



**SPECIAL
EDITION
NIALS
DIGEST**

**NIALS PERFORMANCE REPORT UNDER
THE LEADERSHIP OF DG PROF. M.T. LADAN:**

**NIALS LIBRARY AND
POSTGRADUATE STUDIES
PERFORMANCE REPORT
2019-2024**

VOL. VIII

September, 2024

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PERFORMANCE REPORT
2019-2024**

VOL. VIII

SPECIAL EDITION NIALS DIGEST

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LIBRARY

The Institute's Library has continued to carry out her primary assignment as the hub of all research and academic activities under the auspices of two departments - Bibliographic Services and Information Technology Department; and the Technical Services Department. The NIALS Library houses notable collections including materials on legal drafting, theses, dissertation and specialised reports. These collections are enriched by direct purchases, gifts and donations.

The library generated a total of sixty-three thousand naira (N63,000) from the registration of these new library users and the replacement/ renewal of library cards.

To ensure that the library maintains its price of place, the Director-General on October 25th, 2021, constituted the NIALS Special Taskforce on Library resource

The ToRs of the Taskforce are targeted at upgrading the library facilities and its holdings. As part of its activities, the Taskforce monitored the receipt of 10 KVA Felicity Inverter; 200AH Quanta Batteries (4 in number); Inverter Rack: and one change over switch meant to boost power supply for effective service delivery. The taskforce also monitored the receipt of several external publication donations and purchases, including the purchase of eight faculty law journals.

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The Taslim Elias Library

The Taslim Elias Library with its well-developed collection, is identified as having the largest law collection South of the African Sahara. As at the end of the period under review, the collection consists of Fifty-one thousand two hundred and sixty-four (51, 526) volumes of books and bound periodicals, including rare legal materials. Being a Research Library, its materials are not available for borrowing.

There are 4,715 members currently registered to use the Library. The membership comprises of research and postgraduate law students from Nigerian Faculties of Law, Nigerian Law School, legal practitioners as well as members of the Bench. The Library also provided assistance to referred final-year law students from various Universities. In the year under review, there were five (5) new library users registration. Twelve (12) users renewed their membership. As shown in **Table 7**, **two thousand, one hundred and seventy-four (2,240)** volumes of books were consulted by **five hundred and thirty-three (588)** library readers during the period.

S/N	Months	Total Number of Readers	Total Number of Books Consulted
1	January	32	53
2	February	56	161
3	March	31	62
4	April	68	271
5	May	41	249
6	June	32	183
7	July	35	78
8	August	66	194
9	September	38	460
10	October	51	166
11	November	62	318
12	December	55	66
	TOTAL	588	2,240

Table 1: Summary of Readers and Books consulted 2022

Abuja Library

Establishment of the Abuja Library

Abuja-based staff suffered a handicap of access to the rich resources of the Taslim Elias Library for research purposes. In the past, academic researchers had to travel physically to Lagos to conduct significant research in the library or utilise alternatives such as sourcing research materials from various law collections in law libraries or court premises.

The current administration thus deemed it essential to invest in establishing a Library in the Abuja office, stocked with relevant titles ranging from reference books, journals, law reports and serials.



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NIALS LAGOS LIBRARY FACELIFT



LIBRARY WORK PLAN FOR ABUJA OFFICE 2023-2024

WORK PLAN FOR ABUJA OFFICE 2023-2024

1. *NON-BOOK MATERIALS ACQUIRED FOR THE LIBRARY AND WHAT THEY WILL BE USED FOR*

- a. Computer (workstation):_ For typing, processing information, storing files and creating electronic records.
- b. Accession register: for recording number and entering of library materials including source/mode of acquisition.
- c. Accessioning (Numbering) machine:_ For assigning serial numbering to print resources acquired by the library.
- d. Library stamp:_ For stamping Print resources acquired by the library.
- e. Office Tables and Chairs:_ For staff use.
- f. Printer:_ It will be utilised for printing card catalogues and essential labels.
- g. Kick Step:_ To aid shelving of books within the library.
- h. Quarto book support:_ The equipment will be used to support books on the shelves for balance and firmness to avoid disfiguring physical look of the books.
- i. External Hard drive:_ The drive will be used to backup essential official files and library records such as collection database and rare
- j. Flash drives:_ This drives will be used for copying files to and from the library workstation.
- k. UPS:_ To sustain the dedicated library workstation during power failure.
- l. Water Dispenser:_ for staff and library users.

2. *TASKS*

- Accession all library resources using the accessioning machine
- Fill the hard copy accession register
- Stamping of all library books and journals
- Labelling of library shelves
- Production of catalogue card using Ms-Word
- Cataloguing and classification of the library materials
- Indexing of books and journals
- Shelving and shelf-reading
- Create electronic copy of library collections (database)
- Create a database of all research fellows in Abuja with their areas of specialization and research interest (to enable us deliver CAS and SDI to them)
- Install Law Pavilion on the library workstation for research.

3. *SERVICES WE PLAN TO PROVIDE*

- a. ***Current Awareness Service (CAS):*** alerting research fellows and other library users on the latest developments in their area of specialization and new publications acquired by the library.

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The service is geared at keeping them promptly informed of all recent additions made to their fields of specialization, current cases delivered on crucial subjects of law etc. through Direct Messages (DMs) through email, sms and whatsapp.

- b. ***Selective Dissemination of Information (SDI):*** dissemination of current information to individuals based on their expressed interests. A personalized service to the registered users

based on the supplied information or profile

- c. ***Electronic Document Delivery (EDD):*** providing value-added service to Research Fellows and other registered library users e.g. free scanning and delivery of articles and book chapters of library collections to them through emails and other electronic means.



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LIBRARY REPORT 2023

Introduction

The library is the resource centre of excellence of all legal research in Nigeria. She continued to carry out her primary assignments as the hub of all research and academic activities in the Institute.

➤ Staffing and Personnel

The library is staffed by professional and para-professional librarians, auxiliary staff consisting of Personal Secretary II, Executive Officers (Library Duties), and Porters. The staff distribution is shown below:

Institute Library's Staff and Personnel as at 30th November, 2023

S/NO	NAME	DESIGNATION	SECTION
1.	Prof. Anyaogu, U.	Institute Librarian	
2.	Prof. Owoeye, J. E	Professor Librarian	Acquisition
3.	Prof. John-Okeke, Rita	Professor Librarian	Readers' Services
4.	Olowu, I. O.	Principal Librarian	Serials
5.	Dr. Ali, Hussaini	Principal Librarian	Information Technology/Abuja Office
6.	Eze, Rose U.	Principal Librarian	Acquisition
7.	Oguche, David	Librarian 1	Abuja Office
8.	Paraya, Gabasa	Librarian 1	Readers' Services
9.	Nwabugwu M. Jummai	Librarian 11	Cataloguing
10.	Etuk Anne	Librarian 11	Readers' Services
11.	Taazenga, Edward	Chief Library Officer	Abuja Office
12.	Okafor, Adaeze	Chief Library Officer	Abuja Office
13.	Kabiru, Abdulai	Library Officer	Abuja Office
14.	Talabi, Femi	Principal Executive Officer	Acquisition
15.	Idowu, Oyedeji	Principal Executive Officer	Readers' Services/IL's Office
16.	Odutayo, Ngozi Felicia	Personal Secretary II	Institute Librarian's Office
17.	Oba, Sulaiman	Higher Executive Officer	Information Technology
18.	Ogbu, Kelechi	Library Officer	Readers' Services
19.	Fayemiwo Damilola	Library Assistant	Acquisition
20.	Fajuyigbe, Veronica	Library Officer	Readers Services
21.	Ayua, M. U.	Clerical Assistant	Cataloguing
22.	Awojide Ayotola M.	Assistant Secretary (Library)	Institute Librarian's Office

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The summary of the total Staff Strength as at November, 2023 is 22 (Twenty-two) as shown below. The Institute Library really requires more staff replenishment for enhanced service delivery.

S/N	Name	Number
1	Academic Staff	10 (8 - Lagos; 2 - Abuja)
2	Non -Academic	12 (9 -Lagos; 3 - Abuja)

Four (4) Porters are dedicated to work in the Institute Library. They are

S / N O	N A M E	D E S I G N A T I O N
1 .	O m i n i U k e t	S e c u r i t y P o r t e r
2 .	E t i m B a s s e y	S e c u r i t y P o r t e r
3 .	S i m o n E z e	S e c u r i t y P o r t e r
4 .	M o n d a y O r u k p e	S e c u r i t y P o r t e r

However, Monday Orukpe died after a brief illness and has been replaced by another security man named Mr. Attah Eneche from the legion.

Capacity Building

Five (5) members of staff are currently engaged in various further educational programmes; including Ph.D, Masters and Diploma in Library and Information Science. They are:

- (1) Ezeh Rose Uloma, Principal Librarian - Masters in Library Science, Nnamdi Azikiwe University, Awka (In View)
- (2) David Oguche is writing his PhD thesis at Ahmadu Bello University, Zaria.
- (3) Edward Taazenga is preparing for his final defense for Masters degree at the University of Nigeria, Nsukka.
- (4) Kabiru Ibrahim is currently in his 3rd level for his first degree at Tafawa Balewa University of Agriculture, Bauchi.
- (5) Mr. Fayemiwo, Damilola Diploma in Library Science, Lagos State University (In View).

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➤ SECTIONAL REPORTS

Acquisitions Section

➤ Collection Development

The Library's collection of books and bound periodicals (Journals and Law Reports), as recorded in the Accession Register consist of **51,552** volumes. However, a compilation of compendium of library resources is in progress to determine the actual holdings of the library because it has lost a lot of resources due to effect of theft, termites, rain, and humidity etc. Monographs and single copies of periodicals are not usually recorded in the Accession Register. The mode of acquisition includes donations, gifts and purchase.

As at today, the following resources have been typed and saved in an external drive.

a)	Institute Publications (Pamphlets)	-	1,000
b)	Journals	-	4,000
c)	Law Reports	-	3,000
d)	Books	-	25,000

➤ Exchange and Gifts

Nineteen (19) copies of books were donated to the Institute Library during the period under review. These gift items are from both personal and corporate donors. The Exchange sub-unit did not record much remarkable event in 2023.

Adequate funding has continued to be the most potent challenge to the acquisition process in the Institute Library.

➤ Resources

PURCHASED/DONATIONS-(LAGOS LIBRARY)

S/N	ITEMS	COPIES/SOURCE		TOTAL
		Purchase	Donation	
1	Books	45	25	70
2	Journals and Law Reports	9		9
3	ACTS/SI	432		432

A total number of forty-five (45) copies of books, nine (9) copies of journals/law reports and four hundred and thirty two copies (432) of Acts and Statutory Instruments were purchased. While, a total number of twenty-five (25) copies of books were donated to the library during the period under review.

CATALOGUING SECTION

In 2023, a total of twenty-three (23) new books were received and processed by cataloguers. Also, a total of forty-two (42) old books retrieved from the shelves during editing of records during the compilation process were re-catalogued and classified.

NEW ADDITIONS

Compilation of new additions to library collection is prepared in this Section. It was compiled alongside with processing of new books. The vol.1, no.4 edition was produced.

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Basic Tools

Some basic Cataloguing and Classification tools are outdated and current editions need to be purchased. These among others include:

- ❖ Library of Congress Subject Headings
- ❖ Library of Congress Schedule A - Z
- ❖ Moys Classification Scheme for Law Books.

Readers- Services Section

The Library has witnessed a steady decline in the usage of its facilities, mainly as a result of the need for the library to provide virtual services to its users. The L.L.M students of the University of Lagos, who constitute the majority of newly registered readers as well as regular readers, usually come in with their text books during examinations.

The following shall be summary of activities that took place in the Readers Services Section of the Library within the reporting period spanning January to December, 2023. The Section undertook the following activities as a matter of routine.

- Shelving and Shelf Reading
- Supervision of Shelf
- General Reference Duties
- Packing of Books and Statistical Taking
- Maintenance of Library Public Catalogue
- Preparation of Bibliographies and Reading Lists
- Indexing of Journals
- Preparation of Shift Rosters
- Inter-Library Loan
- Overdue Notice
- Maintenance of Gazettes
- Library Admission and Renewal of Members Identity Cards
- Maintenance of Reserved Books

OPERATIONAL STATISTICAL REPORT FOR YEAR 2023

Table 1: REGISTRATION/RENEWAL IN 2023

S/N	CATEGORY	REGISTRATIO	RENEWAL
1	LLM	9	9
2	Legal Practitioner/Judges	3	3
3	MILD		
4	PhD	1	
5	Lecturers		
TOTAL		13	12

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Table 1 shows that a total number of thirteen (13) library users registered in the year under review and twelve (12) users renewed their membership.

The total number of Registered Readers in the Library as at 30th November, 2023 is **4,728**. Membership comprises of research and post graduate Law Students from the Nigerian Faculties of Law, Nigerian Law School and practicing Legal Practitioners as well as members of the Bench. The Library also assists final year law students from various Faculties of Law in the Universities.

Table 2: REVENUE SOURCES

CURRENT PERIOD 3RD JANUARY, 2023 - 30TH NOVEMBER 2023

S/N	TYPE	Number of Users	Amount
1	Sale of forms	29	₦ 29,000
2	Registration	13	₦ 26,000
2	Renewal/lost card/long overdue renewal	12	₦ 38,000
	TOTAL		₦ 93,000

In table 2, the sum of ninety-three thousand naira (N 93,000) only was realized from the sale of forms, registration and renewal of either expired or lost library card. A total number of twenty-nine (29) library registration forms with the serial number (002501-002529) were issued at the rate of one thousand naira (N1,000 .00) each.

The library charges patrons fees for Registration and Renewal/Card replacement which are paid directly to the Bursary Department of the Institute. Library registration costs ₦2,200 (Remitta charges inclusive) and renewal/card replacement is ₦1,000.

It should be noted that revenue generated from time to time were paid directly to the Account Section of the Institute.

Table 3: Library Readers Services Monthly Statistics (3rd January 2022 - 30th November 2023)

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S/N	Months	Total Number of Readers	Total Number of Books Consulted
1	January	49	151
2	February	44	129
3	March	63	181
4	April	62	202
5	May	136	146
6	June	63	150
7	July	64	166
8	August	107	146
9	September	57	155
10	October	48	114
11	November	68	155
12	December		
	TOTAL	761	1695

Table 3 shows that the total number total number of **one thousand, six hundred and ninety-five (1,695)** volumes of books were consulted and shelved and the total number of **seven hundred and sixty-one (761)** readers used the library during the period.

➤ **Additions to Collections**

I. BOOKS:

A total of one hundred and ten (110) books and thirty-two journals were processed and added to the collection in the reporting year.

ii. GAZZETTES

A total number of four hundred and thirty two copies (432) of Acts and Statutory Instruments from 2004-2023 were received in the section. However, the old and new set of gazettes are currently in Abuja for Scanning.

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iii. INDEXING SERVICES

A total of three hundred (300) journal articles were assigned subject headings. The Section compiled the subject index to legal periodicals to ease retrieval of legal periodicals from the shelves. The current edition has been completed and will be made available in both hard and soft for readers and research fellows.

iv CONSERVATION OF LIBRARY MATERIALS

Books in the Library often times get deteriorated with usage, age and other environmental factors. For conservation purpose, however, such books are withdrawn from the shelves to be treated and rebound. For now, the Library uses Top Bond Gum to mend books that are torn but the ones that are beyond simple repairs are removed from the shelves and kept in the Section for re-binding based on when funds will be available for this purpose. Some materials that are affected by rodents have been digitized and stored in the computer system by the Information Technology Librarian. Thereafter, they are kept in carrel two downstairs.

➤ Library Opening Hours

The Institute Library opens as follows:

✓	Monday to Friday	8.00am	-	6.00pm
✓	Saturday	9.00am	-	2.00pm

Information Technology Section

The Information Technology Section continued to discharge its duties to the library. The ICT staff attached to the library has resigned from the services of the Institute and she was trained as the Admin of the software. She handed over to Mr. Wahab. The development of NIALS Library database using KOHA Integrated Library Software is on-going but was there is need to pay the hosting subscription fee so that users can access the OPAC virtually. Library resources have been migrated to the cloud (opac.nials.xyz/).

(a) Current Awareness Blog

The Library blog is updated everyday by designated staff with current legal materials for effective utilization by researchers and the general public.

(b) Legal Databases

There are six (6) units of law pavilion database allocated to the library. They are installed in the library workstation for access by users. Registration of the six units was successful and there is no need for user access account details.

Library Imprest

The library received the first quarter imprest and has retired to the Account section for record purposes.

Library Workshop/ Specialised Training

The 23rd workshop on Legal Information Services was held at NIALS Lagos from 9th to 10th May 2023, with twenty-five (25) participants in attendance. It was an improvement on the attendance rate of year 2022 workshop. The papers were delivered by seasoned librarians and participants learnt a lot from

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the workshop. It was interesting and very timely as it was an opportunity to showcase NIALS as the leading institution with a unique approach to its workshop objectives. It is expected that future workshops of the Institute will be more successful and seamless, and place NIALS on the map as the apex and unique institution for indexing, preservation, cataloguing and classification of legal resources in Nigeria.

The specialised training course on the use of Dewey decimal classification scheme (DDC) and indexing was held at Lagos for Staff of ECOWAS Court of Justice and ECOWAS Parliament, Abuja. The training equipped the participants with the required skills and competencies in the use of DDC in cataloguing and classification of library resources in order to maintain the library collections in the most helpful manner possible.

Library Journal

The Institute Library publishes a journal titled NIALS Journal of Law Librarianship and Information Technology. This is a free journal published by the Institute. It covers issues relating to law and legal profession. Volume 2(1) was submitted to the NIALS Press since Nov, 2022 for publication based on Director-General's directive and approval. Till today, it is still with the press.

Staff Training

Academic Staff : All academic staff attended the following conference/workshop/Seminar

- 46th National Conference & AGM of Nigerian Association of Law Libraries held at NIALS from 27th August 1st September, 2023
- In-house training for Academic staff on Report Writing and Grant Proposal

Non-Academic Staff : Non-Academic staff from level 7-14 attended an in-house training held at NIALS from 1st to 2nd August, 2023

INDUSTRIAL ATTACHMENT PROGRAMME

The library received four (4) final year students of Library and Information Science from Tai Solarin University of Education (TASUED) Ijagun, Ijebu-Ode, Ogun State for six months (November, 2023-April, 2024) industrial attachment programme. The names of the students are:

- Adewuyi, Nosimot Omowunmi
- Olatunde Deborah Temitope
- Sunday Christiana Nneka
- Adesugba Inioluwa Temitope

REPORT FROM ABUJA LIBRARY

ABUJANIALS LIBRARY ANNUAL REPORT 2023

The year ending December 2023 is also remarkable for Abuja Library. The Library has been further stocked with materials as well as office furniture and other stationaries. Lists of reading materials and office equipment received are attached.

1. Library Staff

The Library has five staff members at different cadres as follows:

- i. Hussaini Ali.....Principal Librarian/HOS

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- ii. Mrs. A. Okafor.....Chief Library Officer
- iii. Mr. Edward Taazenga.....Chief Library Officer
- iv. Mr. Oguche, D.....Senior Librarian
- v. Mr. Kabiru, I.....Higher Executive Officer

2. Staff Development

Three library staff are undergoing further studies at different levels as follows:

1. David Oguche is writing his PhD thesis at Ahmadu Bello University, Zaria.
2. Edward Taazenga is preparing for his final defense for Masters degree at the University of Nigeria, Nsukka.
3. Kabiru is currently in his 3rd level for his first degree at Tafawa Balewa University of Agriculture, Bauchi.

ACQUISITION OF RESOURCES

S/N	ITEMS	SOURCE	NO/COPIES
1	Books/Law Reports	Donations	100copies
2	Equipment	Purchase	10 Items

INDEXING OF INSTITUTE PUBLICATIONS

The Library has been able to index three (3) Institute Publications within the year under review. They are:

- a. NIALS Business Law Journal
- b. NIALS Intellectual Property Law Journal
- c. Introduction to African Economic Integration Laws on Trade, Investment, Competition, Intellectual Property Rights and Dispute Settlement: Implementation Framework in Nigeria.

LIBRARY ATTENDANCE

A total of 22 readers visited the library-20 Research Fellows and two from outside NIALS.

RESOURCES AND EQUIPMENT

A total of one hundred volumes of books, journal and law reports were acquired and donated to the NIALS library, Abuja. Currently, the library has a total of 203 (Two Hundred and Three) Volumes. Ten equipment was purchased in the year under review (List Attached)

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AREAS REQUIRING VERY URGENT ATTENTION

These include:

- The quantum of personnel (rank and file) which as it is presently falls below the level expected of a legal collection of this status.
- The Split Air Conditioners in the library needs repairs and replacement. Air conditioning of Libraries is not only for the Users and the Staff but essentially for the protection of Books and Materials that are also susceptible to deterioration.
- Payment of the subscription fees for Hosting of KOHA Integrated Library Software for global visibility.
 - The library journal should be migrated to online platform for impact factor and global accessibility. This will also solve the issue of time lag for publication.
 - Extension of the inverter to the reading areas for illumination in the library.
 - Purchase of current editions of basic cataloguing and classification tools such as Library of Congress Classification Scheme (LCSH) 37th edition; Moys Classification Scheme 8th ed.; and Catalogue cards.
 - The very urgent need to make the work rooms, the private offices and most importantly, the ante-office and the office of the Institute Librarian staff and visitors friendly.

CONCLUSION

The Institute Library as usual had a very busy year in 2023 despite the obvious human and financial constraints. Most of these limitations are rather global and it is gratifying that the Institute's Council and Management are frontally addressing the problems with a view to finding workable solutions to them. The year 2024 is expected to be that of actual consolidation on the various initiatives and reforms that are being made in the Institute's library.

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NIALS LIBRARY RESOURCES AND EQUIPMENT 2023

NIALS Library Resources and Equipment, Abuja Library Resources Received in 2023

S/N	TITLE	AUTHOR	COPIES	SOURCE	DATE
1.	Eco Court Bulletin Vol.1, No. 1 Jan -June 2021	ECOWAS Court of Justice	3	Donation ECOWAS Court of Justice	2023
2.	Eco Court Bulletin Vol.1, No. 2 Jul -Dec 2021	ECOWAS Court of Justice	1	Donation	“
3.	Eco Court Bulletin October 2021	ECOWAS Court of Justice	2	Donation	“
4.	Eco Court Bulletin November 2021	ECOWAS Court of Justice	3	Donation	“
5.	Justice Edward Amoako Asante -Tour of Duty	ECOWAS Court of Justice	1	Donation	“
6.	Land Litigation in Nigeria (Practice and Procedure)	Abiodun A. Akinyemi	1	Donation	“
7.	Community Court of Justice Law Report 2004-2009	ECOWAS Court of Justice	2	Donation	“
8.	Community Court of Justice Law Report 2017	ECOWAS Court of Justice	1	Donation	“
9.	Emerging jurisprudence on Privacy and Data Protection in Nigeria	Community Court of Justice	1	Donation	“
		TOTAL	15 Volumes		

S/N	TITLE	AUTHOR	COPIES	SOURCE	DATE
1.	Halsbury's Statutes (Fourth Edition)		33	Donation from Prof. M.T. Ladan (DG NIALS)	28 th March, 2023
2..	Halsbury's Statutes (Fourth Edition) Replacement Cumulative Supplement 1986 (Part 1 &2)		2	“ “ “	

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3.	The All England Law Report		23	“	“	“	“
4.	The Prince of Wales	Jonathan Dimbleby	1	“	“	“	“
5.	Children’s Britannica		11				“
6.	Bingham’s Motor Claims Cases: Eight Edition	J. A. Taylor	1	“	“	“	“
7.	BlackstonesGuide to the Human Rights Act 1998 (Third Edition)		1	“	“	“	“
8.	J. G. Riddall Land Law (Sixth Edition)		1	“	“	“	“
9.	The Civil Practitioners Handbook 2001 (16 th Edition)		1	“	“	“	“
10.	Windfield & Jolowicørn Tort (Fourteenth Edition)	W.V.H. Rogers	1	“	“	“	“
11.	Handbury & Martin Modern Equity (Fifteenth Edition)	Jill E. Martin	1	“	“	“	“
12.	Civil Procedure vol.2	The White Book Service 2004	1	“	“	“	“
13.	The BarDirectory (2005 Edition)		1	“	“	“	“
14.	Is it in Force? 1989 A Guide to the Commencement of Statutes Passed since ^s 1Jan. 1964		1	“	“	“	“
15.	Is it in Force? 1987 A Guide to the Commencement of Statutes Passed since ^s 1Jan. 1962		1	“	“	“	“
16.	Unlocking Contract Law	Chris Turner	1	“	“	“	“
17.	The Quantum of Damages Vol. 3	Kemp & Kemp	1	“	“	“	“
18.	The Quantum of Damages Vol. 4	Kemp & Kemp	1	“	“	“	“
19.	Introduction to African Economic Integration Laws on Trade, Investment, Competition, Intellectual Property Rights and Dispute Settlement: Implementation Framework in Nigeria.	Prof. M.T. Ladan (DG NIALS)	1	“	“	“	“

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20.	Report on the Review of Nigerian Laws Relevant to the Implementation of the African Continental Free Trade Area Agreement (AfCFTA) and Its Protocol on Trade in Goods	Prof. M.T. Ladan (DG NIALS)	1		
		Total = 85 Volumes			
	Grand Total for 2023	100 Volumes			

The Library has a total of 203 (Two Hundred and Three) Volumes

EQUIPMENT

S/N	ITEMS	QUANTITY	DATE
1.	Printer	1	2023
2.	Kick step	1	“
3.	Quarto book support	36	“
4.	Office tables	2	“
5.	Office chairs	2	“
6.	External hard drive	1	“
7.	Flash drive	2	“
8.	UPS	2	“
9.	Water dispenser	1	“
10.	Extension box	2	“

PERFORMANCE REPORT FOR THE AKINOLA AGUDA SCHOOL OF POSTGRADUATE STUDIES 2019 TO 2024

1. INTRODUCTION

This report provides a brief overview of the key achievements and challenges faced by the Akinola Aguda School of Postgraduate Studies (AASPGA) from 2019 to August 2024. These achievements and challenges arise as the PG School pursues its objectives to produce experts in legislative drafting in Nigeria and be recognised as the Institution of choice among legal education providers in Nigeria by employing best practices in teaching, research, supervision, and student support in Legislative Drafting. The report is structured to cover the following areas: an overview of programme performance, key achievements, challenges, and conclusion followed by recommendations.

2. AN OVERVIEW OF PROGRAMME AND PERFORMANCE

(i) Enrolment Statistics – 2019-2024 Sessions

The three programmes offered by the institute (PGD, LL.M, and MPhil/PhD) have continued without interruption throughout the period, with new students admitted each session. The exceptions were the 2018/2019 session, during which no new students were admitted due to challenges with the National Universities Commission (NUC) and the Institute's efforts to resolve the issue through its affiliation with Obafemi Awolowo University (OAU), Ile-Ife, and the 2020/2021 session during which new students could not be admitted due to the Covid 19 Pandemic lockdown. Below is a breakdown of admissions within the reporting period:

- **2019/2020:** The PG School admitted nineteen (19) qualified students for the 2019/2020 academic session- four (4) PGD students and fifteen (15) LL.M students. None of the eight (8) applicants for the PhD programme were admitted as their proposals did not meet the required standards.
- **2020/2021:** There were no admissions due to the Covid 19 Pandemic lockdown
- **2021/2022:** A total of 42 students registered for the 2021-2022 session – six (6) PGD, twenty (20) LL.M and sixteen (16) MPhil/PhD.
- **2022/2023:** The total number of students admitted into the 2022/2023 session was fifty-four (54) – ten (10) PGD, twenty-nine (29) LL.M and fifteen (15) MPhil/PhD.
- **2023/2024:** The total number of students admitted is forty-seven (47)- seven (7) PGD, twenty-four (24) LL.M, and sixteen (16) M-Phil.

(ii) Completion Rates

Status of PGD and LL.M completion of programmes: During the period covered, several students completed their PGD and LL.M programmes, with some advancing to the LL.M and MPhil/PhD stages, respectively. This applies only to the 2019/2020 session, for which results have been finalised. Results for the 2022/2023 session are still pending, while coursework is ongoing for the 2023/2024 session. Only the first semester examinations have been written. Despite these achievements, the institute has yet to award degrees to the graduates or hold a graduation ceremony.

Status of MPhil/PhD completion: Two students have completed all their requirements, including their internal viva, and are now awaiting approval of their Form A by OAU for their final theses defence. In 2023, one PhD student successfully underwent her thesis title defence. More recently, in

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2024, two additional students successfully defended their thesis titles and have been approved to complete their theses.

Year-over-year comparison of enrolment figures for each of the three programmes offered and completion rate, with completion figures in brackets.

Description	2019 /2020	2020 /2021	2021 /2022	2022 /2023	2023 /2024
PGD	4	Nil	6 (4)	10	7
LLM	15	Nil	20 (13)	29	24
M-Phil	0	Nil	16 (9)	15	16
Total	19	Nil	42	54	47

(iii) Faculty/Staff Performance PG School Management

Currently, the management of the PG School is overseen by a Management Team led by the Acting Director. This team includes both academic and non-academic (administrative) staff. The academic staff consists of the Deputy Director – Abuja, Deputy Director – Lagos, Head of the PG School, and two Assistant Heads of PG School responsible for logistics – one for Abuja and one for Lagos.

The PG School Management is supported by seven (7) administrative staff members in both Lagos and Abuja, including the Head and Assistant Head of Secretariat Services.

Postgraduate School Staff/Personnel Breakdown

S/No.	Academic	Administrative
1	Ag. Director, Postgraduate Studies (PGS)	Secretary
2	Deputy Director, Abuja	Assistant Secretary
3	Deputy Director Lagos	3 others (Lagos)
4	Head, PG School	2 others (Abuja)
5	Assistant Head, Lagos	
6	Assistant Head, Abuja	

Faculty

Approximately thirty-three (34) NIALS academic and library staff are involved in teaching at the PG School. All are experts in their fields and meet the qualifications specified in the 2022-2027 Handbook of the Akinola Aguda School of Postgraduate Studies, NIALS. This group includes Professors, Associate Professors, and Senior Research Fellows (SRFs) with a PhD. Additionally, lower-cadre Research Fellows (Research Fellow I) with a PhD and SRFs without a PhD who have excelled in research, publication, and presentation, are also allowed to contribute.

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Although the OAU team for PG School Accreditation Processes previously recommended outsourcing to recruit more core staff and adjunct lecturers with PhDs from the University of Lagos or OAU due to a shortage of qualified staff, the recent increase in staff with PhDs is a significant advantage, which renders such outsourcing unnecessary.

Faculty Strength

Professors	Assoc. Professors	SRFs with PhD	Others	Total
11	8	1	14	34

3. OTHER KEY ACHIEVEMENTS

(i) Partnership with OAU

The Institute's collaboration with OAU, which began in 2017, resulted in a Memorandum of Understanding being signed in 2018 and approved by the OAU Senate. Negotiations were also completed regarding the acceptance of NIALS' previous students under the OAU/NIALS affiliation. This group included eighteen (18) MPhil/PhD students, seven (7) LL.M students, and one (1) PGD student. By 2022, about 30% of these students had met the acceptance conditions and are currently pursuing their degrees.

(ii) Research and Publications

NIALS International Journal of Legislative Drafting (NIJLD): During this period, Vol. 3 No. 3(2020) of the NIJLD, which is managed by the PG School, was published in 2023. In 2020, the DG reconstituted both the Editorial Advisory Board and the Editorial Committee, leading to a revitalisation of the Journal's publication rate. Efforts are currently ongoing towards reviewing and sending out a fresh call for papers, a process that was delayed because the former Secretary to the Editorial Committee proceeded on leave of absence and a new Secretary was appointed.

(iii) The PGS Guidelines and Regulations

The AASPGA Guidelines and Regulations were reviewed by the Review Committee in February 2020 and subsequently approved by the DG on behalf of the Management Committee on 28 February 2020. The Guidelines were, subsequently, further reviewed and have been published as a Handbook, and hard copies shared to both faculty members and students, as well as key personnel involved in the running of the PG School's academic activities.

(iv) Audit of the PGS Programmes

In February 2020, the DG established a committee to audit the PG School programs. The Committee addressed six key issues: the methodology of the PG programmes, flexibility in programme management, examination schemes, project writing and supervision, the decreasing number of applicants, and the timing and implementation of the Abuja stream for the LL.M and PhD programs. The Committee made several recommendations, some of which have been implemented. These recommendations included an immediate reduction in school fees, expediting the NIALS/OAU affiliation to clarify the status of NIALS' PG programmes, and accelerating the process of repealing and re-enacting the NIALS enabling Act.

(v) Events and Conferences

With the full support of the Institute and the Director General, the PG School organised an in-house

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training on 8 August 2024 for all academic staff, including librarians, regardless of their role or involvement in PG School teaching activities. The training, led by senior NIALS professors, was well-received, with positive feedback from the over 30 participants from the Academic and Library departments.

4. NUC ACCREDITATION PROCESSES

The process of the NUC accreditation was set in motion with visit of the OAU, Ile-Ife, Verification Team on PGS Accreditation Process in 2022. The team made various recommendations bothering on staff strength, furnishing of the Auditorium and lecture theatres with modern learning facilities; equipment of the Library with e-library materials, provision of adequate air conditioning and CCTV; equipment of professors offices with modern furniture, televisions, refrigerators, photocopiers and scanning machines; improved toilets on the PGS floor; ICT workplace; and equipment of the Sickbay with necessary first aid materials and air conditioning. Some of these recommendations have been met while some are still outstanding.

Until the implementation of the outstanding critical aspects of the recommendations are completed and approved by the Verification Team, OAU, Ile-Ife, cannot present the PGS to the NUC for accreditation of Institute's programmes. This has implications for the graduating students.

4. CHALLENGES AND AREAS FOR IMPROVEMENT

The PG School has been facing new and recurrent challenges, some of which are still unresolved. Below is a breakdown of the challenges:

- a) **Challenges with the Portal:** Students commonly face challenges in filling out forms online, making payments and uploading documents.
- b) **Resource Limitations:** Insufficient and irregular funding has been a recurring challenge for the PG School. Staff often use personal funds or incur debts to cover essential activities such as meetings, stationeries, and data costs. Inadequate facilities and unreliable internet services further hinder lectures and effective service delivery. The internet is not strong enough to support online classes via Zoom, which has become the primary teaching method for the PG School.
- c) **Partnership Implementation:** The bureaucracy from OAU often leads to delays as they frequently insist on imposing their formats and modalities on NIALS. This results in time-consuming negotiations, especially since new, unanticipated issues continue to arise due to the early stage of our partnership.
- d) **Others:** Lack of suitable office for PG School staff in Abuja. This hinders effective interface with students, especially when there is need for physical meetings and interactions between students and any of the tutors or PGS management staff, etc.

5. CONCLUSION AND RECOMMENDATIONS

Since 2019, the PG School has made modest progress despite significant challenges such as dwindling allocations and the transition to the NIALS-OAU partnership framework. The complex and rigorous process of finalising the partnership with OAU has been completed, and student admissions have remained stable, with a recent slight increase. The previously struggling PhD programme has been revitalised, partly due to the synergies created by the partnership. Faculty

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strength has also improved with the addition of qualified academics and the introduction of in-house training for both tutors and non-tutors, which will be a recurrent capacity building exercise. Greater achievements are possible, if the following recommendations are implemented.

Recommendations

- (I) Full adoption of previous reports recommendation strategies for improvement, including the Report of the Audit Committee on PG School Programmes, Concept note proposing the establishment of an Abuja Campus of the Postgraduate School Programme, PG School Work plan to help increase IGR by shoring up subscription to PGS courses, recommendations of OAU, Ile-Ife, Verification Team on PG School Accreditation Processes.
- (ii) The Institute's Management should encourage research and innovation among faculty members by providing funding opportunities and promoting collaboration with industry partners and other academic institutions.
- (iii) Professional development for faculty is required. This means investing in professional development opportunities for faculty to enhance their teaching skills, research capabilities, and leadership qualities. It includes encouraging lifelong learning and growth.
- (iv) Management should support the PG School in building strong relationships with alumni and industry partners to create networking opportunities, internship placements, and job prospects for students. Leveraging these connections can potentially enhance the reputation and visibility of the postgraduate school.

