



CHOTANAGPUR LAW COLLEGE

(A NAAC Accredited Institution)

Nyay Vihar Campus, Namkum, Ranchi - 834010 (Jharkhand)

City Office : Upper Bazar, Ranchi - 834001 (Jharkhand)

Affiliated to : Bar Council of India, New Delhi ❖ Ranchi University, Ranchi

Internal Quality Assurance Cell (IQAC)

Session 2023- 2024

(1st July 2023 – 30th June 2024)

As per the guidelines of NAAC the formation of IQAC was done. The IQAC cell for this academic year conducted three annual meetings successfully.

1st IQAC MEETING

Minutes of the Meeting

Date –15th September 2023

Agenda

1. Confirmation of the previous meeting.

Action Taken

1. Dates finalized for Go Green Campus drive to conduct 'Go Green Week' from 18th Sep 2023- 23th Sep 2023.
2. The academic calendar for the session 2023- 2024 was prepared.
3. Confirmed Appointment of 4 new faculty.
4. Conducted orientation program for the new students of LL.B Part- 1 and LL.M Part -1 (Session 23-24) with the system and scheme of the college.

PROPOSAL FOR THE MEETING

2. The Director IQAC thanked all the members for successful inauguration of Justice S. B Sinha Center of Excellence and also for the conduction of 1st graduation ceremony in the college on 6th May 2023.
3. Proposal for starting the process of promotion of qualified faculty members under CAS.
4. Proposal for selection of new Teacher Representative(TR) for the academic year for the governing body.



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5. Discussion and decision on names of eminent jurists, academicians, educationists and lawyers for Barrister S.K. Sahay lecture series for this semester. (Aug 2023- Dec 2023)
6. Proposal for the formation of new Student council, student's library committee, students moot court committee for the session.
7. The NSS coordinator Dr. Gandhi A. Bilung proposed the NSS program plan for the academic year 2023-2024 for the approval from IQAC.
8. Proposal for signing MOU with Sai Nath University and Mahatma Gandhi Kashi Vidyapeeth University.
9. The Seminar committee submitted the annual plan for the conduction of class seminars and webinars for the session 2023-2024.
10. Proposal for providing uniform to 3rd and 4th grade staff.
11. Proposal for opening a nestle outlet and renovation of the college canteen.
12. Proposal for conduction of the annual youth festival "Anantrang" 2023 by the student's council.
13. Proposal for conduction of M.M. Bannerjee Memorial Moot Court Competition in the month of March. The Moot Court Committee was directed to prepare for the same.
14. Proposal to celebrate Gandhi Jayanti and conduction of "Swachta Diwas" on 2nd Oct 2023.
15. Proposal for conduction of semester exams on time.
16. Proposal for budget allocation of 21 lakhs for the maintaining the newly constructed administrative and library building. Proposal subject to be approved from governing body.
17. Proposal for allocation of budget for purchase of Academic related requirements and events of an amount of 15 lakh. Proposal to be approved by the Governing Body.
18. Proposal for allocation of budget for purchase of furniture and other periodical essentials of an amount of 16 lakh. Proposal to be approved by the Governing Body.
19. If any matter by the permission of the chair.



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2nd IQAC MEETING

Minutes of the meeting

Date – 8th January 2024

Agenda

1. Confirmation of the previous meeting.

Action Taken-

1. Dr Sakshi Pathak selected as new TR for the governing body for the academic year.
2. Names and dates for Barrister S.K Sahay Lectures Series was decided for lectures to be conducted.
3. The student council meeting was held in presence of faculty members and the problems and solution were discussed
4. Conducted Blood Donation under NSS on Law Day on 25th Nov 2023. Conducted Cloth Distribution program on Human rights day on 9th Dec 2023 in slum areas near Jagarnathpur and also distributed stationary materials in schools situated in beggars colony near Jagarnathpur.
5. Uniform was provided to 3rd and 4th grade staff.
6. Purchase committee working on the requirements and purchase of Academic requirements. Funds allotted to the committee.
7. Purchase Committee working on the requirement and purchase of physical facilities. Funds allotted to the committee.

Pathak
08/1/24
S.K Sahay
08/1/24
L. Singh
08/1/24
J. Singh
08/1/24

Sakshi
8/1/24

Am
8/1/24

Gar
8/1/24

Salwa
8/1/24

Aditya
8/1/24

P. Singh
08/01/24



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PROPOSAL OF THE MEETING

2. Proposal for allocation of 20 lakh more for construction of new library and administrative building and Principals residence. Subject to approval from Governing Body.
3. Proposal for organizing **Jharkhand Vidhigya Samagam** under the UCG regulation as the part of new education policy in month of June.
4. Discussion on rescheduling the moot court competition in the month of April
5. Preparation of Semester examination and arrangements accordingly.
6. Proposal to sign MOU with Sai Nath University, Ranchi and Mahatama Gandhi Kashi Vidhyapeeth, Varanasi.
7. Proposal to open a Nestle outlet in the college campus.
8. If any other by the permission of chairman.

18/1/24.

S. Sathak
8.1.24

Shahar
8/1/24

For
8/1/24

And
8/1/24

Gas
8/1/24

Salsa
8/1/24

Adh
8/1/24

V.K. Sivasbava
08.01.24.

Prasanna
08/01/24



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3rd IQAC MEETING

Minutes of the meeting

Date – 25th April 2024

AGENDA

1. Confirmation of previous meeting.

Action Taken

1. Names and dates for Barrister S.K Sahay Lectures Series was decided and lectures conducted accordingly
2. MOU signed with Sai Nath University on 11th March 2024 and Mahatma Gandhi Kashi Vidhyapeeth on 6th March 2024.
3. A Nestle outlet was inaugurated on 6th March 2024.

PROPOSAL FOR THE MEETING

2. Discussion on preparation for successful conduction of Jharkhand Vidhigya Samagam
3. The building committee submitted the report for utilization of fund of Rs 3936633/-
4. The purchase committee submitted the report for utilization of fund of Rs 3895644/ for physical facilities.
5. The purchase committee submitted the report for utilization of fund of Rs 965393/ for academic facilities.
6. If any other by the permission of the chair

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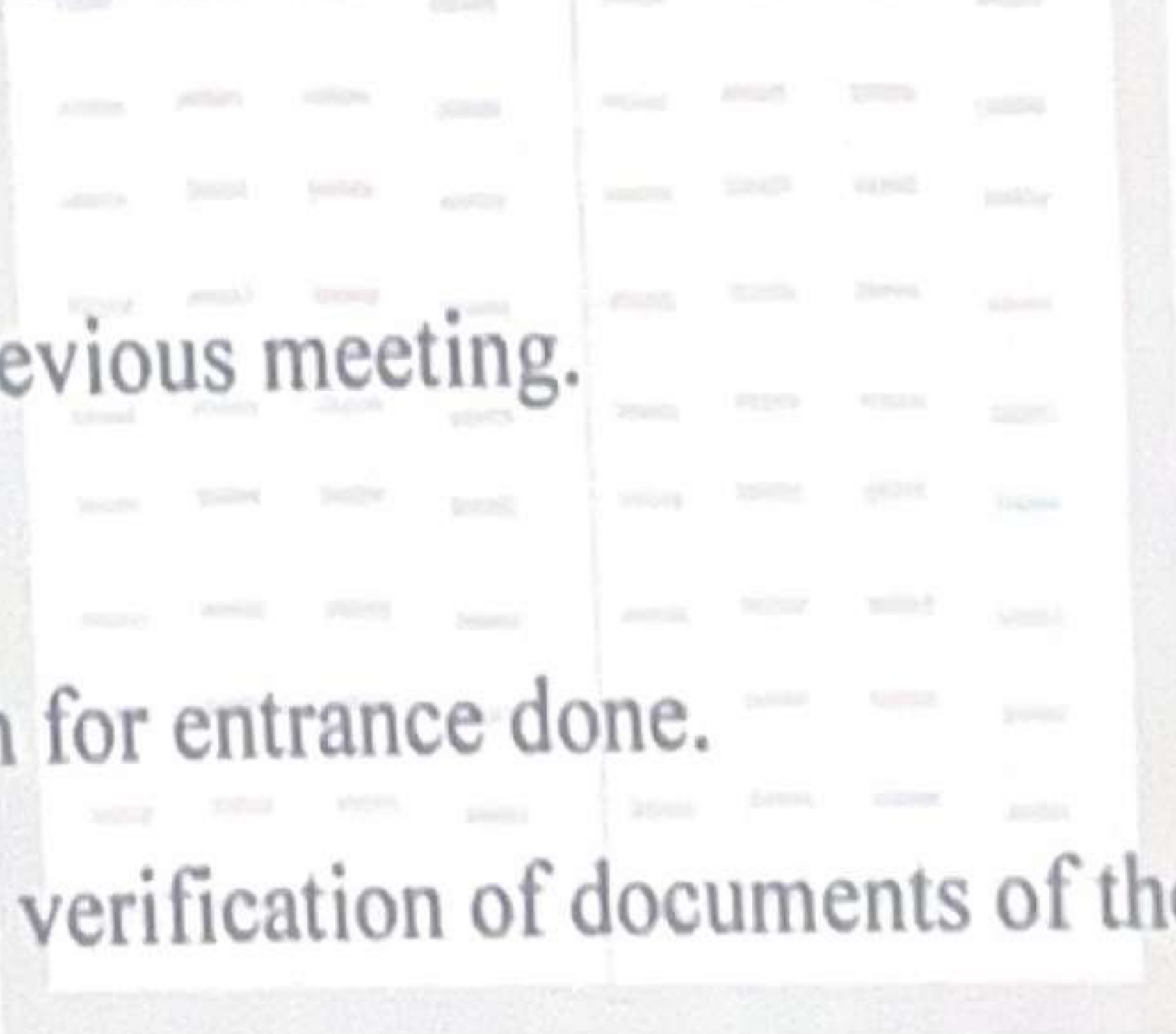
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4th IQAC MEETING

Minutes of the meeting

Date – 22nd June 2024



AGENDA

1. Confirmation of previous meeting.

Action Taken

1. Preparation for entrance done.
2. Successful verification of documents of the faculty under CAS for promotion.
3. Conducted all NSS and legal Aid programs as scheduled for the session.

PROPOSAL

1. The cell proposed to conduct "Green Campus Drive" by the staff council in the month of September 2024 by running a "GO GREEN WEEK".
2. Preparation for next academic calendar for 2024-2025 session.
3. Proposal to conduct examination on time for smooth functioning of the session
4. Proposal for conducting regular class as per the regulations according to the attendance.
5. Discussion and instructions of effective preparation of Jharkhand Vidhigya Samagam.
6. The IQAC instructed the teachers to take part in FDP and refresher courses.
7. Proposal to conduct the interviews of faculty under CAS.
8. The cell suggested to prepare the AQAR 2023-2024.
9. If any matter by the permission of the chair