratory, Central Library, Legal Aid Clinic and Wi-Fi-enabled learning facilities.	A	The institution provides adequate infrastructure supporting effective teaching-learning.
2.15	Advanced Research Centres	During the audit period, no separate Advanced Research Centre existed. However, faculty and students actively participated in legal research through the Library, IQAC, seminars and research publications.	B	The Committee recommends establishing a dedicated Legal Research and Policy Centre.
2.16	Teachers attending Professional Development Programmes	Faculty members actively participated in Faculty Development Programmes (FDPs), seminars, workshops, conferences and refresher programmes conducted by universities and academic institutions.	A	Continuous professional development enhanced faculty competency and academic quality.
2.17	Organisation of Guest Lectures, Workshops, Seminars, etc.	The College organized guest lectures, seminars, legal awareness programmes, workshops, moot court competitions and extension activities throughout the academic year.	A	Such programmes enriched classroom learning and promoted professional competence.
2.18	Online Certification Programmes	Students and faculty were encouraged to participate in online courses offered through SWAYAM, NPTEL	C	Online learning initiatives were promoted; however, greater institutional

S. No.	Item	HEIs i/p	Grade	Remarks
		and other recognised digital learning platforms.		coordination is recommended.
2.19	Student Professional Society Chapter and Association Activities	Student participation in Moot Court Society, Legal Aid Clinic, NSS, Cultural Committee, Sports Committee and academic committees was actively encouraged.	A	Active student participation enhanced leadership, teamwork and professional skills.
2.20	Number of Students undertaking field projects/internships	Internship and field exposure formed an integral part of legal education. Students undertook internships with advocates, courts, legal aid institutions and government offices as prescribed by the Bar Council of India.	A	Practical legal exposure significantly strengthened professional learning outcomes.
2.21	Dissemination of PEOs, POs, PSOs and COs	Programme Outcomes and Course Outcomes were disseminated through orientation programmes, departmental meetings, classroom discussions and institutional documentation.	A	The institution effectively communicated learning outcomes to students and faculty members.
2.22	Attainment of COs, POs and PSOs	Student performance in internal assessments, semester-end examinations, moot court activities, internships and continuous evaluation indicated satisfactory attainment of learning outcomes.	A	The institution adopted multiple assessment methods to evaluate programme outcomes.

S. No.	Item	HEIs i/p	Grade	Remarks
2.23	Online Student Satisfaction Survey	IQAC collected structured feedback from students regarding curriculum, teaching-learning process, infrastructure and institutional support services. Feedback analysis was utilized for quality improvement.	A	Student feedback was systematically analysed and used as an important quality enhancement mechanism.

Overall Assessment of Criterion II – Teaching–Learning and Evaluation

The Audit Committee observed that Chotanagpur Law College, Ranchi, maintained a robust teaching-learning ecosystem during the Academic Year 2024–25. As an affiliated institution of Ranchi University, the College effectively implemented the prescribed curriculum through qualified faculty, learner-centric pedagogical approaches, ICT-enabled teaching, continuous internal assessment, mentoring, internships, moot court exercises, legal aid programmes and extension activities.

The institution demonstrated effective academic planning through adherence to the Academic Calendar, systematic teaching plans and continuous monitoring by the Principal and IQAC. Faculty members actively participated in professional development programmes and adopted innovative teaching methodologies that enhanced experiential learning and professional competence. Student progression was supported through mentoring, remedial classes and structured feedback mechanisms.

The Committee appreciates the institution's commitment to quality legal education and recommends strengthening competitive examination coaching, establishing a dedicated legal research centre and expanding structured online certification initiatives.

Overall Grade for Criterion II – Teaching–Learning and Evaluation: A

3. Research and Innovation

S. No.	Item	HEIs i/p	Grade	Remarks
3.1	The institution has a well-defined policy for promotion of research	The College encouraged research among faculty members and students through IQAC initiatives, participation in seminars, conferences, publication of research papers, legal research activities, and academic collaborations. Faculty members were encouraged to pursue doctoral research, publish in peer-reviewed journals and participate in academic events.	B	The institution has created a positive research environment through academic encouragement and IQAC initiatives. A formal Research Policy may further strengthen institutional research governance.
3.2	The institution provides seed money to its teachers	During the Academic Year 2024-25, no institutional seed money scheme was available for research projects. Faculty members undertook research independently or with support from external agencies wherever available.	B	The Committee recommends introducing a Seed Money Scheme to encourage quality research and funded projects.
3.3	Teachers recognised as research guides	Eligible faculty members were recognised as Ph.D. Supervisors under Ranchi University and guided doctoral scholars in different areas of legal research.	B	The availability of recognised research supervisors contributes significantly to strengthening the research culture of the institution.

S. No.	Item	HEIs i/p	Grade	Remarks
3.4	Sponsored research projects and consultancy	No major externally funded research project or consultancy assignment was undertaken during the audit period. Faculty members continued to engage in academic research and consultancy on a limited scale.	C	The institution should encourage faculty members to obtain research grants from UGC, ICSSR, DST, BCI and other funding agencies.
3.5	Workshops/Seminars conducted on Intellectual Property Rights (IPR) and Industry–Academia innovative practices	The College organised seminars, workshops, guest lectures and academic programmes on contemporary legal issues including Intellectual Property Rights, Cyber Law, Constitutional Law, Human Rights and emerging legal developments.	B	Academic programmes effectively promoted legal awareness, research aptitude and professional competence among students and faculty.
3.6	Research Publications	Faculty members published research papers in peer-reviewed journals, edited books and conference proceedings during the academic year. The College also regularly publishes its annual peer-reviewed research journal, Chotanagpur Law Journal, providing a dedicated platform for faculty members, research scholars, advocates and academicians to publish quality legal research on	A	The regular publication of the Chotanagpur Law Journal significantly strengthens the institution's research ecosystem and promotes scholarly writing among faculty members and legal researchers.

S. No.	Item	HEIs i/p	Grade	Remarks
		contemporary issues. Research publications were actively encouraged through IQAC and academic departments.		
3.7	Number of faculty participated in conferences and symposia	Faculty members actively participated in national and international seminars, conferences, workshops, Faculty Development Programmes and refresher courses.	A	Continuous participation in academic programmes contributed to faculty development and knowledge enhancement.
3.8	Books and chapters in edited volumes/books published, and papers in national/international conference proceedings	Faculty members published books, book chapters, edited volumes and conference papers in recognised academic publications during the audit period.	A	The institution has maintained a record of scholarly publications, contributing to legal education and research.
3.9	Revenue generated from consultancy	No significant revenue was generated through consultancy services during the Academic Year 2024–25.	C	The institution may establish consultancy mechanisms in legal drafting, arbitration, mediation, legal awareness and policy research to generate institutional revenue.
3.10	Linkages with institutions/industries for internship, on-the-job training, project work, sharing of research facilities etc.	The College maintained linkages with District Courts, High Court of Jharkhand, legal practitioners, Legal Services Authorities,	A	Institutional linkages provided students with valuable practical exposure and

S. No.	Item	HEIs i/p	Grade	Remarks
		Government Departments, NGOs and other institutions for internships, legal aid, field visits and practical training.		experiential learning opportunities.
3.11	Functional MoUs	The College entered into Memoranda of Understanding (MoUs) with educational institutions and professional organisations to facilitate academic collaboration, internships, legal awareness programmes, faculty exchange and research activities.	A	Functional MoUs strengthened academic collaboration, student exposure and institutional networking.

Overall Assessment of Criterion III – Research and Innovation

The Audit Committee observed that **Chotanagpur Law College, Ranchi** has made consistent efforts to promote a research-oriented academic environment despite functioning as an affiliated institution of **Ranchi University** during the Academic Year **2024–25**. The institution encourages faculty members and students to undertake legal research through publications, participation in seminars, conferences, Faculty Development Programmes and other scholarly activities.

A notable strength of the institution is the **regular publication of the peer-reviewed *Chotanagpur Law Journal***, which serves as an important academic platform for disseminating original legal research by faculty members, research scholars, advocates and academicians. The Journal has significantly contributed to promoting legal scholarship, research writing and academic discourse within and beyond the institution.

Faculty members have further contributed to legal scholarship through research publications, books, edited volumes and conference presentations. The College has strengthened academic collaboration through internships, institutional linkages and functional MoUs with courts, legal institutions and professional organisations. The

IQAC has played an active role in fostering a research culture by encouraging quality publications, organizing academic programmes and promoting research participation.

However, the Committee observed that the institution has scope for improvement in securing externally funded research projects, introducing institutional seed money, expanding consultancy services and establishing a dedicated **Research and Development (R&D) Cell** with a comprehensive Research Policy.

Strengths

- Active participation of faculty members in research publications and academic conferences.
- Regular publication of the peer-reviewed Chotanagpur Law Journal, promoting quality legal research and scholarly writing.
- Qualified faculty recognized as Ph.D. Research Supervisors.
- Functional collaborations with courts, legal institutions and professional organisations.
- Regular organization of seminars, workshops and guest lectures.
- IQAC initiatives promoting research and academic excellence.
- Encouragement to faculty members for publication in peer-reviewed journals and edited books.

Areas for Improvement

- Introduce an institutional Research Policy.
- Establish a Research and Development (R&D) Cell.
- Provide seed money for faculty research projects.
- Encourage applications for UGC, ICSSR, DST and other funded projects.
- Develop institutional consultancy and legal research services.
- Increase interdisciplinary and collaborative research initiatives.

Audit Committee Recommendation

The Committee appreciates the institution's sustained efforts in promoting research through faculty publications, academic participation and institutional collaborations. To achieve higher levels of research excellence, the College should focus on institutional funding, sponsored research projects, consultancy activities and strengthening its research governance framework.

Overall Grade for Criterion III – Research and Innovation: B

4. Central Library Facility

S. No.	Item	HEIs i/p	Grade	Remarks
4.1	Library is automated using Integrated Library Management System (ILMS)	The Central Library is fully automated using the KOHA Integrated Library Management System (ILMS). KOHA facilitates acquisition, cataloguing, circulation, serial control, member management and Online Public Access Catalogue (OPAC). The Library maintains computerized records of books and circulation while providing efficient access to learning resources through digital cataloguing and online legal databases.	A	The implementation of KOHA ILMS has significantly improved library automation, resource management and user services. The Committee recommends further strengthening remote OPAC access and integration with institutional digital repositories.
4.2	Collection of rare books, manuscripts, special reports or any other knowledge resource for library enrichment	The Central Library possesses a rich collection of legal literature comprising 10,489 text books, reference books, law reports, journals, statutes, commentaries, AIR Manuals, Supreme Court Cases, Jharkhand Law Reports, Government publications and other legal reference materials supporting teaching, research and legal practice.	A	The library collection adequately supports legal education and research. Continuous enrichment of rare legal publications and archival resources is recommended.
4.3	Does the institution have the following: e-journals, e-Shodhganga	The Library provides access to leading online legal databases including Manupatra, AIR, Supreme Court Judgments, High Court	A	Availability of premium legal databases significantly strengthens teaching, research and legal

S. No.	Item	HEIs i/p	Grade	Remarks
	membership, e-books, Databases	Judgments, Subordinate Court Judgments and LexisNexis for faculty members and students. Digital legal resources, e-journals and online case law databases are regularly utilized for academic and research purposes.		information services. Subscription to additional national repositories such as e-ShodhSindhu and Shodhganga may further enhance research support.
4.4	Expenditure for purchase of books and journals	The College regularly allocates budgetary provisions for procurement of books, journals, law reports, legal databases and other learning resources based on departmental requirements and recommendations of the Library Committee.	A	The institution demonstrates a consistent commitment to strengthening library resources through annual budgetary allocation and periodic procurement.
4.5	Availability of digital library with a provision for remote access on intranet	The Library provides digital access to subscribed legal databases through the institutional network and computer facilities available within the campus. Students and faculty utilize electronic resources for legal research, academic assignments and case law retrieval. The KOHA ILMS also provides OPAC-based search facilities for library users.	A	Digital library facilities effectively support academic and research activities. The Committee recommends enabling secure off-campus remote access to subscribed e-resources through authenticated access.
4.6	Per day usage of library by teachers and students	The Central Library is extensively utilized by students, research scholars and faculty members for classroom learning, legal	B	The Library serves as an excellent academic resource centre. Automation through KOHA has improved

S. No.	Item	HEIs i/p	Grade	Remarks
		research, moot court preparation, project work and competitive examination preparation. Daily attendance, circulation statistics and issue-return records are maintained systematically through the KOHA Library Management System.		efficiency, transparency and library usage monitoring.

Overall Assessment of Criterion IV – Central Library Facility

The Audit Committee observed that the **Central Library of Chotanagpur Law College** plays a pivotal role in supporting teaching, learning, research and extension activities. During the Academic Year **2024–25**, the Library maintained a substantial collection of legal textbooks, reference books, law reports, journals and online legal databases. The implementation of the **KOHA Integrated Library Management System (ILMS)** has significantly modernized library operations by automating cataloguing, circulation, member services and Online Public Access Catalogue (OPAC).

The Library provides access to premium legal databases including **Manupatra, AIR, LexisNexis, Supreme Court Judgments, High Court Judgments and Subordinate Court Judgments**, enabling faculty members and students to undertake quality legal research. Regular budget allocation has ensured continuous enrichment of library resources, while computerized library services have enhanced efficiency, transparency and accessibility.

The Committee recommends further strengthening the Library by integrating **KOHA** with a digital institutional repository, expanding subscriptions to national and international e-resources, enabling remote access to digital databases and digitizing rare legal documents.

Strengths

- Fully automated Central Library using KOHA Integrated Library Management System (ILMS).

- Online Public Access Catalogue (OPAC) for efficient retrieval of library resources.
- Well-stocked library with 10,489 legal textbooks and comprehensive legal reference materials.
- Access to premium legal databases including Manupatra, AIR, LexisNexis, Supreme Court Judgments, High Court Judgments and Subordinate Court Judgments.
- Adequate reading room and reference facilities for students and faculty.
- Regular procurement of books, journals and digital legal resources.
- Computerized circulation, cataloguing and library management through KOHA.
- Strong support for teaching, research, moot court activities and legal writing.

Areas for Improvement

- Subscribe to additional national and international databases such as e-ShodhSindhu, Shodhganga and HeinOnline.
- Digitize rare legal books, institutional publications and archival documents.
- Develop an institutional digital repository for faculty publications, dissertations and research output.
- Expand digital library infrastructure and user orientation programmes..
- Develop an institutional digital repository for faculty publications, dissertations and research output.

Audit Committee Recommendation

The Committee appreciates the significant contribution of the Central Library towards academic excellence and legal research. Continued investment in digital library infrastructure, automation and electronic information resources will further strengthen the institution's teaching-learning ecosystem and research capabilities.

Overall Grade for Criterion IV – Central Library Facility: A

5. Examination Section

S. No.	Item	HEIs i/p	Grade	Remarks
5.1	Number of days from the date of last semester-end/year-end examination till the declaration of results	As an affiliated institution, the declaration of semester examination results was carried out by Ranchi University. Generally, results were declared within 45–60 days after completion of the examinations. The College	A	The institution maintained effective coordination with Ranchi University, ensuring timely submission of examination-related documents and smooth result processing.

S. No.	Item	HEIs i/p	Grade	Remarks
		ensured timely submission of internal assessment marks and examination records to the University.		
5.2	Percentage of student complaints/grievances about evaluation against total number appeared in the examinations	Student grievances relating to evaluation were minimal. Whenever received, grievances were addressed promptly through the Examination Cell and forwarded to Ranchi University as per the prescribed procedures.	A	A transparent and responsive grievance redressal mechanism contributed to maintaining fairness and student confidence in the examination system.
5.3	Percentage of applications for revaluation leading to change in marks	Only a small number of students applied for revaluation or scrutiny of answer scripts. Changes in marks, wherever applicable, were processed by Ranchi University in accordance with its examination regulations.	A	The low number of revaluation applications reflects the credibility and reliability of the evaluation process.
5.4	Status of automation of Examination Division along with approved Examination Manual	The College maintained computerized records relating to internal assessment, attendance, examination forms and examination correspondence. Examination processes were conducted following the examination guidelines prescribed by Ranchi University.	A	The Examination Section maintained systematic records and ensured transparency in examination administration. The Committee recommends further strengthening digital examination management and record automation.

S. No.	Item	HEIs i/p	Grade	Remarks
5.5	Pass percentage of outgoing students	The College consistently maintained an excellent academic performance with an average pass percentage of approximately 92–95% during the last three years, including the Academic Year 2024–25.	A	The consistently high pass percentage reflects effective teaching-learning processes, continuous assessment and academic mentoring.
5.6	Facilities provided at the Examination Hall at On-Campus and Off-Campus Institutions	The College provided well-ventilated examination halls with adequate seating arrangements, CCTV surveillance, electricity backup, drinking water, first-aid facilities, separate washrooms, security arrangements and sufficient invigilation staff. Since the College had no off-campus centres during the audit period, examinations were conducted only on the main campus.	A	The examination environment was secure, student-friendly and conducive to fair conduct of examinations. Adequate infrastructural facilities ensured smooth examination management.

Overall Assessment of Criterion V – Examination Section

The Audit Committee observed that **Chotanagpur Law College, Ranchi** maintained an efficient, transparent and well-organized examination system during the Academic Year **2024–25**. As an affiliated institution of **Ranchi University**, the College effectively coordinated all examination-related activities, including internal assessments, student registration, submission of examination forms, forwarding of internal assessment marks and conduct of semester examinations.

The Examination Section maintained proper documentation, adhered to University regulations and ensured confidentiality, fairness and transparency throughout the examination process. Student grievances relating to evaluation were minimal and were addressed promptly through the established grievance redressal mechanism. The consistently high pass percentage demonstrates the effectiveness of the teaching-learning process and continuous academic monitoring.

The Committee appreciates the systematic conduct of examinations and recommends further strengthening examination automation through integrated digital examination management systems, online examination records and e-governance initiatives.

Strengths

- Transparent and well-organized examination system.
- Effective coordination with Ranchi University for examination and evaluation.
- Timely submission of internal assessment marks and examination records.
- Consistently high student pass percentage (92–95%).
- Minimal examination-related grievances.
- Adequate infrastructure and facilities for fair conduct of examinations.
- Computerized maintenance of examination records.

Areas for Improvement

- Introduce a comprehensive digital Examination Management System.
- Develop an institutional Examination Manual documenting standard operating procedures.
- Increase automation of examination records and student services.
- Strengthen online communication of examination-related information to students.

Audit Committee Recommendation

The Committee appreciates the institution's effective examination management and adherence to the regulations of Ranchi University. The College has established a transparent and student-friendly examination system supported by efficient administrative practices. Continued digitalization and automation of examination processes will further enhance efficiency, accountability and quality assurance.

Overall Grade for Criterion V – Examination Section: A

6. Amenities and Sports Facilities

S. No.	Item	HEIs i/p	Grade	Remarks
6.1	The institution has adequate facilities for sports, games (indoor, outdoor, gymnasium, yoga centre, etc.) and cultural activities	The College provides adequate facilities for indoor and outdoor sports, recreational activities and cultural programmes. The campus has a playground for outdoor games, facilities for volleyball, badminton, cricket and football, along with indoor games. Cultural programmes, literary competitions, moot court competitions, NSS activities, annual functions, Constitution Day, Independence Day, Republic Day and other co-curricular events are organized regularly. The institution also provides a seminar hall, auditorium, common rooms, cafeteria and other student amenities supporting holistic development.	A	The institution provides adequate sports and cultural infrastructure that promotes physical fitness, leadership, teamwork and overall personality development of students.
6.2	Awards / medals for outstanding performance in	Students actively participated in sports, cultural and literary	C	Student participation in extracurricular activities is commendable. The

S. No.	Item	HEIs i/p	Grade	Remarks
	sports, Yoga / cultural activities at national / international level	activities organized at institutional and university levels. During the Academic Year 2024-25, participation in university-level competitions was encouraged. No major national or international awards were reported during the audit period.		Committee recommends encouraging greater participation in state, national and international competitions to enhance institutional visibility.
6.3	Number of sports, Yoga and cultural activities / competitions organised at the institution level	Throughout the academic year, the College organized various sports competitions, cultural programmes, NSS camps, yoga and wellness programmes, legal literacy activities, debate competitions, quiz competitions, moot court competitions, awareness rallies, celebration of national festivals and observance of important national and international days. These activities promoted holistic development and community	A	The institution regularly organizes a diverse range of sports, cultural and wellness activities, contributing significantly to students' physical, mental, social and professional development.

S. No.	Item	HEIs i/p	Grade	Remarks
		engagement among students.		

Overall Assessment of Criterion VI – Amenities and Sports Facilities

The Audit Committee observed that **Chotanagpur Law College, Ranchi** provides adequate amenities and sports facilities to support the holistic development of students. During the Academic Year **2024–25**, the institution-maintained infrastructure for indoor and outdoor sports, recreational activities and cultural programmes. Students actively participated in sports competitions, literary events, moot court competitions, NSS activities and institutional celebrations.

The College recognizes the importance of extracurricular and co-curricular activities in developing leadership, discipline, teamwork, communication skills and social responsibility. The availability of playgrounds, auditorium, seminar halls, common rooms, cafeteria and other student support facilities contributes positively to the campus environment.

While the institution has successfully promoted student participation at the institutional and university levels, the Committee recommends greater encouragement for participation in state, national and international sports and cultural competitions, along with the gradual strengthening of sports infrastructure and wellness facilities.

Strengths

- Adequate indoor and outdoor sports facilities.
- Regular organization of sports, cultural and literary events.
- Active participation of students in NSS and community outreach programmes.
- Well-maintained auditorium, seminar halls and student amenities.
- Promotion of holistic development through extracurricular activities.
- Celebration of national festivals and observance of important days.

Areas for Improvement

- Strengthen participation in state, national and international sports and cultural events.
- Develop a dedicated yoga and fitness centre.
- Introduce structured coaching programmes for talented sportspersons.
- Enhance sports infrastructure and equipment through periodic upgradation.
- Establish a systematic record of student achievements in sports and cultural activities.

Audit Committee Recommendation

The Committee appreciates the institution's commitment to promoting physical fitness, cultural development and student well-being through adequate amenities and extracurricular activities. Continued investment in sports infrastructure, wellness initiatives and competitive participation will further enrich student life and contribute to holistic institutional development.

Overall Grade for Criterion VI – Amenities and Sports Facilities: B

7. Internet Connectivity

S. No.	Item	HEIs i/p	Grade	Remarks
7.1	Institution frequently updates its IT facilities including Wi-Fi	The College continuously upgraded its Information and Communication Technology (ICT) infrastructure during the Academic Year 2024–25. The campus was equipped with Wi-Fi connectivity, desktop computers, LCD projectors, printers, scanners and other ICT-enabled facilities. Faculty members extensively utilized ICT tools for classroom teaching, online resources, presentations and legal research. The institution regularly updated its computer systems, networking facilities and software to ensure smooth academic and administrative functioning.	A	The institution has made commendable efforts in upgrading ICT infrastructure and promoting digital learning. Regular maintenance and periodic upgradation of IT facilities support effective teaching-learning and e-governance.
7.2	Student–Computer Ratio	The College maintained an adequate number of	B	The available computing facilities adequately

S. No.	Item	HEIs i/p	Grade	Remarks
		computers in the Computer Laboratory, Central Library and Administrative Sections for academic and administrative purposes. Students had access to computer systems for legal research, digital learning, online legal databases and preparation of assignments and projects.		support the academic requirements of students and faculty. The Committee recommends gradual enhancement of computer facilities in line with increasing student strength.
7.3	Available bandwidth of internet connection in the Institution	The institution maintained high-speed broadband internet connectivity across the campus with Wi-Fi access in academic and administrative blocks. Internet services supported online teaching-learning, digital library resources, online legal databases, examination-related activities and institutional administration.	A	Reliable internet connectivity effectively supports academic activities, research, digital library access and institutional administration. Periodic enhancement of bandwidth is recommended to meet future academic requirements.
7.4	Facilities for e-content development such as Media Centre, Recording Facility, Lecture	Faculty members developed digital learning materials, PowerPoint presentations, recorded lectures, e-notes and online learning resources for students. ICT-enabled classrooms and audio-	A	The institution has initiated digital content development through available ICT infrastructure. The Committee recommends establishing a dedicated E-Content Development

S. No.	Item	HEIs i/p	Grade	Remarks
	Capturing System (LCS)	visual facilities were utilized for conducting seminars, webinars, guest lectures and online academic programmes. However, a dedicated Media Centre or Lecture Capturing Studio had not yet been established during the Academic Year 2024–25.		Centre with recording and lecture capture facilities to support blended and online learning.

Overall Assessment of Criterion VII – Internet Connectivity and ICT Infrastructure

The Audit Committee observed that **Chotanagpur Law College, Ranchi** has established a satisfactory Information and Communication Technology (ICT) infrastructure to support academic, administrative and research activities. During the Academic Year **2024–25**, the institution maintained campus-wide internet connectivity, Wi-Fi-enabled learning spaces, computer laboratories, ICT-enabled classrooms and access to digital legal databases such as **Manupatra** and **LexisNexis**.

Faculty members effectively integrated ICT tools into classroom teaching through multimedia presentations, digital learning resources and online legal research. The available internet connectivity and computing facilities significantly contributed to enhancing the teaching-learning process, library services and institutional administration.

The Committee appreciates the institution's efforts in promoting digital education and recommends establishing a dedicated **Media and E-Content Development Centre**, expanding digital learning resources and periodically upgrading internet bandwidth and computing facilities in accordance with emerging technological requirements.

Strengths

- Campus-wide internet and Wi-Fi connectivity.
- ICT-enabled classrooms with LCD projectors and multimedia teaching facilities.
- Adequate computer facilities for students and faculty.
- Access to online legal databases such as **Manupatra** and **LexisNexis**.

- Effective use of ICT in teaching-learning and institutional administration.
- Regular maintenance and upgradation of IT infrastructure.

Areas for Improvement

- Establish a dedicated **Media Centre** and **Lecture Capturing Studio**.
- Introduce a Learning Management System (LMS) for blended learning.
- Increase internet bandwidth to support future digital learning requirements.
- Expand computer laboratory facilities and digital learning spaces.
- Develop an institutional repository of recorded lectures and e-content.

Audit Committee Recommendation

The Committee appreciates the institution's commitment to integrating ICT into academic and administrative processes. Continued investment in digital infrastructure, e-content development, learning management systems and advanced educational technologies will further strengthen the quality of teaching-learning and institutional governance.

Overall Grade for Criterion VII – Internet Connectivity and ICT Infrastructure: A

8. Placement and Higher Education

S. No.	Item	HEIs i/p	Grade	Remarks
8.1	Capability enhancement and development schemes	The College regularly organized capability enhancement programmes including personality development, communication skills, legal drafting, moot court training, client counselling, legal research methodology, advocacy skills, professional ethics, soft skills, legal literacy programmes, seminars, workshops and guest lectures. Internship guidance and career orientation programmes	B	The institution has established an effective mechanism for enhancing students' professional, legal and employability skills through continuous academic and co-curricular activities.

S. No.	Item	HEIs i/p	Grade	Remarks
		were also conducted to improve students' employability and professional competence.		
8.2	Number of students benefited by guidance for competitive examinations and career counselling offered by the institution	The institution provided guidance and mentoring for Judicial Service Examinations, UGC-NET, Civil Services, Public Prosecutor examinations, Assistant Public Prosecutor, Banking Services and other competitive examinations. Career counselling sessions were organized through faculty members, legal experts, alumni and distinguished resource persons. A substantial number of final-year students benefited from these initiatives during the academic year.	B	Career guidance and competitive examination coaching significantly contributed to student progression towards higher education and professional careers. The Committee recommends establishing a dedicated Career Guidance and Placement Cell.
8.3	Number of placements of outgoing students	Graduating students secured placements in law firms, advocacy practice, corporate organizations, legal process outsourcing firms, NGOs and government departments. Several graduates also enrolled in LL.M., Judicial Service coaching and other	B	Although placement opportunities were available, the Committee recommends strengthening institutional placement activities through structured industry collaborations, campus recruitment drives and employer networking.

S. No.	Item	HEIs i/p	Grade	Remarks
		higher education programmes. Internship opportunities facilitated professional exposure and employability.		
8.4	Students Qualified in Competitive Examinations	Students successfully qualified in various competitive examinations including Judicial Service, UGC-NET, Public Service Commission examinations and admissions to higher education programmes. Alumni of the institution continue to serve in the judiciary, legal profession, government departments and academia.	A	Student success in competitive examinations reflects the quality of academic mentoring and institutional support. Systematic documentation of achievements will further strengthen institutional performance indicators.

Overall Assessment of Criterion VIII – Placement and Higher Education

The Audit Committee observed that **Chotanagpur Law College, Ranchi** has made commendable efforts to enhance student employability and academic progression during the Academic Year **2024–25**. The institution regularly organized career guidance programmes, personality development sessions, moot court training, legal drafting workshops, communication skill development activities and professional mentoring to prepare students for legal practice, higher education and competitive examinations.

Students received guidance for Judicial Services, UGC-NET, Civil Services and other competitive examinations through experienced faculty members, legal professionals and distinguished resource persons. Internship opportunities with courts, advocates, legal aid institutions and government offices significantly enhanced practical legal skills and career readiness.

The Committee appreciates the institution's initiatives for capability enhancement and recommends the establishment of a **dedicated Placement and Career Guidance Cell**, stronger collaboration with law firms, corporate legal departments and judicial institutions, systematic tracking of alumni placements and greater institutional participation in campus recruitment activities.

Strengths

- Regular organization of career guidance and professional development programmes.
- Moot court training, legal drafting and advocacy skill enhancement.
- Guidance for Judicial Services, UGC-NET and other competitive examinations.
- Internship opportunities with courts, advocates and legal institutions.
- Active participation of alumni and legal experts in career counselling.
- Strong encouragement for higher education and professional advancement.

Areas for Improvement

- Establish a dedicated **Placement and Career Guidance Cell**.
- Develop structured collaborations with law firms, corporate legal departments and legal organizations.
- Maintain a comprehensive placement database and alumni progression records.
- Organize annual campus placement drives and recruitment programmes.
- Introduce specialised coaching for judicial services, corporate law and competitive examinations.

Audit Committee Recommendation

The Committee appreciates the institution's sustained efforts in preparing students for professional careers and higher education through capability enhancement, mentoring and career guidance initiatives. Strengthening placement services, employer engagement and systematic tracking of student progression will further enhance institutional performance and graduate employability.

Overall Grade for Criterion VIII – Placement and Higher Education: B

9. Alumni Engagement

S. No.	Item	HEIs i/p	Grade	Remarks
9.1	The Alumni Association / Chapters	The College has a registered Alumni Association comprising distinguished alumni serving as advocates, judicial officers, academicians, corporate professionals, public servants and social activists. The Association acts as a bridge between the institution and its alumni by promoting academic interaction, professional networking, mentoring and institutional development. Alumni actively participate in seminars, legal awareness programmes, moot court activities and career guidance initiatives.	A	The Alumni Association functions effectively and maintains a strong relationship with the institution. Alumni contribute significantly to academic enrichment, mentoring and institutional development.
9.2	Alumni Contributions	Alumni contributed to the institution through guest lectures, career counselling, internship facilitation, mentoring of students, participation in legal awareness programmes, moot court competitions and institutional activities. Alumni also extended support in strengthening	B	The institution has successfully engaged its alumni in academic and professional activities. The Committee recommends further strengthening alumni support through endowment funds, scholarships and

S. No.	Item	HEIs i/p	Grade	Remarks
		industry–institution interaction and enhancing professional exposure for students.		infrastructure development initiatives.
9.3	Alumni Association Chapters Meetings Conducted	The Alumni Association conducted periodic meetings during the Academic Year 2024–25 to discuss institutional development, alumni engagement, student mentoring, placement support, academic collaboration and future activities. Minutes of meetings were maintained and follow-up actions were implemented wherever necessary.	A	Regular meetings demonstrate the active involvement of alumni in institutional governance and quality enhancement. Greater participation of alumni from diverse professional backgrounds is encouraged.

Overall Assessment of Criterion IX – Alumni Engagement

The Audit Committee observed that **Chotanagpur Law College, Ranchi** has established a strong and productive relationship with its alumni community. During the Academic Year **2024–25**, the Alumni Association actively supported the institution by participating in academic programmes, career guidance sessions, legal awareness activities, moot court competitions, internship facilitation and mentoring of students.

The alumni network includes professionals serving in the judiciary, legal practice, academia, government services and corporate organizations, thereby providing valuable academic and professional support to the institution. Regular meetings of the Alumni Association contributed to strengthening institutional development and fostering lifelong engagement between the College and its graduates.

The Committee appreciates the institution's efforts in maintaining an active alumni network and recommends developing a comprehensive alumni database, introducing

structured alumni contribution schemes and enhancing alumni participation in curriculum enrichment, placement activities and institutional governance.

Strengths

- Active and well-functioning Alumni Association.
- Strong alumni participation in academic and professional development activities.
- Regular career guidance, mentoring and guest lectures by alumni.
- Alumni support for internships and professional networking.
- Periodic Alumni Association meetings with documented proceedings.
- Positive contribution of alumni towards institutional development.

Areas for Improvement

- Develop a comprehensive digital alumni database and alumni portal.
- Introduce alumni-funded scholarships and endowment programmes.
- Increase alumni participation in placement and internship initiatives.
- Strengthen alumni involvement in curriculum enrichment and research collaboration.
- Organize annual alumni conventions and networking programmes.

Audit Committee Recommendation

The Committee commends the institution for maintaining meaningful engagement with its alumni community. The Alumni Association has made valuable contributions to academic enrichment, student mentoring and institutional development. Continued efforts towards expanding alumni participation, creating structured contribution mechanisms and strengthening alumni-industry linkages will further enhance the institution's academic excellence and professional outreach.

Overall Grade for Criterion IX – Alumni Engagement: A

10. Social Service and Extension Activities

S. No.	Item	HEIs i/p	Grade	Remarks
10.1	Initiatives taken to engage with and contribute to local community	The College actively engaged with the local community through its Legal Aid Clinic , National Service Scheme (NSS) , legal literacy camps, awareness programmes, blood donation camps, environmental campaigns,	A	The institution has demonstrated a strong commitment to community engagement by promoting legal awareness, social

S. No.	Item	HEIs i/p	Grade	Remarks
		Swachh Bharat Abhiyan, health awareness programmes and community outreach initiatives. Faculty members and students regularly participated in activities aimed at promoting legal awareness and social justice.		responsibility and public welfare through extension activities.
10.2	Number of activities conducted for promotion of universal values (Truth, Righteous Conduct, Love, Non-Violence and Peace); national values, human values, national integration, communal harmony and observance of Fundamental Duties	Throughout the academic year, the College organized programmes on Constitution Day, National Voters' Day, Human Rights Day, International Women's Day, Independence Day, Republic Day, National Unity Day, Legal Services Day, Anti-Ragging Awareness, Road Safety Awareness, Gender Sensitization, Environmental Awareness and various legal awareness campaigns promoting constitutional values, national integration and communal harmony.	A	The institution consistently promotes constitutional values, ethical conduct, national integration and civic responsibility through a wide range of awareness programmes and commemorative events.
10.3	Extension activities in the neighbourhood community in terms of impact and sensitizing students to social	Students actively participated in legal aid camps, village legal awareness programmes, cleanliness drives, plantation campaigns, health awareness	A	Extension activities effectively integrated academic learning with community

S. No.	Item	HEIs i/p	Grade	Remarks
	issues and holistic development	programmes, consumer awareness, cyber awareness, voter awareness and other community-oriented activities. These programmes enhanced students' social sensitivity, leadership qualities and professional ethics.		service and contributed significantly to the holistic development of students.
10.4	Awards and recognition received for extension activities	The College received appreciation and recognition from local authorities, legal institutions and collaborating organizations for its contribution to legal literacy, NSS activities, social outreach and community service programmes.	B	Institutional recognition reflects the quality and impact of extension activities undertaken during the academic year.
10.5	Extension and outreach programmes conducted in collaboration with Government Organisations and Non-Government Organisations	The College collaborated with the District Legal Services Authority (DLSA), Jharkhand State Legal Services Authority (JHALSA) , District Administration, Police Department, educational institutions, NGOs and other organizations for conducting legal awareness camps, voter awareness, environmental campaigns, gender sensitization programmes and	A	Effective collaboration with governmental and non-governmental organizations strengthened the quality and outreach of extension programmes.

S. No.	Item	HEIs i/p	Grade	Remarks
		community outreach activities.		
10.6	Number of students participating in extension activities	A large number of students participated in NSS activities, legal aid programmes, legal literacy camps, awareness rallies, blood donation camps, plantation drives, Swachh Bharat activities and other extension programmes organized throughout the academic year.	A	The institution has successfully encouraged active student participation in community engagement and social responsibility initiatives.
10.7	Village Adoption	During the Academic Year 2024-25, the College organized periodic legal awareness, health awareness and community outreach programmes in nearby villages through NSS and the Legal Aid Clinic. Although no village was formally adopted, regular outreach programmes were conducted in neighbouring rural areas.	B	The Committee recommends adopting a nearby village under a structured Village Adoption Programme for sustained legal awareness and community development activities.
10.8	NCC (Awards)	The College did not have an NCC Unit during the Academic Year 2024-25.	C	The Committee recommends exploring the possibility of establishing an NCC Unit to promote leadership, discipline and national service.

S. No.	Item	HEIs i/p	Grade	Remarks
10.9	NSS (Awards)	The National Service Scheme (NSS) Unit actively organized social service, environmental protection, legal literacy, health awareness and community outreach programmes. Students and Programme Officers participated in university and state-level NSS activities.	B	The NSS Unit has made significant contributions towards community engagement, student development and social responsibility. Continued participation in state and national NSS programmes is encouraged.

Overall Assessment of Criterion X – Social Service and Extension Activities

The Audit Committee observed that **Chotanagpur Law College, Ranchi** has demonstrated a strong commitment to social responsibility and community engagement through its **Legal Aid Clinic, National Service Scheme (NSS)** and various extension activities during the Academic Year **2024–25**. The institution effectively integrated extension activities with legal education by organizing legal literacy camps, awareness programmes, environmental campaigns, health awareness initiatives, blood donation camps and programmes promoting constitutional values and human rights.

Students actively participated in outreach activities that enhanced their legal knowledge, leadership qualities, ethical values and social sensitivity. Collaboration with organizations such as the **District Legal Services Authority (DLSA), Jharkhand State Legal Services Authority (JHALSA)**, government departments and NGOs significantly strengthened the impact of these programmes.

The Committee appreciates the institution's efforts in promoting community service and recommends the introduction of a formal **Village Adoption Programme**,

expansion of extension partnerships and establishment of an **NCC Unit** to further enhance student participation in nation-building activities.

Strengths

- Active **Legal Aid Clinic** and **NSS Unit**.
- Regular legal literacy and community outreach programmes.
- Strong collaboration with DLSA, JHALSA, Government Departments and NGOs.
- Promotion of constitutional values, human rights and social justice.
- Active student participation in extension and awareness programmes.
- Celebration of national days and observance of important social awareness campaigns.

Areas for Improvement

- Introduce a structured **Village Adoption Programme**.
- Establish an **NCC Unit** for leadership and national service activities.
- Increase participation in state and national extension programmes.
- Maintain comprehensive documentation of outreach impact and beneficiary feedback.
- Strengthen collaborations with additional governmental and civil society organizations.

Audit Committee Recommendation

The Committee highly appreciates the institution's sustained efforts in integrating legal education with community service through extension and outreach activities. The active functioning of the Legal Aid Clinic and NSS Unit reflects the institution's commitment to constitutional values, social justice and community development. Continued expansion of extension programmes, structured village adoption and enhanced institutional collaborations will further strengthen the institution's contribution to society.

Overall Grade for Criterion X – Social Service and Extension Activities: B

11. Administrative Procedures

S. No.	Item	HEIs i/p	Grade	Remarks
11.1	Budget allocation, excluding salary for infrastructure augmentation	The College earmarked adequate financial resources for infrastructure development, library enrichment, ICT facilities, maintenance of classrooms, laboratory equipment, campus development, sports facilities and student support services. Budget allocation was made through the Governing Body in accordance with institutional priorities and financial regulations.	A	The institution follows a systematic and transparent budgeting process ensuring optimal utilization of financial resources for academic and infrastructure development.
11.2	Expenditure incurred on maintenance of physical facilities and academic support facilities excluding salary component	Regular expenditure was incurred for maintenance of classrooms, library, computer laboratory, electrical installations, drinking water facilities, sanitation, campus cleanliness, sports facilities, furniture, ICT infrastructure and other academic support services.	A	The institution demonstrates effective maintenance of physical and academic infrastructure, ensuring a safe and conducive learning environment.
11.3	Established systems and procedures for maintaining and utilizing physical, academic and support facilities –	The College has established committees and administrative procedures for the maintenance and optimal utilization of classrooms,	A	Well-defined maintenance procedures ensure efficient utilization of institutional

S. No.	Item	HEIs i/p	Grade	Remarks
	laboratory, library, sports complex, computers, classrooms, etc.	Central Library, Moot Court Hall, Computer Laboratory, seminar hall, sports facilities, campus infrastructure and other support services. Preventive maintenance and periodic inspections are carried out under the supervision of the Principal and concerned committees.		resources and uninterrupted academic activities.
11.4	Students benefited by scholarships and freeships provided by the Government	Eligible students received scholarships under various Government schemes, including Post-Matric Scholarships for SC, ST, OBC and Minority students , in accordance with Government of Jharkhand and Central Government regulations. The College facilitated timely submission and verification of scholarship applications.	A	The institution effectively supports economically and socially disadvantaged students by facilitating access to government scholarship schemes.
11.5	Students benefited by scholarships, freeships, etc. provided by the institution besides Government schemes	Besides Government scholarships, the College extended financial assistance, fee concessions and academic support to deserving and economically weaker students, wherever applicable, in accordance with institutional policies	A	Institutional support is appreciable. The Committee recommends establishing a structured Student Aid Fund and merit-cum-means

S. No.	Item	HEIs i/p	Grade	Remarks
		and decisions of the Governing Body.		scholarship scheme.
11.6	Support to differently abled students	The institution provides a supportive academic environment for differently abled students through barrier-free access, ramps, accessible classrooms, accessible washrooms and individualized academic support. Faculty members extend special assistance whenever required.	B	The College demonstrates commitment towards inclusive education. Further strengthening of assistive technologies and accessible digital resources is recommended.
11.7	Transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases	The College has established functional Grievance Redressal Committee, Internal Complaints Committee (ICC), Anti-Ragging Committee, Anti-Ragging Squad and Women Grievance Redressal Cell . Student grievances are addressed promptly through a transparent and confidential mechanism. Awareness programmes on anti-ragging, gender sensitization and sexual harassment prevention are organized regularly.	A	The institution has a robust grievance redressal mechanism ensuring transparency, student safety and gender sensitivity.
11.8	Presence of an active Student Council &	Students actively participate in various	A	Student participation in

S. No.	Item	HEIs i/p	Grade	Remarks
	representation of students on academic & administrative bodies/committees	academic and administrative committees including NSS, Legal Aid Clinic, Cultural Committee, Sports Committee, Library Committee, IQAC activities and other institutional programmes. Student representatives contribute to co-curricular and extracurricular activities and provide feedback for institutional improvement.		institutional governance promotes participative management, leadership development and shared responsibility.
11.9	Professional development / administrative training programmes organized by the Institution for teaching and non-teaching staff	Faculty members and administrative staff regularly participated in Faculty Development Programmes (FDPs), Orientation Programmes, Refresher Courses, Workshops, Seminars, ICT Training Programmes and administrative capacity-building initiatives conducted by universities and academic institutions. The College also organized professional development programmes to enhance academic and administrative efficiency.	B	Continuous professional development contributes significantly to institutional quality enhancement and administrative effectiveness.

Overall Assessment of Criterion XI – Administrative Procedures

The Audit Committee observed that **Chotanagpur Law College, Ranchi** has established effective administrative systems and procedures that support academic excellence and institutional governance. During the Academic Year **2024–25**, the College maintained transparent financial management, systematic infrastructure maintenance and efficient utilization of physical and academic resources.

The institution demonstrated a strong commitment to student welfare through facilitation of Government scholarships, support for economically weaker students, inclusive facilities for differently abled students and an effective grievance redressal mechanism. Functional committees such as the **Internal Complaints Committee (ICC)**, **Anti-Ragging Committee**, **Grievance Redressal Committee** and other statutory bodies ensured a safe, transparent and student-friendly campus environment.

The Committee also appreciated the institution's emphasis on participative management, professional development of teaching and non-teaching staff and continuous improvement through capacity-building programmes. Overall, the administrative procedures are systematic, transparent and aligned with good governance practices.

Strengths

- Transparent financial planning and budget utilization.
- Well-maintained physical and academic infrastructure.
- Effective scholarship facilitation for eligible students.
- Inclusive support for differently abled students.
- Functional **ICC**, **Anti-Ragging Committee**, **Grievance Redressal Committee** and other statutory bodies.
- Active student participation in institutional committees.
- Regular professional development programmes for teaching and non-teaching staff.
- Systematic maintenance of library, ICT facilities, classrooms and campus infrastructure.

Areas for Improvement

- Introduce an institutional **Student Aid Fund** and merit-cum-means scholarship scheme.
- Increase financial support for economically weaker students through institutional initiatives.
- Strengthen assistive technologies for differently abled students.

- Further digitize administrative processes through integrated e-governance systems.
- Conduct periodic administrative audits and capacity-building programmes for support staff.

Audit Committee Recommendation

The Committee commends the institution for maintaining efficient administrative procedures, transparent governance and effective student support mechanisms. Continued emphasis on digital administration, institutional financial assistance schemes and inclusive support services will further strengthen administrative excellence and contribute to sustained institutional quality.

Overall Grade for Criterion XI – Administrative Procedures: A

12. Governance, Leadership and Management

S. No.	Item	HEIs i/p	Grade	Remarks
12.1	Governance of the institution is reflective of an effective leadership in tune with the Vision and Mission of the Institution	The governance of the College is guided by its Vision and Mission of imparting quality legal education, promoting professional ethics, social justice and academic excellence. The Governing Body, Principal, IQAC and various statutory committees collectively ensure effective planning, implementation and monitoring of academic and administrative activities.	A	Institutional governance is visionary, participative and aligned with the mission of providing quality legal education and promoting holistic student development.
12.2	Decentralization and participative management	The College follows a decentralized administrative structure. Responsibilities are delegated to various committees such as IQAC, Admission Committee, Examination Committee, Library Committee,	A	Participative management promotes transparency, accountability and shared responsibility in institutional governance.

S. No.	Item	HEIs i/p	Grade	Remarks
		Purchase Committee, Anti-Ragging Committee, Internal Complaints Committee (ICC), NSS Committee, Legal Aid Clinic and Cultural Committee. Faculty members and student representatives actively participate in institutional decision-making.		
12.3	Perspective/Strategic Plan and Deployment Documents	The institution prepares annual academic plans, institutional development plans and IQAC action plans to achieve its academic objectives. Strategic initiatives focus on academic excellence, infrastructure development, research promotion, digital learning, community engagement and quality enhancement. The implementation of these plans is periodically reviewed by the Governing Body and IQAC.	B	Committee recommends the Strategic planning is systematic and effectively translated into measurable academic and administrative outcomes.
12.4	Organizational structure of the Institution including Governing Body, administrative setup, and functions of various bodies, service rules, procedures, recruitment,	The College has a clearly defined organizational structure comprising the Governing Body, Principal, IQAC, Heads of Departments, Administrative Office and various statutory and non-statutory committees.	A	The organizational framework ensures effective institutional governance, accountability and smooth

S. No.	Item	HEIs i/p	Grade	Remarks
	promotional policies as well as grievance redressal mechanism	Recruitment, promotion and service conditions are governed by the norms of the Government of Jharkhand, Ranchi University, UGC and Bar Council of India. Transparent grievance redressal mechanisms are operational for students and employees.		administrative functioning.
12.5	Implementation of e-Governance in areas of operation	The College has implemented e-governance in admission, student records, fee collection, examination processes, office administration, library management, financial management and official communication. Digital platforms, institutional email and ICT-enabled administrative practices enhance operational efficiency.	A	E-governance practices have significantly improved transparency, efficiency and service delivery in academic and administrative operations.
12.6	Effectiveness of various bodies/cells/committees is evident through minutes of meetings and implementation of their resolutions	The Governing Body, IQAC and all statutory committees conduct regular meetings. Minutes are systematically recorded, resolutions are implemented and Action Taken Reports (ATRs) are reviewed periodically to	A	Functional committees play an active role in institutional governance and quality assurance through effective implementation of decisions.

S. No.	Item	HEIs i/p	Grade	Remarks
		ensure continuous quality improvement.		
12.7	Welfare measures for teaching and non-teaching staff	The institution provides welfare measures including Provident Fund, leave benefits, maternity leave, medical leave, duty leave for academic programmes, financial assistance for professional development (where applicable), safe working environment and opportunities for capacity building. Staff members are encouraged to participate in academic and administrative development programmes.	B	The institution demonstrates concern for employee welfare, professional growth and a healthy work environment.
12.8	Performance Appraisal System for teaching and non-teaching staff	Faculty performance is assessed through the Performance Based Appraisal System (PBAS)/Annual Performance Appraisal Reports (APAR) , student feedback, academic achievements, research publications and participation in professional development programmes. Non-teaching staff performance is reviewed periodically by the Principal and the Governing Body.	B	The committee recommends that a cadre appraisal of non-teaching staff. The appraisal system promotes accountability, professional development and continuous quality improvement among employees.

S. No.	Item	HEIs i/p	Grade	Remarks
12.9	Institutional strategies for mobilisation of funds and the optimal utilisation of resources	The College mobilizes financial resources through student fees, grants from the Government, UGC assistance (where applicable), donations and other legitimate institutional sources. Financial resources are utilized judiciously for infrastructure development, library enrichment, ICT facilities, academic activities, research and student support. Budget utilization is monitored through internal financial controls and Governing Body approval.	B	THE Committee Recommed fund mobilisation ancourged The institution demonstrates prudent financial planning and effective utilization of available resources to achieve academic objectives.
12.10	Teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies	Faculty members are encouraged to participate in seminars, conferences, workshops, Faculty Development Programmes (FDPs), Orientation Programmes and Refresher Courses. Permission, duty leave and institutional support are provided for academic participation. Financial assistance is extended subject to the availability of institutional resources and applicable rules.	B	Faculty development is actively encouraged. The Committee recommends creating a dedicated annual budget for conference participation, research travel and professional membership support.

Overall Assessment of Criterion XII – Governance, Leadership and Management

The Audit Committee observed that **Chotanagpur Law College, Ranchi** has established an effective governance framework characterized by visionary leadership, participative management and transparent administrative practices. During the Academic Year **2024–25**, the institution functioned under a well-defined organizational structure comprising the Governing Body, Principal, IQAC and various statutory and non-statutory committees, ensuring efficient planning, implementation and monitoring of academic and administrative activities.

The College has successfully adopted decentralized governance by involving faculty members, administrative staff and student representatives in institutional decision-making. Strategic planning, e-governance, financial management and quality assurance mechanisms have contributed significantly to institutional effectiveness. The regular functioning of IQAC and other committees, supported by documented minutes and Action Taken Reports, reflects the institution's commitment to continuous quality improvement.

The Committee appreciates the welfare measures for employees, performance appraisal mechanisms and prudent utilization of financial resources. Further strengthening faculty research support and allocating dedicated funds for professional development will enhance institutional excellence.

Strengths

- Vision and Mission-driven governance.
- Decentralized and participative administrative structure.
- Functional IQAC and statutory committees with documented proceedings.
- Effective implementation of e-governance in academic and administrative processes.
- Transparent organizational structure and grievance redressal mechanism.
- Well-established employee welfare measures.
- Performance appraisal system for teaching and non-teaching staff.
- Systematic financial planning and optimal utilization of institutional resources.

Areas for Improvement

- Prepare a long-term **Institutional Strategic Plan (5–10 years)** with measurable outcomes.
- Allocate a dedicated annual budget for faculty research, conference participation and professional memberships.
- Further strengthen digital governance through integrated ERP solutions.
- Introduce structured leadership development programmes for academic administrators.

- Enhance institutional resource mobilization through externally funded projects, CSR initiatives and alumni contributions.

Audit Committee Recommendation

The Committee highly appreciates the institution's effective governance, transparent administrative practices and participative management. The leadership has successfully aligned institutional policies with its Vision and Mission while ensuring accountability, quality assurance and continuous improvement. Strengthening strategic planning, digital governance and faculty development support will further enhance institutional excellence.

Overall Grade for Criterion XII – Governance, Leadership and Management: B

13. Best Practices of the Institution

S. No.	Item	HEIs i/p	Grade	Remarks
13.1	Number of gender equity promotion programmes organized by the institution	The College regularly organized programmes on Gender Sensitization, Women's Rights, International Women's Day, POSH Awareness, Legal Rights of Women, Beti Bachao Beti Padhao, Sexual Harassment Prevention, and Gender Equality through IQAC, NSS, Legal Aid Clinic and the Internal Complaints Committee (ICC).	A	The institution consistently promotes gender equity and women empowerment through awareness programmes and legal literacy initiatives.
13.2	Power requirement of the Institution met by renewable energy sources	The institution has installed a Solar Power Plant to supplement its electricity requirements and promote sustainable energy practices on the campus.	A	The adoption of renewable energy reflects the institution's commitment towards environmental sustainability and green campus initiatives.

S. No.	Item	HEIs i/p	Grade	Remarks
13.3	Percentage of lighting power requirements met through LED bulbs	Most classrooms, administrative offices, library, corridors and common areas are illuminated using energy-efficient LED lighting systems .	A	The institution has substantially reduced energy consumption through the use of LED lighting.
13.4	Waste Management steps	The College has implemented systematic waste management practices including segregation of biodegradable and non-biodegradable waste, regular campus cleanliness drives, disposal through authorized agencies, e-waste management, plastic-free campus initiatives and environmental awareness programmes .	A	Effective waste management practices contribute to maintaining a clean, healthy and eco-friendly campus.
13.5	Rainwater harvesting structures and utilization in the campus	Rainwater harvesting and groundwater recharge mechanisms have been developed to promote water conservation and sustainable utilization of natural resources within the campus.	A	The institution demonstrates commitment towards water conservation and environmental sustainability.
13.6	Green Practices	The College promotes Green Campus Initiatives through tree plantation drives, energy conservation, plastic-free	A	Green practices are well integrated into campus life and promote

S. No.	Item	HEIs i/p	Grade	Remarks
		campus, paperless administration, environmental awareness programmes, green landscaping, water conservation and cleanliness campaigns. NSS volunteers actively participate in environmental protection activities.		environmental responsibility among students and staff.
13.7	Expenditure on green initiatives and waste management (excluding salary component); initiatives to address locational advantages and disadvantages	The institution allocates financial resources for campus greenery, tree plantation, maintenance of gardens, waste management, sanitation, environmental awareness activities and sustainable campus development. Being located on the outskirts of Ranchi, the College effectively utilizes its natural environment to provide a pollution-free academic atmosphere while continuously improving accessibility and infrastructure.	A	Financial support for green initiatives demonstrates the institution's commitment to sustainable campus development and environmental conservation.
13.8	Code of Conduct handbook exists for students, teachers, governing body, administration including Principal/Officials and support staff	The College has a well-defined Code of Conduct for students, faculty members, administrative staff and governing authorities. The Code is communicated through the Prospectus, Orientation Programmes, Institutional	A	The Code of Conduct promotes discipline, professional ethics, transparency and accountability

S. No.	Item	HEIs i/p	Grade	Remarks
		Website and official notifications.		throughout the institution.
13.9	Display of Core Values in the institution and on its website	The institution prominently displays its Vision, Mission, Core Values and Institutional Objectives within the campus and on its official website, thereby creating awareness among students, faculty and stakeholders.	A	Institutional values are effectively communicated and reflected in academic and administrative practices.
13.10	Activities to increase consciousness about national identities and symbols; Fundamental Duties and Rights of Indian citizens and other constitutional obligations	The College regularly organizes programmes on Constitution Day, National Voters' Day, Human Rights Day, Republic Day, Independence Day, National Unity Day, Legal Services Day, Fundamental Duties, Constitutional Values and Electoral Awareness.	A	The institution effectively promotes constitutional literacy, democratic values, national integration and responsible citizenship.
13.11	Functioning is as per professional code prescribed/suggested by statutory bodies/regulatory authorities	The institution strictly follows the norms and regulations of UGC, Bar Council of India (BCI), Ranchi University, Government of Jharkhand and other statutory authorities in academic, administrative and examination matters.	A	Compliance with statutory regulations ensures quality legal education and institutional credibility.
13.12	Organizes national festivals and	The College regularly celebrates Independence	A	Such celebrations promote

S. No.	Item	HEIs i/p	Grade	Remarks
	birth/death anniversaries of great Indian personalities	Day, Republic Day, Constitution Day, Gandhi Jayanti, Ambedkar Jayanti, National Youth Day, Teachers' Day, National Unity Day, Saraswati Puja and other significant national events and commemorative days.		patriotism, cultural awareness and appreciation of national leaders and constitutional values.
13.13	Transparency in financial, academic, administrative and auxiliary functions	Transparency is maintained through e-governance, IQAC monitoring, internal and external audits, Governing Body oversight, statutory committees, grievance redressal mechanisms and participative management practices.	A	The institution has established transparent governance mechanisms ensuring accountability and quality assurance.
13.14	Institutional Best Practices and Quality Enhancement Initiatives	During the Academic Year 2024–25, the institution implemented several quality enhancement initiatives including: (i) Skill development through legal drafting, moot court, advocacy and communication skill programmes; (ii) Student participation in Legal Aid Clinic and NSS activities; (iii) Active alumni involvement in career guidance and internships; (iv) Regular guest lectures, seminars and workshops;	A	The institution has successfully adopted several best practices that significantly contribute to quality enhancement, skill development, professional competence and holistic student development.

S. No.	Item	HEIs i/p	Grade	Remarks
		(v) ICT-enabled teaching and digital learning; (vi) Mandatory internships as prescribed by the Bar Council of India; (vii) Continuous stakeholder feedback for academic improvement; (viii) Promotion of research publications and faculty development; (ix) Strengthening MoUs with legal institutions; (x) Student participation in sports, cultural and extension activities; (xi) Promotion of professional ethics and constitutional values through curriculum and outreach programmes.		

Overall Assessment of Criterion XIII – Best Practices of the Institution

The Audit Committee observed that **Chotanagpur Law College, Ranchi** has effectively institutionalized several best practices that contribute to academic excellence, good governance, environmental sustainability and holistic student development during the Academic Year **2024–25**. The institution has successfully integrated quality initiatives with its vision of producing socially responsible and professionally competent legal professionals.

The College promotes gender equity, constitutional values, environmental sustainability, renewable energy, green campus initiatives, legal literacy, community engagement and professional ethics through structured academic and extension activities. Transparent governance, adherence to statutory regulations and active stakeholder participation further strengthen institutional quality.

The Committee appreciates the institution's emphasis on ICT-enabled teaching, experiential learning, mandatory internships, alumni engagement, faculty development and community outreach. These initiatives reflect a strong commitment

to continuous quality improvement and align well with the objectives of higher legal education.

Strengths

- Strong promotion of gender equity and women's empowerment.
- Green Campus with renewable energy, LED lighting and environmental conservation practices.
- Effective waste management and rainwater harvesting initiatives.
- Well-defined Code of Conduct and transparent governance.
- Promotion of constitutional values and national integration.
- ICT-enabled teaching-learning and continuous quality enhancement initiatives.
- Active Legal Aid Clinic, NSS and community outreach programmes.
- Strong emphasis on professional ethics, internships and experiential learning.
- Active alumni engagement and stakeholder participation.
- Continuous faculty development and research promotion.

Areas for Improvement

- Increase the use of MOOCs, SWAYAM and other online certification platforms.
- Strengthen innovation, incubation and entrepreneurship initiatives related to legal technology.
- Expand renewable energy capacity to meet a larger share of campus energy needs.
- Develop a comprehensive Green Audit and Energy Audit mechanism.
- Enhance documentation and impact assessment of institutional best practices.

Audit Committee Recommendation

The Committee commends the institution for adopting a wide range of best practices that promote academic quality, environmental responsibility, ethical values and community engagement. Continued innovation in digital learning, sustainability initiatives, research, skill development and stakeholder participation will further strengthen the institution's reputation as a leading centre of legal education.

Overall Grade for Criterion XIII – Best Practices of the Institution: A

14. IQAC

S. No.	Item	HEIs i/p	Grade	Remarks
14.1	Internal Quality Assurance Cell (IQAC) has contributed	The IQAC played a proactive role in institutionalizing quality assurance by preparing	A	IQAC functions effectively as the nodal agency for planning,

S. No.	Item	HEIs i/p	Grade	Remarks
	significantly towards institutionalizing the quality assurance strategies and processes	and implementing the Annual Academic Calendar every academic year, ensuring timely commencement of classes, internal assessments, co-curricular and extracurricular activities, seminars, workshops, examinations and academic reviews. The IQAC also coordinated the Academic and Administrative Audit (AAA), feedback collection and analysis, Faculty Development Programmes (FDPs), promotion of ICT-enabled teaching-learning, monitoring of academic performance, research and extension activities, and ensured compliance with the guidelines of the UGC, NAAC, Ranchi University and the Bar Council of India. IQAC further supervised quality documentation and promoted continuous quality enhancement across all academic and administrative processes.		monitoring and sustaining quality initiatives. The preparation and systematic implementation of the Annual Academic Calendar every year ensures timely execution of all academic activities and reflects effective institutional planning.
14.2	The institution reviews its teaching-learning	IQAC periodically reviews teaching plans, implementation of the	A	Regular academic monitoring, periodic review of

S. No.	Item	HEIs i/p	Grade	Remarks
	process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms	Annual Academic Calendar , syllabus completion, internal assessment, mentoring, student progression, learning outcomes, stakeholder feedback, examination performance and academic achievements. Regular meetings of IQAC, Heads of Departments and academic committees are conducted to monitor institutional performance, review compliance with the Academic Calendar and implement corrective measures wherever required to ensure academic quality and timely completion of academic activities.		the Academic Calendar and outcome-based evaluation ensure effective curriculum delivery, continuous improvement and achievement of institutional objectives.
14.3	Quality initiatives by IQAC for promoting quality culture	During the Academic Year 2024-25 , IQAC undertook several quality enhancement initiatives including: (i) Preparation, publication and implementation of the Annual Academic Calendar ; (ii) Conduct of Academic and Administrative Audit (AAA); (iii) Collection and analysis of stakeholder feedback; (iv) Promotion	A	IQAC has successfully institutionalized a culture of quality through systematic planning, annual Academic Calendar implementation , monitoring, documentation and continuous improvement in

S. No.	Item	HEIs i/p	Grade	Remarks
		of ICT-enabled teaching-learning practices; (v) Organization of Faculty Development Programmes (FDPs), seminars and workshops; (vi) Promotion of research publications, including the regular publication of the Chotanagpur Law Journal , and faculty participation in conferences; (vii) Encouragement of Legal Aid Clinic, NSS and extension activities; (viii) Support for digital governance and institutional documentation; (ix) Continuous quality monitoring through departmental reviews and IQAC meetings; (x) Promotion of environmental sustainability, gender sensitization and constitutional values; and (xi) Documentation and preparation of quality assurance initiatives in accordance with NAAC guidelines.		academic and administrative practices.

Overall Assessment of Criterion XIV – Internal Quality Assurance Cell (IQAC)

The Audit Committee observed that the **Internal Quality Assurance Cell (IQAC)** of **Chotanagpur Law College, Ranchi** has played a pivotal role in institutionalizing

quality assurance mechanisms during the Academic Year **2024–25**. The IQAC has effectively coordinated academic planning, quality monitoring, faculty development, research promotion, stakeholder feedback, extension activities and institutional documentation.

The Committee appreciates IQAC's systematic approach in reviewing teaching-learning processes, promoting ICT-enabled education, strengthening academic governance and fostering a culture of continuous quality improvement. Regular meetings, implementation of Action Taken Reports (ATRs) and coordination with various statutory and academic committees have significantly enhanced institutional effectiveness.

IQAC has successfully aligned institutional practices with the quality benchmarks prescribed by UGC, NAAC, **Ranchi University** and the **Bar Council of India**, thereby contributing to academic excellence, transparency and good governance.

One of the most significant contributions of the IQAC is the **preparation, publication and effective implementation of the Annual Academic Calendar** before the commencement of every academic session. The Academic Calendar serves as the institutional roadmap for all academic and administrative activities, including commencement of classes, orientation programmes, internal assessments, seminars, workshops, legal aid activities, NSS programmes, examinations, vacations and co-curricular events. Its systematic implementation ensures timely completion of the curriculum, effective academic planning, transparency and adherence to quality benchmarks prescribed by the UGC, Ranchi University and the Bar Council of India. The Committee recognizes the Academic Calendar as a key instrument of institutional governance and quality assurance, contributing significantly to the smooth functioning of the College.

Strengths

- Well-functioning IQAC with active participation of internal and external stakeholders.
- Regular monitoring of academic and administrative performance.
- Effective implementation of quality assurance strategies.
- Periodic review of teaching-learning processes and learning outcomes.
- Promotion of ICT-enabled teaching and digital governance.
- Organization of Faculty Development Programmes, seminars and workshops.
- Systematic collection and analysis of stakeholder feedback.
- Promotion of research, extension activities and institutional best practices.
- Strong documentation and quality assurance practices.

Areas for Improvement

- Develop a comprehensive **Quality Assurance Manual** aligned with NAAC's revised accreditation framework.
- Strengthen data analytics and outcome-based quality monitoring.
- Increase collaboration with national and international quality assurance agencies.
- Expand faculty training in innovative pedagogy, artificial intelligence and legal technology.

- Introduce periodic external academic audits and benchmarking with leading law institutions.

Audit Committee Recommendation

The Committee highly appreciates the significant contribution of the IQAC in fostering a culture of excellence, accountability and continuous quality improvement. The IQAC has emerged as the driving force behind institutional development by effectively integrating academic planning, governance, research, stakeholder engagement and quality assurance. Continued innovation, data-driven decision-making and benchmarking with national best practices will further strengthen the institution's journey towards academic excellence.

Overall Grade for Criterion XIV – Internal Quality Assurance Cell (IQAC): A

Observations of the Academic Audit Committee

The Academic and Administrative Audit Committee, after a comprehensive review of the academic, administrative, governance, research, infrastructure and student support systems of Chotanagpur Law College, Ranchi for the Academic Year 2024–25, observed that the institution has established a sound academic environment with effective governance and a strong commitment to quality legal education.

The Committee appreciates the institution's adherence to the norms and regulations of Ranchi University, the Bar Council of India (BCI) and the University Grants Commission (UGC). The College has demonstrated effective leadership through participative management, transparent administration and the active functioning of the Internal Quality Assurance Cell (IQAC).

The teaching-learning process is systematic, student-centric and supported by qualified faculty, ICT-enabled classrooms, a well-equipped Central Library, legal databases, moot court facilities and an effective mentoring system. The institution has also promoted experiential learning through internships, legal aid activities, NSS programmes, seminars, workshops and community outreach initiatives.

The Committee noted the College's commitment to environmental sustainability through green campus initiatives, renewable energy utilization, waste management practices and awareness programmes. The Legal Aid Clinic, NSS Unit and various statutory committees have made significant contributions towards community engagement, constitutional awareness and social responsibility.

The institution has maintained transparency in financial management, examination administration, grievance redressal, stakeholder feedback and institutional governance. Faculty members actively participate in research, professional development programmes and academic publications, thereby contributing to the academic growth of the institution.

Overall, the Committee found that the College has developed a strong quality culture and has laid a solid foundation for continuous institutional growth **and academic excellence**.

Suggestions of the Academic Audit Committee

The Committee recommends the following measures for further strengthening the quality of academic and administrative functioning:

1. Strengthen Research and Innovation
 - Introduce institutional Seed Money for faculty research projects.
 - Encourage externally funded research projects through UGC, ICSSR, DST and other funding agencies.
 - Increase research publications in high-impact peer-reviewed journals.
2. Digital Transformation
 - Implement a comprehensive Enterprise Resource Planning (ERP) system covering academics, administration, finance, examination and library services.
 - Introduce a Learning Management System (LMS) to facilitate blended and online learning.
 - Establish a dedicated Media and E-Content Development Centre.
3. Library Development
 - Upgrade the Library to a fully integrated ILMS with OPAC and remote access.
 - Expand subscriptions to national and international e-resources.
 - Develop a digital institutional repository for research publications and dissertations.
4. Placement and Career Development
 - Establish a dedicated Training, Placement and Career Guidance Cell.
 - Strengthen collaborations with law firms, corporate organizations, judicial institutions and government agencies.
 - Maintain a systematic database of student placements and alumni progression.
5. Faculty Development
 - Increase institutional financial support for participation in conferences, workshops and professional development programmes.
 - Organize regular Faculty Development Programmes on emerging areas such as Artificial Intelligence, Cyber Law, Legal Technology and Outcome-Based Education.
6. Research and Consultancy
 - Promote consultancy services in legal drafting, arbitration, mediation, legal aid and policy research.
 - Encourage interdisciplinary research and collaborative projects with other institutions.

7. Infrastructure Enhancement

- Continue modernization of ICT infrastructure and increase internet bandwidth.
- Establish a dedicated Research Centre and Digital Learning Studio.
- Further improve accessibility facilities for differently abled students.

8. Quality Assurance

- Strengthen data-driven decision-making through systematic analysis of academic performance and stakeholder feedback.
- Conduct periodic internal academic audits and benchmarking with leading law institutions.
- Continue regular review of Programme Outcomes (POs), Programme Specific Outcomes (PSOs) and Course Outcomes (COs).

9. Student Development

- Expand coaching for Judicial Services, UGC-NET and other competitive examinations.
- Increase value-added courses, certificate programmes and skill development initiatives.
- Encourage greater student participation in national and international moot court competitions, research conferences and innovation activities.

10. Community Engagement

- Adopt a nearby village under a structured Village Adoption Programme.
- Expand legal literacy, environmental awareness and constitutional awareness programmes.
- Explore the establishment of an NCC Unit to complement the existing NSS activities.

11. Institutional Governance

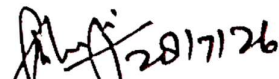
- Prepare a comprehensive Five-Year Strategic Plan with measurable performance indicators.
- Continue strengthening e-governance, participative management and transparent administrative practices.
- Enhance resource mobilization through alumni contributions, CSR initiatives and funded projects.

Overall Conclusion

The Audit Committee concludes that Chotanagpur Law College, Ranchi has maintained high standards of academic and administrative performance during the Academic Year 2024–25. The institution possesses a robust governance framework, competent faculty, adequate infrastructure, an active IQAC and a strong commitment to quality legal education and social responsibility.

The Committee is of the opinion that, by implementing the above recommendations, the College will be well-positioned to achieve higher levels of academic excellence, institutional effectiveness and national recognition in legal education.

Overall Institutional Assessment: A


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CHOTANAGPUR LAW COLLEGE, RANCHI, JHARKHAND

(A B++ NAAC ACCREDITED INSTITUTION)

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