

**CHOTANAGPUR LAW COLLEGE , RANCHI**  
**NyayVihar Campus**

**THE ANNUAL QUALITY ASSURANCE REPORT(AQAR)**  
**SESSION:-2019-2020**

**Part – A**

**DATA OF THE INSTITUTION**

|   |                             |
|---|-----------------------------|
| Name of the Institution                       | CHOTANAGPUR LAW COLLEGE     |
| Name of the Head of the institution           | Dr. Pankaj Kumar Chaturvedi |
| Designation:                                  | Principal                   |
| Does the institution function from own campus | Yes                         |
| Phone no./Alternate phone no                  | 0651- 2261050               |
| Mobile no                                     | 9431771040                  |
| Registered e-mail:                            | drpkc21@gmail.com           |
| Alternate e-mail                              | info@cnlawcollege.ac.in     |

|           |                             |
|-----------|-----------------------------|
| Address   | NyayVihar Campus            |
| City/Town | Tata Road , Namkum , Ranchi |
| State/UT  | Jharkhand                   |
| Pin Code  | 834010                      |

**2. Institutional Status**

|   |   |
|---|---|
| Affiliated / Constituent  | Affiliated  |
| Type of Institution   | Co-education  |
| Location : Rural/Semi-urban/Urban                                 | Semi -Urban   |
| Financial Status  | UGC 2f and 12 (B) and Self Financing  |
| Name of the Affiliating University:                               | Ranchi University , Ranchi  |
| Name of the IQAC Co-ordinator                                     | Mrs Sakshi Pathak   |
| Phone No  | 9931150571  |
| Alternate phone no  | 9431771040  |
| IQAC e-mail address   | drpck21@gmail.com   |
| Alternate Email address   | law.vnc@gmail.com   |
| Website address   | www.cnlawcollege.ac.in  |
| Web-link of the AQAR: (Previous Academic Year)                    | <a href="http://cnlawcollege.ac.in/aqar/1819/IQACAQAR_2018-19.pdf">http://cnlawcollege.ac.in/aqar/1819/IQACAQAR_2018-19.pdf</a>   |
| Whether Academic Calendar prepared during the year? :<br>Weblink: | Yes<br><a href="http://cnlawcollege.ac.in/aqar/1920/Holiday List 2019.pdf">http://cnlawcollege.ac.in/aqar/1920/Holiday List 2019.pdf</a><br><a href="http://cnlawcollege.ac.in/aqar/1920/Academic Calander of LLB &amp; LLM 2019.pdf">http://cnlawcollege.ac.in/aqar/1920/Academic Calander of LLB &amp; LLM 2019.pdf</a> |

**5. Accreditation Details:**

| Cycle           | Grade | CGPA | Year of Accreditation | Validity Period   |
|-----------------|-------|------|-----------------------|-------------------|
| 1 <sup>st</sup> | B     | 2.71 | 2016                  | From 2016 to:2021 |

**6.Date of Establishment of IQAC: 04 May 2016**

## 7. Internal Quality Assurance System

### 7.1 Quality initiatives by IQAC during the year for promoting quality culture

| Item /Title of the Quality Initiative by IQAC  | Date & Duration   | Number of Participants/Beneficiaries |
|--|---|--------------------------------------|
| 1. Regular meeting of Internal Quality assurance Cell  | 7 <sup>th</sup> September 2019<br>7 <sup>th</sup> December 2019<br>7 <sup>th</sup> March 2019<br>24 <sup>th</sup> June 2020 | 10<br>10<br>7<br>8                   |
| 2. Conducted <b>Go Green Week</b> for tree plantation  | 20 <sup>th</sup> – 27 <sup>th</sup> Sep 2019  | 35                                   |
| 3. Conducted 1 Day Class Seminar for 1 <sup>st</sup> yr students on <b>“Legal Profession and Diverse Opportunities”</b> by Mr. Manoj Tondon, Addl. Advocate General, JHC, Ranchi | 21 <sup>st</sup> Sep 2019   | 165                                  |
| 4. Conducted a training program for non teaching staff on <b>“Clean and Green Surrounding”</b> by Dr. A.K. Singh, Former Sr. Scientist, ICAR, Ranchi.                            | 27 <sup>th</sup> July 2019  | 25                                   |
| 5. Conducted <b>Swachta Abhiyan</b> in near village  | 2 <sup>nd</sup> Oct 2019  | 60                                   |
| 6. Conducted <b>Samwad I</b>   | 29 <sup>th</sup> Oct 2019   | 50                                   |
| 7. Conducted a talk on <b>“Discrimination to Girl Child- A Curse to the Society”</b> by Dr. Parwez Hasan, Ranchi University, Ranchi.   | 11 <sup>th</sup> Oct 2019   | 200                                  |
| 8. Conducted <b>Intra Cricket Tournament</b> for all the 3 years   | 24 <sup>th</sup> -26 <sup>th</sup> Oct 2019   | 40                                   |
| 9. Conducted 1 day National Symposium by PG Department of college on <b>“Criminal Justice System in India”</b>   | 9 <sup>th</sup> Nov 2019  | 270                                  |
| 10. Conducted <b>Blood Donation Camp</b> in collaboration with RIMS, Ranchi  | 26 <sup>th</sup> Nov 2019   | 43                                   |

|   |  |                |
|---|--|----------------|
| 11. Conducted <b>Quiz by ICAR</b> on the occasion of Human rights Day   | 10 <sup>th</sup> Dec 2019                    | <b>30</b>      |
| 12. Conducted <b>Spiritual and Physiological Healing</b> by Mrs Ajeet Kaur                                      | 14 <sup>th</sup> Dec 2019                    | <b>18</b>      |
| 13. Conducted college fest <b>“Anantrang “</b>  | 19 <sup>th</sup> - 20 <sup>th</sup> Dec 2019 | <b>450-500</b> |
| 14. Conducted a talk on <b>“Constitutional Morality and Challenges Ahead”</b> by Mrs ShaymalaK ( Faculty NUSRL) | 11 <sup>th</sup> Jan 2020                    | <b>34</b>      |
| 15. Conducted <b>Legal Aid Awareness</b> Program in Bumru Village   | 29 <sup>th</sup> February 2020               | <b>62</b>      |

8. Provide the list of funds by Central/ State Government-

UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.

| Institution/<br>Department/Faculty | Scheme | Funding<br>agency | Year of award with<br>duration | Amount |
|------------------------------------|--------|-------------------|--------------------------------|--------|
| ----                               | ---    | ----              | ----                           | ---    |

9. Whether composition of IQAC as per latest NAAC guidelines: **Yes**

[http://cnlawcollege.ac.in/aqar/1920/IQAC notification 2019-20.pdf](http://cnlawcollege.ac.in/aqar/1920/IQAC%20notification%202019-20.pdf)

10. No. of IQAC meetings held during the year: 04

The minutes of IQAC meeting and compliance to the decisions have been uploaded on the institutional website - **Yes**

11. Whether IQAC received funding from any of the funding agency to support its activities during the year? **No**

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

- Successful conduction of National Symposium by PG Department of College.
- Successful conduction of Lectures under Barrister S. K Sahay Lecture Series as planned.
- Successful conduction of all class seminars and talks as scheduled.
- Successful conduction of blood donation camp and legal aid awareness program.
- Successful conduction of online classes during nationwide lockdown due to COVID 19.

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

| <b>Plan of Action</b>  | <b>Achievements/Outcomes</b>   |
|--|--|
| Plan to conduct all IQAC meeting timely  | Conducted all the meetings timely  |
| Plan to prepares and make arrangements for the inspection for 5 yrs B.A. LL.B ( Semester System ) program. | The institution was fully prepared for the inspection as scheduled in month of July but could not be conducted due to COVID 19.  |
| Plan to upgrade and enrich the library for both UG and PG courses  | Successfully Upgraded  |
| Plan to conduct all the class seminar and talks as scheduled by the seminar committee.                     | The college organised all the seminars and class seminars as scheduled till March, rest couldn't be conducted due to COVID 19 pandemic.  |
| Plan to conduct all cultural programs as scheduled   | Conducted Inter college fest ANANTRANG in Dec 2019.  |
| Plan to conduct all legal aid programs and legal awareness program as scheduled.                           | Conducted 1 legal aid and awareness program on 29 <sup>th</sup> Feb 2020 in Bumru village Namkum Block, the 2 <sup>nd</sup> scheduled program in May could not be conducted due to COVID 19 pandemic |
| Plan to conduct 2 samwad in the academic session.  | Conducted 1 <sup>st</sup> samwadand 2 <sup>nd</sup> samwad could not be conducted due COVID19.   |
| Plan to introduce Intellectual Property Right as a new subject in the final year.                          | Introduced Intellectual Property Right as a new optional subject in final year from the session 2020-2021  |

**14. Whether the AQAR was placed before statutory body?   Yes**

Name of the Statutory body: Staff Council of the College  
Date of meeting: 27.06.2020 (Online)

**15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning?No**

**16. Whether institutional data submitted to AISHE: Yes**

Year: 2019-2020

Date of Submission: 05.02.2020

**17. Does the Institution have Management Information System?No**

## **Part-B**

### **CRITERION I – CURRICULAR ASPECTS**

#### **1.1 Curriculum Planning and Implementation**

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

The Institution meticulously plan for effective implementation of the curriculum. The detailed process is well planned in advance and timely executed.

**1. Planning for academic term.**

**2. Preparation of academic calendar-** The academic calendar is prepared in line with the academic calendar and holiday list of the University which consists of all academic and non-academic activities in details. While preparing the academic calendar, the college assumes to incorporate the suggestion given by faculty members, as per their interest and past performance of the subject. Subjects are allocated to faculty member in consensus to their qualification and expertise. The subject distribution to the faculty is made well in advance for proper and effective preparation.

**3. Preparation for time task-** The timetable is prepared and the approved timetable is displayed on the notice board and the college website prior to the commencement of the new session.

**4. Preparation by each faculty members-** Once the subjects are allotted to the faculty member, they prepare teaching plan and course file as per the departmental academic planner. Witten notes, study material is prepared for the each subject by the respective faculty along with the important assignment questions. Daily attendance is monitored by each faculty member and defaulter students with poor attendance are identified and are given notice by the college at the end of each month.

**5. Staff Council Meeting–**The staff council meeting is conducted each month to review the academic progress and take suitable remedial measures when necessary.

**6. The Yearly Budget-** The yearly budget is prepared based on the consumable equipments and library resources as required and are submitted to the “ Purchase committee”. The institution

ensures that the faculty adopts new tools, innovations and techniques are continuously involved in research development.

The lecture plans are continuously reviewed and monitored by the curriculum delivery committee of the IQAC to ensure the smooth flow and completion of curriculum prescribed.

The faculty performance is evaluated by the principal through “Self Appraisal” for each academic year. The college administration under the leadership of the Principal monitors and evaluated the teaching learning process, conduction of internal examination , class assignment , class test , for effective delivery of the curriculum.

Field tours , court visits , visit to JHALSA and DLSA training and internship under practicing lawyers and law firms are encouraged and organized by the college to ensure the effective implementation of prescribed curriculum

The Post Graduate Student are encouraged to enhance their research skill by writing and getting their articles published , making regular class assignment , presentations , class room seminars, interactive session, group discussion , group debates and making project work and dissertation to prepare themselves for enhanced academic research in future.

#### **1.1.2 Certificate/ Diploma Courses introduced during the Academic year**

| Name of the Certificate Course | Name of the Diploma Courses | Date of introduction and duration | focus on employability/ entrepreneurship | Skill development |
|--------------------------------|-----------------------------|-----------------------------------|--|-------------------|
| -----                          | -----                       | -----                             | -----                                    | -----             |

#### **1.2 Academic Flexibility**

##### **1.2.1 New programmes/courses introduced during the Academic year**

| Programme with Code | Date of Introduction | Course with Code | Date of Introduction |
|---------------------|----------------------|------------------|----------------------|
| -----               | -----                | -----            | -----                |

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

| Name of Programmes adopting CBCS | UG    | PG    | Date of implementation of CBCS / Elective Course System | UG    | PG    |
|----------------------------------|-------|-------|---|-------|-------|
| -----                            | ----- | ----- | -----   | ----- | ----- |

Already adopted (mention the year)

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

|                | Certificate | Diploma Courses |
|----------------|-------------|-----------------|
| No of Students | ----        | ----            |



### 1.3 Curriculum Enrichment

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

| Value added courses | Date of introduction | Number of students enrolled |
|---------------------|----------------------|-----------------------------|
| Pranic Healing      | March, 2017          | 48                          |

#### 1.3.2 Field Projects / Internships under taken during the year

| Project/Programme Title   | No. of students enrolled for Field Projects / Internships |
|---|---|
| The students do regularly their own internship in their respective semesters as their Practical Training. | LL.B. Part-II & III Students.                             |

### 1.4 Feedback System

#### 1.4.1 Whether structured feedback received from all the stakeholders.

|             |             |              |           |            |
|-------------|-------------|--------------|-----------|------------|
| 1) Students | 2) Teachers | 3) Employers | 4) Alumni | 5) Parents |
| Yes/ No     | Yes/ No     | Yes/ No      | Yes/ No   | Yes/ No    |

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

As reported in the AQAR of the year 2016-2017, 2017-2018, 2018-2019, the college has an well organized feedback system to monitor and evaluate the quality of teaching and learning. The institution regularly takes feedback from all its stakeholders. The feedback on teaching and learning process is received by the students through the “**Students Satisfactory Survey**” which is exhaustive and complete an all –inclusive survey approved by the IQAC of the college. A standard feedback questionnaire based on matters like subject knowledge , teaching skills command over the language , punctuality is designed by the institution. The students can obtain from the college library and then drop their filled feedback form in the boxes present in the library. All the comments written by the student in the feedback form are communicated to the respective faculty member so that they can bring the improvement where ever necessary. The faculty member through the feedback can evaluate their strengths and weakness to improve and enhance their teaching skills. The faculty member having the highest feedback score are appreciated and note is given for the corrective action to the faculty member having a lower feedback score. The feedback is also collected from alumni parents, resource persons on the facilities available in the institution.

All the factors mentioned in the feedback are analysed and the corrective actions are taken accordingly. The institution takes the feedback received very seriously. The feedback from the students, faculties, parents , employers and various stakeholder such as alumni are evaluated which gives much needed impetus to the to the development of many facilities like library, infrastructure , research facilities, curriculum delivery canteen , e – resources, etc so that the institute keep up its pace with the necessary and demands of the changing time and provide maximum to the students.

As mentioned in the earlier “AQAR” the feedback received in “Grievance Redressal Box” or “Samadhan Box” is taken seriously by the college administration and are forwarded to the “IQAC” of the college for their suggestions and necessary implementation.

## **CRITERION II -TEACHING-LEARNING AND EVALUATION**

### **2.1 Student Enrolment and Profile**

#### **2.1.1 Demand Ratio during the year**

| Name of the Programme | Number of seats available | Number of applications received | Students Enrolled |
|-----------------------|---------------------------|---------------------------------|-------------------|
| LL.B.                 | 240                       | 393                             | 216               |

### **2.2 Catering to Student Diversity**

#### **2.2.1. Student - Full time teacher ratio (current year data)**

| Year    | Number of students enrolled in the institution (UG) | Number of students enrolled in the institution (PG) | Number of full time teachers available in the institution teaching only UG courses | Number of full time teachers available in the institution teaching only PG courses | Number of teachers teaching both UG and PG courses |
|---------|---|---|--|--|--|
| 2019-20 | 630   | 60  | 12   | 0  | 04   |

### **2.3 Teaching - Learning Process**

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

| Number of teachers on roll | Number of teachers using ICT ( <i>LMS, e-Resources</i> ) | ICT tools and resources available   | Number of ICT enabled classrooms | Number of smart classrooms | E-resources and techniques used          |
|----------------------------|--|---|----------------------------------|----------------------------|--|
| 10                         | 10   | Wi-Fi enabled campus, ICT enabled departments, Desktops & Laptops, Projectors, Screen, Virtual & Smart board enabled classrooms | 11                               | 11                         | Manupatra Online Database with static IP |

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

The student mentoring is a very integral part of the teaching learning mechanism of the institution. As the students are from varied educational and economic background and also many of the students belong to the rural area. Therefore CNLC has a devised student mentoring system which provides a better understanding of individual student and bring out their highest potential. A faculty who acts as a mentor is a guide who can help find the mentee the right goal, path and direction. The faculty

mentors are appointed by the institution who are given certain students. There is mentee's form which contains information like personal information, previous academic record, academic performance scholarships/ awards received various interests, medical and health issues. The mentor meets the students periodically as and when needed and mentor their performance and activities. The students are also guided on professional and career advancement. The faculty member also do the mentoring of attendance and performance of each student six times in a semester and identifies irregular and academically weak student; who are then given respective mentors. It is the practice of mentor to meet student individually or in groups. The guidance given by the mentors to the mentee are twofold both scholastic and psychological. Soft- skill development, personality and language development tips are also given to the student. Most of the student are greatly benefited by mentoring and it helps them overcome their weakness and expand their limitations on all fronts. The institutional practice of mentoring system has been designed to be student –centric and render equitable service to student of varied academic and economic background. The mentoring is also conducted by the senior student of the college who regularly involves new student in the preparation of festivals, seminars, symposium, workshop, debates and other academic and cultural activities and accustomed them to the institutions educational and cultural environment. By this the new students learn make new bonds and overcome their inhibitions and other barriers.

| <b>Number of students enrolled in the institution</b> | <b>Number of fulltime teachers</b> | <b>Mentor: Mentee Ratio</b> |
|---|------------------------------------|-----------------------------|
| 622   | 11                                 | 1:56                        |

## **2.4 Teacher Profile and Quality**

### **2.4.1 Number of full time teachers appointed during the year**

| No. of sanctioned positions | No. of filled positions | Vacant positions | Positions filled during the current year | No. of faculty with Ph.D |
|-----------------------------|-------------------------|------------------|--|--------------------------|
| 12                          | 10                      | 02               | No                                       | 03                       |

**2.4.2 Honours and recognitions received by teachers**

(received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the year )

| Year of award | Name of full time teachers receiving awards from state level, national level, international level | Designation | Name of the award, fellowship, received from Government or recognized bodies |
|---------------|---|-------------|--|
| ---           | ----  | ----        | ----   |

**2.5 Evaluation Process and Reforms**

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

| Programme Name | Programme Code | Semester/ year | Last date of the semester-end/ year- end examination  | Date of declaration of results of semester-end/ year-end examination                                |
|----------------|----------------|----------------|---|---|
| LL.B           | LL.B           |                | Semester I,III,V (Aug 2019- Dec 2019<br><b>Jan., 2020</b><br>Semester II,IV, VI ( March 2020- June2020)<br><b>June 2020</b> | <b>15<sup>th</sup>May 2020</b><br><b>20<sup>th</sup> Oct, 2020 &amp; 10<sup>th</sup> Nov., 2020</b> |
| LL.M           | LL.M           |                | Semester I& III (Sep 2019- Dec 2019)<br><b>Feb., 2020</b><br>Semester II&IV(March 2020- June 2020)<br><b>Sept., 2020</b>    | <b>15<sup>th</sup>May 2020</b><br><b>14<sup>th</sup> Oct, 2020 &amp; 10<sup>th</sup> Nov., 2020</b> |

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

CNLC follows all the evaluation reforms as prescribed by the university as well as the Bar council of India. In addition, the institution has introduced measures on its own. There is a examination committee headed by principal and assisted by the senior faculty members from each department, which sees that timely examinations are conducted. The institution also evaluates the attendance, class performance, subject wise assignments, class seminars, surprise test. Every semester we conduct two class test and a preliminary examination for each subject. The class tests are carefully designed to evaluate the students, assessing their knowledge and understanding the topic taught. Class room seminars are also organized which helps them to get confidence thereby removing their fear of facing big

audience. The Post Graduate students are regularly motivated to write article, and do research on contemporary and emerging legal issues and also to make class presentation both orally and through PPT. They are involved in class debates and discussion, class seminar and presenting class lectures on taught topics and preparation of innovative learning modules on special topics involving students by asking them to frame relevant questions on a topic. Through continuous internal evaluation system the institute has been successful in enhancing the learning ability of the students and at the same time helped in improving the faculty's teaching skills thereby improving the academic excellence of the institution.

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

CNLC prepares its academic calendar at the beginning of each year and uploads it on the college website and also displays it on the College Notice Board. The affiliating university prescribes the overall framework of time and the list of holidays and the college prepares the academic calendar in that framework. The academic calendar of the college gives the detail about the important dates /events to be conducted like yearly schedule of co – curricular activities, seminars, moot court, symposium debate etc. The dates for entrance test and publication of the result are also mentioned in the calendar. The college prepares separate calendar for both UG and PG department in each session. The calendar syncs with the university directive, schedule and holidays. The academic calendar of the college doesn't specify the date of examination as in accordance with the statute governing LL.B three years (semester system) regulation and section 8 of the act states that the examination of LL.B 1<sup>st</sup> 3<sup>rd</sup> and 5<sup>th</sup> semester shall be conducted in the month of December and LL.B 2<sup>nd</sup> 4<sup>th</sup> and 6<sup>th</sup> semester shall be conducted in the month of May. Since the affiliating university is a multi- disciplinary university, hence the chance of fluctuation in conduction of examination from the mentioned time by around 15-20 days becomes a possibility. But both the university and the college ensures that final examination and results are timely conducted and declared for the overall interest of the academic session and the student. The college regularly informs the student about the university notice and circulars related to examination through college , notice board , college website, whatsapp group ( of each year)the internal assessment dates , the date of viva-voce examination are also regularly informed by the college. The college carries out its work in accordance with academic calendar and gives the information to IQAC and seeks the guidelines for further improvement.

## 2.6 Student Performance and Learning Outcomes

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

<http://cnlawcollege.ac.in/aqar/1920/Program Outcomes.pdf>

<http://cnlawcollege.ac.in/aqar/1920/LLB Result of Sem 1,3 & 5 2019-20.pdf>

<http://cnlawcollege.ac.in/aqar/1920/LLB Result of Sem 2,4 & 6 2019-20.pdf>

### 2.6.2 Pass percentage of students

| Programme Code | Programme name | Number of students appeared in the final year examination | Number of students passed in final semester/year examination | Pass Percentage |
|----------------|----------------|---|--|-----------------|
| LL.B.          | LL.B.          | 166   | 160  | 96.38%          |
| LL.M.          | LL.M.          | 22  | 19   | 86.36%          |

## 2.7 Student Satisfaction Survey

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

<http://cnlawcollege.ac.in/aqar/1920/Student Satisfaction Survey.pdf>

<http://cnlawcollege.ac.in/aqar/1920/Abstract on the Feedback for Session 2019-20.pdf>

## CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

### 3.1 Resource Mobilization for Research

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

| Nature of the Project   | Duration | Name of the funding Agency | Total grant sanctioned | Amount received during the Academic year |
|---|----------|----------------------------|------------------------|--|
| Major projects  | ---      | ---                        | ---                    | ---                                      |
| Minor Projects  | ---      | ---                        | ---                    | ---                                      |
| Interdisciplinary Projects  | ---      | ---                        | ---                    | ---                                      |
| Industry sponsored Projects                                       | ---      | ---                        | ---                    | ---                                      |
| Projects sponsored by the University/ College                     | ---      | ---                        | ---                    | ---                                      |
| Students Research Projects (other than compulsory by the College) | ---      | ---                        | ---                    | ---                                      |
| International Projects  | ---      | ---                        | ---                    | ---                                      |
| Any other(Specify)  | ---      | ---                        | ---                    | ---                                      |
| Total   | ---      | ---                        | ---                    | ---                                      |

### 3.2 Innovation Ecosystem

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

| Title of Workshop/Seminar                   | Name of the Dept. | Date(s)  |
|---|-------------------|--|
| An introduction to IPR and Patenting System | UG                | Scheduled in the month of April, 2020, could not be conducted due to Covid-19. |

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

| Title of the innovation | Name of the Awardee | Awarding Agency | Date of Award | Category |
|-------------------------|---------------------|-----------------|---------------|----------|
| -----                   | -----               | -----           | -----         | -----    |

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

| Incubation Centre | Name  | Sponsored by |
|-------------------|-------|--------------|
| -----             | ----- | -----        |

| Name of the Start-up | Nature of Start-up | Date of commencement |
|----------------------|--------------------|----------------------|
| -----                | -----              | -----                |

### 3.3 Research Publications and Awards

3.3.1 Incentive to the teachers who receive recognition/awards

| State | National | International |
|-------|----------|---------------|
| ----- | -----    | -----         |

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

| Name of the Department | No. of Ph. Ds Awarded |
|------------------------|-----------------------|
| -----                  | -----                 |

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

|               | Department | No. of Publication | Average Impact Factor, if any |
|---------------|------------|--------------------|-------------------------------|
| National      |            |                    |                               |
| International |            |                    |                               |

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

| Department | No. of publication |
|------------|--------------------|
| -----      | -----              |

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

| Title of the paper | Name of the author | Title of the journal | Year of publication | Citation Index | Institutional affiliation as mentioned in the publication | Number of citations excluding self citations |
|--------------------|--------------------|----------------------|---------------------|----------------|---|--|
|--------------------|--------------------|----------------------|---------------------|----------------|---|--|

| -----  | -----              | -----                | -----               | -----   | -----  | -----   |
|--|--------------------|----------------------|---------------------|---------|--|---|
| 3.3.6 h-index of the Institutional Publications during the year. (based on Scopus/ Web of science) |                    |                      |                     |         |  |   |
| Title of the paper   | Name of the author | Title of the journal | Year of publication | h-index | Number of citations excluding self citations | Institutional affiliation as mentioned in the publication |
| -----  | -----              | -----                | -----               | -----   | -----  | -----   |

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

| No. of Faculty               | International level | National level | State level | Local level |
|------------------------------|---------------------|----------------|-------------|-------------|
| Attended Seminars/ Workshops |                     |                |             |             |
| Presented papers             |                     |                |             |             |
| Resource Persons             |                     |                |             |             |

### 3.4 Extension Activities

3.4.1 Number of extension and outreach programmes conducted in collaboration with industry, community and Non- Government Organisations through NSS/NCC/Red cross/Youth Red Cross (YRC) etc., during the year

| Title of the Activities        | Organising unit/ agency/ collaborating agency | Number of teachers co-ordinated such activities | Number of students participated in such activities |
|--------------------------------|---|---|--|
| 1. Legal Aid Awareness Program | NSS Unit of College                           | 02  | 22   |
| 2. Health Check up Camp        | NSS Unit of College and Life Savers           | 05  | 36   |

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

| Name of the Activity | Award/recognition | Awarding bodies | No. of Students benefited |
|----------------------|-------------------|-----------------|---------------------------|
| -----                | ----              | --              | -----                     |

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

| Name of the scheme | Organising unit/ agency/ collaborating agency | Name of the activity | Number of teachers coordinated such activities | Number of students participated in such activities |
|--------------------|---|----------------------|--|--|
| Swach Bharat       | NSS Unit of College                           | SwakhtaAbhiyan       | 04   | 20   |



### 3.5 Collaborations

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

| Nature of Activity | Participant | Source of financial support | Duration |
|--------------------|-------------|-----------------------------|----------|
| -----              | -----       | -----                       | -----    |

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

| Nature of linkage | Title of the linkage | Name of the partnering institution/ industry /research lab with contact details | Duration (From-To) | Participant |
|-------------------|----------------------|---|--------------------|-------------|
| -----             | -----                | -----   | -----              | -----       |

3.5.3 MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year: **No**

| Organisation | Date of MoU signed | Purpose and Activities | Number of students/teachers participated under MoUs |
|--------------|--------------------|------------------------|---|
| -----        | -----              | -----                  | -----   |

### CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

#### 4.1 Physical Facilities

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

| Budget allocated for infrastructure augmentation | Budget utilized for infrastructure development |
|--|--|
| 36,00,000.00                                     | 46,98,078.00                                   |

4.1.2 Details of augmentation in infrastructure facilities during the year

| Facilities  | Existing | Newly added |
|---|----------|-------------|
| Campus area   | 04 Acres | 0           |
| Class rooms   | 11       | 0           |
| Laboratories  | 01       | 0           |
| Seminar Halls   | 02       | 0           |
| Classrooms with LCD facilities  | 0        | 0           |
| Classrooms with Wi-Fi/ LAN  | 11       | 0           |
| Seminar halls with ICT facilities   | 02       | 0           |
| Library Building  | 0        | G+5 Floors  |
| Video Centre  | 0        | 0           |
| No. of important equipments purchased ( $\geq$ 1-0 lakh) during the current year. | ----     | 0           |
| Value of the equipment purchased during the year (Rs. in Lakhs)                   | -----    | 0           |
| Others  | -----    | 0           |

## 4.2 Library as a Learning Resource

### 4.2.1 Library is automated {Integrated Library Management System -ILMS}

| Name of the ILMS software | Nature of automation<br>(fully or partially) | Version | Year of automation |
|---------------------------|--|---------|--------------------|
| e-Pustakalya              | Partially                                    | 4.0     | 2015               |

### 4.2.1 Library Services:

|                       | Existing       |         | Newly added |        | Total       |                |
|-----------------------|----------------|---------|-------------|--------|-------------|----------------|
|                       | No.            | Value   | No.         | Value  | No.         | Value          |
| Text Books            | 9940           | 5144754 | 55          | 639290 | 9995        | 578404<br>4.00 |
| Reference Books       | 6063           | -----   | 443         | -----  | 6506        | -----          |
| e-Books               | -----          | -----   | -----       | -----  | -----       | -----          |
| Journals              | Vol.1 to<br>11 | -----   | -----       | -----  | Vol.1 to 11 | -----          |
| e-Journals            | -----          | -----   | -----       | -----  | -----       | -----          |
| Digital Database      | 01             | 61834   | 0           | 0      | 01          | 61834.<br>00   |
| CD & Video            | -----          | -----   | -----       | -----  | -----       | -----          |
| Library automation    | 01             | 0       | 0           | 0      | 01          | -----          |
| Weeding (Hard & Soft) | -----          | -----   | -----       | -----  | -----       | -----          |
| Others (specify)      | ----           | ----    | ----        | -----  | -----       | -----          |

## 4.3 IT Infrastructure

### 4.3.1 Technology Upgradation (overall)

|              | Total<br>Comp<br>uters | Compu<br>ter<br>Labs | Internet | Browsing<br>Centres | Comp<br>uter<br>Centr<br>es | Office | Departm<br>ents | Available band width<br>(MGBPS) | Others |
|--------------|------------------------|----------------------|----------|---------------------|-----------------------------|--------|-----------------|---------------------------------|--------|
| Existi<br>ng | 15                     | 0                    | 01       | 01                  | 01                          | 0      | 0               | 03MBPS                          | 0      |
| Adde<br>d    | 0                      | 0                    | 0        | 0                   | 0                           | 0      | 0               | 0                               | 0      |
| Total        | 15                     | 0                    | 01       | 01                  | 01                          | 0      | 0               | 03MBPS                          | 0      |

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

05 MBPS /GBPS

### 4.3.3 Facility for e-content

| Name of the e-content development facility | Provide the link of the videos and media centre and<br>recording facility |
|--|---|
| -----                                      | -----   |

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

| Name of the teacher | Name of the module | Platform on which module is developed | Date of launching e – content |
|---------------------|--------------------|---------------------------------------|-------------------------------|
| -----               | -----              | -----                                 | -----                         |

#### 4.4 Maintenance of Campus Infrastructure

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

| Assigned budget on academic facilities | Expenditure incurred on maintenance of academic facilities | Assigned budget on physical facilities | Expenditure incurred on maintenance of physical facilities |
|--|--|--|--|
| 1075000.00                             | 1051894.00   | 900000.00                              | 925287.00  |

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

<http://cnlawcollege.ac.in/aqar/1920/Procedures & policies for utilizing physical academic facilities.pdf>

The institute ensures regular and proper maintenance and upkeep of the campus and facilities within it. The college keeps contract of maintenance for computer, UPS, DG set, electronic equipments, AC's, networking, wifi etc. The institute's librarian co-ordinates regularly with the HOD's of UG and PG departments, reviewing and evaluating the resources material such as books, journals, catalogues, and also the library's printer audio-visual resources and electronic resources. The HOD's prepare a list of book in consultation with respective faculty members and update their book list semester wise; preparing the requirement of new books and journals as required according to the new amendment in law, addition and variation in the syllabus which are finally handed over to the librarian. The HOD's of the departments maintain the academic document such as department master timetable, monthly review of number of lectures. And record of practical training (court visit and moot court). Record of faculty teachers meet (samwad). students feedback report and etc. The institution annually reviews the online subscriptions of SCC Online. Manupatra and West Law etc. The college website is regularly updated. The college has a building committee for maintenance and upkeep of infrastructure. There is regular maintenance of class room library, auditorium, college garden, play ground and the entire college premises. The upkeep of furniture, cleaning, and proper sanitization is done by the cleaning staff, plumbers, electrician, gardener hired by the college to ensure its overall maintenance. The college sports section has a sports committee which facilitate the teachers and students

With indoor as well as outdoor sports, recreation, and also manages the regular health check up of the

college staff, at the same time supervising planning and organizing the various sports event. The college maintains a large and beautiful garden and big sports ground which is maintained and beautified regularly with the help of the supporting staff. The institute ensures that the resources of the college are regularly maintained and upgraded. The college has separate funds to utilise for the up gradation and maintenance of its infrastructure.

## **CRITERION V - STUDENT SUPPORT AND PROGRESSION**

### **5.1 Student Support**

#### **5.1.1 Scholarships and Financial Support**

|   | Name /Title of the scheme | Number of students | Amount in Rupees                             |
|---|---------------------------|--------------------|--|
| Financial support from institution  | -----                     | -----              | -----  |
| Financial support from other sources                                      |                           |                    |  |
| a) National<br><b>E-kalyan)</b><br><b>National Scholarship (Minority)</b> | Post Matric Scholarship   | 200                | Directly paid to beneficiary's bank account. |
| b) International  | -----                     | ----               | ----   |

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

| Name of the capability enhancement scheme | Date of implementation | Number of students enrolled | Agencies involved |
|---|------------------------|-----------------------------|-------------------|
| 1.Remedial Coaching                       | Since 2010             | 58                          | College           |
| 2.Court Visit                             | Since 2008             | LL.B. Part-II & III         | College           |

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

| Year    | Name of the scheme | Number of benefited students by Guidance for Competitive examination | Number of benefited students by Career Counselling activities | Number of students who have passed in the competitive exam | Number of students placed |
|---------|--------------------|--|---|--|---------------------------|
| 2019-20 | Remedial Classes   | 58   | -----   | -----  | ----                      |
|         | Coaching Classes   | 65   |   |  |                           |

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

| Total grievances received   | No. of grievances redressed | Average number of days for grievance redressal |
|-----------------------------|-----------------------------|--|
| 1.Women Cell: 01            | 0                           | As per the requirement                         |
| 2.Student Grievance Cell-04 | 04                          |  |
| 3.Anti Ragging Cell-00      | 00                          |  |

## 5.2 Student Progression

### 5.2.1 Details of campus placement during the year

| On campus                     |                                 |                           | Off Campus                    |                                 |                           |
|-------------------------------|---------------------------------|---------------------------|-------------------------------|---------------------------------|---------------------------|
| Name of Organizations Visited | Number of Students Participated | Number of Students Placed | Name of Organizations Visited | Number of Students Participated | Number of Students Placed |
| ----                          | --                              | --                        | ----                          | -----                           | ----                      |

**Note:** Since our institution is a law college giving our students a professional degree making them capable to generate self employment and become self reliant hence there are no defined placement programs but the college ensures their continuous interaction with the alumni and other industry stakeholders hereby giving them many opportunities for finding the right placements.

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

| Year    | Number of students enrolling into higher education | Programme graduated from | Department graduated from | Name of institution joined | Name of Programme admitted to |
|---------|--|--------------------------|---------------------------|----------------------------|-------------------------------|
| 2019-20 | 24   | LL.B.                    | LL.B.                     | CNLC and RU, Ranchi        | LL.M.                         |

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

| Items                     | No. of Students selected/ qualifying | Registration number/roll number for the exam |
|---------------------------|--------------------------------------|--|
| NET                       | 01                                   | Data not available                           |
| SET                       | NA                                   | -----  |
| SLET                      | NA                                   | -----  |
| GATE                      | NA                                   | -----  |
| GMAT                      | NA                                   | -----  |
| CAT                       | NA                                   | -----  |
| GRE                       | NA                                   | -----  |
| TOFEL                     | NA                                   | -----  |
| Civil Services            | NO DATA AVAILABLE                    | -----  |
| State Government Services | NO DATA AVAILALE                     | -----  |
| Any Other                 | NO DATA AVAILABLE                    | -----  |

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

| Activity           | Level | Participants |
|--------------------|-------|--------------|
| Cricket Tournament | Intra | 41           |

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

| Year | Name of the award/<br>medal | National/<br>International | Sports | Cultural | Student ID number | Name of<br>the<br>student |
|------|-----------------------------|----------------------------|--------|----------|-------------------|---------------------------|
| ---- | -----                       | -----                      | -----  | -----    | -----             | -----                     |

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

The college has a deep rooted believe in involving student and enhancing their confidence by encouraging their active participation in all the activities, academic as well as non academic. Hence the students are in integral part of planning, implementation and execution of all cultural activities. The college has Students Council, Sports Committee, Legal Aid Cell, Moot Court Committee, Seminar Committee, Cultural Committee, NSS Cell , Women Cell and a Student Redressal Committee. At the each academic year the college constitute fresh committees and new members are added in the Student Council and other committees. The Student Council have members from the rank holder students of each academic year, the objective of student Council is to focus on an all-round development of students and to organize several academic, non-academic co- curricular activities throughout the year in association with the university and other stakeholders of the institute. The Meetings of the Student Council are conducted at least twice in each semester with members of other committees representative also.

There is a Student Grievance Committee comprising of faculty members and representative of students. The committee aim to maintain discipline and encourage co-ordeal relations, and look into the matter harassment(if any).

The cultural committee of the college organizes the annual youth festival “ANANTRANG” which showcases the cultural talent and multifaceted personality of the students. The festival enhances their managerial skills in bringing sponsorship, inviting other institute, preparing and decorating venue and organizing various programs.

The Student Council joins hands with the faculty members and the college to bring effective suggestions for the growth an betterment of the college, and thereby contributing to the overall development of the institute.

The NSS unit of the college also encourages the students by involving them in sports, environmental protection activities concerning social welfare like, Blood Donation Camp, Swachata Abhiyam, Go Green Initiatives, Free Health Checkups, and other programs throughout the year.

The institute has student participation in the IQAC of the college thereby involving them with the apex decision making body.

### **5.3 Alumni Engagement**

5.3.1 Whether the institution has registered Alumni Association? Yes/No, if yes give details (maximum 500 words):

The CNLC being the oldest legal institution of the region has a very diverse and rich alumni. The structure and organized alumni union was formed on 5<sup>th</sup> December 2004 under the Chairmanship of Honourable Mr Justice Late Shri S. B Sinha, Judge Supreme Court of India. The alumni association got officially registered on 31<sup>st</sup> March 2014.

The main objective of this association –

1. To encourage and nurture the interaction between the alumni and the college thereby benefiting both mutually.
2. To maintain and establish a strong bond between the college and its passed out graduate so that their interaction can support the present student with diverse opportunities.
3. To motivate the alumni to take interest in the growth and development of the institute.
4. To organize and strengthen the recruitment activities for the students of the institute.
5. To mentor the students on various professional career available and support them in internship, legal workshops, expert advice and court visit.
6. To encourage students and alumni for the development of their entrepreneurship and self employment.
7. To provide medical assistance, organize blood donation camp, health check up camps and to provide social awareness and assistance to the people of the city.
8. To organize cleanliness and health awareness drives.
9. To organize programs for distribution of clothes, utilities among the needy.

The alumni association meets each academic year to motivate and encourage the students to do better and take inspirations from its great alumni which comprises of honourable judges of Supreme Court and High Court, Academicians, Eminent Lawyers, Member of Parliament, Lokpals, Lokayuts etc.

5.3.2 No. of enrolled Alumni:

‘CNLEX’ is the registered Alumni Association vide Reg.No.1114/2013-14 dated 31.03.2014. It is an autonomous unit of the Alumni’s of the college. According to them the enrolled alumni data is 1240.

5.3.3 Alumni contribution during the year (in Rupees) :

We have no data with regard to this.

#### 5.3.4 Meetings/activities organized by Alumni Association :

The data is with the Alumni not with the college, since it is a autonomous unit of Alumni.

### **CRITERION VI –GOVERNANCE, LEADERSHIP AND MANAGEMENT**

#### **6.1 Institutional Vision and Leadership**

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

CNLC greatly encourages the practice of decentralization and participative management. The significant impact of which can be seen in making policies planning, curriculum development, and delegation of decision making among the various departments involving faculty member and student committees along with the members of non-teaching staff. The success of the institution is combined effort of all those who work toward attaining the vision of the institution. Right from the President of the Governing Body of the College to the faculty, staff, students and all the stakeholders all have a significant role to play in building the college. Their involvement and co –operation in devising and implementing decision making policies for the academic and administrative affairs through various bodies and committees have collectively contributed to the growth of the college.

The college promotes the culture of participating management through the formation of various committees like the Governing Body “The Apex Body of the College” which has faculty representation by the way of a TR(Teacher Representative) UR (University Representative).

There are various committee like the Purchase Committee, Building Committee, Audit Committee headed by the Principle and senior faculty members, the faculty member are given presentation in various committees / cell also in the Governing Body and IQAC of the college. The composition of different committees is regularly changed to ensure the uniform exposure of duties and participation of all faculty members and students. The college has various cells. The Principal interacts and coordinates with each cell before making policies and taking important decision.

The IQAC is the centre of all academic, non academic, cultural activities and hence act as a binding body between the Principle , Faculties, HOD PG course, Various Committees , and the Stakeholders of the institution.

- **Principal Level-** Principal is the member of the Governing Body and the chairperson of the IQAC. The Principal in consultation with the faculty members and head of the various committees nominates various committees for planning and implementation of different academic, cultural, administrative and related policies. All academic and operational policies are based on unanimous decision of the Governing Body, the IQAC and staff Council of the college.



➤ **Faculty Level-** The faculty members are given representation in various cell and committees like

- The Governing Body (TR)
- The IQAC
- The Staff Council
- Library Advisory Committee
- Women Cell
- NSS Committee
- Student Grievance Committee
- Anti Ragging Cell
- Journal and Publication Committee
- Purchase Committee
- Cultural Committee
- Building Committee
- Sports Committee
- Canteen Committee
- Seminar and Moot Court Committees
- Class Room Mentor

➤ **Student Level-** The Student Council of the college is an active representative body of the students. Apart from this for the overall exposure and development of the students they are actively involved in various cells and committees, where the students are motivated to play important role in different activities both academic and non academic. Through these committees they bring new ideas and imbibe them in the working culture of the college.

➤ **Non Teaching staff Level-** The College management takes the grievance and suggestions of non teaching staff very seriously and involves them while making important decision and framing policies. They actively participate in all the functions and festivals celebrated in the college.

The institute promoted the culture of participative management at all levels ; strategic , functional and operational.

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

No.

## 6.2 Strategy Development and Deployment

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

### ❖ Curriculum Development

The College is the permanent affiliated body of Ranchi University, Ranchi and Bar Council of India, New Delhi. Hence we are bound to follow the guidelines and directives given by both, the University and BCI, Delhi. In consensus to that the college prepares its annual academic calendar for both UG and PG. The respective faculty members submit their teaching plan well in advance in accordance to the subject and syllabus allotted to them. Guest lectures and various one day seminars and workshop are arranged to inculcate a wide exposure to knowledge. The inclusion of fieldwork ( Practical Training / Court Visits) are organised to include practical perspective to the theory subject as desired under the curriculum. The college regularly introduces the new modules and revise and update the exiting modules.

### ❖ Teaching and Learning

The teaching in the college is conducted through both traditional and non traditional technique. The faculties teach their subjects by using traditional method and at the same time they use ICT techniques such as PPT and Video Lectures making the learning process more interesting and understandable. In order to bridge the gap between the theoretical teaching and practical learning, field visit to court, prison visits etc are arranged. The students are encouraged to do internship in various law firms and corporate houses to learn litigation and non litigation aspects of the theory subjects. Class Seminars, Paper Presentation, Group Discussion provide wide scope of evolving the academic and creative skill.

### ❖ Examination and Evaluation

Examinations of college are conducted by the Ranchi University, Ranchi. The college sincerely follow the direction of affiliating university and regularly prepares the student through class test , topic based assignment, class seminars, projects , and surprise tests.

The college conducts all the examination with due diligence as and when instructed by Ranchi University. Apart from regular External Examination the college conducts internal test and viva examination

### ❖ **Research and Development**

CNLC being a professional law college, the primary focus is to promote research activities and to develop research skill of both faculty and students. The college has Journal with an ISBN No and through which it publishes articles of excellence, written by students, faculties and academicians and research scholar of various institutes. The PG students are encouraged to regularly write papers so that they hone their research skills.

CNLC ensures that the scientific temper of the student is developed through parliamentary debates legal quiz, research projects, seminars, symposiums, workshops or the exiting an emerging legal issues,. The college organizes regular guest lecture of academician's eminent jurist, judges and lawyers on trending legal issue cases and problem.

### ❖ **Library, ICT and Physical Infrastructure / Instrumentation**

The college has a big library having a wide and exhaustive number of law books Journals AIR, SCC, International Journals and Publications and it also has regular subscription of Magazines and periodicals.

To keep pace with the technological growth that affect all the aspects of teaching and learning. The college library is wifi enabled and has a separate room as e – library. The e-resources like Manupatra, West Law, SCC Online etc are made available to both student and faculty. The legal database are regularly subscribed. All the class rooms are ICT equipped to felicitate the ICT based teaching learning process. Moot court, well equipped e-library, auditorium, seminar rooms, common room for both boys and girls, canteen, playground well maintained garden are few of the many infrastructural facilities available in the college.

### ❖ **Human Resource Management**

The college has recruited adequate number of faculty members, library and technical staff and class-4 staff members as per the guidelines of university and the Governing Body.

- The college regularly takes steps for quality improvement of its human resources by providing them adequate support and help the faculty whenever required.
- College faculty members are promoted under CAS( Career Advancement Scheme).
- Faculty members are encouraged to improve their academic qualification and also to participate in orientation program, refresher courses and faculty development programs. There is also a system of decentralization and faculty and staff

participation, new policies and decision making under guidance and supervision of the Principal.

- Decentralized operational strategies enables effective, efficient human resources management

#### ❖ **Industry Interaction / Collaboration**

Law being a skill based education the college endeavours to interact with prominent stakeholders in the legal industry for the skill development and placement of students. The college has an understanding with litigation expert, corporate firms, NGOs, district courts, and administrative mechanism for seeking their assistance in enhancing the practical skills of students. The industry collaborations are utilised to inculcate field based learning skills in the student. The college alumni are regular visitors to the student for guidance and interaction with the students. The college encourages its 2<sup>nd</sup> and 3<sup>rd</sup> year students to do internship with its prospective recruiters, like law firms, government agencies for short and long term internship.

#### ❖ **Admission of Students**

The college follows the Ranchi University and BCI, Delhi guidelines with respect to the process of admission. The admission is purely merit based. The college admits the students as per the sanctioned intake capacity as given by the BCI, Delhi. In order to facilitate the process of admission the college has an admission committee for both UG and PG programs. This admission committee conducts the whole process of admission, like taking the entrance test, publishing the result and taking admissions accordingly with the help of the administrative staff. The students are given a fair chance to be admitted to the college and the economically weaker students have access to few of the government scheme policy and reservation, so that they can easily pursue the course and profession.

### **6.2.2 :Implementation of e-governance in areas of operations:**

#### ❖ **Planning and Development**

Every possible effort is made to apply e-governance in different areas of operation like administration, account, student admission and examination which greatly helps in reducing labour and paper cost and helps in retrieving information whenever required.

#### ❖ **Administration**

The Governing Body as well as the institution always work together to achieve betterment in administration by maintaining utmost transparency in all the courses offered. The college regularly takes the feedback of all its stakeholders so that better administration is done by the college.

### ❖ Finance and Accounts

In order to maintain transparency all the payment made or received are done online or through cheques. Fee Collection through prescribed challan directly in the bank. Collection of fee through cash is clearly prohibited. The college follows ;

- Online Salary Payment
- Online deposit of PF
- Online deposit of TDS
- Online deposit of benefits and reimbursement to staff.

### ❖ Student Admission and Support

The institute update the information with regard to admission, examination, and all other necessary information through the college website, college/ semester whatsapp groups. The institution works collectively with its stakeholders to provide and promote academic environment that ensure the holistic development of the student.

### ❖ Examination

The examinations are conducted as per the schedule and program given by the University. The college has necessary infrastructure and human resources for organizing the University examination both through online and off line modes.

The college administration sincerely believes that e- governance helps in transparency in the work culture and expedites the administrative work.

### 6.3 Faculty Empowerment Strategies

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

| Year | Name of teacher | Name of conference/<br>workshop attended for which<br>financial support provided | Name of the professional body<br>for which membership fee is<br>provided | Amount<br>of<br>support |
|------|-----------------|--|--|-------------------------|
| -    | -----           | -----  | -----  | -----                   |

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

| Year                                     | Title of the<br>professional<br>development<br>programme<br>organised for<br>teaching staff | Title of the<br>administrative<br>training<br>programme<br>organised for non-<br>teaching staff | Dates<br>(from-to)             | No. of<br>participants<br>(Teaching<br>staff) | No. of<br>participants<br>(Non-teaching<br>staff) |
|--|---|---|--------------------------------|---|---|
| 2019-2020 (Cleaning Training<br>Program) |   | 1.Clean and Green<br>Surrounding  | 27 <sup>th</sup> July,<br>2019 | 10  | 14  |
| Understanding New Life                   |   | 2.E-financing   | 30.10.2019                     | 04  | 15  |

|                  |  |  |  |  |
|------------------|--|--|--|--|
| Insurance Policy |  |  |  |  |
|------------------|--|--|--|--|

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

| Title of the professional development programme | Number of teachers who attended | Date and Duration (from – to) |
|---|---------------------------------|-------------------------------|
| -----   | -----                           | -----                         |

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

| Teaching  |             | Non-teaching |                    |
|-----------|-------------|--------------|--------------------|
| Permanent | Fulltime 01 | Permanent    | Fulltime/temporary |

6.3.5 Welfare schemes for

|                     |  |
|---------------------|--|
| <b>Teaching</b>     | 1.Loan facility under Staff Welfare Regulation<br>2.Employees Provident Fund<br>3.Maternity Benefit<br>4. Crèche Faculty   |
| <b>Non teaching</b> | 1.Loan facility under Staff Welfare Regulation<br>2.Employees Provident Fund<br>3.Maternity Benefit<br>4. Crèche Faculty   |
| <b>Students</b>     | 1. Attendance condemnation on account of Medical, family emergency, maternity etc.<br>2. Free health check up.<br>3.Post matric scholarship by e-kalyan& National Minority support |

**6.4 Financial Management and Resource Mobilization**

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

The college conducts its internal financial audit every year. The college has engaged a qualified Chartered Accountant, who conducted the audit along with his team. All the financial statements of the institution are openly presented before the auditing team as soon as the financial year ends. All the receipts, and payment amount income and expenditure bank statement cash balance fund etc are presented before them. After the auditing work the income tax return is also filed and deposited to the Government of India. The auditor's records are also updates in the account section every year and the auditor gives the suggestion for the better functioning of the next financial year.

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

| Name of the non government funding agencies/ individuals | Funds/ Grants received in Rs. | Purpose |
|--|-------------------------------|---------|
| -----  | -----                         | -----   |

6.4.2 Total corpus fund generated **40,00,651.00**

## 6.5 Internal Quality Assurance System

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

| Audit Type     | External |                      | Internal |           |
|----------------|----------|----------------------|----------|-----------|
|                | Yes/No   | Agency               | Yes/No   | Authority |
| Academic       | Yes      | Bar Council of India | -----    | -----     |
| Administrative | Yes      | Bar Council of India | -----    | -----     |

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

A healthy interaction with the parents is felicitated through Samwad ( Faculty – parents meet) where they can interact with each other and share their suggestion and feed back with each other. The feedback and suggestion received is taken very seriously for better performance for the faculty as well as the management.

1. **Samwad I- 1<sup>st</sup> Nov 2019**
2. **Samwad II was scheduled in May 2020 but could not be conducted due to COVID 19**

6.5.3 Development programmes for support staff (at least three)

E- Financing Program by SBI on 30 Oct 2019

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

### 6.5.5

- a. Submission of Data for AISHE portal : Yes
- b. Participation in NIRF : No
- c. ISO Certification : No
- d. NBA or any other quality audit : No

6.5.6 Number of Quality Initiatives undertaken during the year

| Year | Name of quality initiative by IQAC | Date of conducting activity | Duration | Number of Participants |
|------|------------------------------------|-----------------------------|----------|------------------------|
| 2019 | Blood Donation Camp                | 26 <sup>th</sup> Nov 2019   | 1 Day    | 43                     |
| 2020 | Legal Aid Awareness Program        | 29 <sup>th</sup> Feb 2020   | 1 Day    | 62                     |

**CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES****7.1 - Institutional Values and Social Responsibilities**

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

| Title of the programme   | Period (from-to) | Participants |      |
|--|------------------|--------------|------|
|  |                  | Female       | Male |
| 1 Day talk on “Discrimination girl child – A curse to the society” | 11.10.2019       | 25           | 125  |

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

Percentage of power requirement of the College met by the renewable energy sources

7.1.3 Differently abled (Divyangjan) friendliness

| Items Facilities   | Yes/No       | No. of Beneficiaries |
|--|--------------|----------------------|
| Physical facilities                                      | Yes          | 1                    |
| Provision for lift                                       | Not Required | -----                |
| Ramp/ Rails  | Yes          | -----                |
| Braille Software/facilities                              | No           | -----                |
| Rest Rooms   | Yes          | -----                |
| Scribes for examination                                  | Yes          | -----                |
| Special skill development for differently abled students | Yes          | -----                |
| Any other similar facility                               | Yes          | -----                |

**Note:** The institution facilitates 01% reservation in admission in UG course and one student in PG course for the differently abled (Divyangjan).

7.1.4 Inclusion and Situatedness : **No**

Enlist most important initiatives taken to address locational advantages and disadvantages during the year

| Year | Number of initiatives to address locational advantages and disadvantages | Number of initiatives taken to engage with and contribute to local community | Date and duration of the initiative | Name of the initiative | Issues addressed | Number of participating students and staff |
|------|--|--|-------------------------------------|------------------------|------------------|--|
| ---- | -----  | -----  | -----                               | -----                  | -----            | -----                                      |



|  |                              |                                    |
|--|------------------------------|------------------------------------|
| 7.1.5 Human Values and Professional Ethics   |                              |                                    |
| Code of conduct (handbooks) for various stakeholders   |                              |                                    |
| Title  | Date of Publication          | Follow up (maximum 100 words each) |
| -----  | -----                        | -----                              |
| 7.1.6 Activities conducted for promotion of universal Values and Ethics  |                              |                                    |
| Activity   | Duration (from----- to-----) | Number of participants             |
| A talk on :The diversity and beauty of Indian culture by Prof.(Dr.) C.K.Shukla   | 14.11.2019                   | 63                                 |
| 7.1.7 Initiatives taken by the institution to make the campus eco-friendly (at least five)   |                              |                                    |
| <ul style="list-style-type: none"> <li>➤ Tree plantation was done in the campus by the NSS team.</li> <li>➤ The college is taking initiatives for maintaining rain water harvesting since 2014.</li> <li>➤ The college properly ensures dispose of the waste generated in the college to maintain the neat and clean environment.</li> <li>➤ Seasonal plants are regularly added which enhance the beauty of the college.</li> <li>➤ The college takes initiative to maintain a green campus.</li> </ul> |                              |                                    |
| 7.2 Best Practices   |                              |                                    |
| Describe at least two institutional best practices   |                              |                                    |
| Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link  |                              |                                    |
| <b>BEST PRECTICE- (2019-2020)</b>  |                              |                                    |
| <p><b>1. Communication Skill Development Program Objective-</b></p> <ul style="list-style-type: none"> <li>➤ To identify student with poor written and verbal skills and continues work on improving it.</li> <li>➤ The make students realize the importance of communication in legal field.</li> <li>➤ To inculcate the art of conversation among the students.</li> <li>➤ To instil self learning habit among the student</li> </ul>  |                              |                                    |

- To enhance their self skill, which shall make positive impact on their placement and personality.

The multimodal communication skill program plays a key role in inculcating essential language skill such as reading , listening and speaking. It would help students with better written and verbal communication.

## 2. **Motivation to the Students to be good Human Being**

To motivate and trigger young minds to respect all classes of the society and contribute in their own special way by providing free legal aid to the needy and illiterate people of the villages surrounding the college area. To make them aware that every human being in the society has a fundamental right to live with dignity and also to learn their duty toward people living in their surroundings. Students make their visit along with faculty members to nearby village and make them aware of their legal rights through counselling, pamphlets, posters and NukkadNataks.

### **7.3 Institutional Distinctiveness**

Provide the details of the performance of the institution in one area distinctive to its vision, priority and thrust

Provide the weblink of the institution in not more than 500 words

**[http://cnlawcollege.ac.in/aqar/1920/Institutional Distinctiveness.pdf](http://cnlawcollege.ac.in/aqar/1920/Institutional%20Distinctiveness.pdf)**

### **MISSION**

The mission of CNLC is “Quality Legal Education for Mass”. We earnestly believe that education is purely a reflection of the psyche of the society as it inflates up from one generation to another. Qualitative and value based legal education is one of the distinctive features of our college. Presently the students from all strata of society especially the people of tribal areas of Jharkhand as well as from the rural, semirural and urban areas of the State are studying in the college. We are catering to different types of student. Many of them are weak in languages and communication skill in their ability to understand easily, hence the college

takes special effort on their weak area by arranging guest lectures , personality development programs, remedial classes to make their study and understanding of law more comfortable. At the same time they are given exposure through participation in legal quiz, debate, extempore, moot court, court visits and legal internship.

CNLC aims to provide a scholarly atmosphere on which students learn in and out class rooms to become excellent legal professionals , leaders , lawyers etc who serve their respective profession and society with dedication and truth.

## **VISSION**

The college is established with the primary purpose of giving equal opportunity to all the people of the society, who can easily get higher education in the field of law offered in the atmosphere of simplicity, equality. Concern and comfort. The college welcomes the students of all section of society with a vision to cultivate competence and efficiency along with building their character and developing integrity and truthfulness.

The college strives to-

- To offer students a milieu conducive to their integral development.
- To train students to become capable and responsible citizen.
- To foster and promote idea of unity in diversity, learning harmony peace, justice and gender equality among the student.
- To strive for academic excellence and ensure the fullest development of their personality.
- The college is fully committed in sculpting bright and committed citizen having all the attributes of legal graduate ready for a successfulemployability.
- The college through its NSS program address the innate social responsibility of the student through various activities which are focused on social issues and social needs.
- The college enthusiastically organizes Saraswati Puja, Holi Milan, Diwali Milan, Teacher's Day, Law Day, College Foundation Day. Making the student and facultyto enjoy at the same time learning the importance of preserving the beautiful culture of our country which the student also showcase their creativity which is one of the strongestpillar of their

personality.

The institution has the vision to uplift the community by rendering the value added education. To achieve this it is continuously working toward creating lawyers receptive and contributively to the changing society.

## **7. Future Plans of action for next academic year (500 words)**

Action Plan for next academic year as planned by IQAC

1. To enhance faculty appointment to retain and add new faculties.
2. To increase the options in specialization in the LL.M Program
3. Adding diploma course (in the field of law) for specialization in particular laws.
4. Enhancing placement initiatives.
5. Making a Competitive Examination Guidance Cell.
6. Encourage more student to participate in Co-curricular , extra curriculum and sports activities
7. To activity involve the audients in the task of curriculum development
8. To organize more lecture under the Barrister S.K Sahay lecture series.
9. To start 5 years integrated BBALL.B (semester system ) program
10. To continuously expand and upgrade the infrastructure to meet the needof the growing community.
11. To keep upgrading our library resources for a knowledge friendly environment.
12. To maintain an environment friendly knowledge conducive and safe campus for students.
13. To encourage and motivate faculties for research.
14. To start diploma courses which are more helpful in easy employment for the people of the region.

Name \_\_\_\_\_

Name \_\_\_\_\_

\_\_\_\_\_  
*Signature of the Coordinator, IQAC*

\_\_\_\_\_  
*Signature of the Chairperson, IQAC*

\*\*\*

**Abbreviations:**

|      |   |  |
|------|---|--|
| CAS  | - | Career Advancement Scheme                |
| CAT  | - | Common Admission Test                    |
| CBCS | - | Choice Based Credit System               |
| CE   | - | Centre for Excellence                    |
| COP  | - | Career Oriented Programme                |
| CPE  | - | College with Potential for Excellence    |
| DPE  | - | Department with Potential for Excellence |
| GATE | - | Graduate Aptitude Test                   |
| NET  | - | National Eligibility Test                |
| PEI  | - | Physical Education Institution           |
| SAP  | - | Special Assistance Programme             |
| SF   | - | Self Financing                           |
| SLET | - | State Level Eligibility Test             |
| TEI  | - | Teacher Education Institution            |

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For Communication with NAAC

**The Director**

**National Assessment and Accreditation Council (NAAC)**

*(An Autonomous Institution of the University Grants Commission)*

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