

INDRESHWOR CAMPUS
Affiliated to Tribhuvan University
Panauti-7, Kavrepalanchok



ANNEX FOR SSR
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UNIVERSITY GRANTS COMMISSION
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Volume 2, ANNEX -1

SECTION B: POLICY AND PROCEDURES

VISION, MISSION AND GOALS OF INDRESHWOR CAMPUS 1

UNIT FIVE

FIVE YEAR STRATEGIC PLAN

Everyone knows that no organization can be run smoothly if it doesn't have any specific strategy or plan. An organization run without strategy would be like a crow in a cloud. So to reach the desired destination, at first every institution must set its objectives, missions, vision and goals. These things not only provide us the guidelines to attain our goal, they make our objectives clear and help to perform our task smoothly, efficiently and effectively.

5.1 Vision, Mission, Goals and Objectives

5.1.1 Vision

It aims to provide inclusive quality education and is planning to produce efficient manpower developing intelligent, skilled and organized manpower who can lead the nation.

5.1.2 Mission

Our mission is to adopt innovative teaching technology and research based programmes to fulfill the demand of the skilled human resources in all faculties availing broad access of education to the regional community.

5.1.3 Goals

To enhance academic excellence by graduating outstanding students ensuring quality education at an affordable fee with special attention to the marginalized and educationally disadvantaged groups.

5.1.4 Objectives

The objectives of the plan are as follows:

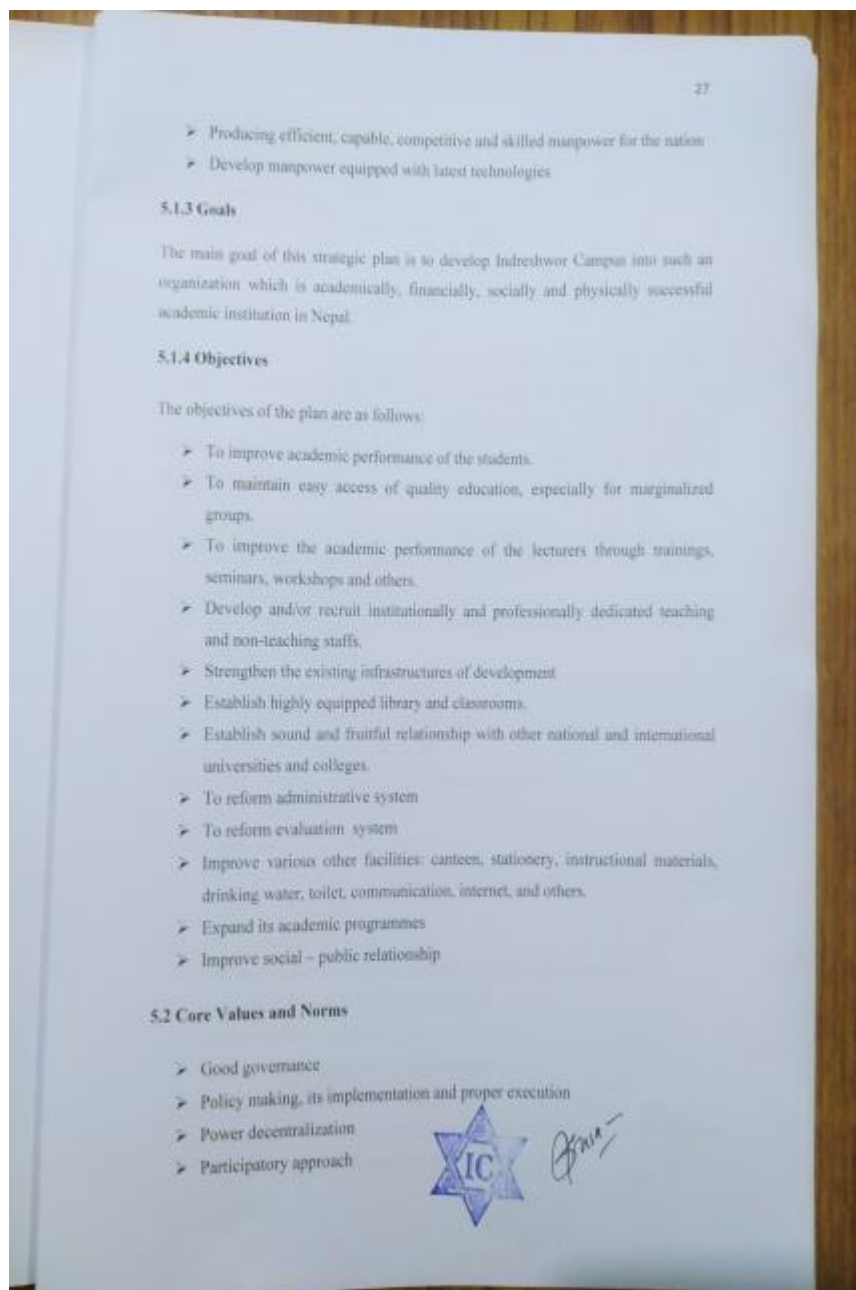
- To improve academic performance of the students.
- To maintain easy access of quality education, especially for marginalized groups.
- To improve the academic performance of the lecturers through trainings, seminars, workshops and others.



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SECTION B: POLICY AND PROCEDURES

VISION, MISSION AND GOALS OF INDRESHWOR CAMPUS 2



SECTION B: POLICY AND PROCEDURES

VISION, MISSION AND GOALS OF INDRESHWOR CAMPUS 3

४. व्यक्ति सरह हुने

१) यस क्याम्पस अविच्छिन्न उत्तराधिकारवाला एक स्वशासित र संगठित सामुदायिक संस्था हुनेछ ।
 २) क्याम्पसले व्यक्ति सरह प्रचलित नेपाल कानून बमोजिम चल र अचल सम्पत्ति प्राप्त गर्न, उपभोग गर्न, खरिद र बिक्री गर्न तथा क्याम्पसलाई आवश्यक परेमा ऋण लिन सक्नेछ ।
 ३) क्याम्पसले व्यक्ति सरह आफ्नो नामबाट नालिस उजुर गर्न र यस उपर पनि सोही नामबाट नालिस उजुर लाग्न सक्नेछ ।
 ४) क्याम्पसको सबै कामकाज प्रमाणित गर्नका लागि अनुसूची १मा उल्लेख गरिए अनुसार आफ्नो छुट्टै क्याम्पसको प्रतीक चिन्ह अंकित छाप हुनेछ ।

५. उद्देश्य

देशको सर्वांगीण उन्नतिको लागि गुणस्तरीय प्रविधिमेवी र अनुसन्धानमुलक शिक्षा प्रदान गरी अनुशासीत, नैतिकवान दक्ष सक्षम, सीपमुलक देशभक्त नागरिक उत्पादन गर्ने र यसलाई उच्चस्तरीय शैक्षिक केन्द्र बनाउनु नै यस क्याम्पसको उद्देश्य रहेको छ ।

परिच्छेद २
 क्याम्पसको सदस्यता र प्राप्त गर्ने तरिका

६. सदस्यताको प्रकार:

१) यस क्याम्पसको विस्तार तथा व्यवस्थापनमा जनसहभागिता एवं अपनत्व बृद्धि गर्नका लागि सञ्चालक समितिले देहाय बमोजिमका सदस्यता प्रदान गर्न सक्नेछ । संरक्षक, आजीवन सदस्यता शुल्क समय समयमा तोके बमोजिम हुनेछ ।
 क) संरक्षक सदस्य: क्याम्पसको लागि कम्तिमा रु. ५,००,०००/- (पाँचलाख) सदस्यता शुल्क बुझाउने व्यक्तिलाई संरक्षक सदस्यता प्रदान गर्ने ।
 ख) आजीवन सदस्य: क्याम्पसको लागि कम्तिमा रु. ३००,०००/- (तीन लाख) सदस्यता शुल्क बुझाउने व्यक्तिलाई आजीवन सदस्यता प्रदान गर्ने ।
 २) मानार्थ सदस्य: यस क्याम्पसको विकासमा विशिष्ट योगदान पुर्याउने जस्तै: भवन, जग्गा आदि सहयोग गर्ने व्यक्तिले सञ्चालक समितिले मानार्थ सदस्यता प्रदान गर्न सक्नेछ ।
 ३) संस्थापक सदस्य: क्याम्पस स्थापनाकालमा संचालक समितिमा रहेकाव्यक्तिहरु क्याम्पसको संस्थापक सदस्य हुनेछ । संस्थापक सदस्यहरु क्याम्पस सभाको आजिवन सदस्य रहनेछन् ।
 ४) कुनै पनि किसिमको सदस्यताको हक हस्तान्तरण तथा पुस्तान्तरण हुने छैन ।

७. सदस्यको लागि योग्यता:

देहाय बमोजिम योग्यता भएको कुनै पनि व्यक्ति क्याम्पसको सदस्य हुन सक्नेछ ।
 १) नेपाली नागरिक भएको ।
 २) प्रचलित नेपाल कानून बमोजिम अयोग्य नभएको ।

परिच्छेद ३
 क्याम्पस सभा

८. क्याम्पस सभा:

व्यापक जनसहभागिता जुटाई सामुदायिकीकरणको मर्म अनुसार सञ्चालन गर्न, लोकतान्त्रिक मूल्य मान्यता अनुरूप अगाडी बढ्न क्याम्पसलाई सक्षम बनाई सुव्यवस्थित तरिकाले सञ्चालन, समर्थन र संरक्षण गरी आवश्यक नियन्त्रण, निर्देशन गर्नका निम्ति क्याम्पसको सर्वोच्च अङ्गको रूपमा क्याम्पससभा रहनेछ । क्याम्पस सभाको निर्वाचन कार्य सम्पन्न गर्न क्याम्पस सभा हुनुभन्दा १ हप्ता अगाडी नै इन्द्रेश्वर क्याम्पस संचालक समितिले एकजना संयोजक रहने ३ सदस्यीय निर्वाचन समिति गठन गर्नुपर्नेछ र यस विधान अनुसार क्याम्पस सभाले क्याम्पस संचालक समितिको निर्वाचन कार्य सम्पन्न गर्नुपर्नेछ ।

१) क्याम्पस सभामा देहाय बमोजिमका सदस्यहरु रहनेछन् ।
 क) क्याम्पसको शुरुवाती स्थापनाकालमा आर्थिक सहयोग गर्ने जीवित व्यक्ति चन्दादाताहरु सबै सदस्य
 ख) संरक्षक सदस्यहरु
 ग) आजीवन सदस्यहरु
 घ) क्याम्पसलाई सहयोग गरेका चन्दादाताहरुको तर्फबाट-२ जना
 ङ) शिक्षाप्रेमी, क्याम्पसलाई शैक्षिक प्राज्ञिक विकासको लागि नेतृत्व गर्न सक्ने तथा समाजसेवीहरुबाट २ महिलासहित-६ जना
 च) क्याम्पसमा अध्ययनरत विद्यार्थीहरुका अभिभावकहरु मध्येबाट- २ जना
 छ) जनजाति, दलित सिमान्तकृत समुदायहरुमध्येबाट १ जना महिला सहित - २ जना
 ज) श्री इन्द्रेश्वर माध्यामिक विद्यालयका प्रधानाध्यापक- १ जना

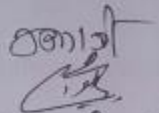
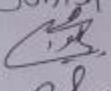
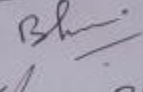
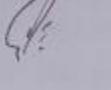
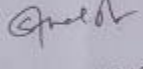
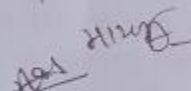
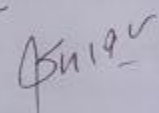
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SECTION B: POLICY AND PROCEDURES

VISION, MISSION AND GOALS OF INDRESHWOR CAMPUS BOD Minute 4

मिति २०८२ साउन २६ गतेका दिन यस इन्द्रेव्वर क्याम्पस सञ्चालक समितिको बैठक समितिको अध्यक्ष श्री तयुकाजी तामाकारको अध्यक्षतामा बैठक बसी तयारित बमोजिमको प्रस्तावहरु उपर छलफल गरि निर्णय गरियो।

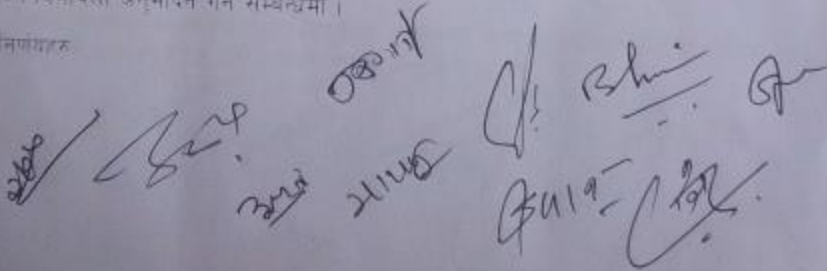
उपस्थिति हस्ताक्षर

१ अध्यक्ष	श्री तयुकाजी तामाकार	
२ उपाध्यक्ष	श्री राजेश कुमार श्रेष्ठ	
३ कोषाध्यक्ष	श्री भिमसन बस्नेत	
४ सदस्य	श्री अमृतमान गौचरे	
५ सदस्य	श्री राजेन्द्र कुमार कर्माचार्य	
६ सदस्य	श्री केशव थापा	
७ सदस्य	श्री ब्यामसुन्दर श्रेष्ठ	
८ सदस्य	श्री रामशरण भण्डारी	
९ सदस्य	श्री कमल के सी	
१० सदस्य	श्री मायादेवी श्रेष्ठ	
११ सदस्य	श्री रिता तामाङ	
१२ सचिव	श्री कुमार सुबाल क्याम्पस प्रमुख	
१३ अमान्वित	श्री जयराम कर्माचार्य	

प्रस्तावहरु

१. सुभावे सकलत बमोजिम सुधार गर्ने सम्बन्धमा।
२. क्याम्पसको Vission, Mission and Objective सम्बन्धमा।
३. Internal Quality Academic Audit सम्बन्धमा।
४. नियमावली अनुमोदन गर्ने सम्बन्धमा।

निर्णयहरु



SECTION B: POLICY AND PROCEDURES

VISION, MISSION AND GOALS OF INDRESHWOR CAMPUS BOD Minute 5

१ प्रस्ताव नं. १ सम्बन्धमा छलफल गर्दा क्याम्पसले विभिन्न समयमा विद्यार्थी, प्राध्यापक, कर्मचारी एवं सरोकारितहरबाट प्राप्त सुझाव सकलनबाट प्राप्त सुझावहरूमाथि छलफल गरी निम्नानुसारको सुधार तत्काल प्रभावकारी रूपमा गर्ने निर्णय गरियो ।

क। महिला शौचालयमा निशुल्क सानिटरी प्याडको व्यवस्था गर्ने,

ख। कक्षाकोठा, प्रशासन कक्ष, खुल्ला क्षेत्र तथा शौचालयमा डस्टबिनको व्यवस्थापन गर्ने र दैनिक रूपमा सरसफाईलाई प्रभावकारी बनाउने

ग। पुस्तकालयमा फोटोकपी, प्रिन्टर मेसिन व्यवस्थित गरि विद्यार्थीहरूलाई सुविधा प्रदान गर्ने ।

घ। विश्वविद्यालय अनुदान आयोगको सहयोगमा प्राप्त बोर्डबाट इन्टरनेटमा विद्यार्थीहरूलाई निशुल्करूपमा उपलब्ध गराई पठन पाठनलाई प्रभावकारी बनाउने ।।

ङ। कम्प्युटर प्रयोगशाला नियमित रूपमा विहान ६:३० बजेदेखि १०:०० बजेसम्म खुल्ला राखी विद्यार्थीहरूलाई निशुल्क रूपमा प्रयोग गर्ने दिने र प्रविधि सहायक कर्मचारीबाट सहजिकरण गर्ने ।

च। विश्वविद्यालय अनुदान आयोग र बागमती प्रदेश सरकार सामाजिक विकास मन्त्रालयबाट प्राप्त ल्यापटप यस क्याम्पसको अनुसन्धान व्यवस्थापन समिति, व्यवस्थापन संकाय उपसमिति, शिक्षा तथा मानविक संकाय उपसमिति, IQAC र SSR Subcommittee लाई माग भए बमोजिम काम गर्नको लागि ल्यापटप उपलब्ध गराउने निर्णय गरियो ।

छ। पठन पाठन सिकाई प्रभावकारी बनाउन शिक्षकबाट प्रोजेक्टरको प्रयोग गर्न बढावा गर्ने ।

२ प्रस्ताव नं. २ सम्बन्धमा छलफल गर्दा क्याम्पसको वेबसाइटमा क्याम्पसको विद्यान एवम् नियमावली अनुसार Vission Mission Goal लाई राख्ने निर्णय गरियो ।

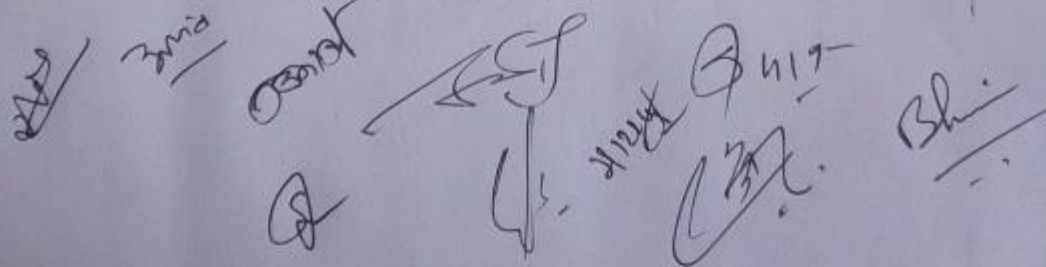
३ प्रस्ताव नं. ३ माथि छलफल गर्दा Internal Quality Academic Audit लाई नियमित रूपमा गर्नको लागि प्रत्येक आर्थिक वर्षको पहिलो त्रैमासिक भित्र Internal Quality Academic Audit Report यस समितिलाई बुझाउने गरि सहायक क्याम्पस प्रमुख जयराम कर्मचार्यलाई जिम्मेवारी दिने निर्णय गरियो ।

४ प्रस्ताव नं. ४ माथि छलफल गर्दा यस क्याम्पसबाट निम्नानुसारको नियमावलीहरु परिमार्जन तथा अनुमोदन गर्ने निर्णय गरियो । अनुमोदित नियमावली यसै साथ सग्लन गरिएको छ ।

1. Indreshwor Campus Alumni Association

2. HRM Plan 2082

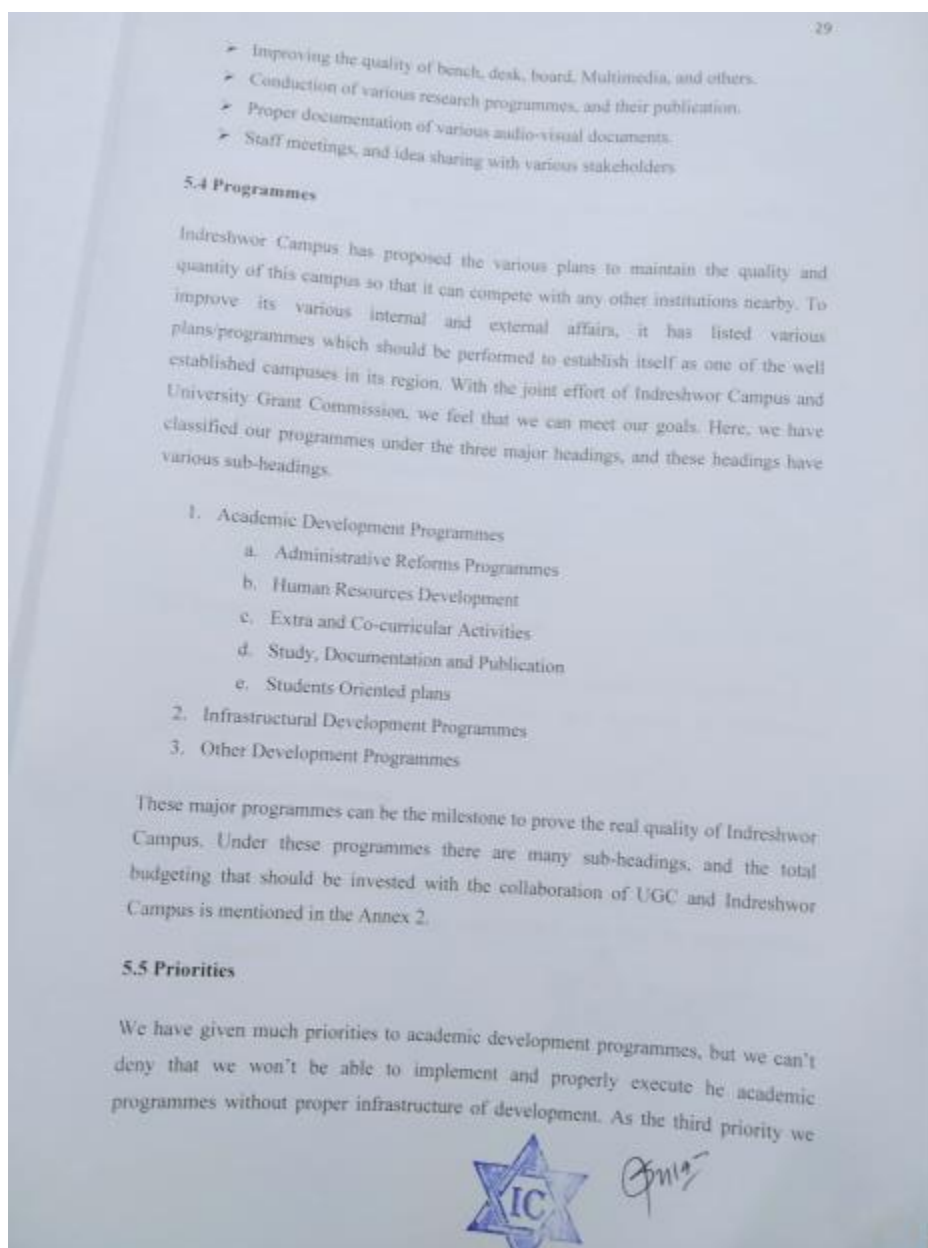
आजको बैठकमा छलफलको अरु विषयहरु नभएकोले सम्पूर्ण उपस्थित पदाधिकारीहरूलाई धन्यवाद ज्ञापन गर्दै आजको बैठक यही समाप्त भएको जानकारी गरियो ।



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SECTION B:

CRITERION 1: PLAN PROGRAMS OF THE CAMPUS (1)



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SECTION B:

CRITERION 1: PLAN PROGRAMS OF THE CAMPUS (2)

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have mentioned other development programmes which also have various sub-headings.

5.6 Implementation Plan

If the programmes we have submitted to UGC get approved, we will do the following task to meet our goals:

- Contract approval and acceptance process
- Sharing and discussion about the plans being approved with the concerned stake holders
- Coordination with various management units
- Mobilization of the various human resources and management units
- Bidding and contract signing process
- Commencement of the programmes
- Observation and inspection
- Evaluation and supervision
- Others

5.7 Provisions for Monitoring and Supervision

The special monitoring and supervision committee formed under the directives of campus management committee will monitor and supervise the commenced programmes and provide the necessary feedbacks.

5.8 Assumptions/Limitations

- Time boundary
- untimely competition of the programmes if the budget is not allocated in time
- Difficulty in gathering all the stake holders every time for proper planning execution.



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SECTION B:

CRITERION 1: ANNUAL PLAN PROGRAMS OF THE CAMPUS (3)

प्रस्ताव नं. २ मा माथि छलफल गर्दा यस क्याम्पसबाट
आ.व. २०८२/८३ को Plan of Action पारित गर्ने निर्णय गरियो।

Annual plan of action
Indreshwor Campus 2082/83

S.N.	Activities
1	Oratory Competition
2	Quiz competition
3	Sport Weeks
4	Progress report
5	Campus Day Plantation
6	Public speaking training
7	Dashain Program and new student welcome program
8	Campus alumni Picnic
9	Financial institution visit
10	Wall magazine Publish
11	Thesis and report writing workshop
12	School visit for Teaching practice
13	Guest lecturer
14	Education field visit for BA, BASW
15	Motivation Training
16	Sanitation and volunteering work
17	Orientation program for students
18	Scholarship Notice
19	Staff Management tour
20	Scholarship selection interview
21	Women empowerment program
22	Thesis writing report viva for MBS
23	Environmental awareness program
24	Computer, printer, projector installation and training for students
25	Journal Publication
26	Climate change adaptation and mitigation progama workshop
27	workshop
28	Non Credit course training
29	Teej program
30	Community outreach program -
31	Community outreach program -
32	Treacer Report 2024
33	Furniture, fixture, garden, construction and maintenance of building
34	National conference/Seminar
35	Capacity development training for teacher and staff
36	Essay Writing competition

Annual plan of action of Extracurricular activities Sub
committee
Indreshwor Campus 2082/83

	Activities
1	Oratory Competition
2	Quiz competition
3	Sport Weeks
4	Public speaking training
5	Dashain Program
6	Motivation Training
7	Sanitation and volunteering work
8	Orientation program
9	Women empowerment program
10	Environmental awareness program
11	Computer, printer, projector installation and training
12	Entrepreneurship development program
13	Career counseling Program
14	Community outreach program
15	Climate change awareness program

Annual plan of action of Scholarship Sub Committee
Indreshwor Campus 2082/83

S.N.	Activities	Time
1	Scholarship Notice	Magh 2082
2	Scholarship form collection	Falgun 2082
3	Scholarship selection interview	Chaitra 2082
4	Scholarship result publish	Chaitra 2082

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CRITERION 1: PLAN PROGRAMS OF THE CAMPUS (4)

Annual plan of action of Research Management Cell

Indreshwor Campus 2082/83

S.N.	Activities
1	Thesis and report writing viva for Bachelor
2	Thesis and report writing workshop
3	MBS Orientation program
4	Thesis and report writing viva for MBS
5	Research Methodology training
6	Multidisciplinary Panauti Journal
7	Academic industrial dialogue
8	Research presentation
9	Academia industries dialogue
10	National Seminar

Annual plan of action of Internal Exam Sub Committee

Indreshwor Campus 2082/83

S.N.	Activities	Time
1	First Term Examination	Shrawan 2082
2	Second Term Examination	Kartik 2082
3	Third Term Examination	Falgun 2082
4	Pre Board Examination	
5	Monthly exam	

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SECTION B:

CRITERION 1: ORGANIZATIONAL CHART, MEETING, PROGRESS REPORT OF THE CAMPUS-1

Report of ICT Training

Background and the purpose of the training

To continue the regular teaching and learning activities, the need of alternative way of teaching is identified. To enable all the faculties use ICT equipment, the campus organized 'Two Days ICT Training'

The training was conducted to provide basic knowledge of preparing slides using the power points, Using Zoom and its features for online teaching, collect teaching learning materials using the online resources.

Training Details:-

Date:- 2080/06/07-2080/7/ 30

Vanue:- Indreshwor Campus

Experts:- Kamal Shrestha

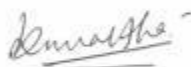
Participants:- Students and teaching faculties of Indreshwor campus

Training Achievements:

The participants are able to:-

-Email, internet, MS Word, Excel, PowerPoint

- prepare slides using Power point - Install Zoom, create zoom ID and use it for online teaching using the available features in Zoom - Use online resources to collect ready-made slides and other online resources.


Prepared by:- Kamal Shrestha

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SECTION B:

CRITERION 1: ORGANIZATIONAL CHART, MEETING, PROGRESS REPORT OF THE CAMPUS-2

Report of the Library Advisory Cell 2082

The Coordinator
Internal Quality Assurance committee
Indreshwor Campus, Panauti

Indreshwor Campus has formed the Library Advisory Cell to facilitate the students to inform about the Library System and management of library in Campus.

The Library subcommittee has finished the 3 meeting in the year.

The Activities conducted by the cell in the last academic year are as follows:-

S.N	Particular	Date	others
1.	Provide Print, Photocopy and internet service from library	2080/5/28	
2	Library data update in FMIS System	2080/1/3	
3	Liberian Field visit	2080/2/15	Kavre Multiple Campus
4	Notice for E-library	2080/7/15	
5	E-library System in Campus	2080/10/5	
6	Librarian Training	2081/1/17-23	
7	Books Purchase from Bagmati Pradesh	2080	
	Books Purchase for UGC Budgets	2081	

Suggestion;

- The subcommittee must taken regular meeting
- Arrangement of books in library
- Regular training to the librarian.

Prepared by:

Chanas Raj Rana
Library Advisory Cell
Indreshwor Campus

Date: 2082/6/20

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SECTION B: CRITERION 1: ORGANIZATIONAL CHART, MEETING, PROGRESS REPORT OF THE CAMPUS-3

Indreshwor Campus

Internal Examination Report 2082
Academic Session: 2082 B.S. / 2025 A.D.
Program: BBS / B.Ed / BA/BASW / MBS

The Coordinator
Internal Quality Assurance committee
Indreshwor Campus, Panauti

1. Introduction

The internal examination for BBS / B.Ed / BA /BASW/ MBS was successfully conducted at Indreshwor Campus as per the academic calendar. The main objective of the internal exam was to assess the academic progress and preparedness of students for the upcoming board/university examinations.

2. Exam Schedule and Duration

S.N	Particular	Date
1.	Annual exam plan of action	
2	First terminal exam	2082/2/5-9
3	second terminal exam	2082/5/29-2082/6-2
4	Third term exam	2082/11/10-14

3. Exam Conduct and Monitoring

- All examinations were conducted under strict supervision.
- The examination committee monitored the entire process to ensure fairness and discipline.
- No cases of misconduct or cheating were reported.
- Seating arrangements and safety protocols were properly maintained.

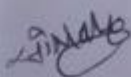
4. Observations and Recommendations

- Most students performed well, particularly in [mention strong subjects].
- Some students struggled in [mention subjects needing improvement].
- It is recommended to conduct remedial classes for underperforming students.
- Additional mock tests may help in boosting student confidence.

5. Conclusion

The internal exam was conducted efficiently and served its purpose in evaluating student performance. Based on the results and overall discipline during the exam, the campus is confident in its academic preparedness moving forward.

Prepared by:
Sonaliza Shrestha
Exam Coordinator
Indreshwor Campus
Date: 2082/6/20



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अतिरिक्त क्रियाकलाप प्रतिवेदन २०८२

श्री संयोजक ज्यू
आन्तरिक गृणस्तर सुनिश्चता समिति
इन्द्रेश्वर क्याम्पस, पनौती

यस इन्द्रेश्वर क्याम्पसमा रहेको अतिरिक्त क्रियाकलाप उपसमितिको मातहतमा भएको गतिविधिहरुको कार्यप्रगति प्रतिवेदन तयार गरि पेश गरेको छु।

कार्यक्रम

यस क्याम्पसको आयोजनामा आ.व. २०८१/०८२ मा अतिरिक्त क्रियाकलाप अन्तर्गत निम्नानुसारका गतिविधिहरु सम्पन्न गरियो।

क) अनुशान्दान समितिबाट प्रकाशन गरेको Panauti Research Journal Vol 2 मिति २०८१ असार १७ गतेका दिन विमोचन गर्ने निणय गरियो।

ख) भानु जयन्तिको अवसरमा मिति २०८१ असार २९ गतेका दिन इन्द्रेश्वर क्याम्पसमा कवि गोपिष्ठ आयोजना गरियो। सो कवि गोपिष्ठमा विद्यार्थी, शिक्षक तथा व्यवस्थापन समितिका अध्यक्षबाट कविता वाचन गरियो।

ग) यस इन्द्रेश्वर क्याम्पसको २२औं स्थापना दिवसको अवसरमा धनकुला मिति २०८१ साउन २० गतेका दिन गर्ने र फुटसल, चेस, ब्याटमिन्टन लगाएतका खेलकुद प्रतियोगिताको आयोजना गरी खेलकुद सप्ताह यहि मिति २०८१ भाद्र १ गतेदेखि भाद्र ८ गते सम्म आयोजना गरियो र सो खेलकुद सप्ताहको जिम्मेवारी कर्मचारी राजेन्द्र महाजुलाई दिने निणय गरियो।

घ) Community Outreach Program अन्तर्गत Mental Health awareness कार्यक्रम पनौती नगरपालिका वडा नं. १ स्थित स्वतर्गणेश सभाकक्षमा मिति २०८१ फागुन १६ गतेका पनौती नगरपालिका वडा नं. १का बाल मैत्री सहजकाता गिता तिमल्सिना दाहाल र शान्ति दाहालबाट सम्पन्न गरीयो।

ङ) Community Outreach Program अन्तर्गत Personal Hygiene and Balanced Diet कार्यक्रम पनौती नगरपालिका वडा नं. ४ स्थित वडा चामखर्क सामुदायिक भवनमा मिति २०८१ चैत्र ४ गतेका दिन पनौती नगरपालिका वडा नं. १का बाल मैत्री सहजकाता गिता तिमल्सिना दाहाल र जयशम कर्माचार्यबाट सम्पन्न गरीयो।

च) Community Outreach Program अन्तर्गत Women Empowerment and Entrepreneurship कार्यक्रम पनौती नगरपालिका वडा नं. ७ स्थित पनौती रेडक्रस सभाकक्षमा मिति २०८२ जेष्ठ ३ गतेका दिन पनौती नगरपालिका वडा नं. १का बाल मैत्री सहजकाता गिता तिमल्सिना दाहाल र राजेन्द्र महाजु बाट सम्पन्न गरीयो।

छ) इन्द्रेश्वर क्याम्पसबाट प्रकाशित पुन्यवती जर्नल Nepjol मा सूचिकरण गरियो।

ज) 45 Non Credit Course अन्तर्गत IT Skill Tech कम्प्युटर तालिम मिति २०८२ बैशाख १० गते देखि २६ गते सम्म प्रशिक्षक आशिस बन्जाराबाट सम्पन्न गरियो ॥

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क) मिति २०८१ साल भाद्र १० गतेका दिन इन्द्रेश्वर क्याम्पस परिसरमा वृक्षारोपन तथा Fire Extinguisher राखियो ।

ख) यस क्याम्पसको आयोजना र विश्वविद्यालय अनुदान आयोगको सहयोगमा इन्द्रेश्वर सम्वाद: पनौतीको ऐतिहासिक तथा धार्मिक महत्व Indreshwor Dialogue: Religious and Archological Imprtnce of Panauti मिति २०८१ माघ १९ गतेका दिन इन्द्रेश्वर क्याम्पसको सभाकक्षमा प्रा.डा. पुरुषोत्तम लोचन श्रेष्ठ र प्रा.डा. जिव राज पोखरेलबाट सम्पन्न गरियो ।

ट) यस क्याम्पसको आयोजना र विश्वविद्यालय अनुदान आयोगको सहयोगमा मानव अधिकार: आजको सन्दर्भ मिति २०८१ चैत्र १० गतेका दिन इन्द्रेश्वर क्याम्पसको सभाकक्षमा इन्सेकका महासचिव रघुनाथ अधिकारी र जयराम कर्माचार्यबाट सम्पन्न गरियो ।

ठ) यस क्याम्पसको आयोजना र विश्वविद्यालय अनुदान आयोगको सहयोगमा Climate Change and Mitigation Workshop मिति २०८२ वैशाख १५ गतेका दिन इन्द्रेश्वर क्याम्पसको सभाकक्षमा सृष्टी श्रेष्ठ र विनोद पराजुलीबाट सम्पन्न गरियो ।

ड) मिति २०८१ साल मंसिर १६ गतेका दिन यस क्याम्पसका शिक्षक तथा विद्यार्थीहरूको लागि काठमाण्डौ विश्वविद्यालयका लेक्चरल सुमन मकै श्रेष्ठबाट १ दिन साइबर सुरक्षा तालिम सम्पन्न गरियो ।

मुख्य सुझावहरू

- कार्यक्रमहरूमा विद्यार्थीहरूको सक्रिय सहभागिताको लागि उचित पुरस्कारको व्यवस्थापन,
- कार्यक्रम सञ्चालनमा विद्यार्थीहरूको सहभागिता
- कार्यक्रमहरू समयमा सञ्चालन र समापनको व्यवस्थापन गर्ने
- कार्यक्रम पश्चात कार्यक्रमको उपलब्धीको मूल्यांकन गर्ने
- आयोजित कार्यक्रममा सक्रिय सहभागी बढाउनुपर्ने
- विद्यार्थी एवम् प्राध्यापकबाट कार्यक्रमको मूल्यांकन पृष्ठपोषण र सक्रिय सहभागिता गराउनुपर्ने ।



गोपाल दाहाल

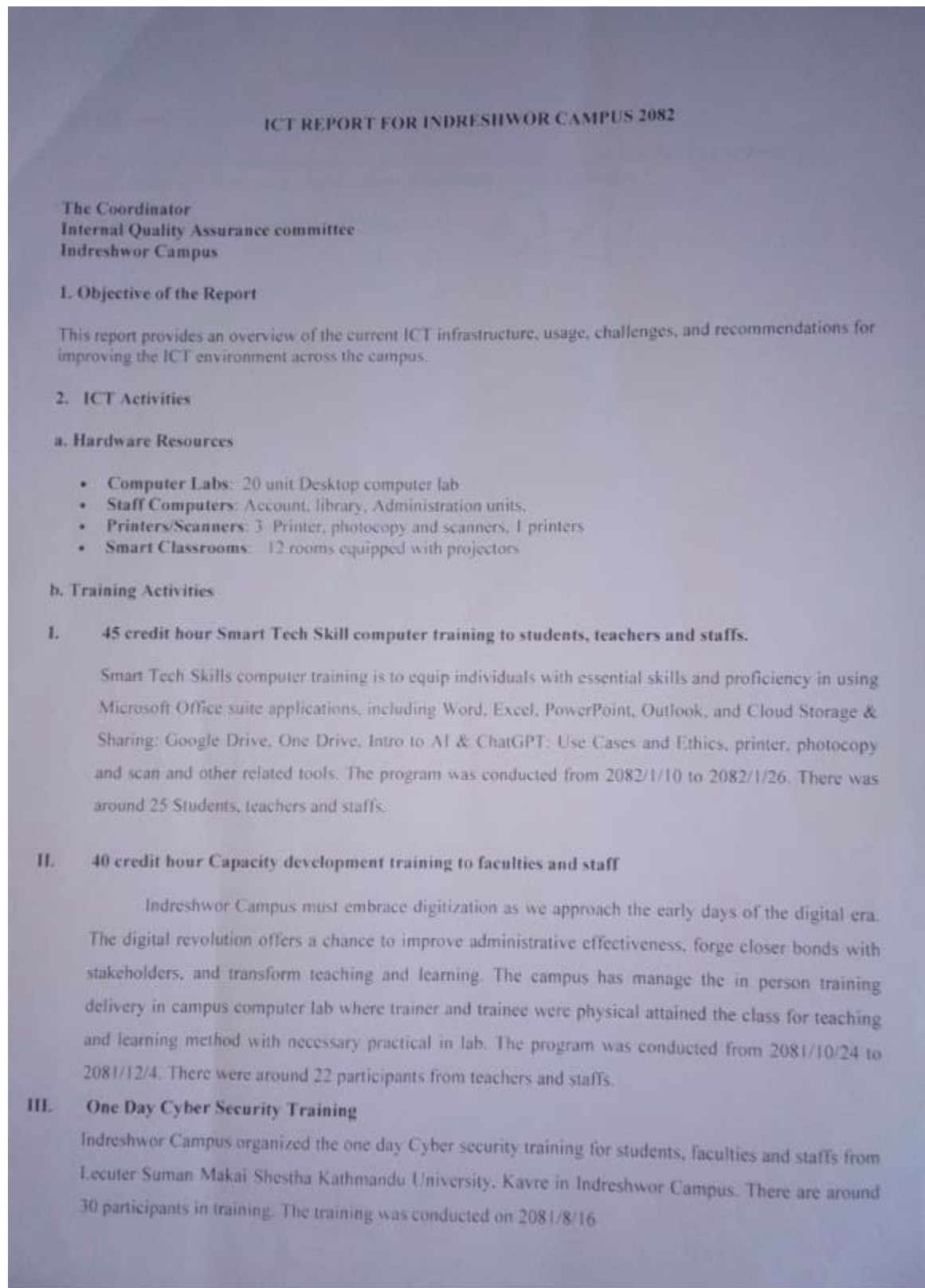
संयोजक

अतिरिक्त क्रियाकलाप उपसमिति

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Report of Public Information Cell -2082

The Coordinator
Internal Quality Assurance committee
Indreshwor Campus, Panauti

Indreshwor Campus has formed the Public Information Cell to facilitate the students, teacher, public, parents and campus Assemble member to inform about the campus activities, notice and rules to make them more conscious about campus administration. This Cell dissemination of various notices on meetings, seminars, trainings and different exposures activities which are beneficial for the students and general public.

The Information and communication cell has manage 2 meeting in the year

The Activities conducted by the cell in the academic year are as follows:-

S.N	Particular	Date	Media	
1	Quotation Notice	2081/5/27	Website	
2	Admission Notice	Monthly	Newspaper, Facebook and website	
3	Campus Biddhan 2076	2080/6/15	Website	
4	Campus Audit report 2080/81	2081/09/28	Website	
5	Campus Annual report 2081	2081/09/28	website	
6	Publication of Panauti Journal vol. 1	2081/3/2	Website, Nepjol	
7	Publication of Panauti Journal vol. 2	2081/8/2	Website, Nepjol	
8	Publication of Punyawoti Journal vol. 1	2082/2/20	Website, Nepjol	

Conclusions:

- Need more Disseminations of notice to the public.
- Collection of stakeholder's opinion for running smoothly.
- Students feedback must be collected
- Timely update the campus website
- Published the campus annual reports.
-

Regards
Riyya Gochhe
Public Information cell
Indreshwor Campus
Date: 2082/6/20



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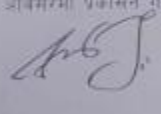
मिति २०८२/०३/०८

श्री सशोक ज्ञे,
आन्तरिक गुणस्तर सुनिश्चन समिति,
इन्द्रेवर क्याम्पस, पनौती।

विषय: अनुसन्धान व्यवस्थापन समिति (Research Management Committee) प्रतिवेदन सन्दर्भमा।

यस इन्द्रेवर क्याम्पसमा रहेको अनुसन्धान व्यवस्थापन समितिद्वारा कार्य योजना चर्चा/हम सम्पन्न गरिएको गतिविधि, अनुसन्धान, संचालन, विकास, तालिम/संगठनका विषयहरूको प्रमुख कार्यप्रगति प्रतिवेदन पेश गरेको छ।

१. मिति २०७९, असार २ गतेदेखि ४ गतेसम्म डाट्टेमण्ड हिल रिमोट, पनौतीमा अनुसन्धान पढाई सम्बन्धि कार्यशाला विश्वविद्यालय अनुदान आयोगको सहयोगमा सफलतापूर्वक सम्पन्न भयो। सो तालिमका प्रशिक्षकहरूमा विभुवन विश्वविद्यालय व्यवस्थापन सहायक सहायक डिन प्रा डा श्री दिलिप पराजुली, दुपे प्राध्यापक प्रकाश थापा र धर्मेन्द्र थापा सहभागीको थियो। कार्यक्रममा MBS अध्ययनरत विद्यार्थी र विभिन्न क्याम्पसका गरि ४० जना सहभागीको उपस्थिति रहेको थियो।
२. "Outflow of Students to Others Locations" बढ्दो समय, बढ्दो पनौतीको उन्नतिमा Time has Changed, Changing Higher Education in Panauti, "Excellent education is possible locally" अनुसन्धान प्रतिवेदन तयार गरि मिति २०७९ असार १३ पनौती जसपाधिकानाई हस्तान्तरण गरिएको छ।
३. मिति २०७९, वैश २८ गतेका दिन विभुवन विश्वविद्यालय, व्यवस्थापन सहायक सहायक डिन प्रा डा श्री दिलिप पराजुली Orientation on Dissertation Writing for MBS Semester कार्यक्रममा सम्पन्न गरियो। कार्यक्रममा MBS अध्ययनरत ११ विद्यार्थीहरूको सहभागिता थियो।
४. तम विषय-तर्फको Dissertation and VIVA-VOICE मिति २०७९, वैश १५ गते सम्पन्न गरिएको छ। यस कार्यक्रममा MBS अध्ययन गरेका ३ विद्यार्थीहरूको VIVA-VOICE कार्य सम्पन्न भएको थियो।
५. वि वि एम बीपी वर्षको Final Project Work को VIVA मिति २०८० वैशाख २४ गते जाइतवार सम्पन्न गरिएको छ। यस कार्यक्रममा BBS अध्ययन गरेका १३ विद्यार्थीहरूको VIVA-VOICE कार्य भएको थियो।
६. अनुसन्धान व्यवस्थापन समितिको कार्ययोजना २०८० तथा रिमोट जनरल प्रकाशन कार्यविधि २०८० तयार गरिएको छ।
७. पनौती रिमोट जनरल प्रकाशन १ जेठ २०८० को आबसमा प्रकाशन गरि विमोचन गरिएको छ।




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८. Employment creation in cooperative societies: A survey analysis of Banepa and Panauti" शिर्षकमा काभ्रे बहुमुखी क्याम्पस र इन्द्रेष्ठर क्याम्पसको संयुक्त तत्वावधानमा सहकार्यात्मक अनुसन्धान सम्पन्न गरिएको छ ।

९. क्याम्पसको शैक्षिक योजना बमोजिम पनौती नगरपालिका वडा नं. ६ स्थित ज्योति मिर्मिरे सामुहिक वचन तथा श्रम सहकारी संस्थाको अवलोकन भ्रमण मिति २०८०/०७/२३ गते सम्पन्न गरिएको छ ।

१०. क्याम्पसको शैक्षिक योजना बमोजिम पनौती नगरपालिका वडा नं. ७ स्थित ज्ञान विकास सामुदायिक पुस्तकालयको अवलोकन भ्रमण मिति २०८०/०९/१५ गते मा सम्पन्न गरिएको छ ।

११. इन्द्रेष्ठर क्याम्पसद्वारा उत्पादित जनशक्तिको सहकारिमा योगदान सम्बन्धि जानकारी हासिल गर्ने A SURVEY ANALYSIS OF INVOLVEMENT OF INDRESHWOR CAMPUS STUDENTS IN LOCAL COOPERATIVE ORGANIZATION in Panauti समेक्षण कार्य सम्पन्न गरि सरोकारित संस्थासंग साभदा गरिएको छ ।

१२. Plagiarism परीक्षण कार्यविधि २०८० मिति २०८० चौप २५ गते तयार गरिएको छ ।

१३. पनौती रिसर्च जनरल अंक २ मिति २०८१ असार १७ गतेका दिन प्रकाशन गरि विमोचन गरिएको छ ।

१४. मिति २०८० वैशाख १५ गतेका दिन Industrial academic dialogue कार्यक्रम सम्पन्न गरिएको छ ।

१५. मिति २०८० जेष्ठ १३ गतेका दिन नेपालको समसमायिक अर्थातन्त्र विषयमा कार्यशाला गोष्ठी सम्पन्न गरिएको छ ।

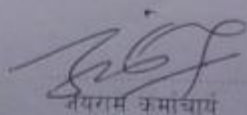
१६. मिति २०८१ वैशाख २९ गतेका दिन सहायक प्रा.डा किशोर हाकुदुबालबाट सहजिकरण गरि "Orientation on Dissertation Writing for MBS Semester" कार्यक्रममा सम्पन्न गरिएको छ । यस कार्यक्रममा MBS अध्ययनरत १८ विद्यार्थीहरूको सहभागिता रहेको थियो ।

१७. एम बि एस तहको Dissertation and VIVA-VOICE मिति २०८१ वैशाख ८ गते सम्पन्न गरिएको छ । यस कार्यक्रममा MBS अध्ययन गरेका ७ विद्यार्थीहरूको VIVA-VOICE कार्य गरिएको थियो ।

१८. मिति २०८१ जेष्ठ १० देखि १२ गतेसम्म Dissertation and article writing workshop कार्यशाला विश्वविद्यालय अनुदान आयोगको सहयोगमा सफलतापूर्वक सम्पन्न भएको छ । सो तालिमका प्रशिक्षकहरूमा त्रिभुवन विश्वविद्यालय, व्यवस्थापन सकायका सहायक डिन प्रा.डा श्री दिलिप पराजुली, सहायक प्राध्यापक प्रकाश श्रेष्ठ र मच्छिन्द्र थापा रहनुभएको थियो । यस कार्यक्रममा MBS अध्ययनरत विद्यार्थी र विभिन्न क्याम्पसका गरि ४० जना सहभागीको उपस्थिति रहेको थियो ।

१९. पुण्यवती रिसर्च जनरल अंक १ प्रकाशन गरि विमोचन कार्य सम्पन्न भएको छ ।

२०. पनौती रिसर्च जनरल अंक ३ प्रकाशन गरि विमोचन गरिएको छ ।


नेयराम कामाचार्य

महोदय
अनुसन्धान व्यवस्थापन समिति

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Indreshwor Campus
Scholarship Sub-Committee Report 2082

The Coordinator
Internal Quality Assurance committee
Indreshwor Campus, Panauti

1. Introduction
The Scholarship Sub-Committee of Indreshwor Campus has prepared this report to present the activities, achievements, and recommendations regarding scholarships and financial aid distributed during the academic year [2081/2082]. This report aims to support the IQAC in evaluating the institution's commitment to equity, inclusion, and support for economically and academically deserving students.

2. Objectives of the Scholarship Program

- To promote access to higher education for economically disadvantaged students.
- To encourage academically meritorious students through reward-based incentives.
- To ensure transparency, fairness, and accountability in the distribution of scholarships.
- To align the scholarship practices with the campus's strategic goals and quality assurance mechanisms.

3. Composition of the Scholarship Sub-Committee

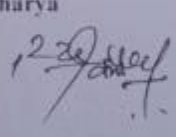
Name	Designation
Mr. Shree Kumar Suwal	Campus Chief
Mr. Jayaram Karmacharya	Faculty Member
Mr. Kiran Karmacharya	Administration Officer

4. Scholarship Categories Offered

Scholarship Type	No. of Students
Merit-Based	25
Need-Based	14
Dalit/Janajati	10
Special Quota	0
UGC Nepal	8
Bagmati Provinces	2
Panauti Municipality	21
Ramchandra Dhinaju Memorial scholarship	1

5. Conclusion
The Scholarship Sub-Committee has actively contributed to supporting the campus's mission of providing inclusive and equitable quality education. The committee remains committed to improving its processes and ensuring that deserving students receive the support they need. We look forward to working with IQAC for further strengthening of the scholarship framework.

Submitted by: Kiran Karmacharya
Scholarship Sub-Committee
Indreshwor Campus
2082/6/20



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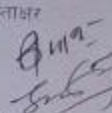
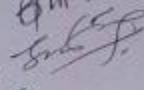
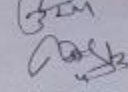
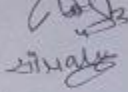
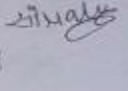
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Internal Quality Assurance Committee (IQAC)

आज मिति २०८१ साल कार्तिक ३ गतेका दिन यस इन्द्रेश्वर क्याम्पसको Internal Quality Assurance Committee (IQAC) को बैठक यस मागितका संयोजक श्री श्रीकृष्ण सुवालको अध्यक्षतामा बसियो । यस बैठकमा निम्नानुसारका व्यक्तिहरुको उपस्थिति रह्यो ।

उपस्थिति

क्र.सं	नाम	पद	हस्ताक्षर
१	श्रीकृष्ण सुवाल	संयोजक	
२	जयराज कर्माचार्य	सदस्य	
३	रिया गोर्खे	सदस्य	
४	राजेश्वर मशान	सदस्य	
५	सोनालजा श्रेष्ठ	सदस्य	
६	सन्दिप कुवर	सदस्य स्व वि.पु.	

प्रस्तावहरू

१. नया विद्यार्थी भर्ना अभियान सञ्चालन सम्बन्धमा

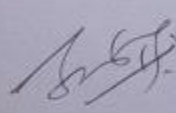
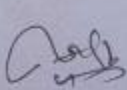
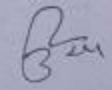
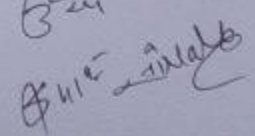
२. अभिमुखी, अतिरिक्त कक्षा तथा तालिमहरू सञ्चालन गर्ने सम्बन्धमा

निर्णयहरू

प्रस्ताव नं. १. नया विद्यार्थी भर्ना अभियान सञ्चालन सम्बन्धमा छलफल गर्दा नया शैक्षिक वर्ष २०८२ को लागि वि.वि.एस, वि.एड, वि.एस डेज्जु प्रथम वर्ष र एम.वि.एस पहिलो सेमेष्टरमा नया विद्यार्थी भर्ना गर्नेको लागि शैक्षिक परामर्श, पत्रपत्रिका, सामाजिक सञ्जाल फेसबुक तथा केमसाइटमाफेसबुक विज्ञापन गरि प्रभावकारी प्रचारप्रसार गर्ने निर्णय गरियो ।

प्रस्ताव नं. २ सम्बन्धमा छलफल गर्दा क्याम्पसमा अध्ययनरत विद्यार्थीहरुको क्षमता बढी गर्नका लागि व्यावसायिक सिप, नेतृत्व व्यक्तित्व अभिवृद्धि, साइबर सुरक्षा, सूचना प्राविधि, कर तथा अर्थतन्त्रका अभिमुखी, अतिरिक्त कक्षा तथा तालिमहरू सञ्चालन गर्ने निर्णय गरियो ।

आजको बैठकमा छलफलको अन्य विषयहरू नभएकोले सम्पूर्ण उपस्थित पदाधिकारीहरुलाई धन्यवाद ज्ञापन गरी आजको बैठक यही समाप्त भएको संयोजक ज्यूबाट जानकारी गरियो ।

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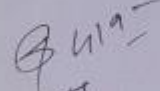
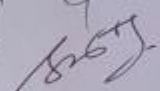
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Management Department Sub Committee

आज मिति २०८२ साल भाद्र १३ गतेको दिन यस इन्द्रेश्वर क्याम्पसको Management Department Sub Committee को बैठक यस समितिका संयोजक श्री प्रशुराम अधिकारीको अध्यक्षतामा बस्यो । यस बैठकमा निम्नानुसारका व्यक्तिहरूको उपस्थिति रह्यो ।

उपस्थिति

क्र.स	नाम	पद	हस्ताक्षर
१	सविता हमरागाई	संयोजक	
२	लक्ष्मण खन्जारा	सदस्य	
३	सुनिता श्रेष्ठ	सदस्य	
४	श्रीकुमार सुवाल	आमन्त्रित सदस्य	
५	जयराम कर्माचार्य	आमन्त्रित सदस्य	

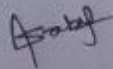
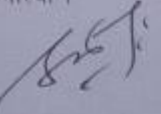
प्रस्तावहरू

- नयाँ भर्ना सम्बन्धमा
- अनुसन्धान कार्यक्रममा सहभागी हुने सम्बन्धमा
- विविध

निर्णयहरू

- प्रस्ताव नं. १ सम्बन्धमा छलफल गर्दा नयाँ शैक्षिक सत्रको नयाँ विद्यार्थी भर्नाको लागि विद्यालय भ्रमण गर्ने, सामाजिक सञ्जालमा विज्ञापन दिने, शैक्षिक क्यालेण्डरलाई व्यवस्थित गर्ने निर्णय गरियो ।
- प्रस्ताव नं. २ सम्बन्धमा छलफल गर्दा इन्द्रेश्वर क्याम्पसमा त्रिभुवन विश्वविद्यालयबाट सम्बन्ध प्राप्त बिबिएस र एमबिएस विषयमा आएका सुधार गर्नु पर्ने पक्षहरूलाई त्रिभुवन विश्वविद्यालय पाठ्यक्रम विकास केन्द्रमा इमेलबाट सुझावहरू पठाउने निर्णय गरियो ।

आजको बैठकमा छलफलको अरु विषयहरू नभएकोले सम्पूर्ण उपस्थित पदाधिकारीहरूलाई धन्यवाद ज्ञापन गर्दै आजको बैठक यही समाप्त भएको जानकारी गरियो ।

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आज मिति २०८२ साल कार्तिक २६ गते आइतबारका दिन यस इन्द्रेवर क्याम्पसको **Internal Quality Assurance Committee** को बैठक समितिका संयोजक क्याम्पस प्रमुख श्री श्रीकुमार सुवालको संयोजकत्वमा क्याम्पस बैठक कक्षमा बसी तपशिलका प्रस्ताव उपर छलफल हुँदा निम्न बमोजिम गर्ने निर्णय गरियो ।

क्र.स	नाम	पद	हस्ताक्षर
१	श्रीकुमार सुवाल	संयोजक	<i>[Signature]</i>
२	जयराम कामीपाय	सदस्य	<i>[Signature]</i>
३	रिया राय	सदस्य	<i>[Signature]</i>
४	राजेश्वर महाज	सदस्य	<i>[Signature]</i>
५	सोनालजा श्रेष्ठ	सदस्य	<i>[Signature]</i>
६	सन्दिप कुवर	सदस्य स्व वि.पु	

छलफलका विषय (प्रस्ताव) हरू :

१. PRT (Peer Review Team) Review प्रतिवेदन सम्बन्धमा ।
२. समिति उपसमिति सल्लाहको प्रतिवेदन सम्बन्धमा ।

निर्णयहरू

निर्णय नं १ :

प्रस्ताव नं. १ PRT (Peer Review Team) Review प्रतिवेदन सम्बन्धमा छलफल गर्दा विश्वविद्यालय अनुदान आयोगबाट QAA Accreditation सम्बन्ध स्वीकृत अनुसन्धान पश्चात सम्झौता सहित मिति २०८०/०५/२४ गते क्याम्पसलाई प्राप्त प्रतिवेदन, उक्त प्रतिवेदन माथि प्रगतिको स्थिति सहितको प्रतिक्रिया जानकारी क्याम्पसबाट मिति २०८०/१०/२९ गते पेश गरिएकोमा सो प्रतिवेदनमा समीक्षा सुझाव मिति २०८१/०१/०३ गते प्राप्त भयो । उक्त प्रतिवेदन माथि प्रगतिको स्थिति सहितको प्रतिक्रिया जानकारी क्याम्पसबाट मिति २०८१/१२/१२ गते यस पेश गरिएकोमा सो प्रतिवेदनमा समीक्षा सुझाव मिति २०८२/०४/२९ गते प्राप्त भयो । उपरान्त विश्वविद्यालय अनुदान आयोगबाट प्राप्त QAA-PRT (Peer Review Team) Review प्रतिवेदनमा औल्याइएको विशेषकृत सुझावहरू गति तथा कार्यवाधि, संकुल, शिक्षण सिकाई र मूल्यांकन, अनुसन्धान, भौतिक पूर्वाधार तथा सिकाई स्रोत, विशासी सहयोग तथा मार्गदर्शन, सुचना प्रणाली, सावजनिक सुचनाको सम्बन्धमा बृद्धगत रूपमा छलफल बमोजिम प्रभावकारी व्यवस्था गरि यथाशिघ्र विश्वविद्यालय अनुदान आयोगमा स्थिति सहित विवरण जानकारी गराउने निर्णय गरियो ।

[Signatures]

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CRITERION 1: ORGANIZATIONAL CHART, MEETING, PROGRESS REPORT OF THE CAMPUS-11

निर्णय नं २ :

प्रस्ताव नं २ क्याम्पसद्वारा गठित समितिले उपसमिति/सेलहरूको प्रतिवेदन सम्बन्धमा छलफल गर्दा तर्फसल वमोजिमको विभिन्न QAA अन्तर्गत विभिन्न समिति/उपसमितिले सेलहरू संग सम्बन्धित प्रतिवेदन सम्बन्धमा बुझाएको छलफल गरि आगामी दिनमा नतिजा सुनि कार्यमा समेत ध्यान दिन सम्बन्धित समिति/उपसमितिले सेलहरूलाई निर्देश गर्ने निर्णय गरियो ।

क्र.सं.	गठितवाला	विवरण	सहभागी	कैफियत
१	ICT	विद्यार्थी तथा शिक्षकहरू		
२	आन्तरिक परीक्षा सम्बन्धि प्रतिवेदन	बाहिरी परीक्षा कार्य योजना, आन्तरिक परीक्षा सम्बन्धि	प्रताप तामाकार	
३	पुस्तकालय व्यवस्थापन सम्बन्धि प्रतिवेदन	छपाई तथा इन्टरनेट सुविधा, पुस्तकालय खर्च, EMIS system, मान आदान प्रदान, E-library	धानस राज राना	
४	सूचना तथा संचार प्रतिवेदन	सूचना क्याम्पस विज्ञान, लेखापरीक्षण प्रतिवेदन बाहिरी प्रतिवेदन	सुयमक्त कर्मोन्धारे	
५	छात्रवृत्ति	सूचना, फारम संकलन, अन्तर्बाता तथा नतिजा	श्रीकृष्ण सुवाल	
६	अनुसन्धान समिति	अनुसन्धान, लेख, जर्नल प्रकाशन, गोष्ठी, सेमिनार	जयराम कर्मोन्धारे	
७	इन्टरनेट एन्सुनाई	कार्य योजना	सिजन सुधाकार	
८	अतिरिक्त क्रियाकलाप	कार्ययोजना, कार्यक्रम, प्रतिवेदन	गोपाल दाहाल	

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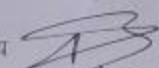
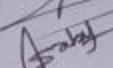
SECTION B:

CRITERION 1: ORGANIZATIONAL CHART, MEETING, PROGRESS REPORT OF THE CAMPUS-12

Grievance redressal Cell

आज मिति २०८२ साल साउन ३ गतेको दिन यस इन्द्रेश्वर क्याम्पसको Grievance redressal Cell को बैठक यस समितिका संयोजक श्री रिया गोच्छेको अध्यक्षतामा बस्यो । यस बैठकमा निम्नानुसारका व्यक्तिहरुको उपस्थिति रह्यो ।

उपस्थिति

क्र.स	नाम	पद	हस्ताक्षर
१	रिया गोच्छे	संयोजक	
२	लक्ष्मण बन्जारा	सदस्य	
३	सविता हुमागाई	सदस्य	
४	सुनिता श्रेष्ठ	सदस्य	
५	आनस राज राना	सदस्य	

प्रस्तावहरु

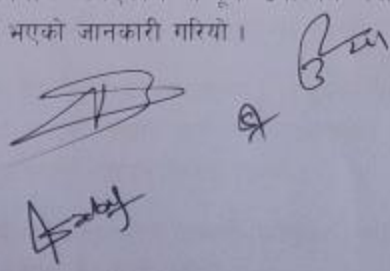
१. प्रतिक्रिया फारम सम्बन्धमा

२. विविध

निर्णयहरु

१. प्रस्ताव नं. १ उपर छलफल गर्दा यस क्याम्पसबाट विभिन्न समयमा लिइएका प्रतिक्रिया फारमहरुलाई उचित सम्बोधन गर्नको लागि इन्द्रेश्वर क्याम्पस सञ्चालक समितिमा पेश गर्ने निर्णय गरियो ।

आजको बैठकमा छलफलको अरु विषयहरु नभएकोले सम्पूर्ण उपस्थित पदाधिकारीहरुलाई धन्यवाद ज्ञापन गर्दै आजको बैठक यही समाप्त भएको जानकारी गरियो ।



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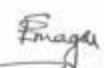
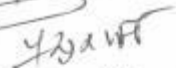
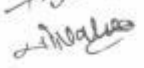
SECTION B:

CRITERION 1: ORGANIZATIONAL CHART, MEETING, PROGRESS REPORT OF THE CAMPUS-13

Human Resource Sub Committee

आज मिति २०८० साल माघ ३ गतेका दिन यस इन्द्रेश्वर क्याम्पसको Human Resource Sub Committee को बैठक यस समितिका संयोजक श्री सविता हुमागाईको अध्यक्षतामा बस्यो । यस बैठकमा निम्नानुसारका व्यक्तिहरुको उपस्थिति रह्यो ।

उपस्थिति

क्र.स	नाम	पद	हस्ताक्षर
१	सविता हुमागाई	संयोजक	
२	लक्ष्मण बन्जारा	सदस्य	
३	परशुराम अधिकारी	सदस्य	
४	सोनल्लिजा श्रेष्ठ	सदस्य	
५	सुनिता श्रेष्ठ	सदस्य	

प्रस्तावहरु

१. धन्यवाद सम्बन्धमा
२. कम्प्युटर तालिम सम्बन्धमा
३. विविध

निर्णयहरु

प्रस्ताव नं. १ उपर छलफल गर्दा यस इन्द्रेश्वर क्याम्पस व्यवस्थापनबाट Human Resource Sub Committee गठन गरिदिनु भएकोले क्याम्पस व्यवस्थापन समितिलाई हार्दिक धन्यवाद दिने निर्णय गरियो ।

प्रस्ताव नं. २ उपर छलफल गर्दा यस क्याम्पसबाट विद्यार्थी तथा शिक्षक कर्मचारीहरुको लागि ४० घण्टाको बेसिक कम्प्युटर कक्षा मिति २०८० असोज २९ गतेदेखि सञ्चालन भएको कम्प्युटर तालिमबाट यस क्याम्पसका विद्यार्थीहरुको क्षमतामा निखार आएकोले आगामी दिनहरुमा पनि बेसिक र डिजाइन कम्प्युटर तालिम सञ्चालन गर्नेको लागि माग गर्ने निर्णय गरियो ।

प्रस्ताव नं. ३ उपर छलफल गर्दा मिति २०८० पौष ६ गतेका दिन यस क्याम्पसमा अध्ययनरत विद्यार्थीहरुको लागि सरकारी रोजगारी प्रवेशका लागि परामर्श कार्यक्रम काभ्रे सेवा समाज र Dean को सहयोगमा कार्यशाला सम्पन्न गरियो ।









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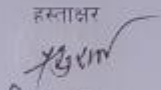
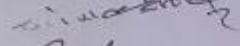
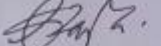
SECTION B:

CRITERION 1: ORGANIZATIONAL CHART, MEETING, PROGRESS REPORT OF THE CAMPUS-14

Education and Humanities Department Sub Committee

आज मिति २०८२ साल साउन ३ गतेका दिन यस इन्द्रेश्वर क्याम्पसको Education Humanities Department Sub Committee को बैठक यस समितिका संयोजक श्री प्रशुराम अधिकारीको अध्यक्षतामा बस्यो । यस बैठकमा निम्नानुसारका व्यक्तिहरूको उपस्थिति रह्यो ।

उपस्थिति

क्र.स	नाम	पद	हस्ताक्षर
१	प्रशुराम अधिकारी	संयोजक	
२	सुष्मा तामाङ	सदस्य	
३	गोपाल दाहाल	सदस्य	
४	हरीभक्त कर्माचार्य	सदस्य	
५	सूर्यभक्त कर्माचार्य	सदस्य	

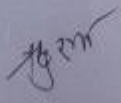
प्रस्तावहरू

१. फिल्ट्रि मिजिट सम्बन्धमा
२. अनुसन्धान कार्यक्रममा सहभागी हुने सम्बन्धमा
३. विविध

निर्णयहरू

१. प्रस्ताव नं. १ उपर छलफल गर्दा मिति २०८२ असार १५ गतेका दिन यस इन्द्रेश्वर क्याम्पस मानविकि सकार्य विा दश्रो वर्षका विद्यार्थीहरूलाई पनौती न.पा. ७ स्थित ज्ञानविकास सामुदायिक पुस्तकालयमा अध्ययन अनुगमनको लागि हरीभक्त कर्माचार्य र सूर्यभक्त कर्माचार्यको नेतृत्वमा लागियो । सो अध्ययन पश्चात विद्यार्थीहरूबाट प्रतिवेदन आगामी १५ दिन भित्र लिने निर्णय गरियो ।
२. प्रस्ताव नं. २ उपर छलफल गर्दा इन्द्रेश्वर क्याम्पसमा त्रिभुवन विश्वविद्यालयबाट सम्बन्ध प्राप्त विण्ड र वि ए विषयमा आएका सुधार गर्नु पर्ने पक्षहरूलाई त्रिभुवन विश्वविद्यालय पाठ्यक्रम विकास केन्द्रमा इमेलबाट सुझावहरू पठाउने निर्णय गरियो ।

आजको बैठकमा छलफलको अरु विषयहरू नभएकोले सम्पूर्ण उपस्थित पदाधिकारीहरूलाई धन्यवाद ज्ञापन गर्दै आजको बैठक यही समाप्त भएको जानकारी गरियो ।

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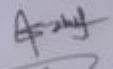
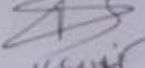
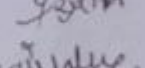
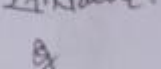
SECTION B:

CRITERION 1: ORGANIZATIONAL CHART, MEETING, PROGRESS REPORT OF THE CAMPUS-15

Human Resource Sub Committee

आज मिति २०८१ साल माघ ३ गतेका दिन यस इन्द्रेश्वर क्याम्पसको Human Resource Sub Committee को बैठक यस समितिका संयोजक श्री सविता हुमागाईको अध्यक्षतामा बस्यो । यस बैठकमा निम्नानुसारका व्यक्तिहरूको उपस्थिति रह्यो ।

उपस्थिति

क्र.स	नाम	पद	हस्ताक्षर
१	सविता हुमागाई	संयोजक	
२	लक्ष्मण बन्जारा	सदस्य	
३	परशुराम अधिकारी	सदस्य	
४	सोनालिजा श्रेष्ठ	सदस्य	
५	सुनिता श्रेष्ठ	सदस्य	

प्रस्तावहरू

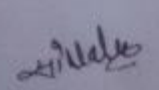
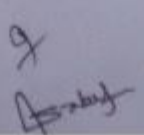
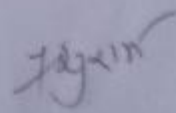
१. धन्यवाद सम्बन्धमा
२. कम्प्युटर तालिम सम्बन्धमा
३. विविध

निर्णयहरू

प्रस्ताव नं. १ उपर छलफल गर्दा यस इन्द्रेश्वर क्याम्पस व्यवस्थापनबाट Human Resource Sub Committee गठन गरिदिनु भएकोले क्याम्पस व्यवस्थापन समितिलाई हार्दिक धन्यवाद दिने निर्णय गरियो ।

प्रस्ताव नं. २ उपर छलफल गर्दा यस क्याम्पसबाट विद्यार्थी तथा शिक्षक कर्मचारीहरूको लागि ४० घण्टाको बेसिक कम्प्युटर कक्षा मिति २०८२ २१ गतेदेखि सञ्चालन भएको कम्प्युटर तालिमबाट यस क्याम्पसका विद्यार्थीहरूको क्षमतामा निखार आएकोले आगामी दिनहरूमा पनि बेसिक र डिजाइन कम्प्युटर तालिम सञ्चालन गर्नेको लागि माग गर्ने निर्णय गरियो ।

प्रस्ताव नं. ३ उपर छलफल गर्दा मिति २०८० पौष ६ गतेका दिन यस क्याम्पसमा अध्ययनरत विद्यार्थीहरूको लागि सरकारी रोजगारी प्रवेशका लागि परामर्श कार्यक्रम काभ्रे सेवा समाज र Dean को सहयोगमा कार्यशाला सम्पन्न गरियो ।

Volume 2, ANNEX 3

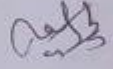
SECTION B:

CRITERION 1: ORGANIZATIONAL CHART, MEETING, PROGRESS REPORT OF THE CAMPUS-16

Information and Communication (Publication/Bulletin) Sub-Committee

आज मिति २०८१ साल कार्तिक २८ गतेका दिन यस इन्द्रेश्वर क्याम्पसको Information and Communication (Publication/Bulletin) Sub-Committee को बैठक यस समितिका संयोजक श्री सूर्यभक्त कर्माचार्यको अध्यक्षतामा बस्यो । यस बैठकमा निम्नानुसारका व्यक्तिहरुको उपस्थिति रह्यो ।

उपस्थिति

क्र.स	नाम	पद	हस्ताक्षर
१	सूर्यभक्त कर्माचार्य	संयोजक	
२	गंगादेवी श्रेष्ठ	सदस्य	
३	लक्ष्मण बन्जारा	सदस्य	
४	राजेन्द्र महाजु	सदस्य	

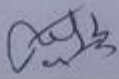
प्रस्तावहरु

१. सूचना प्रभाव गर्ने सम्बन्धमा
२. विविध ।

निर्णयहरु

१. प्रस्ताव नं. १ माथि छलफल गर्दा यस क्याम्पसको नियमावली २०७७, क्याम्पसको लेखापरिक्षकको प्रतिवेदन २०८०/८१, वार्षिक प्रतिवेदन २०८० र विभिन्न समयमा भएको कार्यक्रमहरुको विवरण इन्द्रेश्वर क्याम्पसको Website: www.indreshowrcampus.edu.np मा राख्ने निर्णय गरियो ।

आजको बैठकमा छलफलको अरु विषयहरु नभएकोले सम्पूर्ण उपस्थित पदाधिकारीहरुलाई धन्यवाद ज्ञापन गर्दै आजको बैठक यही समाप्त भएको जानकारी गरियो ।



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SECTION B:

CRITERION 1: ORGANIZATIONAL CHART, MEETING, PROGRESS REPORT OF THE CAMPUS-17

Library Advisory Committee

आज मिति २०८१ साल असोज १४ गतेका दिन यस इन्द्रेश्वर क्याम्पसको Library Advisory Committee को बैठक यस समितिका संयोजक श्री चानस राज रानाको अध्यक्षतामा बस्यो । यस बैठकमा निम्नानुसारका व्यक्तिहरूको उपस्थिति रह्यो ।

उपस्थिति

क्र.स	नाम	पद	हस्ताक्षर
१	चानसराज राना	संयोजक	
२	सोनालिजा श्रेष्ठ	सदस्य	सोनालिजा
३	सुनिता श्रेष्ठ	सदस्य	सुनिता
४	तुयुकाजी तामाकार	सदस्य	तुयुकाजी
५	श्रीकुमार सुवाल	सदस्य	श्रीकुमार

प्रस्तावहरू

१. E-Library सम्बन्धमा

२. इन्टरनेटको सुविधा उपलब्ध गराउने सम्बन्धमा

३. विविध

निर्णयहरू

१. प्रस्ताव नं. १ उपर छलफल गर्दा यस इन्द्रेश्वर क्याम्पसमा अध्ययनरत विद्यार्थी लगायत शिक्षक प्राध्यापकहरूलाई सन्दर्भ समग्री सहज पहुँचको लागि त्रिभुवन विश्वविद्यालयबाट प्रदान गरिने E-Library सेवा प्रयोग गर्नको लागि आवश्यक सहयोगका लागि क्याम्पस व्यवस्थापन समितिलाई अनुरोध गर्ने निर्णय गरियो ।

२. प्रस्ताव नं. २ माथि छलफल गर्दा यस पुस्तकालयमा आउने विद्यार्थीहरूलाई निशुल्क इन्टरनेट सुविधा उपलब्ध गराउनको लागि क्याम्पस प्रशासनमा अनुरोध गर्ने निर्णय गरियो ।

सोनालिजा सुनिता श्रीकुमार

Volume 2, ANNEX 3

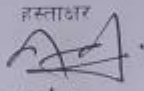
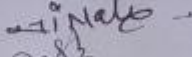
SECTION B:

CRITERION 1: ORGANIZATIONAL CHART, MEETING, PROGRESS REPORT OF THE CAMPUS-18

Information and Communication (Bulletin Publication) Sub Committee

आज मिति २०८२ साल असार ३० गतेका दिन यस इन्द्रेश्वर क्याम्पसका Information and Communication (Bulletin Publication) Sub Committee को बैठक यस समितिका सयोजक श्री गंगादेवी श्रेष्ठको अध्यक्षतामा बसियो । यस बैठकमा निम्नानुसारका व्यक्तिहरुको उपस्थिति रह्यो ।

उपस्थिति

क्र.स	नाम	पद	हस्ताक्षर
१	गंगादेवी श्रेष्ठ	सयोजक	
२	सोनाजित्ता श्रेष्ठ	सदस्य	
३	राजेन्द्र महताज	सदस्य	
४	सुर्यभक्त कर्माचार्य	आ. सदस्य	

प्रस्तावहरु

१. सिर्जनशिल इन्द्रेश्वर भित्तिपत्रिका प्रकाशन गर्ने सम्बन्धमा

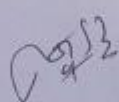
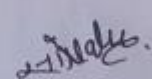
२. विविध

निर्णयहरु

प्रस्ताव नं. १ माथि छलफल गर्दा यस इन्द्रेश्वर क्याम्पसको चौमासिक सिर्जनशिल इन्द्रेश्वर भित्तिपत्रिका अंक २, २०८२ साउन प्रकाशन गर्ने निर्णय गरियो । सो को लागि लेख रचना उपलब्ध गराउने सम्पूर्ण रचनाकारहरुलाई सूचना दिने निर्णय गरियो ।

प्रस्ताव नं. २ माथि छलफल गर्दा यस इन्द्रेश्वर क्याम्पसको लेखापरिक्षण प्रतिवेदन २०८०/०८१, वार्षिक २०८१ प्रतिवेदन, र वार्षिक कार्ययोजना २०८२ क्याम्पसको Website www.indreshworcampus.edu.np मा प्रकाशन गर्ने । नया भन्दा को सूचनाहरु विभिन्न पत्रपत्रिका, सामाजिक सञ्जाल क्याम्पसको वेबसाइटमा राख्ने निर्णय गरियो ।

आजको बैठकमा छलफलको अरु विषयहरु नभएकोले सम्पूर्ण उपस्थित पदाधिकारीहरुलाई धन्यवाद ज्ञापन गर्दै आजको बैठक यही समाप्त भएको जानकारी गरियो ।

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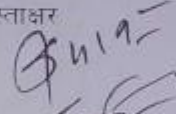
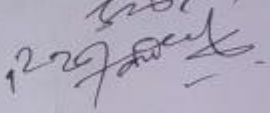
SECTION B:

CRITERION 1: ORGANIZATIONAL CHART, MEETING, PROGRESS REPORT OF THE CAMPUS-19

Scholarship distribution sub committee

आज मिति २०८१ साल पौष ४ गतेका दिन यस इन्द्रेश्वर क्याम्पसको Scholarship distribution sub-committee को बैठक यस समितिका संयोजक श्री श्रीकुमार सुवालको अध्यक्षतामा बस्यो । यस बैठकमा निम्नानुसारका व्यक्तिहरुको उपस्थिति रह्यो ।

उपस्थिति

क्र.स	नाम	पद	हस्ताक्षर
१	श्रीकुमार सुवाल	संयोजक	
२	जयराम कर्माचार्य	सदस्य	
३	किरण कर्माचार्य	सदस्य	

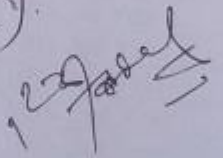
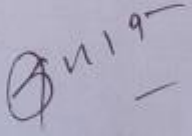
प्रस्तावहरु

- छात्रवृत्ति सम्बन्धमा
- विविध
- विविध

निर्णयहरु

- प्रस्ताव नं. १ उपर छलफल गर्दा यस इन्द्रेश्वर क्याम्पसमा अध्ययनरत जेहेन्दार, गरिबलगायत विद्यार्थीहरुलाई आ.व. २०८१/८२ को लागि छात्रवृत्तिको सूचना प्रकाशित गर्ने निर्णय गरियो ।

आजको बैठकमा छलफलको अरु विषयहरु नभएकोले सम्पूर्ण उपस्थित पदाधिकारीहरुलाई धन्यवाद ज्ञापन गर्दै आजको बैठक यही समाप्त भएको जानकारी गरियो ।

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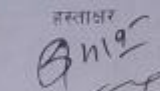
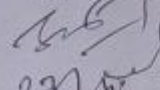
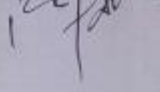
SECTION B:

CRITERION 1: ORGANIZATIONAL CHART, MEETING, PROGRESS REPORT OF THE CAMPUS-20

Scholarship distribution sub committee

मिति २०८२ बैशाख १० गतेका दिन यस इन्द्रेश्वर क्याम्पसको Scholarship distribution sub-committee को बैठक यस समितिका संयोजक श्री श्रीकुमार सुवालको अध्यक्षतामा बस्यो । यस बैठकमा निम्नानुसारका व्यक्तिहरुको उपस्थिति रह्यो ।

उपस्थिति

क्र.स	नाम	पद	हस्ताक्षर
१	श्रीकुमार सुवाल	संयोजक	
२	जयराम कर्माचार्य	सदस्य	
३	किरण कर्माचार्य	सदस्य	

प्रस्तावहरु

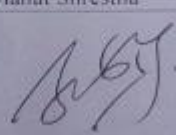
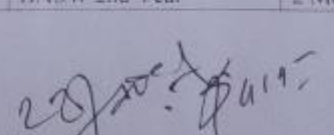
१. छात्रवृत्ति सम्बन्धमा

२. विविध

निर्णयहरु

१. प्रस्ताव नं. १ उपर छलफल गर्दा यस इन्द्रेश्वर क्याम्पसमा अध्ययनरत जेहेन्दार, गरिबलगायत विद्यार्थीहरुलाई आव. २०८१/८२ को लागि छात्रवृत्तिको मिति २०८१ फौष ४ गतेका दिन सूचना प्रकाशित गरि छात्रवृत्ति माग गर्ने निर्णय बमोजिम निम्नानुसारका विद्यार्थीहरुलाई छात्रवृत्ति प्रदान गर्ने निर्णय गरियो ।

S.N	Students Name	Class	Remarks
1	Sudeshana Pradhanga	BASW 1 Year	2 Months
2	Palabi Adhikari	BBS 3rd Year	2 Months
3	Aayusha Puri	BBS 3rd Year	2 Months
4	Subod Tiwari	BBS 2nd Year	2 Months
5	Sabin Guragain	BBS 2nd Year	2 Months
6	Sabina Guragain	BBS 2 nd Year	2 Months
7	Puspa Sapkota	BBS 2nd Year	2 Months
8	Karma Tamang	BBS 1st Year	2 Months
9	Nawaraj Tamang	BBS 1st Year	2 Months
10	Dibas Ulak	BBS 1st Year	2 Months
11	Srijana Karki	BEd 4th Year	2 Months
12	Dipika Rout	BBS 4th Year	2 Months
13	Goma Sanjel	BBs 4th year	2 Months
14	Sapana Sanjel	BA 3rd Year	2 Months
15	Anita Maya Titung	BBS 2nd Year	2 Months
16	Sapana Dangal	BA 1st Year	2 Months
17	Sarala Mahat Shrestha	BASW 2nd Year	2 Months

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18	Karishma Bhujel	BBS 1st Year	2 Months
19	Manisha Tamang	BBS 1st Year	2 Months
20	Roshani Bhujel	BBS 1st Year	2 Months
21	Sohel Jakibanjar	BBS 1st Year	2 Months
22	Unik raj helju	BBS 1st Year	2 Months
23	Susma Khatri	BEd 4th Year	2 Months
24	Dinesh Ghising	BASW 2nd Year	2 Months
25	Sabina Rout	BASW 1st year	2 Months
26	Dinesh Phuyal	BBS 4th Year	2 Months
27	Ajita Badal	BASW 3rd Year	2 Months
28	Apsara Timalisina	BASW 3rd Year	2 Months
29	Sandip Shah	BBS 1st Year	2 Months
30	Pranish Karki	BBS 1st Year	2 Months
31	Rima Thapa	BASW 3rd Year	2 Months
32	Nikita Shrestha	BBS 1st Year	2 Months
33	Prajina Shrestha	BBS 1st Year	2 Months
34	Bibas Shreatha	BEd 4th Year	2 Months
35	Sudip Khatri	BEd 4th Year	2 Months
36	Gita kumari Shrestha	BEd 2nd Year	2 Months
37	Rabina Neupane	BBS 3rd Year	2 Months
38	Denish Bhandari	BBS 1st Year	2 Months
39	Mandira Ghalan	BEd 4th Year	2 Months
40	Sarina Gole	BBS 2nd Year	2 Months
41	Susmita Ghimire	BASW 2nd Year	2 Months
42	Karuna Humagain	BASW 2nd Year	2 Months
43	Prajita Thapamagar	BBS 1st Year	2 Months
44	Durga Dahal	BBS 1st Year	2 Months
45	Chandika Dhungana	BEd 4th Year	2 Months
46	Mandira Ghalan	BEd 4th Year	2 Months
47	Sandesh Kumar Tamang	BBS 1st Year	2 Months
48	Aakriti Tamang	BBS 1st Year	2 Months
49	Puspa Sapkota	BBS 3rd Year	2 Months

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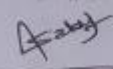
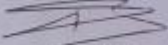
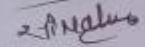
SECTION B:

CRITERION 1: ORGANIZATIONAL CHART, MEETING, PROGRESS REPORT OF THE CAMPUS-22

Grievance Redressal Cell

आज मिति २०८१ साल मंसिर ११ गतेका दिन यस इन्द्रेश्वर क्याम्पसको Grievance Redressal sub committee को बैठक यस समितिका संयोजक श्री सविता हुमागाईको अध्यक्षतामा बस्यो । यस बैठकमा निम्नानुसारका व्यक्तिहरूको उपस्थिति रह्यो ।

उपस्थिति

क्र.स	नाम	पद	हस्ताक्षर
१	सविता हुमागाई	संयोजक	
२	लक्ष्मण बन्जारा	सदस्य	
३	सोनालिजा श्रेष्ठ	सदस्य	
४	उज्वला कर्माचार्य	सदस्य	
५	नवराज आचार्य	सदस्य	

प्रस्तावहरू

१. विद्यार्थी स्वमुल्यांकन फारम सम्बन्धमा

२. सरसफाई सम्बन्धमा

३. आराम कक्ष

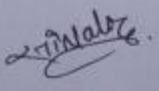
निर्णयहरू

प्रस्ताव नं. १ उपर छलफल गर्दा यस इन्द्रेश्वर क्याम्पसमा अध्ययनरत छात्रछात्राहरुबाट विद्यार्थी स्वमुल्यांकन फारम भर्ने काम सम्पन्न गरी क्याम्पस व्यवस्थापनलाई बुझाउने निर्णय गरियो ।

प्रस्ताव नं. २ उपर छलफल गर्दा यस इन्द्रेश्वर क्याम्पस परिसर नियमित रूपमा सरसरसफाई, सौचायलयमा स्यानिटरी प्याड र सरसफाइलाई निरन्तरता राख्ने निर्णय गरियो ।

प्रस्ताव नं. ३ उपर छलफल गर्दा यस इन्द्रेश्वर क्याम्पस परिसर आराम कक्ष, लुगा फेर्ने कक्षलाई व्यवस्थित गरिएकोले क्याम्पस प्रशासनलाई धन्यवाद दिने निर्णय गरियो ।

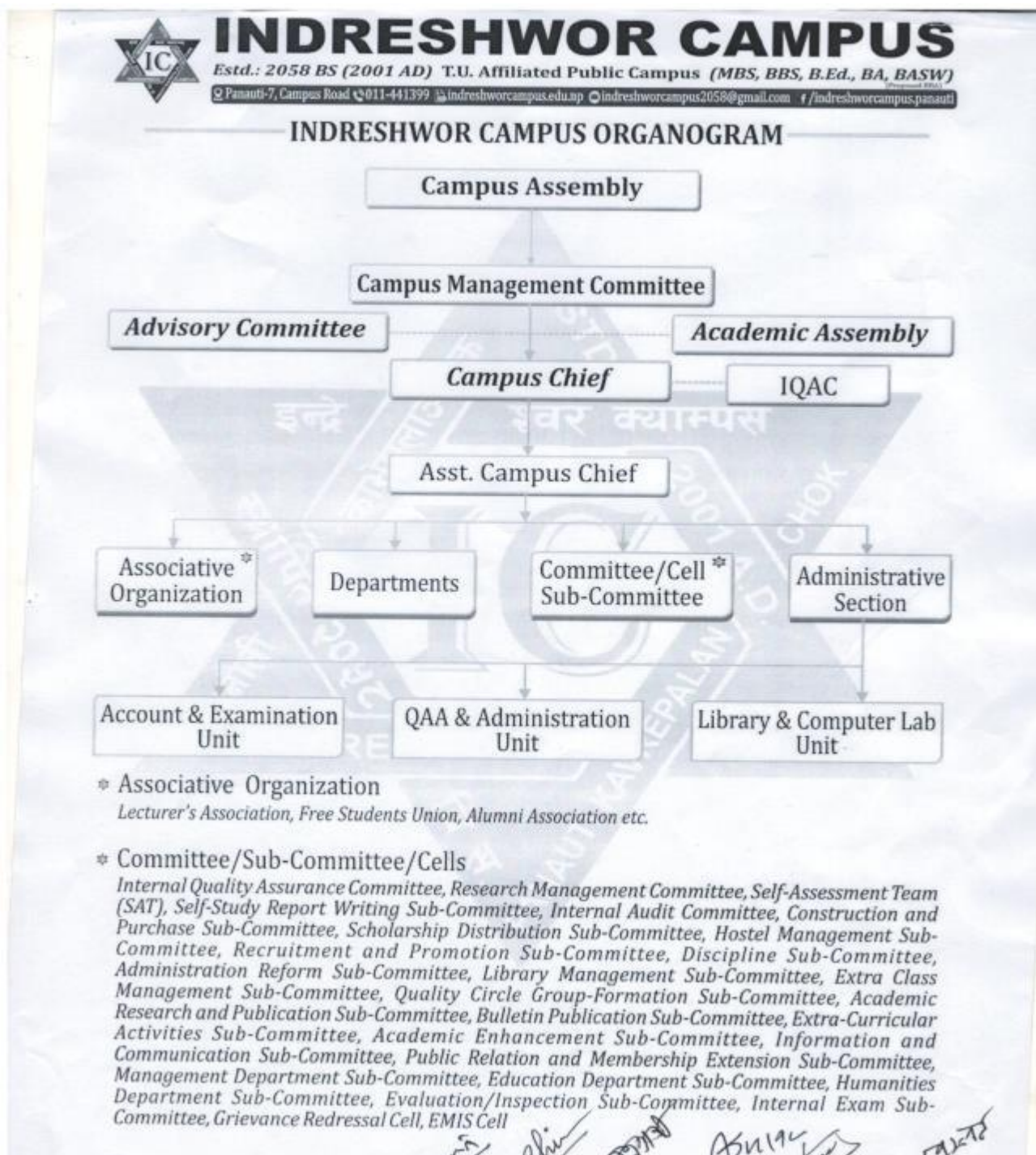
आजको बैठकमा छलफलको अरु विषयहरू नभएकोले सम्पूर्ण उपस्थित पदाधिकारीहरूलाई धन्यवाद ज्ञापन गर्दै आजको बैठक यही समाप्त भएको जानकारी गरियो


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SECTION B:

CRITERION 1: ORGANIZATIONAL CHART, MEETING, PROGRESS REPORT OF
THE CAMPUS-22



Volume 2, ANNEX 4

SECTION B

CRITERION 1: FORMATION OF INTERNAL QUALITY ASSURANCE COMMITTEE OF THE CAMPUS-1

मिति २०८२ असार २८ गतेका दिन यस इन्द्रेश्वर क्याम्पस व्यवस्थापन समितिको बैठक समितिको अध्यक्ष श्री त्र्युकाजी तामाकारको अध्यक्षतामा बैठक बसी तर्पसिल बमोजिमको प्रस्तावहरु उपर छलफल गरि निर्णय गरियो ।

उपस्थिति

१. अध्यक्ष श्री त्र्युकाजी तामाकार
२. उपाध्यक्ष श्री राजेश श्रेष्ठ
३. कोषाध्यक्ष श्री भिमसेन बस्नेत
४. सदस्य श्री अमृतमान गोच्छे
५. सदस्य श्री राजेन्द्र कुमार कर्माचार्य
६. सदस्य श्री केशव थापा
७. सदस्य श्री स्यामसुन्दर श्रेष्ठ
८. सदस्य श्री रामशरण भण्डारी
९. सदस्य श्री कमल के.सी.
१०. सदस्य श्री मायादेवी श्रेष्ठ
११. सदस्य श्री रिता तामाङ
१२. सचिव श्री कुमार सुवाल क्याम्पस प्रमुख
१३. आमन्त्रित श्री जयराम कर्माचार्य

प्रस्तावहरु

१. आ.व. २०८२/८३ को Annual Budget सम्बन्धमा ।
२. आ.व. २०८२/८३ को Plan of Action सम्बन्धमा ।
३. उपसमितिहरु पुनः गठन गर्ने सम्बन्धमा ।
४. उपसमितिहरुको TOR अनुमोदन गर्ने सम्बन्धमा ।
५. IQAC को प्रतिवेदन सम्बन्धमा ।
६. नियमावली अनुमोदन गर्ने सम्बन्धमा ।

निर्णयहरु

प्रस्ताव नं. १ मा माथि छलफल गर्दा यस क्याम्पसको आ.व. २०८२/८३ को Annual Budget पारित गरि कार्यान्वयन गर्ने निर्णय गरियो ।

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CRITERION 1: MINUTE OF IQAC FORMATION OF THE CAMPUS-2

प्रस्ताव नं. ३ मा माथि छलफल गर्दा यस क्याम्पसमा रहेका विभिन्न उपसमितिहरूमा निम्नानुसारका व्यक्तिकरु रहने गरी पुन:गठन गर्ने निर्णय गरियो ।

Subcommittee/Cell Formation of Indreshwor Campus BOD Approved Date:2082/03/28

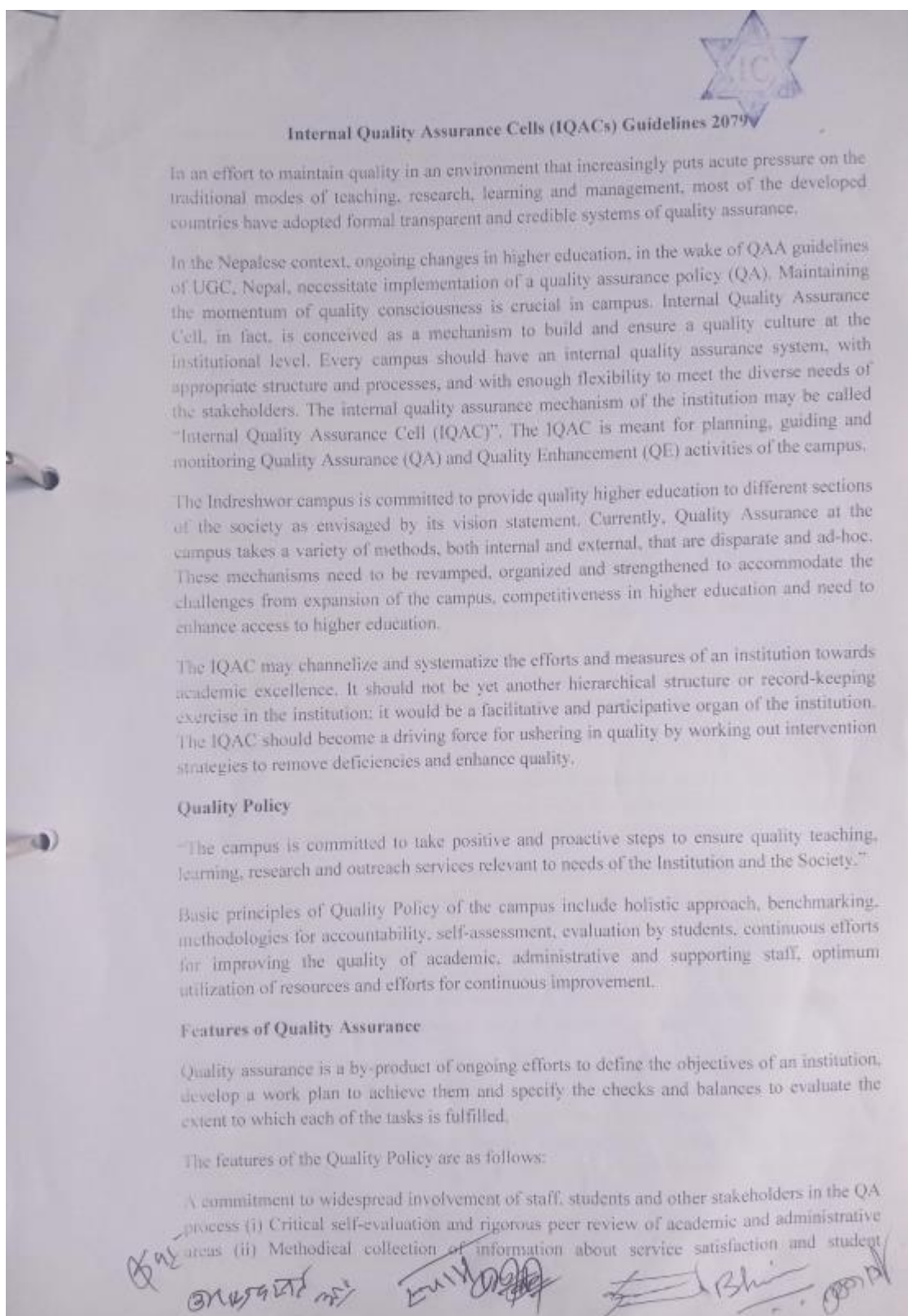
- | | |
|---|--|
| <p>1. Internal Quality Assurance Committee
Coordinator: Shreekumar Suwal
Member: Jayaram Karmacharya
Member: Sonaliza Shrestha
Member: Reeya Gochhe
Member: Rajendra Mahaju
Member: Sandip Kuwar (FSU President)</p> <p>2. Self-Assessment Team (SAT)
Coordinator: Jayaram Karmacharya
Member: Shreekumar Suwal
Member: Sabita Humagain</p> <p>3. Self-Study Report Writing Sub-Committee
Coordinator: Shreekumar Suwal
Member: Jayaram Karmacharya
Member: Laxman Banjara
Member: Sabita Humagain
Member: Rajendra Mahaju</p> <p>4. Construction and Purchase Committee
Coordinator: Bhimsen Basnet
Member: Jayaram Karmacharya
Member: Sunita Shrestha
Member: Kiran Karmacharya</p> <p>5. Human Resource Committee
Coordinator: Shreekumar Suwal
Member: Laxman Banjara
Member: Prasuram Adhikari
Member: Sonaliza Shrestha</p> <p>6. Research Management Committee
Coordinator: Jayaram Karmacharya
Member: Sundar Shrestha
Member: Chanas Raj Rana
Member: Santa Kumar Shrestha
Member: Sabita Humagain</p> <p>7. Extra-Curricular/Class Activities Sub-Committee
Coordinator: Gopal Dahal
Member: Hari Bhakta Karmacharya
Member: Riya Gochhe
Member: Rajendra Mahaju
Member: Susma Tamang</p> <p>8. Information and Communication (Publication/Bulletin) Sub-Committee
Coordinator: Ganga Devi Shrestha
Member: Surya Bhakta Karmacharya
Member: Sonaliza Shrestha</p> | <p>9. Management Department Sub-Committee
Coordinator: Sabita Humagain
Member: Laxman Banjara
Member: Sunita Shrestha</p> <p>10. Education and Humanities Department Sub-Committee
Coordinator: Prasuram Adhikari
Member: Susma Tamang
Member: Hari Bhakta Karmacharya
Member: Gopal Dahal
Member: Surya Bhakta Karmacharya</p> <p>11. Internal Exam Sub-Committee
Coordinator: Sonaliza Shrestha
Member: Ganga Devi Shrestha
Member: Pratap Tamrakar
Member: Sunita Shrestha
Member: Kiran Karmacharya</p> <p>12. Grievance Redressal Cell
Coordinator: Riya Gochhe
Member: Laxman Banjara
Member: Sunita Shrestha
Member: Sabita Humagain
Member: Chanas Raj Rana</p> <p>13. Scholarship Distribution Committee
Coordinator: Shreekumar Suwal
Member: Jayaram Karmacharya
Member: Kiran Karmacharya</p> <p>14. EMIS Cell
Coordinator: Sunita Shrestha
Member: Rajendra Mahaju
Member: Jayaram Karmacharya
Member: Sunita Shrestha
Member: Aashish Banjara</p> <p>15. Public Information Cell
Coordinator: Riya Gochhe
Member: Kiran Karmacharya
Member: Rajendra Mahaju
Member: Sunita Shrestha</p> <p>16. Waste Management Committee (WMC)
Coordinator: Gopal Dahal
Member: Hari Bhakta Karmacharya
Member: Riya Gochhe
Member: Rajendra Mahaju
Member: Aashish Banjara</p> |
|---|--|



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SECTION B

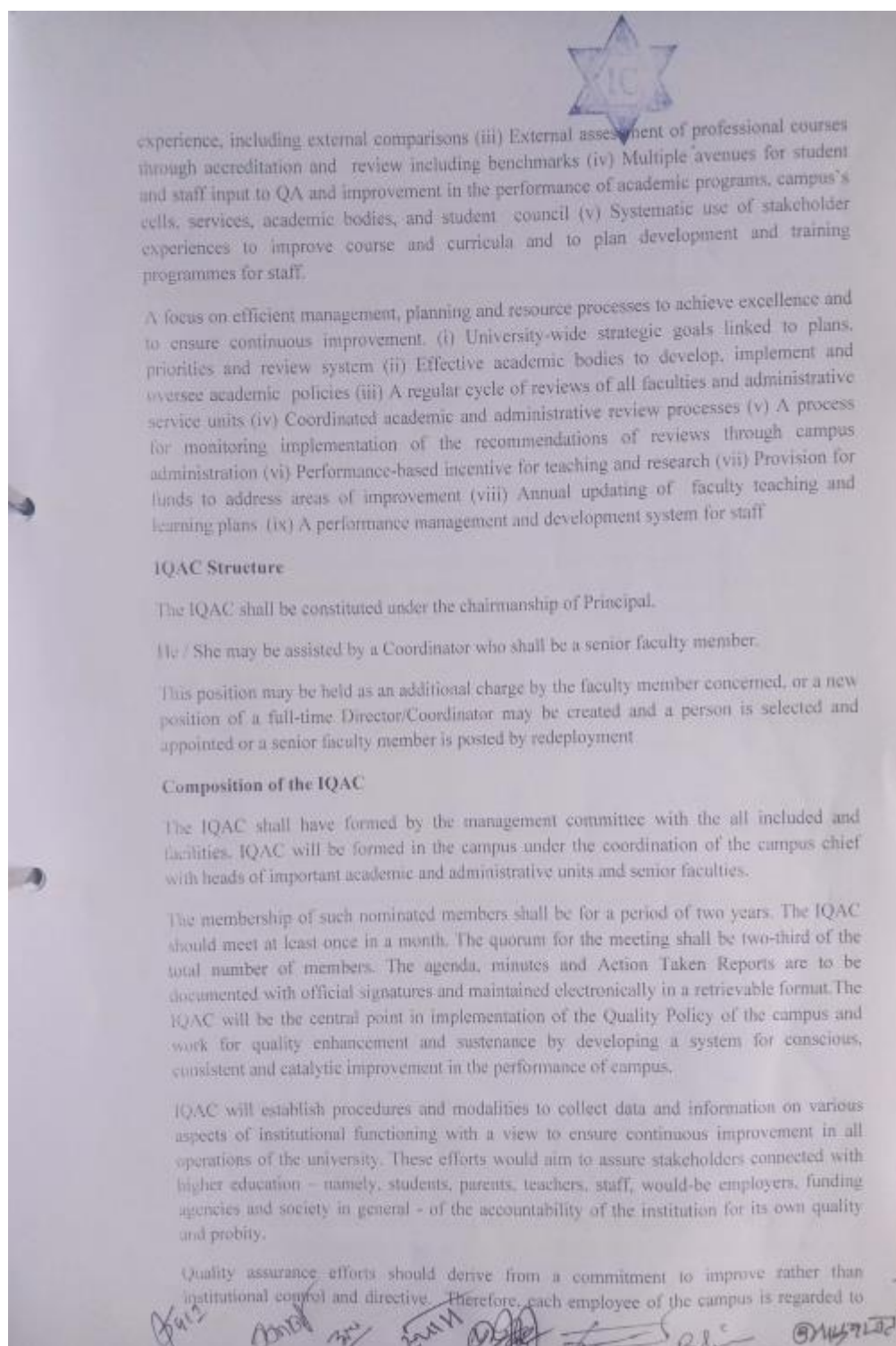
CRITERION 1: POLICY OF IQAC FOR THE CAMPUS-3



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SECTION B

CRITERION 1: POLICY OF IQAC FOR THE CAMPUS-4



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SECTION B

CRITERION 1: POLICY OF IQAC FOR THE CAMPUS-5



have a responsibility, in the context of his or her professional duties, to carry out relevant work on quality and to ensure that the highest quality in education is achieved. The active participation of research students in work on quality is a prerequisite both for good learning outcomes on their own part and for effective quality enhancement within the campus.

It will be a facilitative and participative voluntary system/unit/organ of the institution. It has the potential to become a vehicle for ushering in quality enhancement by working out planned interventionist strategies to remove deficiencies and enhance quality.

Internal Quality Assurance Cell (IQAC)

Indreshwor Campus has setup an Internal Quality Assurance Cell (IQAC) as per the guidelines of UGC. It is actively engaged in formulation, institutionalization and effective execution of the Quality Policy of the campus.

The internal quality assurance (IQAC) carries on activities regarding quality assurance system under rules & regulations of the campus.

The campus IQAC acts as a monitoring, supervisory and control body for maintaining the overall holistic academic quality and excellence of the campus. The prime task of the IQAC is to develop a system for conscious, consistent and catalytic improvement in the overall performance of campus.

IQAC VISION

To make quality the defining element of higher education in India through a combination of self and external quality evaluation, promotion and sustenance initiatives.

IQAC MISSION

To arrange for periodic assessment and accreditation of institutions of higher education or units thereof, or specific academic programmes or projects;

To stimulate the academic environment for promotion of quality of teaching-learning and research in higher education institutions;

To encourage self-evaluation, accountability, autonomy and innovations in higher education;

To undertake quality-related research studies, consultancy and training programmes, and to collaborate with other stakeholders of higher education for quality evaluation, promotion and sustenance.

The primary aim of IQAC of the campus is:

- To develop a system for conscious, consistent and catalytic action to improve the academic and administrative performance of the campus.
- To promote measures for functioning of the campus towards quality enhancement through internalization of quality culture and institutionalization of best practices.
- To develop, institutionalize and conduct periodic academic and administrative audit of the campus.

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SECTION B

CRITERION 1: POLICY OF IQAC FOR THE CAMPUS-6

Strategies

IQAC shall evolve mechanisms and procedures for:

- Ensuring timely, efficient and progressive performance of academic, administrative and financial tasks.
- Relevant and quality academic/ research programmes;
- Equitable access to and affordability of academic programmes for various sections of society;
- Optimization and integration of modern methods of teaching and learning;
- The credibility of assessment and evaluation process;
- Ensuring the adequacy, maintenance and proper allocation of support structure and services;
- Sharing of research findings and networking with other institutions in Nepal and abroad.

Responsibilities of IQAC

The responsibilities of IQAC are:

- The IQAC shall liaise regularly and closely with the campus chief and academic council of the campus.
- The IQAC shall assist the administration of student surveys/feedback, employer, stakeholder meeting proceedings and other surveys
- The IQAC assists the campus chief in the preparation of quality assessment related guidelines and manuals for use within the campus.
- The IQAC shall assist the campus chief to implement quality assessment reviews/audits and follow up action.
- The IQAC shall co-ordinate the quality and performance appraisal as well as feedback system of the campus.
- The IQAC shall ensure the necessary academic regulations/by-laws are in place, within the campus if not make recommendation for remedial action.
- The IQAC shall maintain a repository of evidence at departmental level for the institutional reviews and programme reviews

Functions

The IQAC of the campus has the following functions:

- Development and application of quality benchmarks
- Parameters for various academic and administrative activities of the campus;
- Facilitating the creation of a learner-centric environment conducive to quality education and faculty maturation to adopt the required knowledge and teleology for participatory teaching and learning process;
- Collection and analysis of feedback from all stakeholders on quality-related institutional processes;

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SECTION B

CRITERION 1: POLICY OF IQAC FOR THE CAMPUS-7

- 
- Dissemination of information on various quality parameters to all stakeholders;
 - Organization of inter and intra institutional workshops, seminars on quality related themes and promotion of quality circles;
 - Documentation of the various programmes/activities leading to quality improvement;
 - Acting as a nodal agency of the Institution for coordinating quality-related activities, including adoption and dissemination of best practices;
 - Periodical conduct of academic and administrative audit and its follow-up Preparation of the Annual Quality Assessment Report

Benefits

IQAC will facilitate/ contribute to;

- Ensure clarity and focus in the campus's functioning towards quality enhancement;
- Ensure internalization of the quality culture;
- Ensure enhancement and coordination among various activities of the campus and institutionalize all good practices;
- Provide a sound basis for decision-making to improve campus functioning;
- Act as a dynamic system for quality changes in the campus;
- Build an organized methodology of documentation and internal communication.

Guidelines for the Creation of the Internal Quality Assurance Cell (IQAC):

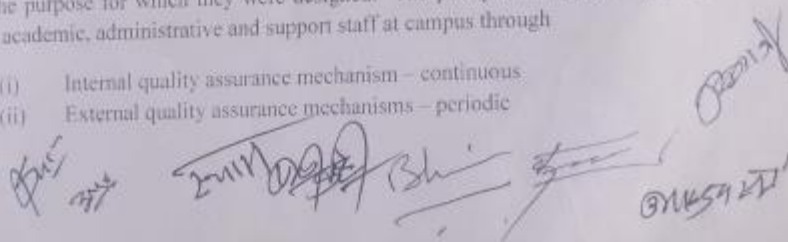
The guidelines provided will guide and facilitate the institution in the creation and operation of the Internal Quality Assurance Cell (IQAC). The work of the IQAC is the first step towards internalization and institutionalization of quality enhancement initiatives. Its success depends upon the sense of belongingness and participation in all the constituents of the institution. It will not be yet another hierarchical structure or a record-keeping exercise in the institution.

It will be a facilitative and participative voluntary system/unit/organ of the institution. It has the potential to become a vehicle for ushering in quality enhancement by working out planned interventionist strategies by IQAC to remove deficiencies and enhance quality like the "Quality Circles" in industries. IQAC – Vision to ensure quality culture as the prime concern for the Higher Education Institutions through institutionalizing and internalizing all the initiatives taken with internal and external support.

Mechanism of Quality Assurance

The notion of quality underpinning the framework adopted by the campus is of "fitness for purpose" i.e., the institution and its components and activities have "quality" if they conform to the purpose for which they were designed. The policy shall apply to all programs, cells and academic, administrative and support staff at campus through

- Internal quality assurance mechanism – continuous
- External quality assurance mechanisms – periodic



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SECTION B

CRITERION 1: POLICY OF IQAC FOR THE CAMPUS-8



The university shall evolve quality management framework and guidelines for academic and administrative audit. Regular internal audits will be conducted to ensure that the Quality Policy is implemented.

Internal Quality Assurance

IQAC will develop a quality manual describing various benchmarks and the processes designed to achieve them. The manual would describe the QA system, the set of guidelines, codes of good practices and procedures to be implemented by the various units.

Based on the prescribed guidelines, each unit of the campus would develop its own internal quality assurance mechanism. The mechanisms shall be coherent with the quality assurance framework set forth in this policy and approved by the IQAC, to evaluate the quality of teaching programmes and courses, academic staff, teaching and learning experience, student assessment, internal moderation, support services, resources and facilities and research and program review processes.

External Quality Assurance

In order to ensure that high quality standards is maintained in the university, periodic assessment of quality shall be arranged by such external agencies, as QAA division or any other agency suggested by the Government of Nepal, from time to time.

Use of the evaluation results

Data pertaining to quality benchmarks shall be collected and processed using standard procedures and tools. The data and the review results will be considered by the respective statutory bodies and discussed with the stakeholders. The evaluation conclusions shall be used, systematically, to improve the institutional action as a whole, as well as the individual performances.

Meetings and Reporting

The IQAC shall meet at least once a month and report the progress of its activities.

The cell needs to submit yearly the Annual Internal Quality Assurance Report (IQAR) to the CMC.

Review

The committee will review as per the need and the above points mentioned will not be applicable if they are in conflict with the internal quality assurance guideline of higher level education 2077 by UGC/campus regulations.

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SECTION B

CRITERION 1: INTERNAL QUALITY ASSURANCE COMMITTEE OF THE CAMPUS-9

Internal Quality Assurance Committee (IQAC)

आज मिति २०७८ साल चैत्र १६ गतेका दिन यस इन्द्रेव्वर क्याम्पसको Internal Quality Assurance Committee (IQAC) को बैठक यस समितिका संयोजक श्री श्रीकुमार सुवालको अध्यक्षतामा बसियो । यस बैठकमा निम्नानुसारका व्यक्तिहरुको उपस्थिति रह्यो ।

उपस्थिति

क्र.स	नाम	पद	हस्ताक्षर
१	श्रीकुमार सुवाल	संयोजक	
२	जयराम कर्माचार्य	सदस्य	
३	दिपक शर्मा	सदस्य	
४	ज्ञानदाश श्रेष्ठ	सदस्य	
५	राजेन्द्र महाजु	सदस्य	

प्रस्तावहरु

१. शैक्षिक क्यालेन्डर बनाउने सम्बन्धमा
२. प्रविधि मेवि बातावरण बनाउने सम्बन्धमा
३. विविध

निर्णयहरु

प्रस्ताव नं. १ उपलब्ध छलफल गर्दा शैक्षिक आ.व. २०७९/०८० को शैक्षिक, प्रशासनिक तथा Extra activities समेतिते शैक्षिक क्यालेन्डर बनाउने निर्णय गरियो ।

प्रस्ताव नं. २ उपर छलफल गर्दा यस क्याम्पसको शैक्षिक गुणस्तर वृद्धि गर्ने यस क्याम्पसका प्राध्यापक तथा कर्मचारीहरुलाई प्रविधि मेवि बनाउन प्रविधि ज्ञान दिने तालिम दिने निर्णय गरियो ।

प्रस्ताव नं. ३ उपर छलफल गर्दा क्याम्पसमा अध्ययनरत विद्यार्थीहरुको क्षमता वृद्धि गर्नका लागि व्यवसायिक कम्प्युटर तालिम, नेतृत्व तथा व्यक्तित्व अभिवृद्धि तालिमहरु संचालन गर्ने निर्णय गरियो ।

आजको बैठकमा छलफलको अरु विषयहरु नभएकोले सम्पूर्ण उपस्थित पदाधिकारीहरुलाई धन्यवाद ज्ञापन गर्दै आजको बैठक यही समाप्त भएको जानकारी गरियो ।

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SECTION B

CRITERION 1: INTERNAL QUALITY ASSURANCE COMMITTEE OF THE CAMPUS-10

Internal Quality Assurance Committee (IQAC)

आज मिति २०७९ साल असार १६ गतेका दिन यस इन्द्रेश्वर क्याम्पसको Internal Quality Assurance Committee (IQAC) को बैठक यस समितिका संयोजक श्री श्रीकुमार सुवालको अध्यक्षतामा बसियो । यस बैठकमा निम्नानुसारका व्यक्तिहरुको उपस्थिति रह्यो ।

उपस्थिति

क्र.सं.	नाम	पद	हस्ताक्षर
१	श्रीकुमार सुवाल	संयोजक	
२	जयराम कर्माचार्य	सदस्य	
३	दिपक शर्मा	सदस्य	
४	जानका श्रेष्ठ	सदस्य	
५	राजेन्द्र महताज	सदस्य	

प्रस्तावहरु

१. शैक्षिक कार्य योजना बारे ।

२. विविध

निर्णयहरु

प्रस्ताव नं. १ उपलब्ध छलफल गर्दा क्याम्पसको दैनिक पठनपाठन सुधारको लागि अध्ययनरत शिक्षक प्राध्यापकहरुलाई दैनिक शैक्षिक पाठ योजना सहित पठनपाठन गर्न लगाउने निर्णय गरियो ।

प्रस्ताव नं. २ उपलब्ध छलफल गर्दा निम्नानुसारको विषयहरुमा निर्णय गरियो ।

क। क्याम्पस प्रमुख, उप प्रमुख र विषयगत विभागका प्रमुखहरुको कार्य प्रगति विवरण वार्षिक रुपमा प्रस्तुत गर्ने र त्यसको मूल्यांकन गर्ने निर्णय गरियो ।

ख। यस क्याम्पसको वार्षिक अनुमानित आय व्यय विवरण अध्ययन गरि पारित गरियो

ग। यस क्याम्पसको नयाँ शैक्षिक सत्रको **Class routine** लागू गर्ने निर्णय गरियो

घ। यस क्याम्पसको २९ औं वार्षिक उत्सवको उपलक्ष्यमा विभिन्न खेलकुड प्रतियोगिता आयोजना गर्ने निर्णय गरियो ।

आजको बैठकमा छलफलको अरु विषयहरु नभएकोले सम्पूर्ण उपस्थित पदाधिकारीहरुलाई धन्यवाद ज्ञापन गर्दै आजको बैठक यही समाप्त भएको जानकारी गरियो ।

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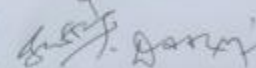
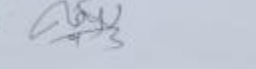
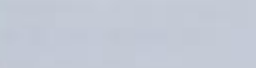
SECTION B

CRITERION 1: INTERNAL QUALITY ASSURANCE COMMITTEE OF THE CAMPUS-11

Internal Quality Assurance Committee (IQAC)

आज मिति २०७९ साल साउन १६ गतेका दिन यस इन्टरनल क्वालिटी Internal Quality Assurance Committee (IQAC) को बैठक यस समितिका संघोजक श्री श्रीकुमार मुखानको अध्यक्षतामा बस्यो । यस बैठकमा विमानुसारका व्यक्तिहरूको उपस्थिति रह्यो ।

उपस्थित

क्र.स	नाम	पद	हस्ताक्षर
१	श्रीकुमार मुखान	संघोजक	
२	जयशम कर्मचार्य	सदस्य	
३	दिपक शर्मा	सदस्य	
४	मानवारा खेच	सदस्य	
५	राजेश्वर मजु	सदस्य	

पुस्तावहक

१. खेलकुद सप्ताह मनाउने सम्बन्धमा

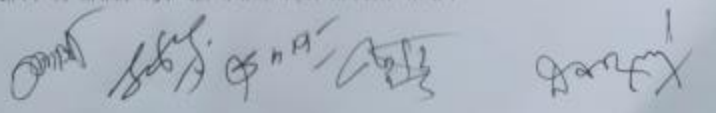
२. विविध

निर्णयहरू

पुस्ताव नं १ उपर छलफल गर्दा यस क्वालिटी क्वालिटी अनुसारको खेलकुद सप्ताह मिति २०७९ भाद्र ३ देखि ९ गते सम्म विभिन्न खेलकुद आयोजना गर्ने निर्णय गरियो । सो कार्यक्रमको प्रस्कार वितरण मिति २०७९ भाद्र १० गतेका दिन आयोजना हुने क्वालिटी दिवसको अवसरमा दिने निर्णय गरियो ।

पुस्ताव नं २ उपर छलफल गर्दा यस क्वालिटी क्वालिटी विद्यापीठको विषयगत ज्ञानवृद्धिका लागि यस क्वालिटी सन्चालक समितिका सदस्य तथा नेपाल राष्ट्र बैंकका पूर्व कर्मचारी श्री केशव थापाबाट नेपालको आर्थिक चुनौती र अवसर विषयमा प्रारम्भिक कक्षा सन्चालन गर्ने निर्णय गरियो ।

आजको बैठकमा छलफलको अरु विषयहरू नभएकोले सम्पूर्ण उपस्थित पदाधिकारीहरूलाई अन्तर्वाह प्राप्त गरी आजको बैठक यही समाप्त भएको जानकारी गरियो ।

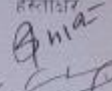
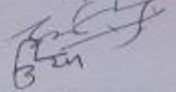
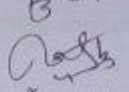
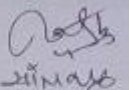
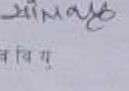


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SECTION B

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आज मिति २०८२ साल कार्तिक २६ गते, अष्टौतवारका दिन यस इन्द्रेश्वर क्याम्पसको **Internal Quality Assurance Committee** को बैठक समितिका संयोजक क्याम्पस प्रमुख श्री श्रीकुमार सुवालको संयोजकत्वमा क्याम्पस बैठक कक्षमा बसी तपशिलका प्रस्ताव उपर छलफल हुँदा निम्न बमोजिम गर्ने निर्णय गरियो ।

क्र.सं.	नाम	पद	हस्ताक्षर
१	श्रीकुमार सुवाल	संयोजक	
२	जयराम कमावाय	सदस्य	
३	रिया गोल्छे	सदस्य	
४	राजेश्वर महाजु	सदस्य	
५	सोनालता श्रेष्ठ	सदस्य	
६	सन्दिप कुवर	सदस्य स्व वि ग	

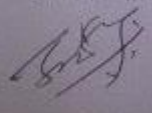
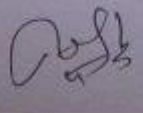
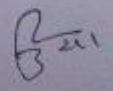
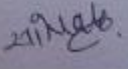
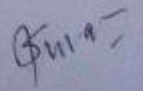
छलफलका विषय (प्रस्ताव) हरु :

१. PRT (Peer Review Team) Review प्रतिवेदन सम्बन्धमा ।
२. समिति उपसमिति सेलहरूको प्रतिवेदन सम्बन्धमा ।

निर्णयहरू

निर्णय नं १ :

प्रस्ताव नं १ PRT (Peer Review Team) Review प्रतिवेदन सम्बन्धमा छलफल गर्दा विश्वविद्यालय अनुदान आयोगबाट QAA Accreditation सम्बन्ध स्थलगत अनुगमन पश्चात सम्पत्ता सहित मिति २०८०/०५/२४ गते क्याम्पसलाई प्राप्त प्रतिवेदन, उक्त प्रतिवेदन माथि प्रगतिको स्थिति सहितको प्रतिक्रिया जानकारी क्याम्पसबाट मिति २०८०/१०/२९ गते पेश गरिएकोमा सो प्रतिवेदनमा समीक्षा सुन्दाव मिति २०८१/०१/०३ गते प्राप्त भयो । उक्त प्रतिवेदन माथि प्रगतिको स्थिति सहितको प्रतिक्रिया जानकारी क्याम्पसबाट मिति २०८१/१२/१२ गते थप पेश गरिएकोमा सो प्रतिवेदनमा समीक्षा सुन्दाव मिति २०८२/०४/२९ गते प्राप्त भयो । उपरोक्त विश्वविद्यालय अनुदान आयोगबाट प्राप्त QAA-PRT (Peer Review Team) Review प्रतिवेदनमा औल्याइएको विशिष्टकृत सुन्दावहरू मिति तथा कार्यविधि, संकुलर, शिक्षण सिस्टम र सुन्याकन, अनुसन्धान, भौतिक पूर्वाधार तथा सिस्टम, विद्यार्थी सहयोग तथा मार्गदर्शन, सूचना प्रणाली, सावधानीक सूचनाका सम्बन्धमा वृद्धागत रूपमा छलफल बमोजिम प्रभावकारी व्यवस्था गरि यथाशिघ्र विश्वविद्यालय अनुदान आयोगमा स्थितिसहित विवरण जानकारी गराउने निर्णय गरियो ।

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विषय नं २ :

प्रस्ताव नं २ क्याम्पसद्वारा गठित समिति/उपसमिति/सेलहरूको प्रतिवेदन सम्बन्धमा छलफल गर्दा तपसिल बमोजिमको विभिन्न QAA अन्तर्गत विभिन्न समिति/उपसमिति/सेलहरू सँग सम्बन्धित प्रतिवेदन सम्बन्धमा बुदागत छलफल गरी आगामी दिनमा तलका मूख्य कार्यमा समेत ध्यान दिन सम्बन्धित समिति/उपसमिति/सेलहरूलाई निर्देशन गर्ने विषय गरियो ।

क्र.सं.	समिति/सेल	विवरण	सहभागी	कौफियत
१.	ICT	चिठापी तथा शिक्षकहरू		
२.	आन्तरिक परीक्षा सम्बन्धित प्रतिवेदन	बाह्य परीक्षा कार्य योजना, आन्तरिक परीक्षा सम्बन्धित	प्रताप ताम्राकार	
३.	पुस्तकालय व्यवस्थापन सम्बन्धित प्रतिवेदन	छपाई तथा इन्टरनेट सुविधा, पुस्तकालय खर्च, FMIS system, मान आदान प्रदान, E-library	धानस राज राना	
४.	सूचना तथा संचार प्रतिवेदन	सूचना, क्याम्पस विज्ञान, लक्षापरीक्षण प्रतिवेदन, बाह्य प्रतिवेदन	सुवेमक्त कर्माचार्य	
५.	छात्रवृत्ति	सूचना, फाराम सकलन, अन्तर्गत तथा नतिजा	श्रीकृष्ण सुवाल	
६.	अनुसन्धान समिति	अनुसन्धान, लेख, जर्नल प्रकाशन, गोष्ठी, सम्मेलन	जयराम कर्माचार्य	
७.	इन्ट्रिबर एन्सनाइ	कार्य योजना	सिजन सुधाकार	
८.	अतिरिक्त क्रियाकलाप	कार्य योजना, कार्यक्रम, प्रतिवेदन	गोपाल दाहाल	

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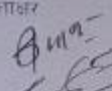
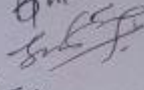
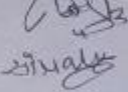
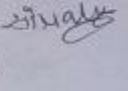
SECTION B

CRITERION 1: INTERNAL QUALITY ASSURANCE COMMITTEE OF THE CAMPUS-15

Internal Quality Assurance Committee (IQAC)

आज मिति २०८१ साल कार्तिक ३ गतेको दिन यस हुन्देखर क्याम्पसको Internal Quality Assurance Committee (IQAC) को बैठक यस समितिका संयोजक श्री श्रीकुमार सुवालको अध्यक्षतामा बसियो। यस बैठकमा निम्नानुसारको व्यक्तिको उपस्थिति रह्यो।

उपस्थिति:

क्र.सं.	नाम	पद	हस्ताक्षर
१	श्रीकुमार सुवाल	संयोजक	
२	जयराम क्रमाचार्य	सदस्य	
३	रिया गच्छे	सदस्य	
४	राजेश्वर महताव	सदस्य	
५	सोनालिका श्रेष्ठ	सदस्य	
६	सन्दिप कुवर	सदस्य स्व वि.पु.	

प्रस्तावहरू:

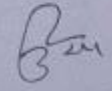
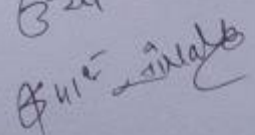
- नया विद्यार्थी भर्ना अभियान सञ्चालन सम्बन्धमा
- अभिमुखी/अतिरिक्त कक्षा तथा तालिमहरू सञ्चालन गर्ने सम्बन्धमा

निर्णयहरू:

प्रस्ताव नं. १: नया विद्यार्थी भर्ना अभियान सञ्चालन सम्बन्धमा छलफल गर्दा नया शैक्षिक वर्ष २०८२ को लागि वि.वि.एस, वि.एड, वि.एस.डुब्लु प्रथम वर्ष र एम.वि.एस पहिलो सेमेस्टरमा तथा विद्यार्थी भर्ना गर्नेको लागि शैक्षिक परामर्श, पत्रपत्रिका, सामाजिक सञ्जाल, फेसबुक तथा वेबसाइटमाफेसबुक विज्ञापन गरि प्रभावकारीप्रचारप्रसार गर्ने निर्णय गरियो।

प्रस्ताव नं. २: सम्बन्धमा छलफल गर्दा क्याम्पसमा अध्ययनरत विद्यार्थीहरूको क्षमता वृद्धि गर्नेका लागि व्यवसायिक सिप, नेतृत्व व्यक्तित्व अभिवृद्धि, साइबर सुरक्षा, सूचना प्रविधि, कर तथा अर्थतन्त्रका अभिमुखी, अतिरिक्त कक्षा तथा तालिमहरू सञ्चालन गर्ने निर्णय गरियो।

आजको बैठकमा छलफलको अन्य विषयहरू उभएकोले सम्पूर्ण उपस्थित पदाधिकारीहरूलाई धन्यवाद ज्ञापन गर्दै आजको बैठक यही समाप्त भएको संयोजक ज्यूबाट जानकारी गरियो।

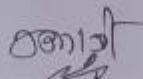
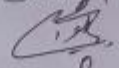
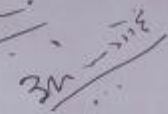
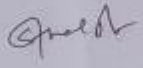
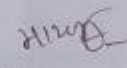
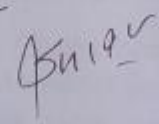
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CAMPUS-15

मिति २०८२ साउन २६ गतेको दिन यस इन्द्रेश्वर क्याम्पस सञ्चालक समितिको बैठक समितिको अध्यक्ष श्री तुयकाजी तामाकारको अध्यक्षतामा बैठक बसी तयारित बमोजिमको प्रस्तावहरु उपर छलफल गरि निर्णय गरियो ।

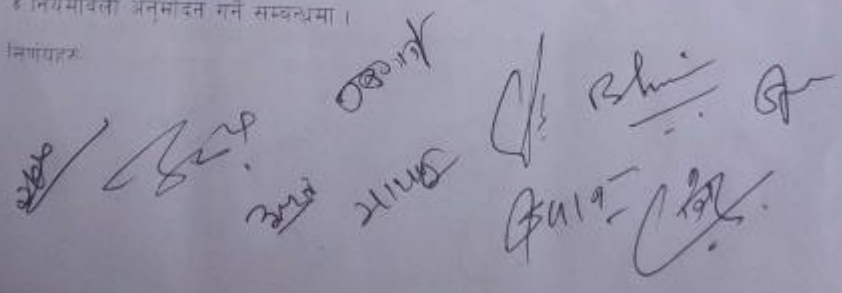
उपस्थिति: हस्ताक्षर

१. अध्यक्ष	श्री तुयकाजी तामाकार	
२. उपाध्यक्ष	श्री राजेश कुमार श्रेष्ठ	
३. कोषाध्यक्ष	श्री भिमसन्त बस्नेत	
४. सदस्य	श्री अमृतमान गोर्खे	
५. सदस्य	श्री राजेन्द्र कुमार कर्माचार्य	
६. सदस्य	श्री केशव थापा	
७. सदस्य	श्री ब्यामसुन्दर श्रेष्ठ	
८. सदस्य	श्री रामशरण भण्डारी	
९. सदस्य	श्री कमल के सी	
१०. सदस्य	श्री मायादेवी श्रेष्ठ	
११. सदस्य	श्री रिता तामाङ	
१२. सचिव	श्री कुमार सुवाल क्याम्पस प्रमुख	
१३. आमन्त्रित	श्री जयराम कर्माचार्य	

प्रस्तावहरु:

१. सञ्चालक समितिले बमोजिम सुधार गर्ने सम्बन्धमा ।
२. क्याम्पसको Vision, Mission and Objective सम्बन्धमा ।
३. Internal Quality Academic Audit सम्बन्धमा ।
४. नियमावली अनुमोदन गर्ने सम्बन्धमा ।

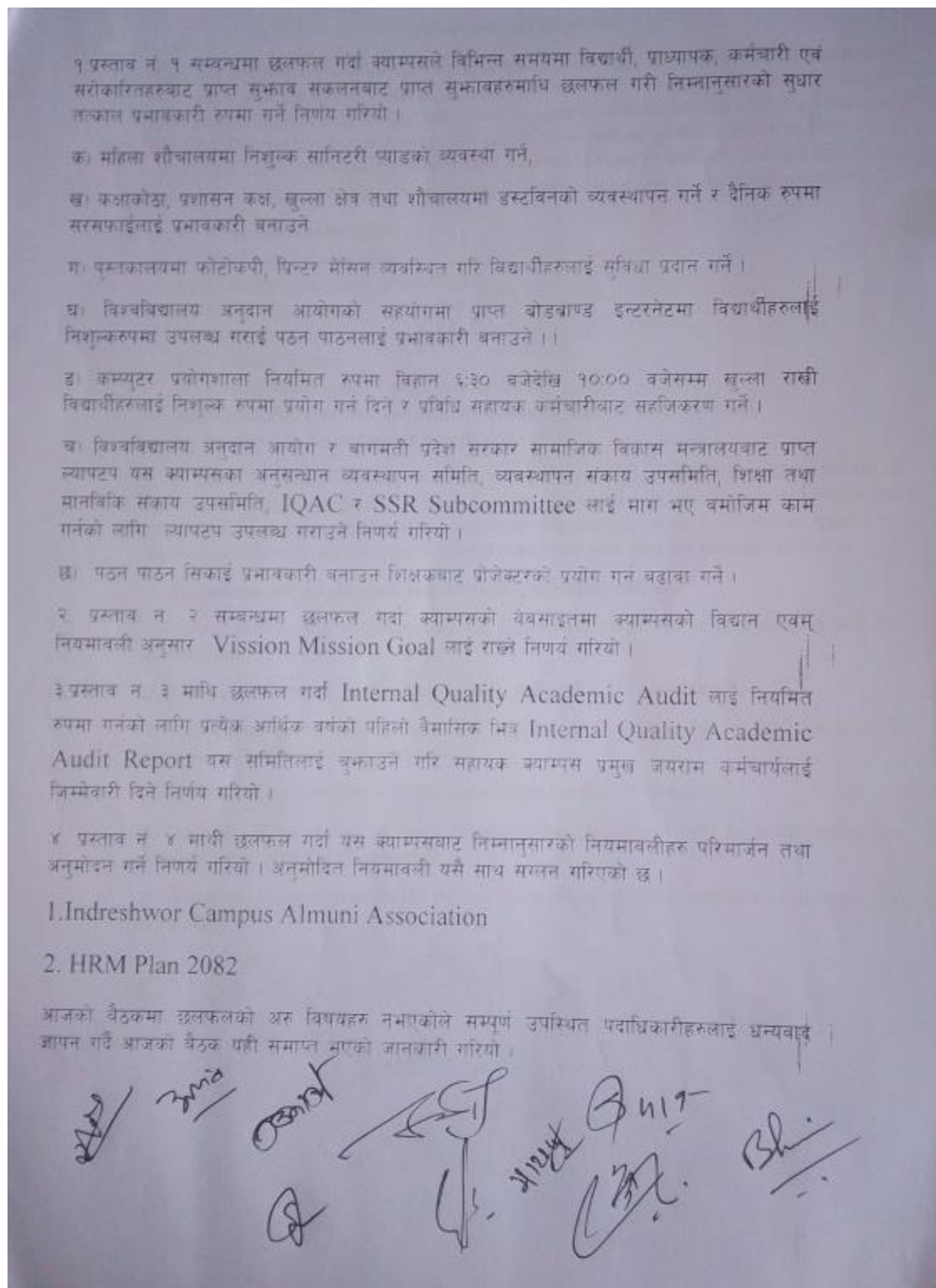
निर्णायकहरु:



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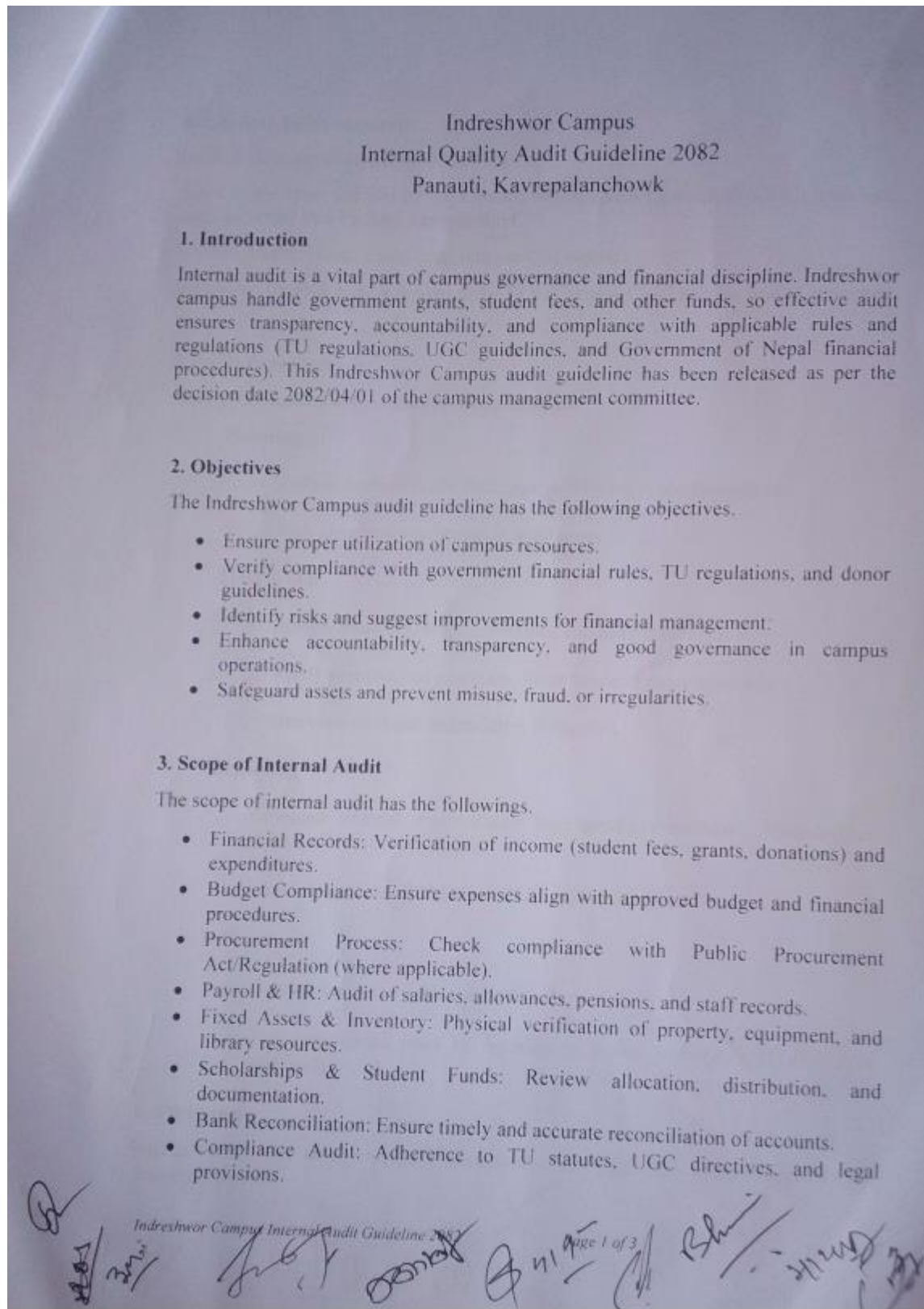
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CRITERION 1: INTERNAL QUALITY AUDIT GUIDELINE OF THE CAMPUS-17



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SECTION B

CRITERION 1: INTERNAL QUALITY AUDIT GUIDELINE OF THE CAMPUS-18

4. Internal Audit Structure

Internal audit structure has the followings.

Audit Committee: Formed by the Campus Management Committee (CMC) to oversee audit activities lead by Asst. campus chief.

Internal Auditor: Outsourced to an independent auditor.

Reporting: Internal auditor reports to the BOD/Campus Chief and the Audit Committee.

5. Audit Procedures

Audit procedures will have the following structure.

Planning

- Annual Internal Audit Plan approved by the Audit Committee.
- Risk assessment to prioritize audit areas.

Field Work

- Review vouchers, ledgers, receipts, and bank statements.
- Verify procurement processes, inventory, and payroll records.
- Interview staff and stakeholders if required.

Reporting

- Prepare Internal Audit Report highlighting compliance, irregularities, risks, and recommendations.
- Submit to Campus Chief and CMC within the given fiscal year.

Follow-up

- Ensure corrective action on audit observations.
- Non-compliance must be reported to higher authorities (TU/UGC as required).

6. Frequency

Internal audits must be conducted at least once a year, preferably every six months for financial control.

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Special audits may be conducted when required (large projects, donor-funded programs).

7. Reporting and Documentation

Reporting and documentation are the major part of internal audit guideline.

Reports should include:

- Executive Summary
- Audit Objectives & Scope
- Observations (with evidence)
- Risks/Implications
- Recommendations & Action Plan

Reports must be shared with:

- Campus Management Committee
- Campus Chief
- University / Governing Body (if required)

8. Code of Conduct for Auditors

The following code of conduct will be implemented by the auditor

- Maintain independence, objectivity, and confidentiality.
- Avoid conflict of interest.
- Ensure professional competence and due care.
- Report facts truthfully without bias.

9. Corrective Measures & Accountability

Campus Chief ensures timely action and implementation of audit recommendations.

The Campus Management Committee monitors compliance.

Repeated non-compliance may lead to disciplinary action or referral to Board of Directors.

10. Review & Update

These guidelines should be reviewed every 3 years or when new government/TU/UGC regulations are introduced.

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23. पदविवरण हुने:

क्याम्पस सञ्चालक समितिका पदाधिकारी एव सदस्यहरूको पद देहायको अवस्थामा रिक्त हुनेछ।

- 1) आफ्नो पदबाट राजीनामा दिएमा।
- 2) क्याम्पसको हित विपरित कार्य गरेको प्रमाणित भएमा।
- 3) सञ्चालक समितिको बैठकमा लगातार 3 पटकसम्म बिना सूचना अनुपस्थित रहेमा।
- 4) नैतिक पतन हुने पौडारी कमुरमा समाव पाएमा।
- 5) पदावधि पूरा भएमा।
- 6) मृत्यु भएमा।
- 7) मानसिक समतुल्य गुमाएमा।
- 8) क्याम्पससँग आर्थिक सेन्डेन वा डेक्कापडा लगायतको स्वार्थ देखिएमा।
- 9) अन्य स्थानीय क्याम्पसको सञ्चालक समिति वा सल्लाहकार समितिमा रहेमा।
- 10) अन्य स्थानीय निजी क्याम्पसको साभदार भएमा।
- 11) क्याम्पस सभाबाट निर्वाचित सदस्यका विरुद्ध अभिप्रेषणको प्रस्ताव दत्त भई पारित भएमा।

24. सल्लाहकारको नियुक्ति:

सञ्चालक समितिले आफ्नो कार्य सम्पादनमा आवश्यक सल्लाह सहयोग दिन आवश्यकताअनुसार विज्ञहरूलाई सल्लाहकार नियुक्ति गर्ने सक्नेछ।

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क्याम्पस प्रमुख, सहायक क्याम्पस प्रमुख, संकाय प्रमुख,
कार्यक्रम संयोजक, विषय समितिप्रमुख

25. क्याम्पस प्रमुख:

- 1) क्याम्पसको शैक्षिक, आर्थिक, तथा प्रशासनिक कार्य सञ्चालनका लागि क्याम्पस प्रमुख रहनेछ।
- 2) क्याम्पसको उद्देश्य हासिल गर्ने प्रतिबद्ध क्याम्पसको प्राध्यापन सेवामा रहेका बरिष्ठतम प्राध्यापकहरूलाई क्याम्पस सञ्चालक समितिले क्याम्पस प्रमुखको नियुक्ति गर्नेछ।
- 3) क्याम्पस प्रमुखको पदावधि 4 वर्षको हुनेछ। सञ्चालक समितिले निम्नको पदावधि थप गर्न सक्नेछ।
- 4) क्याम्पस प्रमुख सञ्चालक समितिप्रति उत्तरदायी हुनेछ।
- 5) क्याम्पस प्रमुख पुरा समय काम गर्ने पदाधिकारीको रूपमा कार्य गर्ने हुनेछ।
- 6) क्याम्पस प्रमुख पदमा नियुक्ति भई काम गरेबापत सञ्चालक समितिबाट तोकिए बमोजिम भत्ता र सुविधा पाउनेछ।

26. क्याम्पस प्रमुखको काम कर्तव्य र अधिकार:

क्याम्पस प्रमुखको काम कर्तव्य र अधिकार देहाय बमोजिम हुनेछ।

- 1) क्याम्पसको शैक्षिक, आर्थिक र प्रशासनको जिम्मेवारी निई सञ्चालन गर्ने र सो को समन्वय गर्ने।
- 2) सेवा, शर्त र आचारसंहिता विपरित हुने गरी काम गर्ने कर्मचारीलाई कारवाही गर्नु।
- 3) क्याम्पसमा उत्कृष्ट काम गर्ने प्राध्यापक तथा कर्मचारीलाई पेश बर्ष वा पुरस्कारका लागि सिफारिस गर्नु।
- 4) प्राध्यापक तथा कर्मचारीको त्रुटि स्वीकृत गर्नु, काम बहिष्कार र सेवाको रेकर्ड राख्नु तथा कार्य सम्पादनको मूल्यांकन गर्नु गराउनु।
- 5) क्याम्पसभित्र प्रवचन, प्रदर्शन तथा सांस्कृतिक कार्यक्रम आदि गर्ने अनुमति दिनु वा आवश्यकता अनुसार समारोहहरू आयोजना गर्नु, गराउनु।
- 6) तोकिए बमोजिम छात्रवृत्ति वितरण गर्नु र विद्यार्थीको अवस्था हेरी जरिवाना माफी गर्नु।
- 7) प्राध्यापक तथा कर्मचारीको दरबन्दी सिफारिस गर्नु।
- 8) क्याम्पसको वार्षिक आय व्यय विवरण तयार गरी सञ्चालक समितिमा पेश गर्नु।
- 9) क्याम्पसको स्वीकृत बजेटका विभिन्न शीर्षक, उपशीर्षक र सहायक शीर्षकले तोकिएको वापसीमा रही बजेट कार्यान्वयन गर्नु।
- 10) क्याम्पसको सम्पत्तिको लेखा राख्नु सम्सार तथा सुरक्षा गर्नु, अधिक प्रशासन नियम बमोजिम मिलाउा दिने र काम नलाग्ने भाससामान फिर्ता गर्ने, गराउनु।
- 11) संकाय वा विभागसमितिको रायसुझाव सहित शैक्षिक कार्यक्रमको तर्जुमा, कार्यान्वयन तथा समन्वय गर्नु, गराउनु।
- 12) शैक्षिक कार्यक्रम निर्धारण गर्नु, विद्यार्थी अगोको नीति बनाउनु र शैक्षिक ताहिका व्यवस्थित गरी सञ्चालन गर्नु, गराउनु एवं कक्षा शैक्षिक ताहिकामा पुराना प्राध्यापकहरूलाई प्राथमिकता दिनु।
- 13) क्याम्पस सञ्चालन हुने समय तथा कार्यक्षेत्रा तोकनु।
- 14) सञ्चालक समितिद्वारा निर्धारित शुल्कमा नछुटाई क्याम्पस विकासका लागि अन्य शुल्कहरू लगाउनु।

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१५) आवश्यकता अनुसार प्राध्यापक, कर्मचारी र विद्यार्थी समेतलाई सहभागी गराई क्याम्पसको संचालन तथा विकासका लागि समिति, उपसमिति गठन गर्नु।

१६) विश्वविद्यालय वा अन्य सम्बन्धित निकायको आवश्यक सहयोग लिई क्याम्पसको शान्ति सुरक्षाको व्यवस्था मिलाउनु।

१७) स्वीकृत ढाँचामा लेखा राख्न लगाउनु र आर्थिक प्रशासन संचालन गर्नु, गराउनु।

१८) संचालक समितिको निर्णय वा अन्य तोकिए बमोजिम काम कारवाही गर्नु।

१९) विद्यार्थी आचार संहिता विपरित कार्य गर्ने विद्यार्थीलाई कारवाही, निष्काशन वा अन्य सजाय गर्नु।

२०) क्याम्पस प्रमुख उपस्थित हुन नसके अवस्थामा सहायक क्याम्पस प्रमुखलाई र सो नभए अन्य प्राध्यापकलाई निमित्त भई काम गर्न तोक्यो।

२१) जरुरी शैक्षिक कार्यका लागि करार अस्थायी आशिक रुपमा कार्य गर्ने गरि प्राध्यापक नियुक्ति गर्नु र सोको जानकारी संचालक समितिलाई दिनु।

२२) शिक्षण सहायक र कर्मचारीको तोकिए प्रक्रिया पूरा गरी राजिनामा स्वीकृत गर्नु।

२३) काय बाहिरको स्थिति सृजना भई क्याम्पस निमित्त संचालन गर्न नसके अवस्था परेमा १५ दिनसम्म क्याम्पस बन्द गर्नु, गराउनु र सो भन्दा बढी क्याम्पस संचालन गर्न नसके अवस्था परेमा संचालक समितिको पूर्व स्वीकृति लिई अनिश्चितकालका लागि क्याम्पस बन्द गर्नु, गराउनु।

२४) क्याम्पस सभाबाट निर्वाचित हुने संचालक समितिका सदस्यको निर्वाचन गर्नु।

२५) तोकिए बमोजिम अन्य कामहरू गर्नु, गराउनु।

२७. अधिकार प्रत्यायोजन गर्न सक्ने:

क्याम्पस प्रमुखले आर्थिक प्रशासन सम्बन्धी अधिकार बाहेक यस विधान बमोजिम आफूमा निहित अधिकार सहायक क्याम्पस प्रमुख वा प्राध्यापक वा कर्मचारी वा कुनै उपसमितिलाई प्रत्यायोजन गर्न सक्नेछ।

२८. सहायक क्याम्पस प्रमुख:

१) क्याम्पसको उद्देश्यमा प्रतिबद्ध क्याम्पसकै प्राध्यापन सेवामा रहेका बरिष्ठतम स्नातकोत्तर उत्तिर्ण प्राध्यापकलाई संचालक समितिले क्याम्पस प्रमुखको सिफारिसमा सहायक क्याम्पस प्रमुख नियुक्ति गर्नेछ।

२) सहायक क्याम्पस प्रमुखको पदावधि २ (दुई) वर्षको हुनेछ। संचालक समितिले निजको पदावधि थप गर्न सक्नेछ।

३) सहायक क्याम्पस प्रमुख क्याम्पस प्रमुख प्रति उत्तरदायी हुनेछ। सहायक क्याम्पस प्रमुख आवश्यकता अनुसार बढिमा दुई जना सम्म रहन सक्नेछ।

४) सहायक क्याम्पस प्रमुख पूरा समय काम गर्ने पदाधिकारीको रुपमा रहनेछ।

२९. सहायक क्याम्पस प्रमुखको काम, कर्तव्य र अधिकार:

सहायक क्याम्पस प्रमुखको काम, कर्तव्य र अधिकार देहाय बमोजिम हुनेछ।

१) क्याम्पस प्रमुखको कार्य सम्पादनमा सहयोग गर्ने।

२) क्याम्पस प्रमुखले तोकेको कार्य गर्ने।

३) क्याम्पस प्रमुख उपस्थित हुन नसकेको अवस्थामा क्याम्पस प्रमुखले तोके बमोजिम निमित्त भई काम गर्ने।

३०. संकाय प्रमुख:

क्याम्पसमा संचालित संकायको लागि संकाय प्रमुखको नियुक्ति शैक्षिक प्रशासन सम्बन्धि नियम बमोजिम गरिनेछ।

३१. कार्यक्रम संयोजक:

क्याम्पसमा संचालित विभिन्न संकाय तहगत वा समयगत कार्यक्रमको लागि कार्यक्रम संयोजकको नियुक्ति शैक्षिक प्रशासन सम्बन्धी नियम बमोजिम गरिनेछ।

३२. विषय समिति प्रमुख:

विषय समितिको गठन र विषय समिति प्रमुखको नियुक्ति शैक्षिक प्रशासन सम्बन्धी नियम बमोजिम गरिनेछ।

३३. पदरिक्त हुने:

१) आफ्नो पदबाट राजिनामा दिएमा।

२) क्याम्पसको शितविपरित कार्य गरेको प्रमाणित भएमा।

३) नैतिक पतन हुने फौजदारी कसुरमा सजाय पाएमा।

४) पदावधि पूरा भएमा।

५) मृत्यु भएमा।

६) मानसिक सन्तुलन गुमाएमा।

७) कुनै गम्भिर कारणसहित क्याम्पस संचालक समितिको सम्पूर्ण सदस्य संख्याको दुई तिहाई बहुमतबाट हटाइएमा।

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प्राध्यापक तथा कर्मचारी व्यवस्था

३४. दरबन्दी:

- १) क्याम्पस संचालक समितिले क्याम्पसलाई आवश्यक पर्ने प्राध्यापक तथा कर्मचारीको दरबन्दी तोक्नेछ।
- २) संचालक समितिले प्राध्यापक तथा कर्मचारीको दरबन्दी तोक्ने बेलामा प्राध्यापक तथा कर्मचारीको लागि आवश्यक तलब, भत्ता, संचयकोष कटौती रकम तथा उपदान आदि समेतको लागि लाग्ने खर्चको व्यवस्था समेत गर्नुपर्नेछ।

३५. प्राध्यापक तथा कर्मचारीको सेवा शर्त:

- १) क्याम्पसमा कार्यरत प्राध्यापक तथा कर्मचारीको नियुक्ति, बढुवा, सेवा, शर्त र सुविधा सम्बन्धी नियममा तोके बमोजिम हुनेछ। निरन्तर पन्ध्र वर्ष कार्यरत प्राध्यापकहरूले कुनै कारणले बिदा भागेमा बढिमा ३ वर्ष सम्म दिइनेछ र बिदा अवधि सकेपछि स्वतः प्राध्यापक नै भई पूर्ववत कार्य गर्नेछ।
- २) निरन्तर पन्ध्र वर्षदेखि कार्यरत प्राध्यापक वा कर्मचारीहरू स्वतः स्थायी भएको मानिनेछ।
- ३) क्याम्पसको आर्थिक स्रोत मजबुत भएमा प्रचलित नियमहरूमा भन्दा कम नहुने गरि प्राध्यापक वा कर्मचारीहरूलाई सेवा सुविधा उपलब्ध गराइनेछ।

३६. प्राध्यापक तथा कर्मचारी नियुक्ति गर्ने:

क्याम्पसले नियममा तोके बमोजिम स्थायी, आंशिक र करार सेवामा प्राध्यापक तथा कर्मचारी नियुक्ति गर्न सक्नेछ। जसलाई व्यवस्थित गर्न प्राध्यापक/कर्मचारी कार्यविधि अनुसार हुनेछ। क्याम्पस प्रमुखलाई बढिमा ६ महिना सम्मको लागि विषय आवश्यकता अनुसार प्राध्यापक नियुक्ति गर्ने अधिकार रहनेछ। तर अन्य कुनै पनि शैक्षिक संस्था, विश्वविद्यालय, क्याम्पस तथा नेपाल सरकारको कार्यालयमा कार्यरत रहेमा प्राध्यापनका लागि मात्र करार वा आंशिक रूपमा मात्र नियुक्त हुनेछ।

परिच्छेद ७
क्याम्पस सेवा आयोग

क्याम्पसमा रित्त रहेको कुनै पदपूर्ति गर्ने संचालक समितिले नियम बनाई क्याम्पस प्रमुखको अध्यक्षतामा ३ सदस्यीय क्याम्पस सेवा आयोग गठन गर्नेछ।

३७. क्याम्पस सेवा आयोगको काम, कर्तव्य र अधिकार:

क्याम्पस सेवाको पदपूर्तिका लागि क्याम्पस सेवा आयोगलाई देहाय बमोजिम अधिकार हुनेछ:

- १) क्याम्पस सेवामा प्राध्यापक र कर्मचारीको नियुक्ति तथा बढुवाको लागि निर्णय गरि संचालक समितिलाई सिफारिस गर्ने।
- २) क्याम्पसका प्राध्यापक तथा कर्मचारीको सेवा, शर्त सम्बन्धी नियम र विनियमको विषयमा संचालक समितिलाई सल्लाह र सुझाव दिने।
- ३) क्याम्पस सेवाको परिक्षामा सम्मिलित हुन चाहने उम्मेदवारको शैक्षिक योग्यता तथा बढुवाको आवश्यक शर्तहरू निर्धारण गर्ने।
- ४) क्याम्पस सेवामा प्राध्यापक र कर्मचारीको नियुक्ति तथा बढुवाको लागि परीक्षाको पाठ्यक्रम निर्धारण गर्ने तथा परीक्षा संचालन गर्ने।
- ५) क्याम्पस सेवा आयोगको कार्यक्षेत्र भित्र पर्ने विषयमा निरीक्षण वा जाँचबुझ गर्ने।
- ६) प्राध्यापक तथा कर्मचारीहरूको वृत्ति विकास वा क्षमता, दक्षता बृद्धि गराउने विषयमा संचालक समितिलाई सुझावहरू दिने।
- ७) मूल्यांकन प्रक्रियामा समितिका सदस्यहरू बाहेक समितिले आवश्यक ठानेमा सम्बन्धित विषयको विज्ञलाई सहभागी गराउन सकिनेछ।

३८. क्याम्पस सेवा आयोगको बैठक:

- १) आयोगले गर्नुपर्ने कामहरू सेवा आयोगको बैठकबाट निर्णय भए बमोजिम कार्यान्वयन गरिनेछ।
- २) सेवा आयोगमा अध्यक्ष नभई बैठक चल्न सक्नेछैन।
- ३) बहुमतको निर्णय मान्य हुनेछ र मत बराबर भएमा अध्यक्षतागर्ने व्यक्तिले निर्णायक मत दिन सक्नेछ।
- ४) आयोगको निर्णय आयोगले तोकेको सदस्यले प्रमाणित गर्ने छ।
- ५) आयोगको बैठक संचालन र कार्यविभाजनआदि समेत सेवा आयोगले निर्धारण गरे बमोजिम हुने छ।

SECTION B:

CRITERION 1: JOB RESPONSIBILITY OF AUTHORITIES AND STAFFS-5

परिच्छेद ८
आर्थिक व्यवस्था

३९. क्याम्पस कोष:

क्याम्पसको कोषमा देहाय बमोजिमको स्रोतबाट प्राप्त हुने रकम जम्मा गरिनेछ :

- १) विद्यार्थी शुल्क आम्दानी,
- २) क्याम्पसको नाममा प्राप्त हुने चन्दा, दान र आर्थिक सहयोग,
- ३) विश्वविद्यालय अनुदान आयोगबाट प्राप्त हुने अनुदान,
- ४) विश्वविद्यालयबाट प्राप्त हुने रकम,
- ५) विदेशी व्यक्ति वा दातृ संस्थाबाट नियम बमोजिम प्राप्त हुने अनुदान,
- ६) क्याम्पसको आन्तरिक स्रोत परिचालन गरी प्राप्त हुने रकम,
- ७) कुनै पनि संघसंस्था वा व्यक्तिबाट ऋण वा सापटी स्वरूप लिइएको वा फिर्ता दिइएको रकम,
- ८) क्याम्पसको नियम बमोजिम अन्य जुनसुकै वैधानिक स्रोतबाट प्राप्त हुन आउने आम्दानी,
- ९) संघिय सरकार, प्रदेश सरकार तथा स्थानीय सरकार तथा बडा कार्यालयहरूबाट प्राप्त रकम
- १०) गरिव, जेहेन्दार छात्र छात्राको सहयोग वा अन्य विशिष्ट प्राज्ञिक उद्देश्यले व्यक्ति वा संस्थाले स्थापना गरेको अक्षयकोषको ध्याज वा फाँटको रकम
- ११) विविध अन्य रकम

४०. कोषको संचालन:

- १) संचालक समितिले उपयुक्त ठानेको बैकमा इन्द्रेक्ष्वर क्याम्पसको नाममा खाता खोली कोषको रकम राखिनेछ । क्याम्पसको सबै प्रकारका खर्चहरू सोही खाताबाट गरिनेछ ।
- २) क्याम्पस कोष खाताको संचालन संचालक समितिका अध्यक्ष र क्याम्पस प्रमुखको संयुक्त हस्ताक्षरबाट हुनेछ ।
- ३) क्याम्पसले प्राध्यापक तथा कर्मचारीलाई तोके बमोजिम दिइने सञ्चय कोष आदिको रकम तथा उपदानका लागि छुट्टै खाता कुनै वाणिज्य बैकमा खोल्न सकिनेछ ।
- ४) अक्षयकोषको संचालन कोष संस्थापक र क्याम्पसवीच भएको द्विपक्षीय सम्मतिता बमोजिम हुनेछ ।

४१. आर्थिक प्रशासन सम्बन्धी नियम बमोजिम हुने:

क्याम्पसको बजेट तर्जुमा, लेखा प्रणाली, वस्तु र सेवा खरिद तथा निर्माण र आर्थिक प्रशासन सम्बन्धी अन्य व्यवस्था क्याम्पसको आर्थिक प्रशासन सम्बन्धी नियम बमोजिम हुनेछ ।

परिच्छेद ९
आचारसंहिता

४२. संचालक समितिको आचारसंहिता:

- १) क्याम्पसको विकास र हितलाई सर्वोपरि प्राथमिकता दिनुपर्नेछ ।
- २) संस्थागत कार्यमा व्यक्तिगत हित हुने गरी कार्य गर्ने हुनेछैन ।
- ३) क्याम्पसको हित विपरित कार्य गर्न र गोपनीयता भङ्ग गर्ने गराउन हुनेछैन ।
- ४) क्याम्पसको विधान, नियम तथा विनियमको पालना गर्नुपर्नेछ ।

४३. प्राध्यापक र कर्मचारीको आचारसंहिता:

- १) क्याम्पसको विकास र हितलाई प्राध्यापक र कर्मचारीले सर्वोपरि प्राथमिकता दिनुपर्नेछ ।
- २) क्याम्पसमा आदरपरेका समस्या समाधानमा क्याम्पस प्रमुखलाई सबै प्राध्यापक र कर्मचारीले सहयोग गर्नुपर्नेछ ।
- ३) क्याम्पसमा भएका निर्णय, काम कारवाही, पत्र आदिका बारेमा गोपनीयता राख्नुपर्नेछ ।
- ४) क्याम्पस भित्र मादक तथा सुतिजन्य पदार्थ सेवन आदि नगरी आफ्नो आचरण तथा नैतिकता शुद्ध राखी पवित्र भावनाले अभिप्रेरित भई काम गर्नुपर्नेछ ।
- ५) आफूलाई तोकिएको कार्यभारको उत्तरदायित्व वहन गर्नु सम्पूर्ण प्राध्यापक तथा कर्मचारीको कर्तव्य हुनेछ ।

४४. विद्यार्थी आचारसंहिता:

क्याम्पसका विद्यार्थीको आचारसंहिता शैक्षिक प्रशासन सम्बन्धी नियममा तोके बमोजिम हुने छ ।

परिच्छेद १०
प्राध्यापक संघ र स्वतन्त्र विद्यार्थी युनियन

४५. प्राध्यापक संघ:

क्याम्पसमा कार्यरत प्राध्यापकहरूको पेशागत हक र हितको निमित्त प्राध्यापक संघ गठन गर्न सकिनेछ ।

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SECTION B:

CRITERION 1: JOB RESPONSIBILITY OF AUTHORITIES AND STAFFS-6

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४६. स्वतन्त्र विद्यार्थी युनियन:

- १) क्याम्पसमा नियमित रूपमा अध्ययनरत विद्यार्थीको एक स्वतन्त्र विद्यार्थी युनियन गठन गर्न सकिनेछ।
- २) स्वतन्त्र विद्यार्थी युनियनको गठनसम्बन्धी व्यवस्थात्रिभुवन विश्वविद्यालयको विनियमको आधारमा क्याम्पसले गर्नेछ।

परिच्छेद ११
विविध

४७. नियम, विनियम तथा निर्देशिका बनाउने:

यस विधानसँग नवम्तिने गरि सञ्चालक समितिले क्याम्पसको शैक्षिक प्रशासन, प्रशासनिक तथा आर्थिक प्रशासन सम्बन्धि विषयका सबै आवश्यकता अनुसार विभिन्न विषय सवालहरूमा नियम, विनियम तथा निर्देशिका बनाई लागू गर्न सक्नेछ।

४८. विधान संशोधन:

यस विधानको संशोधन गर्ने आवश्यक भएमा कारण सहित संचालक समितिका सम्पूर्ण सदस्यहरूको दुई तिहाई सदस्यको बहुमतबाट संशोधन गर्ने निर्णय पारित गरि संशोधन गर्न सकिनेछ। तर सोको अनुमोदन क्याम्पस सभाबाट र स्वीकृति त्रिभुवन विश्वविद्यालयबाट भएपछि लागू हुनेछ।

४९. राजिनामा दिने :

- १) सञ्चालक समितिका अध्यक्षले सञ्चालक समिति समक्ष राजिनामा दिन सक्नेछ।
- २) सञ्चालक समितिका उपाध्यक्ष, कोषाध्यक्ष, सदस्य र क्याम्पस प्रमुखले सञ्चालक समितिका अध्यक्ष समक्ष राजिनामा दिन सक्नेछ।
- ३) सहायक क्याम्पस प्रमुख, प्राध्यापक र कर्मचारीले क्याम्पस प्रमुख समक्ष राजिनामा दिन सक्नेछ।

५०. बाधा अड्काउ फुकाउने अधिकार:

यस विधान कार्यान्वयन गर्न कुनै बाधा अड्काउ परेमा सञ्चालक समितिको निर्णय बमोजिम हुनेछ। तर क्याम्पस सभाले गरेको व्याख्या र बाधा अड्काउ फुकाउ अन्तिम हुनेछ।

५१. अविश्वास प्रस्ताव:

- १) क्याम्पस सभाका एक तिहाई सदस्यले संचालक समितिका निर्वाचित अध्यक्ष, उपाध्यक्ष, कोषाध्यक्ष, सदस्यका विरुद्धमा अविश्वास प्रस्ताव राख्न सक्नेछन।
- २) क्याम्पस सभाका दुई तिहाई सदस्यले उपदफा (१) बमोजिमको अविश्वास प्रस्ताव अनुमोदन भएमा निज पद मुक्त हुनेछ।

५२. सम्पत्तिको स्वामित्व सार्ने:

क्याम्पस संचालन हुन नसकी बन्द भएमा क्याम्पसको चल र अचल सम्पत्ति त्रिभुवन विश्वविद्यालय वा नेपाल सरकारका नाममा सम्पत्तिको स्वामित्व सार्नेछ।

५३. सारैजी र बचाउ:

- १) यस विधानले यस भन्दा अघि बनेका सबै विधान लगायत नियमावलीहरूलाई सारैज गरिएको छ।
- २) यस विधान प्रारम्भ हुनुभन्दा अगाडि भए गरेका सबै कामहरू यसै विधान बमोजिम भएको मानिनेछ। यसका साथै त्रिभुवन विश्वविद्यालयद्वारा गठित विधान समितिका निर्णयहरू पनि यसै विधानको अभिन्न अङ्ग तथा विधान अन्तर्गतको रूपमा रहने छन्।
- ३) यस विधान र विधान अन्तर्गत बनेका नियम नसुलेका कुराहरू सम्बन्धित प्रचलित ऐन, नियम बमोजिम हुनेछ। यस विधानमा उल्लेख भएका व्यवस्थाहरू सम्बन्धन दिने विश्वविद्यालयको ऐन, नियम र नेपालको संविधान र प्रचलित कानूनसँग बाकिभएमा बाकिभएको हदसम्म अमान्य हुनेछ।

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Volume 2, ANNEX 6

SECTION B:

CRITERION 1: EVALUATION METHODS OF THE CAMPUS-1

Internal Quality Assurance Committee (IQAC)

आज मिति २०७९ साल असार १६ गतेका दिन यस इन्टरनल क्वालिटी अश्युरेन्स कमिटी (IQAC) को बैठक यस समितिका सदस्यहरू र अध्यक्ष श्री श्रीकृष्ण सुवालको अध्यक्षतामा बसियो । यस बैठकमा निम्नानुसारका व्यक्तिहरूको उपस्थिति रहेको ।

क्र.सं.	नाम	पद	हस्ताक्षर
१	श्रीकृष्ण सुवाल	अध्यक्ष	
२	जयराज कर्माचार्य	सदस्य	
३	विष्णु शर्मा	सदस्य	
४	जानकाश श्रेष्ठ	सदस्य	
५	रामेन्द्र श्रेष्ठ	सदस्य	

प्रस्तावहरू

१. माध्यमिक विद्यालयको विकास गर्ने ।

२. विविध

निर्णयहरू

प्रस्ताव नं. १ उपर छलफल गर्दा क्वालिटी अश्युरेन्स कमिटीको बैठक पढाइको सुधारको लागि आवश्यकताहरू निर्धारण गरियो ।

प्रस्ताव नं. २ उपर छलफल गर्दा निम्नानुसारको विषयहरूमा निर्णय गरियो ।

क। क्वालिटी अश्युरेन्स प्रक्रिया, यस प्रक्रिया र विषयगत विभागको प्रमुखहरूको कार्य प्रगति विवरण वार्षिक रूपमा प्रस्तुत गर्ने र त्यसको मूल्यांकन गर्ने निर्णय गरियो ।

ख। यस क्वालिटी अश्युरेन्सको वार्षिक अनुमतिपत्रमा आवश्यक विवरण अद्ययन गरि पारित गरियो ।

ग। यस क्वालिटी अश्युरेन्सको नयाँ वार्षिक सत्रको **Class routine** लागू गर्ने निर्णय गरियो ।

घ। यस क्वालिटी अश्युरेन्सको २१ औं वार्षिक उत्सवको उपलक्ष्यमा विभिन्न खेलकुद प्रतियोगिता आयोजना गर्ने निर्णय गरियो ।

आजको बैठकमा छलफलको अरु विषयहरू नभएकोले सम्पूर्ण उपस्थित सदस्यहरूलाई अध्यक्ष सुवालले अध्यक्षता गर्दै आजको बैठक यही समाप्त भएको जानकारी गरियो ।

(Handwritten signatures and initials are present at the bottom of the page.)

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SECTION B:

CRITERION 1: EVALUATION METHODS OF THE CAMPUS-2

Indreshwor Campus
Students Appraisal form

Dear Students,

This is a short form about the services provided by the Indreshwor Campus. Kindly go through the form and fill it. Your responses are valuable for the betterment of the Campus.

1. Students Name Apsara Timalsina

2. Name of Respondent Teacher: Gopal Dahal

3. For the following particular please provide 1 is for poor and 5 for the best service.

S N	Particulars	Please tick under the number which best suits your answer				
		1	2	3	4	5
1	Problem solving ability					
2	Teacher Student relationship					✓
3	Teaching class room management					✓
4	Teaching / Learning environment					✓
5	Quality of education delivered					✓
6	Knowledge of Teaching subject					✓
7	Teaching Instruction Design					✓
8	Ability to handle Teaching technology				✓	
9	Ability to transfer knowledge				✓	
						✓

5. Your suggestion:
Teaching should be done with the maximum use of technology.

Signature: [Signature]
Date: 2082/05/19

Indreshwor Campus

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SECTION B:

CRITERION 1: EVALUATION METHODS OF THE CAMPUS-3

Indreshwor Campus
Students Appraisal form

Dear Students,

This is a short form about the services provided by the Indreshwor Campus. Kindly go through the form and fill it. Your responses are valuable for the betterment of the Campus.

1. Students Name: Garima Sainju

2. Name of Respondent Teacher: Riya Gochhe

3. For the following particular please provide : 1 is for poor and 5 for the best service.

S N	Particulars	Please tick under the number which best suits your answer				
		1	2	3	4	5
1	Problem solving ability					✓
2	Teacher Student relationship					✓
3	Teaching class room management					✓
4	Teaching / Learning environment					✓
5	Quality of education delivered					✓
6	Knowledge of Teaching subject					✓
7	Teaching: Instruction Design					✓
8	Ability to handle Teaching technology					✓
9	Ability to transfer knowledge					✓

5. Your suggestion:

She is one who has the ability to transfer the quality education to the students. She has the low soft and soft voice and sometimes her voice can't reach to the students, that's why she must teach loudly.

Signature: Garima
Date: 2022/05/19

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SECTION B:

CRITERION 1: EVALUATION METHODS OF THE CAMPUS-4

Indreshwor Campus
Students Appraisal form

Dear Students,

This is a short form about the services provided by the Indreshwor Campus. Kindly go through the form and fill it. Your responses are valuable for the betterment of the Campus.

1. Students Name: Bibasha K.C

2. Name of Respondent Teacher: Ganga Devi Shrestha

3. For the following particular please provide 1 is for poor and 5 for the best service.

S N	Particulars	Please tick under the number which best suits your answer				
		1	2	3	4	5
1	Problem solving ability					✓
2	Teacher Student relationship					✓
3	Teaching class room management					✓
4	Teaching / Learning environment					✓
5	Quality of education delivered					✓
6	Knowledge of Teaching subject					✓
7	Teaching: Instruction Design					✓
8	Ability to handle Teaching technology					✓
9	Ability to transfer knowledge					✓

5. Your suggestion:

I cannot ignore the fact that she has the ability to provide the quality education but I feel like she has the louded voice and sometimes her voice feels like she is the strict teacher. To provided friendly zone she should be softly spoken

Signature: Amit
Date: 2082105119

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SECTION B:

CRITERION 1: EVALUATION METHODS OF THE CAMPUS-5

Indreshwor Campus
Self-Appraisal Form

This is a short form about the services provided by the Indreshwor Campus. Kindly go through the form and fill it. Your responses are valuable for the betterment of the Campus

Name: **Prakash Humagain** Position: **Lecturer** Department: **Humanities**
Review Period: **2082/01/01 - 2082/12/30**

1. Self-Rating (Rate yourself: Poor / Fair / Good / Very Good / Excellent)

- Overall Performance: **Very Good**
- Communication: **Good**
- Teamwork & Collaboration: **Very Good**
- Problem-Solving: **Excellent**

2. Key Achievements
[List your most significant accomplishments here, including outcomes or metrics where possible.]

- a) Successfully developed and taught two new courses (Mathematics and Research Method)
- b) Mentored and supervised students in their research projects
- c) Facilitated students in holidays time also

3. Strengths
[What skills or behaviors do you excel at?]

- a) Curriculum Development and Pedagogical Innovation
- b) Student Mentorship
- c) Collaborative Leadership
- d) Analytical Problem - Solving

4. Areas for Improvement
[Where can you grow or perform better?]

- a) Integration of Technology
- b) Publication and Research
- c) Advanced Public Speaking
- d) Time Management for Administrative Tasks

5. Goals Going Forward

- Goal 1 (SMART): To publish at least one research paper in a recognized national journal
- Goal 2 (SMART): To complete M.Phil. Leading PHD

6. Training & Development Needs
[What support or training would help you reach your goals?]

- a) Workshop on Advanced Research Methodologies and Academic Writing
- b) Institutional subscription to online academic journals and databases (e.g., JSTOR, Project MUSE, R script)
- c) Training on specific educational technology platforms (Moodle advanced features, multimedia creation tools)
- d) Sponsorship or support to attend a national – level conference
- e) Sponsorship or support for further studies

7. Additional Feedback / Suggestions
[Any comments on your role, team environment, or needed resources?]

- a) The department would benefit from a dedicated seminar with recent publications in Humanities.
- b) Forming smaller focused faculty groups for peer – review of research papers before submission.
- c) Salary paying system should same for all.

Signature: _____
Date: 2082/06/22

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SECTION B:

CRITERION 1: EVALUATION METHODS OF THE CAMPUS-6

Indreshwor Campus
Self-Appraisal Form

This is a short form about the services provided by the Indreshwor Campus. Kindly go through the form and fill it. Your responses are valuable for the betterment of the Campus.

Name: Laxman Banjara Position: Lecturer
Department: English Review Period: _____

1. Self-Rating (Rate yourself: Poor / Fair / Good / Very Good / Excellent)

- Overall Performance: Good
- Communication: Very Good
- Teamwork & Collaboration: Very Good
- Problem-Solving: Excellent

2. Key Achievements
[List your most significant accomplishments here, including outcomes or metrics where possible.]

- a) Students have got success b)
- c) in learning English language d)

3. Strengths
[What skills or behaviors do you excel at?]

- a) Teaching language skills b)
- c) Motivating students in learning d)

4. Areas for Improvement
[Where can you grow or perform better?]

- a) I have to improve my ICT b)
- c) skills d)

5. Goals Going Forward

- Goal 1 (SMART): To prepare students in learning language.
- Goal 2 (SMART): To upgrade my academic qualification.

6. Training & Development Needs
[What support or training would help you reach your goals?]

- a) I need ICT training. b)
- c) Chance to participate in various d)
- conference and programme.

7. Additional Feedback / Suggestions
[Any comments on your role, team environment, or needed resources?]

- a) Students' motivation programme b)
- c) should be conducted. d)
- Advertisement of the good practices and achievement of the campus should be done.

Signature: _____
Date: 2022-06-23

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CRITERION 1: EVALUATION METHODS OF THE CAMPUS-7

Indreshwor Campus
Students Appraisal form

Dear Students,

This is a short form about the services provided by the Indreshwor Campus. Kindly go through the form and fill it. Your responses are valuable for the betterment of the Campus.

1. Students Name: Tanuka Acharya

2. Name of Respondent Teacher: Laxman Banjara

3. For the following particular please provide 1 is for poor and 5 for the best service.

S N	Particulars	Please tick under the number which best suits your answer				
		1	2	3	4	5
1	Problem solving ability					✓
2	Teacher Student relationship					✓
3	Teaching class room management					✓
4	Teaching / Learning environment					✓
5	Quality of education delivered					✓
6	Knowledge of Teaching subject					✓
7	Teaching: Instruction Design					✓
8	Ability to handle Teaching technology					✓
9	Ability to transfer knowledge					✓

5. Your suggestion:

He is such a best teacher. His teaching skill is so good so I think he don't need to improve his behaviour while teaching.

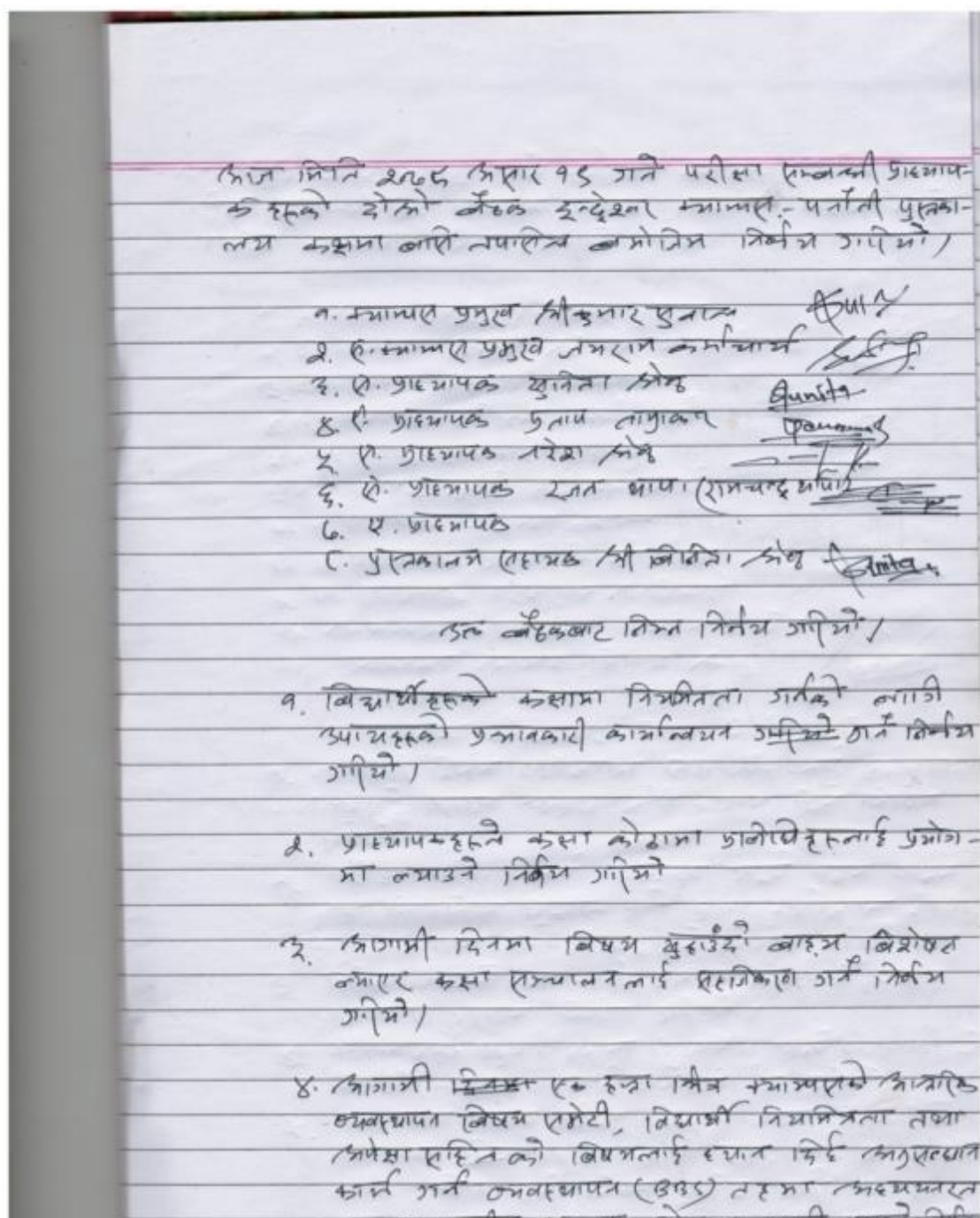
Signature: Tanuka

Date: 2082-05-18

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SECTION B:

CRITERION 1: EVALUATION METHODS OF THE CAMPUS-9

Indreshowr Campus
Performance Appraisal form for Teaching Faculties

1. Name of appraisee: Loxman Baidya 2. Post designation: Lecturer
3. Academic Year: 2082 4. Total working days: _____
5. Total Present day: _____
6. Additional Duty (if any): _____
7. For teaching staff

Taught Subject	Level	No. of Students	No. of pass students	Pass-%	Remarks
English	BBS				
English	BASW				
English	B.Ed.				
English (Comp)	MBS				

8. Publication (if any)
a) Articles Title: _____ Published in: _____ Date: _____
b) Books Title: _____ Publisher: _____ Date: _____
9. Additional Degree/training/achievement (if any): _____
10. Remarkable Achievement: _____
11. Dear teachers, the given are the point based on the Tor that the campus assigned you as the teacher Please tick the option that best describes your activities throughout this year. Please provide 01 to 5 marks, 1 is for poorest and 5 is for the best service.

S. N	Statement	1	2	3	4	5	Managers Evaluation	Final Evaluation
1	I have been preparing the teaching plan				✓			
2	I have been developing tasks which challenge students themselves				✓			
3	I have using innovative pedagogical practices including ICT tools in the classroom			✓				
4	I am regular and punctual					✓		
5	I have been involved in independent research activities			✓				
6	I have been working to get published in academic publication	✓						
7	I have been supporting my department to prepare the periodic reports				✓			
8	I have been regularly coordinating with the head of departments, faculties, and the campus chief as per need				✓			
9	I formatively assess the student's achievement via regular class work and other student's work.				✓			
10	I support exam committee for the smoothness of the exams					✓		
11	I have been involved in the ECA and CCA activities			✓				
12	I have been carrying out other roles and responsibilities as requested by the campus					✓		

Signature of Appraisee: _____

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CRITERION 1: EVALUATION METHODS OF THE CAMPUS-10

Indreshwar Campus
Self-Appraisal Form

This is a short form about the services provided by the Indreshwar Campus. Kindly go through the form and fill it. Your responses are valuable for the betterment of the Campus.

Name: Sunita Shrestha Position: Lecturer
Department: Management Review Period: _____

1. Self-Rating (Rate yourself: Poor / Fair / Good / Very Good / Excellent)

- Overall Performance: Very Good
- Communication: V. Good
- Teamwork & Collaboration: V. Good
- Problem-Solving: V. Good

2. Key Achievements
[List your most significant accomplishments here, including outcomes or metrics where possible.]

- a) Teaching Skill
- b) Socialization
- c) Self-confidence
- d) Experience

3. Strengths
[What skills or behaviors do you excel at?]

- a) Communication
- b) Teamwork & Collaboration
- c) Problem Solving
- d)

4. Areas for Improvement
[Where can you grow or perform better?]

- a) Information Technology knowledge
- b)
- c)
- d)

5. Goals Going Forward

- Goal 1 (SMART): _____
- Goal 2 (SMART): _____

6. Training & Development Needs
[What support or training would help you reach your goals?]

- a)
- b)
- c)
- d)

7. Additional Feedback / Suggestions
[Any comments on your role, team environment, or needed resources?]

- a)
- b)
- c)
- d)

Signature: [Signature]
Date: 2022/06/23

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CRITERION 1: EVALUATION METHODS OF THE CAMPUS-11

Indreshwor Campus
Peer Appraisal

This is a short form about the services provided by the Indreshwor Campus. Kindly go through the form and fill it. Your responses are valuable for the betterment of the Campus.

1. Evaluator Details: Name: (Not Complusory)

2. Name of the Respondent: Sunita Shrestha

3. Post: Lecturer

4. For the following particular please provide 0 to 5 marks, 0 is for poorest and 5 is for the best service

S N	Particulars	Please tick under the number which best suits your answer					
		0	1	2	3	4	5
1	Extracurricular activities				✓		
2	Problem solving ability					✓	
3	Attendance at all group meetings.					✓	
4	Reliable in completing assigned responsibility					✓	
5	Communication & Collaboration					✓	
6	Teacher Student relationship						✓
7	Reliability & Punctuality						✓

5. Your suggestion:

.....

.....

.....

.....

Signature: (Not Complusory)

Date: 2082/06/23

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CRITERION 1: EVALUATION METHODS OF THE CAMPUS-12

Indreshwar Campus
Performance Appraisal form for Teaching Faculties

1. Name of appraisee: Sunita Shrestha 2. Post designation: _____
3. Academic Year: 2082 4. Total working days: _____
5. Total Present day: _____
6. Additional Duty (if any): _____
7. For teaching staff

Taught Subject	Level	No. of Students	No. of pass students	Pass %	Remarks
Microeconomics	BBS 1 st				

8. Publication (if any)
a) Articles Title: _____ Published in: _____ Date: _____
b) Books Title: _____ Publisher: _____
Date: _____

9. Additional Degree/training/achievement (if any): _____
10. Remarkable Achievement: _____

11. Dear teachers, the given are the point based on the Tor that the campus assigned you as the teacher Please tick the option that best describes your activities throughout this year. Please provide 01 to 5 marks, 1 is for poorest and 5 is for the best service.

S N	Statement	1	2	3	4	5	Managers Evaluation	Final Evaluation
1	I have been preparing the teaching plan			✓				
2	I have been developing tasks which challenge students themselves			✓				
3	I have using innovative pedagogical practices including ICT tools in the classroom			✓				
4	I am regular and punctual				✓			
5	I have been involved in independent research activities		✓					
6	I have been working to get published in academic publication	✓	✓					
7	I have been supporting my department to prepare the periodic reports			✓				
8	I have been regularly coordinating with the head of departments, faculties, and the campus chief as per need			✓				
9	I formatively assess the student's achievement via regular class work and other student's work.			✓				
10	I support exam committee for the smoothness of the exams			✓				
11	I have been involved in the ECA and CCA activities		✓					
12	I have been carrying out other roles and responsibilities as requested by the campus		✓	✓				

Signature of Appraisee: _____

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CRITERION 1: EVALUATION METHODS OF THE CAMPUS-13

Indreshwar Campus
Students Appraisal form

Dear Students,

This is a short form about the services provided by the Indreshwar Campus. Kindly go through the form and fill it. Your responses are valuable for the betterment of the Campus.

1. Students Name... Sayara khadka

2. Name of Respondent Teacher... Sabita humagain

3. For the following particular please provide 1 is for poor and 5 for the best service.

S N	Particulars	Please tick under the number which best suits your answer				
		1	2	3	4	5
1	Problem solving ability					✓
2	Teacher Student relationship					✓
3	Teaching class room management					✓
4	Teaching / Learning environment					✓
5	Quality of education delivered					✓
6	Knowledge of Teaching subject					✓
7	Teaching: Instruction Design					✓
8	Ability to handle Teaching technology					✓
9	Ability to transfer knowledge					✓

5. Your suggestion:

She is one who has the ability to transfer the quality education and also she has the softest voice among all the teacher so I would like to suggest her to raise her voice sometime while teaching in the class so the students never underestimate her and her teaching style.

Signature: [Signature]
Date: 2082105119

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CRITERION 1: EVALUATION METHODS OF THE CAMPUS-14

Indreshwor Campus
Students Appraisal form

Dear Students,

This is a short form about the services provided by the Indreshwor Campus. Kindly go through the form and fill it. Your responses are valuable for the betterment of the Campus.

1. Students Name: Bibasha K.C

2. Name of Respondent Teacher: Ganga Devi Shrestha

3. For the following particular please provide 1 is for poor and 5 for the best service.

S N	Particulars	Please tick under the number which best suits your answer				
		1	2	3	4	5
1	Problem solving ability					✓
2	Teacher Student relationship					✓
3	Teaching class room management					✓
4	Teaching / Learning environment					✓
5	Quality of education delivered					✓
6	Knowledge of Teaching subject					✓
7	Teaching Instruction Design					✓
8	Ability to handle Teaching technology					✓
9	Ability to transfer knowledge					✓

5. Your suggestion:

I cannot ignore the fact that she has the ability to provide the quality education but I feel like she has the louder voice and sometimes her voice feels like she is the strict teacher. To provide friendly zone she should be softly spoken

Signature: Amit
Date: 2082/05/19

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SECTION B:

CRITERION 1: EVALUATION METHODS OF THE CAMPUS-15

Indreshwor Campus
Students Appraisal form

Dear Students,

This is a short form about the services provided by the Indreshwor Campus. Kindly go through the form and fill it. Your responses are valuable for the betterment of the Campus.

1. Students Name: Rima Thapa

2. Name of Respondent Teacher: Laxman Banjara

3. For the following particular please provide 1 is for poor and 5 for the best service.

S N	Particulars	Please tick under the number which best suits your answer				
		1	2	3	4	5
1	Problem solving ability					✓
2	Teacher-Student relationship					✓
3	Teaching class room management				✓	✓
4	Teaching / Learning environment					✓
5	Quality of education delivered					✓
6	Knowledge of Teaching subject					✓
7	Teaching Instruction Design				✓	✓
8	Ability to handle Teaching technology				✓	
9	Ability to transfer knowledge					✓

5. Your suggestion:

1. Teaching should be done with the maximum use of technology

2. _____

Signature: Rima

Date: 2082/05/19

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CRITERION 1: EVALUATION METHODS OF THE CAMPUS-16

Indreshwor Campus
Students Appraisal form

Dear Students,

This is a short form about the services provided by the Indreshwor Campus. Kindly go through the form and fill it; Your responses are valuable for the betterment of the Campus:

1. Students Name Apsara Timalsina

2. Name of Respondent Teacher: Gopal Dahal

3. For the following particular please provide: 1 is for poor and 5 for the best service:

S N	Particulars	Please tick under the number which best suits your answer.				
		1	2	3	4	5
1	Problem solving ability					
2	Teacher Student relationship					✓
3	Teaching class room management					✓
4	Teaching / Learning environment					✓
5	Quality of education delivered					✓
6	Knowledge of Teaching subject					✓
7	Teaching: Instruction Design					✓
8	Ability to handle Teaching technology				✓	
9	Ability to transfer knowledge				✓	

5. Your suggestion:
Teaching should be done with the maximum use of technology.

Signature: Bur
Date: 2082/05/19

Indreshwor Campus

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SECTION B:

CRITERION 1: EVALUATION METHODS OF THE CAMPUS-17

Indreshwor Campus
Students Appraisal form

Dear Students,

This is a short form about the services provided by the Indreshwor Campus. Kindly go through the form and fill it. Your responses are valuable for the betterment of the Campus.

1. Students Name... Garima Sainju

2. Name of Respondent Teacher... Riya Gochhe

3. For the following particular please provide 1 is for poor and 5 for the best service.

S N	Particulars	Please tick under the number which best suits your answer				
		1	2	3	4	5
1	Problem solving ability					✓
2	Teacher Student relationship					✓
3	Teaching class room management					✓
4	Teaching / Learning environment					✓
5	Quality of education delivered					✓
6	Knowledge of Teaching subject					✓
7	Teaching: Instruction Design					✓
8	Ability to handle Teaching technology					✓
9	Ability to transfer knowledge					✓

5. Your suggestion:

She is one who has the ability to transfer the quality education to the students. She has the low soft and soft voice and sometimes her voice can't reach to the students, that's why she must teach loudly.

Signature: Garima
Date: 2022/05/19

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CRITERION 1: EVALUATION METHODS OF THE CAMPUS-18

Indreshwor Campus
Self-Appraisal Form

This is a short form about the services provided by the Indreshwor Campus. Kindly go through the form and fill it. Your responses are valuable for the betterment of the Campus.

Name: **Prakash Humagain** Position: **Lecturer** Department: **Humanities**
Review Period: **2082/01/01 - 2082/12/30**

1. Self-Rating (Rate yourself: Poor / Fair / Good / Very Good / Excellent)

- Overall Performance: **Very Good**
- Communication: **Good**
- Teamwork & Collaboration: **Very Good**
- Problem-Solving: **Excellent**

2. Key Achievements
[List your most significant accomplishments here, including outcomes or metrics where possible.]

- a) Successfully developed and taught two new courses (Mathematics and Research Method)
- b) Mentored and supervised students in their research projects
- c) Facilitated students in holidays time also

3. Strengths
[What skills or behaviors do you excel at?]

- a) Curriculum Development and Pedagogical Innovation
- b) Student Mentorship
- c) Collaborative Leadership
- d) Analytical Problem - Solving

4. Areas for Improvement
[Where can you grow or perform better?]

- a) Integration of Technology
- b) Publication and Research
- c) Advanced Public Speaking
- d) Time Management for Administrative Tasks

5. Goals Going Forward

- Goal 1 (SMART): To publish at least one research paper in a recognized national journal
- Goal 2 (SMART): To complete M.Phil. Leading PHD

6. Training & Development Needs
[What support or training would help you reach your goals?]

- a) Workshop on Advanced Research Methodologies and Academic Writing
- b) Institutional subscription to online academic journals and databases (e.g., JSTOR, Project MUSE, R script)
- c) Training on specific educational technology platforms (Moodle advanced features, multimedia creation tools)
- d) Sponsorship or support to attend a national – level conference
- e) Sponsorship or support for further studies

7. Additional Feedback / Suggestions
[Any comments on your role, team environment, or needed resources?]

- a) The department would benefit from a dedicated seminar with recent publications in Humanities.
- b) Forming smaller focused faculty groups for peer – review of research papers before submission.
- c) Salary paying system should same for all.

Signature: _____
Date: 2082/06/22

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SECTION B:

CRITERION 1: EVALUATION METHODS OF THE CAMPUS-19

Indreshwor Campus
Self-Appraisal Form

This is a short form about the services provided by the Indreshwor Campus. Kindly go through the form and fill it. Your responses are valuable for the betterment of the Campus.

Name: Laxman Banjara Position: Lecturer
Department: English Review Period: _____

1. Self-Rating (Rate yourself: Poor / Fair / Good / Very Good / Excellent)

- Overall Performance: Good
- Communication: Very Good
- Teamwork & Collaboration: Very Good
- Problem-Solving: Excellent

2. Key Achievements
[List your most significant accomplishments here, including outcomes or metrics where possible.]

- a) Students have got success b)
- c) in learning English language d)

3. Strengths
[What skills or behaviors do you excel at?]

- a) Teaching language skills b)
- c) Motivating students in learning d)

4. Areas for Improvement
[Where can you grow or perform better?]

- a) I have to improve my ICT b)
- c) skills d)

5. Goals Going Forward

- Goal 1 (SMART): To prepare students in learning language.
- Goal 2 (SMART): To upgrade my academic qualification.

6. Training & Development Needs
[What support or training would help you reach your goals?]

- a) I need ICT training. b)
- c) Chance to participate in various d)
- conference and programme.

7. Additional Feedback / Suggestions
[Any comments on your role, team environment, or needed resources?]

- a) Students' motivation programme b) Advertisement of the good
- c) should be conducted. d) practices and achievement of
the campus should be done.

Signature: [Signature]
Date: 2022-06-23

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SECTION B:

CRITERION 1: EVALUATION METHODS OF THE CAMPUS-20

Indreshwor Campus
Self-Appraisal Form

This is a short form about the services provided by the Indreshwor Campus. Kindly go through the form and fill it. Your responses are valuable for the betterment of the Campus.

Name: Sunita Shrestha Position: Lecturer
Department: management Review Period: _____

1. Self-Rating (Rate yourself: Poor / Fair / Good / Very Good / Excellent)

- Overall Performance: Very Good
- Communication: V. Good
- Teamwork & Collaboration: V. Good
- Problem-Solving: V. Good

2. Key Achievements
[List your most significant accomplishments here, including outcomes or metrics where possible.]

- a) Teaching skill
- b) Socialization
- c) Self-confidence
- d) Experience

3. Strengths
[What skills or behaviors do you excel at?]

- a) Communication
- b) Teamwork & Collaboration
- c) Problem-solving
- d)

4. Areas for Improvement
[Where can you grow or perform better?]

- a) Information Technology knowledge
- b)
- c)
- d)

5. Goals Going Forward

- Goal 1 (SMART): _____
- Goal 2 (SMART): _____

6. Training & Development Needs
[What support or training would help you reach your goals?]

- a)
- b)
- c)
- d)

7. Additional Feedback / Suggestions
[Any comments on your role, team environment, or needed resources?]

- a)
- b)
- c)
- d)

Signature: [Signature]
Date: 2022/10/23

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SECTION B:

CRITERION 1: EVALUATION METHODS OF THE CAMPUS-21

Indreshwor Campus
Peer Appraisal

This is a short form about the services provided by the Indreshwor Campus. Kindly go through the form and fill it. Your responses are valuable for the betterment of the Campus.

1. Evaluator Details: Name: (Not Complusory)

2. Name of the Respondent: Sunita Shrestha

3. Post: Lecturer

4. For the following particular please provide 0 to 5 marks, 0 is for poorest and 5 is for the best service.

S N	Particulars	Please tick under the number which best suits your answer					
		0	1	2	3	4	5
1	Extracurricular activities				✓		
2	Problem solving ability					✓	
3	Attendance at all group meetings.					✓	
4	Reliable in completing assigned responsibility					✓	
5	Communication & Collaboration					✓	
6	Teacher Student relationship						✓
7	Reliability & Punctuality						✓

5. Your suggestion:

.....

.....

.....

.....

Signature: (Not Complusory)

Date: 2082/06/23

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SECTION B:

CRITERION 1: EVALUATION METHODS OF THE CAMPUS-22

Indreshowr Campus
Performance Appraisal form for Teaching Faculties

1. Name of appraisee: Sunita Shrestha 2. Post designation: _____
3. Academic Year: 2082 4. Total working days: _____
5. Total Present day: _____
6. Additional Duty (if any): _____
7. For teaching staff

Taught Subject	Level	No. of Students	No. of pass students	Pass %	Remarks
Microeconomics	BBS 1 st				

8. Publication (if any)
a) Articles Title: _____ Published in: _____ Date: _____
b) Books Title: _____ Publisher: _____
Date: _____

9. Additional Degree training/achievement (if any): _____
10. Remarkable Achievement: _____
11. Dear teachers, the given are the point based on the Tor that the campus assigned you as the teacher Please tick the option that best describes your activities throughout this year. Please provide 01 to 5 marks, 1 is for poorest and 5 is for the best service.

S. N	Statement	1	2	3	4	5	Managers Evaluation	Final Evaluation
1	I have been preparing the teaching plan			✓				
2	I have been developing tasks which challenge students themselves			✓	✓			
3	I have using innovative pedagogical practices including ICT tools in the classroom				✓			
4	I am regular and punctual					✓		
5	I have been involved in independent research activities		✓					
6	I have been working to get published in academic publication		✓	✓				
7	I have been supporting my department to prepare the periodic reports			✓				
8	I have been regularly coordinating with the head of departments, faculties, and the campus chief as per need			✓				
9	I formatively assess the student's achievement via regular class work and other student's work.			✓	✓			
10	I support exam committee for the smoothness of the exams				✓			
11	I have been involved in the ECA and CCA activities			✓				
12	I have been carrying out other roles and responsibilities as requested by the campus			✓	✓			

Signature of Appraisee: _____

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SECTION B:

CRITERION 1: EVALUATION METHODS OF THE CAMPUS-23

Indreshowr Campus
Performance Appraisal form for Teaching Faculties

1. Name of appraisee: **Prakash Humagain** 2. Post designation: **Lecturer**
3. Academic Year: **2082** 4. Total working days:
5. Total Present day:
6. Additional Duty (if any): **Member of RMC.**
7. For teaching staff

Taught Subject	Level	No. of Students	No. of pass students	Pass %	Remarks
Basic Mathematics And Statistics For Population Studies	BASW 2 nd Year				
Population Research Methods	BASW 4 th Year				

8. Publication (if any)
a) Articles Title..... Published in..... Date.....
b) Books Title..... Publisher..... Date.....
9. Additional Degree/training/achievement (if any) Med, MPA
10. Remarkable Achievement.....
11. Dear teachers, the given are the point based on the Tor that the campus assigned you as the teacher
Please tick the option that best describes your activities throughout this year.
Please provide 01 to 5 marks, 1 is for poorest and 5 is for the best service.

S. N	Statement	1	2	3	4	5	Managers Evaluation	Final Evaluation
1	I have been preparing the teaching plan			√				
2	I have been developing tasks which challenge students themselves			√				
3	I have using innovative pedagogical practices including ICT tools in the classroom				√			
4	I am regular and punctual					√		
5	I have been involved in independent research activities		√					
6	I have been working to get published in academic publication	√						
7	I have been supporting my department to prepare the periodic reports				√			
8	I have been regularly coordinating with the head of departments, faculties, and the campus chief as per need					√		
9	I formatively assess the student's achievement via regular class work and other student's work				√			
10	I support exam committee for the smoothness of the exams				√			
11	I have been involved in the ECA and CCA activities		√					
12	I have been carrying out other roles and responsibilities as requested by the campus					√		

Signature of Appraisee
2082/06/22

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SECTION B:

CRITERION 1: EVALUATION METHODS OF THE CAMPUS-24

Indreshwor Campus
Self-Appraisal Form

This is a short form about the services provided by the Indreshwor Campus. Kindly go through the form and fill it. Your responses are valuable for the betterment of the Campus

Name: Sabita Huangyan Position: Lecturer
Department: _____ Review Period: _____

1. Self-Rating (Rate yourself: Poor / Fair / Good / Very Good / Excellent)

- Overall Performance: Very good
- Communication: Very good
- Teamwork & Collaboration: Very good
- Problem-Solving: Very good

2. Key Achievements
[List your most significant accomplishments here, including outcomes or metrics where possible.]

- a) Teaching skill
- b) Self-confidence
- c) Socialization
- d) Experience

3. Strengths
[What skills or behaviors do you excel at?]

- a) Communication
- b) Problem-solving
- c) Coordination
- d)

4. Areas for Improvement
[Where can you grow or perform better?]

- a) Information Technology Knowledge
- b)
- c)
- d)

5. Goals Going Forward

- Goal 1 (SMART): Publish at least one research journal
- Goal 2 (SMART): _____

6. Training & Development Needs
[What support or training would help you reach your goals?]

- a) Training on research project
- b) Training on new teaching methods
- c) Training on technology advancement
- d) Workshop on academic writing

7. Additional Feedback / Suggestions
[Any comments on your role, team environment, or needed resources?]

- a) Same salary system
- b) Students motivation programs
- c) Students regularity
- d)

Signature: [Signature]
Date: _____

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SECTION B:

CRITERION 1: EVALUATION METHODS OF THE CAMPUS-25

Indreshwar Campus
Performance Appraisal form for Teaching Faculties

1. Name of appraisee: Hanibhakti Karmacharya 2. Post designation: _____
 3. Academic Year: 2082 4. Total working days: _____
 5. Total Present day: _____
 6. Additional Duty (if any).....
 7. For teaching staff

Taught Subject	Level	No. of Students	No. of pass students	Pass %	Remarks
<u>Basic Sociology</u>	<u>BASW</u>				
<u>for Social Work</u>					
<u>Social Casework Practice</u>					
<u>Social Groupwork</u>					

8. Publication (if any)
 a) Articles Title..... Published in... 2082 Date.....
 b) Books Title A Mini research study of Publisher.....
The Cultural Heritage of Pansauti
 Date.....
 9. Additional Degree/training/achievement (if any)... Dissertation and Article writing work
 10. Remarkable Achievement.....
 11. Dear teachers, the given are the point based on the Tor that the campus assigned you as the teacher Please tick the option that best describes your activities throughout this year.
 Please provide 01 to 5 marks; 1 is for poorest and 5 is for the best service.

S. N	Statement	1	2	3	4	5	Managers Evaluation	Final Evaluation
1	I have been preparing the teaching plan				✓			
2	I have been developing tasks which challenge students themselves			✓				
3	I have using innovative pedagogical practices including ICT tools in the classroom		✓					
4	I am regular and punctual				✓			
5	I have been involved in independent research activities				✓			
6	I have been working to get published in academic publication				✓			
7	I have been supporting my department to prepare the periodic reports			✓				
8	I have been regularly coordinating with the head of departments, faculties, and the campus chief as per need		✓					
9	I formatively assess the student's achievement via regular class work and other student's work.			✓				
10	I support exam committee for the smoothness of the exams				✓			
11	I have been involved in the ECA and CCA activities		✓					
12	I have been carrying out other roles and responsibilities as requested by the campus			✓				

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SECTION B:

CRITERION 1: STRATEGIC PLANS OF 2022-2027 AD (1)

UNIT ONE

INTRODUCTION

1.1 Contexts and Rationale

Indreshwor Campus is one of the oldest campuses of Kavrepalanchok district of Nepal, and is the oldest one of Panauti Municipality, Kavrepalanchok district. It has a great history of existence. It is the leading organization of Panauti which is assisting the citizens of Panauti in attaining the higher education. Its contribution cannot be forgotten because it has been the institution for providing the great manpower for the nations, like doctors, engineer, teachers, businessman, civil servant officers, and others.

This glorious institution has been established in the heart of the Panauti Municipality. There were contributions of many social workers and scholars for its establishment. From the day of its establishment it has continuously played a significant role in spreading the brighter rays of life. For this it has coordinated and cooperated with various governmental and non-governmental organizations, including various stakeholders. And recently it has been the member of Higher Education Reform Project (HERP) of University Grant Commission (UGC), and the aim behind it is to improve the quality of education of this wonderful organization.

Indreshwor Campus is a public academic institution, and is truly a non-profitable social organization. It has been formulating and implementing various plans and policies to improve its quality. Now it is drafting five yearly strategic plan (2022 to 2026 A.D) in order to improve its overall academic performance. It hopes that University Grant Commission's coordination for succeeding its plan would be a milestone.

1.2 Purpose of the Plan

The main purpose of the five yearly strategic plans is to improve the overall academic performance of this historical institution, but its main purpose can be listed out as follows:

- To improve academic performance of the students.



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SECTION B:

CRITERION 1: STRATEGIC PLANS OF 2022-2027 AD (2)

2

- To maintain easy access of quality education, especially for marginalized groups.
- To improve the academic performance of the lecturers through trainings, seminars, workshops and others.
- Develop and/or recruit institutionally and professionally dedicated teaching and non-teaching staffs.
- Strengthen the existing infrastructures of development
- Establish highly equipped library and classrooms.
- Establish sound and fruitful relationship with other national and international universities and colleges.
- To reform administrative system
- To reform evaluation system
- Improve various other facilities: canteen, stationery, instructional materials, drinking water, toilet, communication, internet, and others.
- Expand its academic programme
- Improve social – public relationship

1.3 Process of Preparing the Plan

We have followed the following process for preparing the five yearly strategic plan for overall development of the campus:

1.3.1 Reviews/Analysis

Every institution has its own strengths and weaknesses. This institution has always tried to strengthen its strengths, but it is also not far away from weaknesses. To find out what should be done for the improvement of this institution, the campus management committee and the campus administration committee have review its past academic activities and performances, its successes and failures, as well as, about the stakeholders who have been directly and indirectly in relation with this institution. They have carefully studied and analyzed what are the problems/weaknesses as well as the probable solutions of those weaknesses.



Signature

SECTION B:

CRITERION 1: STRATEGIC PLANS OF 2022-2027 AD (3)

1.3.2 Committees

Frequently Indreshwor campus organizes various interaction programmes with various stakeholders like students, teachers, parents and others so that it can improve its academic performance. To improve its performance it has formed various committee, and, to coordinate properly with UGC, it has formed various committees: HERP committee, SSR committee, Evaluation and Supervision committee, Infrastructure Building committee and Purchasing committee. The name of members of each committee is given in the annex.

1.4 Participants of Strategic Planning

As mentioned above, it has already formed various committees so that it can efficiently cooperate and coordinate with UGC, and before drafting the final strategic plan it has interacted and collected information from various stakeholders: management committee, campus administration, students, lecturers, social workers, various scholars and others.

1.5 Stakeholders

Being part of this glorious organization is a work of getting social recognition. So various stakeholders like students, lecturers, management committee members, campus administration, social workers, scholars, local politicians, businesspersons and others have directly and indirectly have taken part in this project succeeding campaign.

1.6 Components of the Strategic Plan

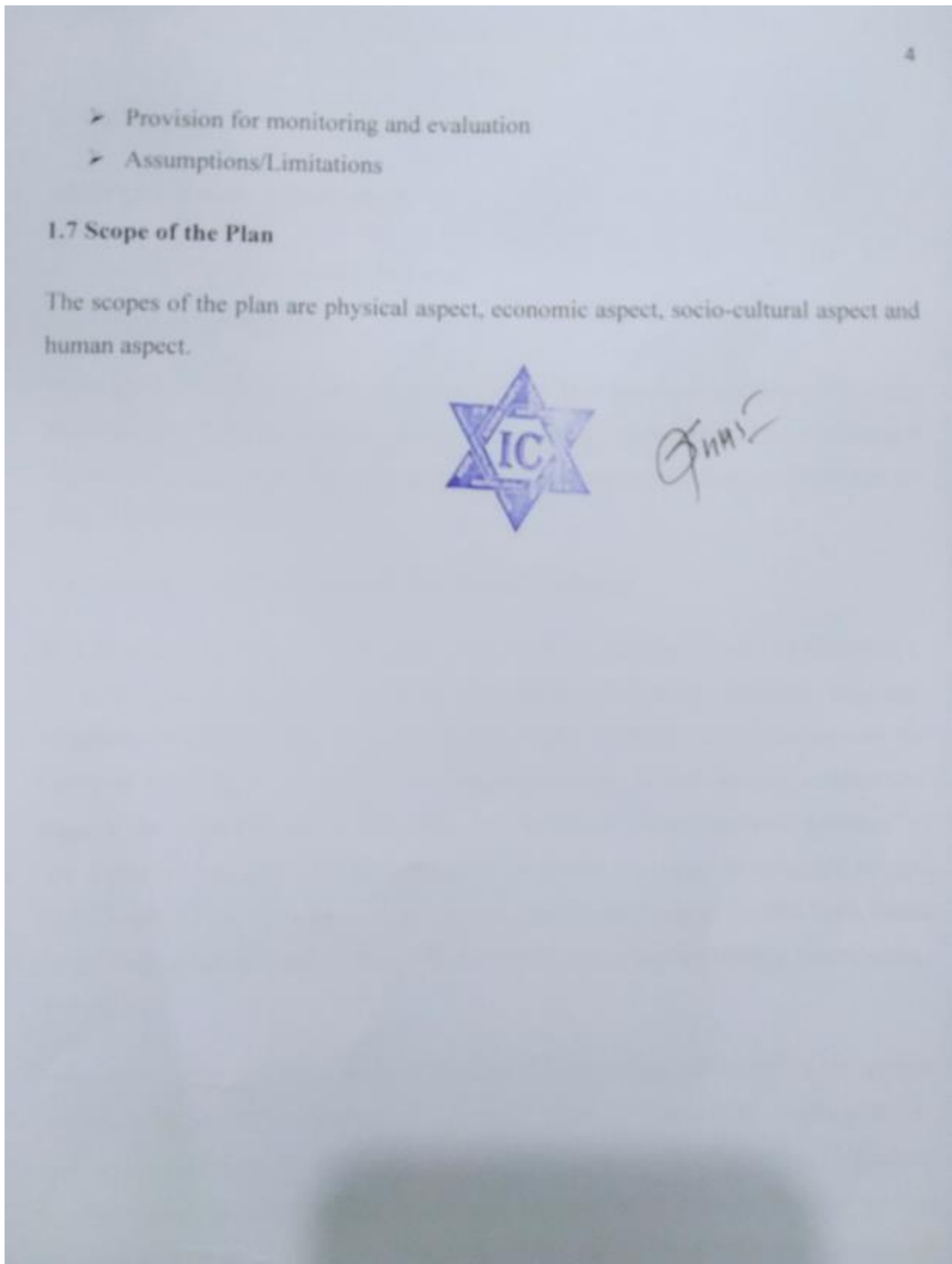
The strategic plan has the following components:

- Vision, mission, goals and objectives
- Core value and norms
- Strategies
- Programmes
- Priorities
- Implementation plan



SECTION B:

CRITERION 1: STRATEGIC PLANS OF 2022-2027 AD (4)



SECTION B:

CRITERION 1: STRATEGIC PLANS OF 2022-2027 AD (5)

5.3 Strategies to Achieve its Goals

Indreshwor Campus has various programmes which will help to improve the overall activities of this institution, especially academic performance. These programmes will fail if effective plan and policies are not made to execute the programmes fruitfully. So this institution has the following strategies to commence and properly execute the aforementioned programmes:

- Formulation of various division/department for proper formulation, implementation and execution of plan and policies being made, and also selecting department heads.
- Formulation of academic calendar, and implement and execute programmes mentioned in the calendar.
- Conducting various evaluation system
- Proper system of reward and punishment
- Develop the feeling of competition
- Proper allocation of budget for different programmes.
- Proper guidance and counseling
- Timely supervision and monitoring
- Provision of trainings, seminars, handsome salary, technological knowledge, and other extra benefits to the staffs.
- Use of various motivational factors
- Coordination and cooperation with other colleges and universities
- Increasing the number of full time lecturers
- Reforming the management system
- More priority to Extra and Co-curricular activities
- Visiting programmes for the students
- Improving the facilities of library, classroom, computer laboratory and internet facilities, canteen, drinking water, latrine, etc.

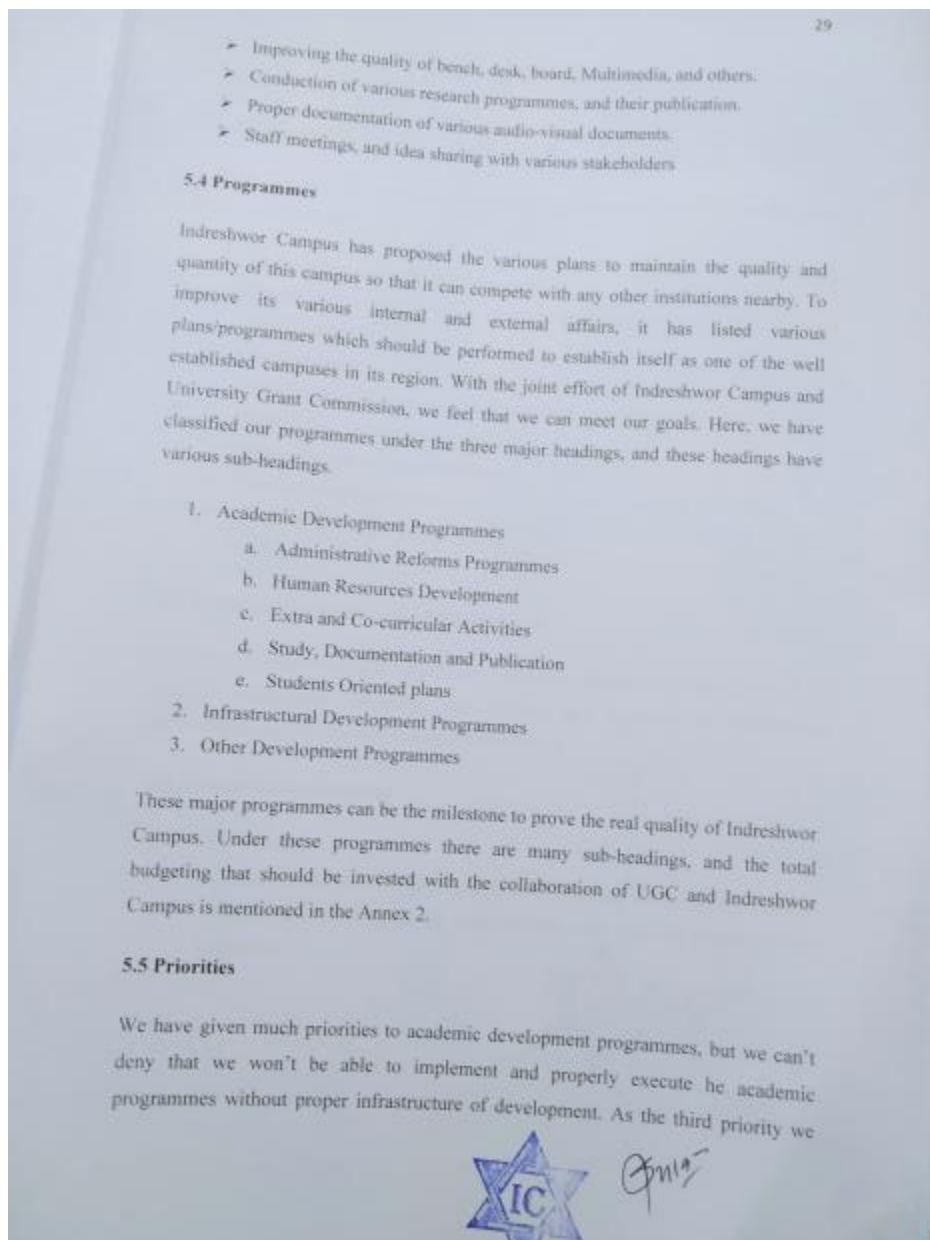


Signature

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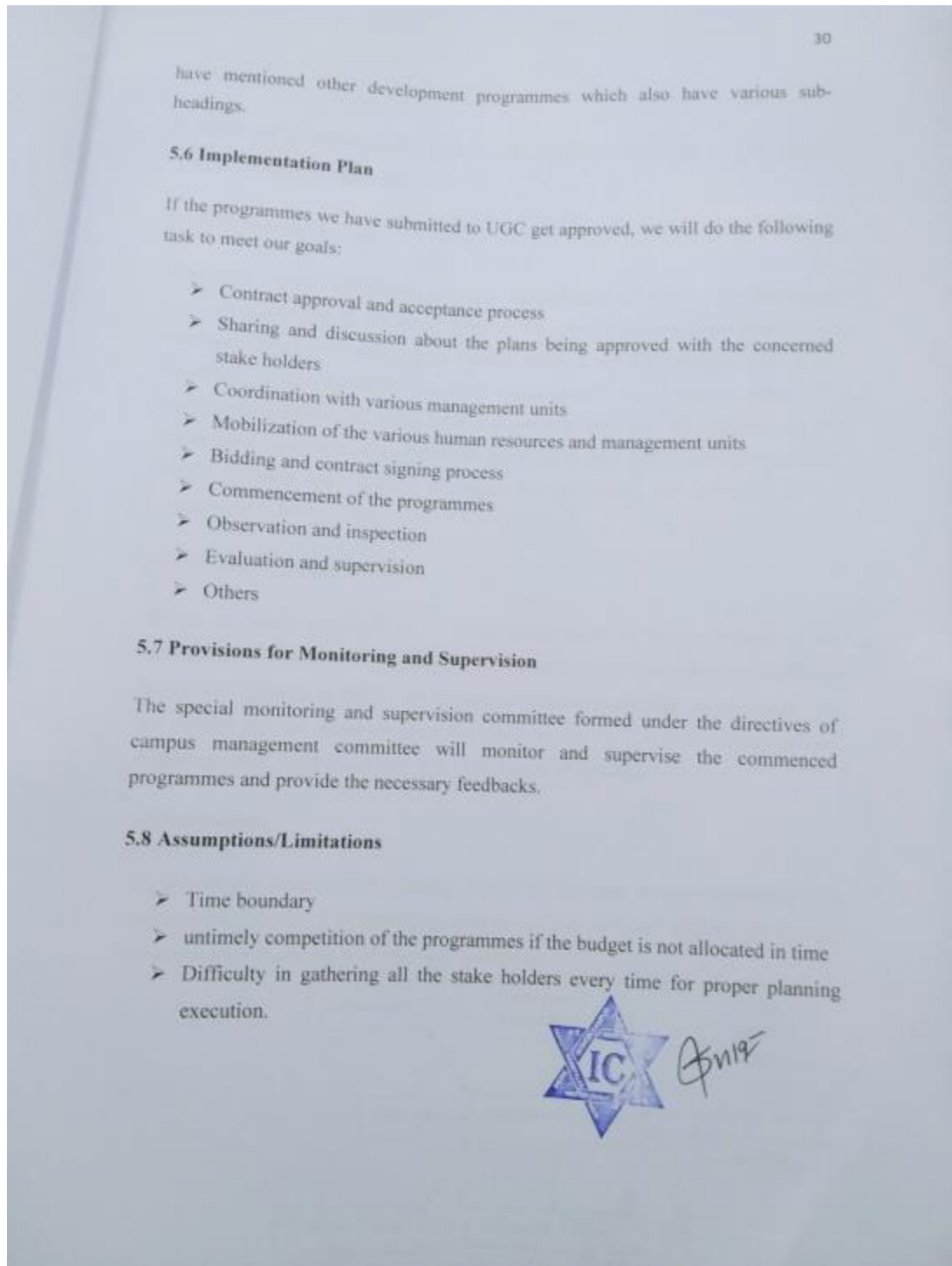
CRITERION 1: STRATEGIC PLANS OF 2022-2027 AD(6)



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CRITERION 1: STRATEGIC PLANS OF 2022-2027 AD (7)



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SECTION B:

CRITERION 1: ANNUAL PLANS OF 2082/82 (8)

प्रस्ताव नं. २ मा मासि छलफल गरी यस क्याम्पसबाट
आ.व. २०८२-८३ को Plan of Action पारित गर्ने निर्णय गरियो

Annual plan of action
Indreshwor Campus 2082/83

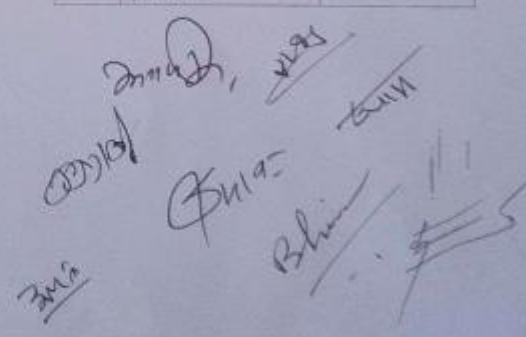
S.N.	Activities
1	Oratory Competition
2	Quiz competition
3	Sport Weeks
4	Progress report
5	Campus Day Plantation
6	Public speaking training
7	Dashain Program and new student welcome program
8	Campus alumni Picnic
9	Financial institution visit
10	Wall magazine Publish
11	Thesis and report writing workshop
12	School visit for Teaching practice
13	Guest lecturer
14	Education field visit for BA, BASW
15	Motivation Training
16	Sanitation and volunteering work
17	Orientation program for students
18	Scholarship Notice
19	Staff Management tour
20	Scholarship selection interview
21	Women empowerment program
22	Thesis writing report viva for MBS
23	Environmental awareness program
24	Computer, printer, projector installation and training for students
25	Journal Publication
26	Climate change adaptation and mitigation program workshop
27	workshop
28	Non Credit course training
29	Teej program
30	Community outreach program -
31	Community outreach program -
32	Treacer Report 2024
33	Furniture, fixture, garden, construction and maintenance of building
34	National conference/Seminar
35	Capacity development training for teacher and staff
36	Essay Writing competition

Annual plan of action of Extracurricular activities Sub committee
Indreshwor Campus 2082/83

	Activities
1	Oratory Competition
2	Quiz competition
3	Sport Weeks
4	Public speaking training
5	Dashain Program
6	Motivation Training
7	Sanitation and volunteering work
8	Orientation program
9	Women empowerment program
10	Environmental awareness program
11	Computer, printer, projector installation and training
12	Entrepreneurship development program
13	Career counseling Program
14	Community outreach program
15	Climate change awareness program

Annual plan of action of Scholarship Sub Committee
Indreshwor Campus 2082/83

S.N.	Activities	Time
1	Scholarship Notice	Magh 2082
2	Scholarship form collection	Falgun 2082
3	Scholarship selection interview	Chaitra 2082
4	Scholarship result publish	Chaitra 2082



Volume 2, ANNEX 8

SECTION B:

CRITERION 1: STAKEHOLDER AND COMMUNITY FEEDBACK ANALYSIS -1

इन्द्रेश्वर क्याम्पस पनौती, काभ्रेपलाञ्चोक प्रतिक्रिया फाराम(Feed Back Form)

नाम: - जयराज तामाका
ठेगाना: पनौती खल पार्क
जिल्ला: काभ्रे -
वडा नं! - ६.
संलग्नता क्षेत्र:
सम्पर्क नम्बर: ३८२१०-६४४२०

गाउँपालिका/नगरपालिका
टोल - खल पार्क माने २९९९
पेशा: व्यापार

प्रतिक्रियाको विषय सहितको विवरण:

क्याम्पस को खराबी राखी दि-
माए जानु पर्ने छ। -

सुधार गर्नु पर्ने सबालहरु:

तिन ५२१ क्याम्पस मिलेर
जानु पर्ने छ। -

क्याम्पसको शैक्षिक अवस्था	(सर्वोत्तम ५, धेरै राम्रो ४, राम्रो ३, सन्तुष्ट २, कमजोर १)
क्याम्पसको भौतिक अवस्था	(सर्वोत्तम ५, धेरै राम्रो ४, राम्रो ३, सन्तुष्ट २, कमजोर १)
क्याम्पसको अतिरिक्त क्रियाकलापको अवस्था	(सर्वोत्तम ५, धेरै राम्रो ४, राम्रो ३, सन्तुष्ट २, कमजोर १)
क्याम्पसको शिक्षण प्रणाली	(सर्वोत्तम ५, धेरै राम्रो ४, राम्रो ३, सन्तुष्ट २, कमजोर १)
विद्यार्थीमैत्री वातावरण	(सर्वोत्तम ५, धेरै राम्रो ४, राम्रो ३, सन्तुष्ट २, कमजोर १)

नाम:

जयराज तामाका

हस्ताक्षर:

जयराज तामाका

मिति:

२०७३/३/२८

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SECTION B:

CRITERION 1: STAKEHOLDER AND COMMUNITY FEEDBACK ANALYSIS-2

इन्द्रेश्वर क्याम्पस पनौती, काभ्रेपलाञ्चोक प्रतिक्रिया फाराम(Feed Back Form)

नाम: माया देवी क्षेत्र
ठेगाना: पनौती
जिल्ला: काभ्रे
वडा नं: ६
संलग्नता क्षेत्र: शिक्षण
सम्पर्क नम्बर: ९८४९२४४२८३

गाउँपालिका/नगरपालिका
टोल नमोबुद्ध रोड
पेशा: शिक्षक

प्रतिक्रियाको विषय सहितको विवरण:

अतिरिक्त क्रियाकलाप,

सुधार गर्नु पर्ने सवालहरु:

सुधार गर्न सकिने अवस्था
अतिरिक्त क्याम्पसको अतिरिक्त
क्रियाकलाप सञ्चालन गर्नुपर्ने

क्याम्पसको शैक्षिक अवस्था	(सबोक्तम ५, धेरै राम्रो ५, राम्रो ३, सन्तुष्ट २, कमजोर १)
क्याम्पसको भौतिक अवस्था	(सबोक्तम ५, धेरै राम्रो ५, राम्रो ३, सन्तुष्ट २, कमजोर १)
क्याम्पसको अतिरिक्त क्रियाकलापको अवस्था	(सबोक्तम ५, धेरै राम्रो ५, राम्रो ३, सन्तुष्ट २, कमजोर १)
क्याम्पसको शिक्षण प्रणाली	(सबोक्तम ५, धेरै राम्रो ५, राम्रो ३, सन्तुष्ट २, कमजोर १)
विद्यार्थीमैत्री वातावरण	(सबोक्तम ५, धेरै राम्रो ५, राम्रो ३, सन्तुष्ट २, कमजोर १)

नाम:

माया देवी क्षेत्र

हस्ताक्षर:

माया देवी क्षेत्र

मिति:

२०८०/०९/२९

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SECTION B:

CRITERION 1: STAKEHOLDER AND COMMUNITY FEEDBACK ANALYSIS-3

इन्द्रेश्वर क्याम्पस
पनौती, काभ्रेपलाञ्चोक
प्रतिक्रिया फाराम(Feed Back Form)

नाम: अमिल लाम्काकार

ठेगाना: पनौती-७

जिल्ला: काभ्रे

बडा नं ७

संलग्नता क्षेत्र:

सम्पर्क नम्बर: ९७६९६८६८६८

गाउँपालिका/नगरपालिका पनौती

टोल ३-४१८०८

पेशा: व्यापार

प्रतिक्रियाको विषय सहितको विवरण:

सुधार गर्नु पर्ने सवालहरु:

क्याम्पसको शैक्षिक अवस्था	२	(सबोक्तम ५, धेरै राम्रो ४, राम्रो ३, सन्तुष्ट २, कमजोर १)
क्याम्पसको भौतिक अवस्था	३	(सबोक्तम ५, धेरै राम्रो ४, राम्रो ३, सन्तुष्ट २, कमजोर १)
क्याम्पसको अतिरिक्त क्रियाकलापको अवस्था	२	(सबोक्तम ५, धेरै राम्रो ४, राम्रो ३, सन्तुष्ट २, कमजोर १)
क्याम्पसको शिक्षण प्रणाली	२	(सबोक्तम ५, धेरै राम्रो ४, राम्रो ३, सन्तुष्ट २, कमजोर १)
विद्यार्थीमैत्री वातावरण	२	(सबोक्तम ५, धेरै राम्रो ४, राम्रो ३, सन्तुष्ट २, कमजोर १)

नाम:

अमिल लाम्काकार

हस्ताक्षर:

मिति:

२०८०/१२/२८

Volume 2, ANNEX 8

SECTION B:

CRITERION 1: STAKEHOLDER AND COMMUNITY FEEDBACK ANALYSIS-4

इन्द्रेश्वर क्याम्पस
पनौती, काभ्रेपलाञ्चोक
प्रतिक्रिया फाराम(Feed Back Form)

नाम: डा. मजुन लाल सुवाल

ठेगाना: पनौती

जिल्ला: काभ्रे

वडा नं: १६

संलग्नता क्षेत्र:

सम्पर्क नम्बर: ९८५९२४०४४४

गाउँपालिका/नगरपालिका

टोल

पेशा:

प्रतिक्रियाको विषय सहितको विवरण:

सुधार गर्नु पर्ने सवालहरु:

विद्यार्थी आकर्षित गर्न सगर्नाय
प्रकारका विषयमा ये क्याम्पस
द्वारा दिनु पर्छ।

क्याम्पसको शैक्षिक अवस्था	(सबोक्तम ५, धेरै राम्रो ४, राम्रो ३, सन्तुष्ट २, कमजोर १)
क्याम्पसको भौतिक अवस्था	(सबोक्तम ५, धेरै राम्रो ४, राम्रो ३, सन्तुष्ट २, कमजोर १)
क्याम्पसको अतिरिक्त क्रियाकलापको अवस्था	(सबोक्तम ५, धेरै राम्रो ४, राम्रो ३, सन्तुष्ट २, कमजोर १)
क्याम्पसको शिक्षण प्रणाली	(सबोक्तम ५, धेरै राम्रो ४, राम्रो ३, सन्तुष्ट २, कमजोर १)
विद्यार्थीमैत्री वातावरण	(सबोक्तम ५, धेरै राम्रो ४, राम्रो ३, सन्तुष्ट २, कमजोर १)

नाम:

हस्ताक्षर:

मिति:

Volume 2, ANNEX 8

SECTION B:

CRITERION 1: STAKEHOLDER AND COMMUNITY FEEDBACK ANALYSIS-5

इन्देश्वर क्याम्पस पनौती, काभ्रेपलाञ्चोक प्रतिक्रिया फाराम(Feed Back Form)

नाम: शैलानी श्रेष्ठ
ठेगाना: पनौती ८, कुखादेवी २०१५
जिल्ला: काभ्रेपलाञ्चोक गाउँपालिका/नगरपालिका
वडा नं: ८ टोल: कुखादेवी २०१५
संलग्नता क्षेत्र: क्याम्पस पेशा: क्याम्पस
सम्पर्क नम्बर: ९८४९८६३६५३

प्रतिक्रियाको विषय सहितको विवरण:

सुधार गर्नु पर्ने सवालहरु:

क्याम्पसको शैक्षिक अवस्था	(सबोक्तम ५, धेरै राम्रो ४, राम्रो ३, सन्तुष्ट २, कमजोर १)
क्याम्पसको भौतिक अवस्था	(सबोक्तम ५, धेरै राम्रो ४, राम्रो ३, सन्तुष्ट २, कमजोर १)
क्याम्पसको अतिरिक्त क्रियाकलापको अवस्था	(सबोक्तम ५, धेरै राम्रो ४, राम्रो ३, सन्तुष्ट २, कमजोर १)
क्याम्पसको शिक्षण प्रणाली	(सबोक्तम ५, धेरै राम्रो ४, राम्रो ३, सन्तुष्ट २, कमजोर १)
विद्यार्थीमैत्री वातावरण	(सबोक्तम ५, धेरै राम्रो ४, राम्रो ३, सन्तुष्ट २, कमजोर १)

नाम: शैलानी श्रेष्ठ

हस्ताक्षर: शैलानी

मिति: २०८०/५/२८

Volume 2, ANNEX 8

SECTION B:

CRITERION 1: STAKEHOLDER AND COMMUNITY FEEDBACK ANALYSIS-6

इन्द्रेश्वर क्याम्पस

पनौती, काभ्रेपलाञ्चोक

प्रतिक्रिया फाराम (Feed Back Form)

नाम: सुबोध खतिवडा

ठेगाना: पनौती - ८

जिल्ला: काभ्रे

वडा नं - ८

संलग्नता क्षेत्र: -

सम्पर्क नम्बर: ९८४०२०४६६२

गाउँपालिका/नगरपालिका

टोल

पेशा:

प्रतिक्रियाको विषय सहितको विवरण:

स/पा/८०' सभा हुनु राम्रो

सुधार गर्नु पर्ने सबालहरु:

सुमधु सुपेडा शिक्षा हुनु
गर्नु पर्छ

क्याम्पसको शैक्षिक अवस्था	३	(सर्वोत्तम ५, धेरै राम्रो ४, राम्रो ३, सन्तुष्ट २, कमजोर १)
क्याम्पसको भौतिक अवस्था	३	(सर्वोत्तम ५, धेरै राम्रो ४, राम्रो ३, सन्तुष्ट २, कमजोर १)
क्याम्पसको अतिरिक्त क्रियाकलापको अवस्था		(सर्वोत्तम ५, धेरै राम्रो ४, राम्रो ३, सन्तुष्ट २, कमजोर १)
क्याम्पसको शिक्षण प्रणाली	२	(सर्वोत्तम ५, धेरै राम्रो ४, राम्रो ३, सन्तुष्ट २, कमजोर १)
विद्यार्थीमैत्री वातावरण	२	(सर्वोत्तम ५, धेरै राम्रो ४, राम्रो ३, सन्तुष्ट २, कमजोर १)

नाम:

हस्ताक्षर:



मिति:

२५/०३/२०८०

Volume 2, ANNEX 8

SECTION B:

CRITERION 1: STAKEHOLDER AND COMMUNITY FEEDBACK ANALYSIS-8

इन्द्रेश्वर क्याम्पस

पनौती, काभ्रेपलाञ्चोक

प्रतिक्रिया फाराम(Feed Back Form)

२२औं स्थापना दिवस समारोह

प्रतिक्रियाको विषय

सहितको विवरण:

के हरे प्रथम २२ औं स्थापना दिवसको
कार्यक्रम सुगमताले चले-जोहान्दो। यस
कार्यक्रममा, हरे राम्रो लगे। यहाँ एउटा
कार्यक्रमको उपस्थिति हरे राम्रो देखियो हो।
हरे सम्मान हरेलाई दिइएको पाइन्छ।

सुधार गर्नु पर्ने सवालहरू:

हरे सुधार गर्नु पर्ने हो। कार्यक्रम
गर्नु पर्ने हो।
विभिन्नकार्यक्रमलाई दिइएको देखिन्छ।

सिकाइ उपलब्धी		सबैभन्दा ५, धेरै राम्रो ४, राम्रो ३, सन्तुष्ट २, कमजोर १।
भौतिक व्यवस्थापन		सबैभन्दा ५, धेरै राम्रो ४, राम्रो ३, सन्तुष्ट २, कमजोर १।
अतिरिक्त क्रियाकलाप		सबैभन्दा ५, धेरै राम्रो ५, राम्रो ४, सन्तुष्ट २, कमजोर १।
सिकाइ प्रस्तुतीकरण		सबैभन्दा ५, धेरै राम्रो ४, राम्रो ३, सन्तुष्ट २, कमजोर १।
सहभागी सक्रियता		सबैभन्दा ५, धेरै राम्रो ४, राम्रो ३, सन्तुष्ट २, कमजोर १।

नाम:

प्रिया म.व. १०.८

हस्ताक्षर:

प्रिया म.व. १०.८

मिति:

२०८०/०४/१०

Volume 2, ANNEX 8

SECTION B:

CRITERION 1: STAKEHOLDER AND COMMUNITY FEEDBACK ANALYSIS-9

इन्द्रेश्वर क्याम्पस

पनौती, काभ्रेपलाञ्चोक

प्रतिक्रिया फाराम(Feed Back Form)

२२औं स्थापना दिवस समारोह

प्रतिक्रियाको विषय

सहितको विवरण:

इन्द्रेश्वर क्याम्पसको २२ औं स्थापना दिवस सँगै
श्रेष्ठ र (सोझ्नुवालाको) कृपास्त्रेता सम्पूर्ण केही
लागोको ६/१२ माथको ४ स्थापनाको लागि सहयोगको
आवेदनको लागि १२/१२/२०२० को आभार
पुर्वजलाई सम्मान कार्यक्रमको शुभचिन्ता राख्ने गरेको

सुधार गर्नु पर्ने सवालहरु:

क्याम्पसको आफ्नै कार्यक्रममा सँगै विद्यार्थीलाई आलोचना
सुझावनी पुर्याउनुपर्ने।
अनौपचारिक कार्यक्रमलाई (साप्ताहिक) जोड दिनुपर्ने।

सिकाइ उपलब्धी	४	(सर्वोत्तम ५, धेरै राम्रो ४, राम्रो ३, सन्तुष्ट २, कमजोर १)
भौतिक व्यवस्थापन	४	(सर्वोत्तम ५, धेरै राम्रो ४, राम्रो ३, सन्तुष्ट २, कमजोर १)
अतिरिक्त क्रियाकलाप	२	(सर्वोत्तम ५, धेरै राम्रो ४, राम्रो ३, सन्तुष्ट २, कमजोर १)
सिकाइ प्रस्तुतीकरण	४	(सर्वोत्तम ५, धेरै राम्रो ४, राम्रो ३, सन्तुष्ट २, कमजोर १)
सहभागी सक्रियता	३	(सर्वोत्तम ५, धेरै राम्रो ४, राम्रो ३, सन्तुष्ट २, कमजोर १)

नाम:

विकास विभाग

हस्ताक्षर:

मिति:

२०८०/०५/१०

Volume 2, ANNEX 8

SECTION B:

CRITERION 1: STAKEHOLDER AND COMMUNITY FEEDBACK ANALYSIS-10

इन्द्रेश्वर क्याम्पस
पनौती, काभ्रेपलाञ्चोक
प्रतिक्रिया फाराम (Feed Back Form)
२२औं स्थापना दिवस समारोह

प्रतिक्रियाको विषय
सहितको विवरण:

समग्रमा सबै कुराहरु राम्रो छ।

सुधार गर्नु पर्ने सवालहरु:

बिद्यार्थी संख्या बढाउनको लागि धेरै प्रयत्न
गर्नु पर्छो ।

सिकाइ उपलब्धी		सर्वोत्तम ५, धेरै राम्रो ४, राम्रो ३, सन्तुष्ट २, कमजोर १।
भौतिक व्यवस्थापन		सर्वोत्तम ५, धेरै राम्रो ४, राम्रो ३, सन्तुष्ट २, कमजोर १।
अतिरिक्त क्रियाकलाप		सर्वोत्तम ५, धेरै राम्रो ४, राम्रो ३, सन्तुष्ट २, कमजोर १।
सिकाइ प्रस्तुतीकरण		सर्वोत्तम ५, धेरै राम्रो ४, राम्रो ३, सन्तुष्ट २, कमजोर १।
सहभागी सक्रियता		सर्वोत्तम ५, धेरै राम्रो ४, राम्रो ३, सन्तुष्ट २, कमजोर १।

नाम:

लक्ष्मण सापकोटा

हस्ताक्षर:

लक्ष्मण सापकोटा

मिति:

२०८०.०३.१०

Volume 2, ANNEX 8

SECTION B:

CRITERION 1: STAKEHOLDER AND COMMUNITY FEEDBACK ANALYSIS-11

इन्देश्वर क्याम्पस

पनौती, काभ्रेपलाञ्चोक

प्रतिक्रिया फाराम(Feed Back Form)

२२औं स्थापना दिवस समारोह

प्रतिक्रियाको बिषय

सहितको विवरण:

हाल मध्येमे प्रयास गरे राम्रो छ /
देशमा नै नहुने काम क्याम्पस (माफिर)
उक्त प्रयास गर्नु पर्ने /

सुधार गर्नु पर्ने सवालहरु:

- १) कार्य क्रममा प्रतिवेदन गरिने, कटुता गरिने
कारण जना सन्तान हुने प्रयास गर्नु पर्ने
- २) विभिन्न नालमा छुट्टाछुट्टा गरिने गरिने।
कार्यक्रमको विवरण गरिने आश्वी २०७२/०८/१०
- ३) भित्र-विहोरमा लगायत गर्ने गर्ने सुधार गर्ने गर्ने

सिकाइ उपलब्धी		सबैभन्दा ५, धेरै राम्रो ४, राम्रो ३, सन्तुष्ट २, कमजोर १।
भौतिक व्यवस्थापन		सबैभन्दा ५, धेरै राम्रो ४, राम्रो ३, सन्तुष्ट २, कमजोर १।
अतिरिक्त क्रियाकलाप		सबैभन्दा ५, धेरै राम्रो ४, राम्रो ३, सन्तुष्ट २, कमजोर १।
सिकाइ प्रस्तुतीकरण		सबैभन्दा ५, धेरै राम्रो ४, राम्रो ३, सन्तुष्ट २, कमजोर १।
सहभागी सक्रियता		सबैभन्दा ५, धेरै राम्रो ४, राम्रो ३, सन्तुष्ट २, कमजोर १।

नाम:

५८६९८९००६

हस्ताक्षर:

मिति:

२०८०/०८/१०

Volume 2, ANNEX 8

SECTION B:

CRITERION 1: STAKEHOLDER AND COMMUNITY FEEDBACK ANALYSIS-12

इन्देश्वर क्याम्पस
पनौती, काभ्रेपलाञ्चोक
प्रतिक्रिया फाराम(Feed Back Form)
२२औं स्थापना दिवस समारोह

प्रतिक्रियाको विषय
सहितको विवरण:

विद्यार्थी संख्या कसरी बढ्ने
गर्ने संघालक तथा शिक्षक
को ~~बढ्ने~~ बढ्ने चिन्ता गरिने
लाग्दो,

सुधार गर्नु पर्ने सवालहरु:

संघालक समिति वा महिला को
पनि सम्बन्ध, तथा संघालक
समिति को बैठक निश्चित गरेर
२१औं प्रोग्राम चलाउने.

सिकाइ उपलब्धी	सर्वोत्तम ५, धेरै राम्रो ४, राम्रो ३, सन्तुष्ट २, कमजोर १।
भौतिक व्यवस्थापन	सर्वोत्तम ५, धेरै राम्रो ४, राम्रो ३, सन्तुष्ट २, कमजोर १।
अतिरिक्त क्रियाकलाप	सर्वोत्तम ५, धेरै राम्रो ४, राम्रो ३, सन्तुष्ट २, कमजोर १।
सिकाइ प्रस्तुतीकरण	सर्वोत्तम ५, धेरै राम्रो ४, राम्रो ३, सन्तुष्ट २, कमजोर १।
सहभागी सक्रियता	सर्वोत्तम ५, धेरै राम्रो ४, राम्रो ३, सन्तुष्ट २, कमजोर १।

नाम:

देव बस्ती स्याङ्गा

हस्ताक्षर:



मिति:

२०८०/०५/१०

Volume 2, ANNEX 8

SECTION B:

CRITERION 1: STAKEHOLDER AND COMMUNITY FEEDBACK ANALYSIS-13

इन्द्रेश्वर क्याम्पस
पनौती, काभ्रेपलाञ्चोक
प्रतिक्रिया फाराम (Feed Back Form)

नाम: बम खडुर शीठ ठेगाना: पनौती - ०४

सम्पर्क नम्बर: _____

यस क्याम्पसको विद्यार्थी, प्राध्यापक, स्थापक, अविभाजक, शुभचिन्तकज्यूहरूमा जानकारी गराइन्छ कि यस क्याम्पसको गुणस्तर अभिवृद्धिका लागि यो प्रतिक्रिया फाराम भर्ने व्यवस्था गरिएको छ।

यस फारममा तपाईंको शैक्षिक अनुभव, पठनपाठनको गुणस्तर, पुर्वाधार सेवा सुविधा लगायतका विषयमा सुझाव प्रतिक्रिया र मुल्यांकन समावेश हुनेछ।

तपाईंका प्रतिक्रिया पूर्ण रूपमा गोप्य राखिनेछ र साप्तिगत रूपमा मात्र विश्लेषण गरिने छ।

विवरण	(सर्वोत्तम ५, धेरै राम्रो ४, राम्रो ३, सन्तुष्ट २, कमजोर १)
क्याम्पसको शैक्षिक अवस्था	४
क्याम्पसको भौतिक अवस्था	२
क्याम्पसको अतिरिक्त क्रियाकलापको अवस्था	४
क्याम्पसको शिक्षण प्रणाली	२
विद्यार्थीमैत्री वातावरण	५
विद्यार्थीहरूको परीक्षा नतिजा	४
अपांग मैत्री वातावरण	२
पढाइ पछिको रोजगारीको अवस्था	५

यप सुझावहरू.....

- १ शौचालय स्वच्छता र बि व्यवस्था हुनुपर्छ।
- २ पम्प्रीकी व्यवस्था राम्रो हुनुपर्छ।
- ३
- ४
- ५

नाम: बम खडुर शीठ हस्ताक्षर: बम खडुर मिति: २०८२/१२/१६

Volume 2, ANNEX 8

SECTION B:

CRITERION 1: STAKEHOLDER AND COMMUNITY FEEDBACK ANALYSIS-14

इन्द्रेश्वर क्याम्पस
पनौती, काभ्रेपलाञ्चोक
प्रतिक्रिया फारम (Feed Back Form)

नाम: अचम हारी माहाजु ठेगाना: पनौती-६
सम्पर्क नम्बर: ९७६३३२३२३३

यस क्याम्पसका विद्यार्थी, प्राध्यापक, स्थापक, अविभावक, शुभचिन्तकज्यूहरूमा जानकारी गराइन्छ कि यस क्याम्पसको गुणस्तर अभिवृद्धिका लागि यो प्रतिक्रिया फारम भने व्यवस्था गरिएको छ।
यस फारममा तपाईंको शैक्षिक अनुभव, पठनपाठनको गुणस्तर, पूर्वाधार सेवा सुविधा लगायतका विषयमा सुझाव प्रतिक्रिया र मुल्यांकन समावेश हुनेछ।
तपाईंको प्रतिक्रिया पूर्ण रूपमा गोप्य राखिनेछ र सांठिगत रूपमा मात्र विश्लेषण गरिने छ।

विवरण	(सबोत्तम ५, धेरै राम्रो ४, राम्रो ३, सन्तुष्ट २, कमजोर १)
क्याम्पसको शैक्षिक अवस्था	४
क्याम्पसको भौतिक अवस्था	५
क्याम्पसको अतिरिक्त क्रियाकलापको अवस्था	३
क्याम्पसको शिक्षण प्रणाली	३
विद्यार्थीमैत्री वातावरण	४
विद्यार्थीहरूको परीक्षा नतिजा	
अपांग मैत्री वातावरण	१

बप सुझावहरू: हाल अजेट प्राप्त भएको अवस्थामा केहि कार्यक्रमाहरू (जोड्ने, हलफल, लाइभ आदि) गर्नु रहेको छ। एघारौँ पल राष्ट्रिय आवश्यकता अनुरूप आफ्नै छोट लगान बाट पनि केहि कार्यक्रमहरू गर्दा राम्रो हुन्छ भन्ने प्रस्ताव लाग्छ।

नाम: अचम हारी माहाजु हस्ताक्षर: [Signature] मिति: २०८२/५/१८

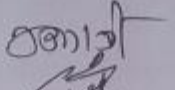
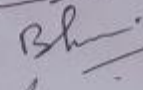
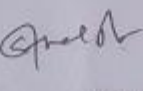
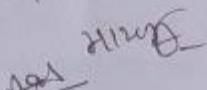
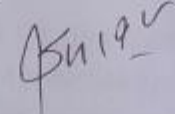
Volume 2, ANNEX 8

SECTION B:

CRITERION 1: STAKEHOLDER AND COMMUNITY FEEDBACK ANALYSIS-15

मिति २०८२ साउन २६ गतेका दिन यस इन्द्रेश्वर क्याम्पस सञ्चालक समितिको बैठक समितिको अध्यक्ष श्री तुयुकाजी तामाकारको अध्यक्षतामा बैठक बसी तर्फसिल बमोजिमको प्रस्तावहरु उपर छलफल गरि निर्णय गरियो ।

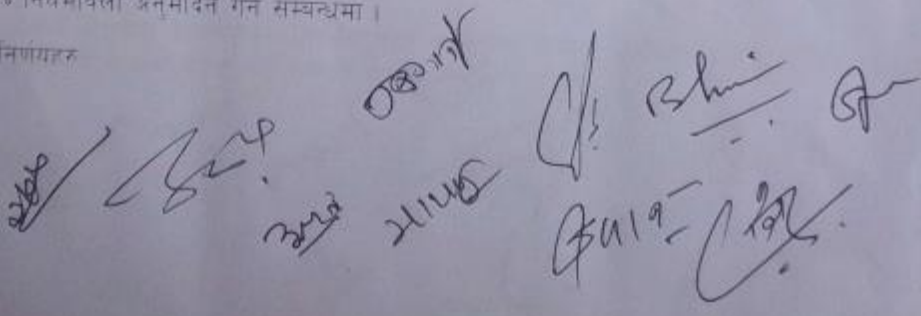
उपस्थिति हस्ताक्षर

१. अध्यक्ष	श्री तुयुकाजी तामाकार	
२. उपाध्यक्ष	श्री राजेश कुमार श्रेष्ठ	
३. कोषाध्यक्ष	श्री भिमसेन बस्नेत	
४. सदस्य	श्री अमृतमान गौछ्रे	
५. सदस्य	श्री राजेन्द्र कुमार कर्माचार्य	
६. सदस्य	श्री केशव थापा	
७. सदस्य	श्री श्यामसुन्दर श्रेष्ठ	
८. सदस्य	श्री रामशरण मण्डारी	
९. सदस्य	श्री कमल के सी	
१०. सदस्य	श्री मायादेवी श्रेष्ठ	
११. सदस्य	श्री रिता तामाङ	
१२. सचिव	श्रीकुमार सुवाल क्याम्पस प्रमुख	
१३. आमन्त्रित	श्री जयराम कर्माचार्य	

प्रस्तावहरु

१. सुझाव सकल बमोजिम सुधार गर्ने सम्बन्धमा ।
२. क्याम्पसको Vission, Mission and Objective सम्बन्धमा ।
३. Internal Quality Academic Audit सम्बन्धमा ।
४. नियमावली अनुमोदन गर्ने सम्बन्धमा ।

निर्णायकहरु



Volume 2, ANNEX 8

SECTION B:

CRITERION 1: STAKEHOLDER AND COMMUNITY FEEDBACK ANALYSIS-16

१ प्रस्ताव नं. १ सम्बन्धमा छलफल गर्दा क्याम्पसले विभिन्न समयमा विद्यार्थी, प्राध्यापक, कर्मचारी एवं सरोकारितहरूबाट प्राप्त सुझाव सकलतया प्राप्त सुझावहरूमाथि छलफल गरी निम्नानुसारको सुधार तत्काल प्रभावकारी रूपमा गर्ने निर्णय गरियो।

क। महिला शौचालयमा निशुल्क सान्टरी प्याडको व्यवस्था गर्ने,

ख। कक्षाकोठा, प्रशासन कक्ष, खुल्ला क्षेत्र तथा शौचालयमा इस्टविनको व्यवस्थापन गर्ने र दैनिक रूपमा सरसफाईलाई प्रभावकारी बनाउने

ग। पुस्तकालयमा फोटोकपी, प्रिन्टर मेसिन व्यवस्थित गरि विद्यार्थीहरूलाई सुविधा प्रदान गर्ने।

घ। विश्वविद्यालय अनुदान आयोगको सहयोगमा प्राप्त ब्रोडब्याण्ड इन्टरनेटमा विद्यार्थीहरूलाई निशुल्करूपमा उपलब्ध गराई पठन पाठनलाई प्रभावकारी बनाउने।।

ङ। कम्प्युटर प्रयोगशाला नियमित रूपमा विहान ६:३० बजेदेखि १०:०० बजेसम्म खुल्ला राखी विद्यार्थीहरूलाई निशुल्क रूपमा प्रयोग गर्ने दिने र प्रविधि सहायक कर्मचारीबाट सहजिकरण गर्ने।

च। विश्वविद्यालय अनुदान आयोग र बागमती प्रदेश सरकार सामाजिक विकास मन्त्रालयबाट प्राप्त ल्यापटप यस क्याम्पसको अनुसन्धान व्यवस्थापन समिति, व्यवस्थापन संकाय उपसमिति, शिक्षा तथा मानविक संकाय उपसमिति, IQAC र SSR Subcommittee लाई माग भए बमोजिम काम गर्नको लागि ल्यापटप उपलब्ध गराउने निर्णय गरियो।

छ। पठन पाठन सिकाई प्रभावकारी बनाउन शिक्षकबाट प्रोजेक्टरको प्रयोग गर्ने बढावा गर्ने।

२ प्रस्ताव नं. २ सम्बन्धमा छलफल गर्दा क्याम्पसको वेबसाइटमा क्याम्पसको विद्यान एवम् नियमावली अनुसार Vission Mission Goal लाई राख्ने निर्णय गरियो।

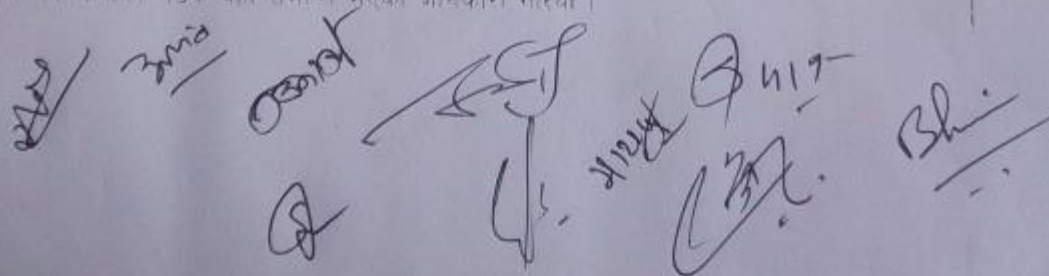
३ प्रस्ताव नं. ३ माथि छलफल गर्दा Internal Quality Academic Audit लाई नियमित रूपमा गर्नको लागि प्रत्येक आर्थिक वर्षको पहिलो त्रैमासिक भित्र Internal Quality Academic Audit Report यस समितिलाई बुझाउने गरि सहायक क्याम्पस प्रमुख जयराम कर्मचार्यलाई जिम्मेवारी दिने निर्णय गरियो।

४ प्रस्ताव नं. ४ माथि छलफल गर्दा यस क्याम्पसबाट निम्नानुसारको नियमावलीहरु परिमार्जन तथा अनुमोदन गर्ने निर्णय गरियो। अनुमोदित नियमावली यसै साथ सलग गरिएको छ।

1. Indreshwor Campus Alumni Association

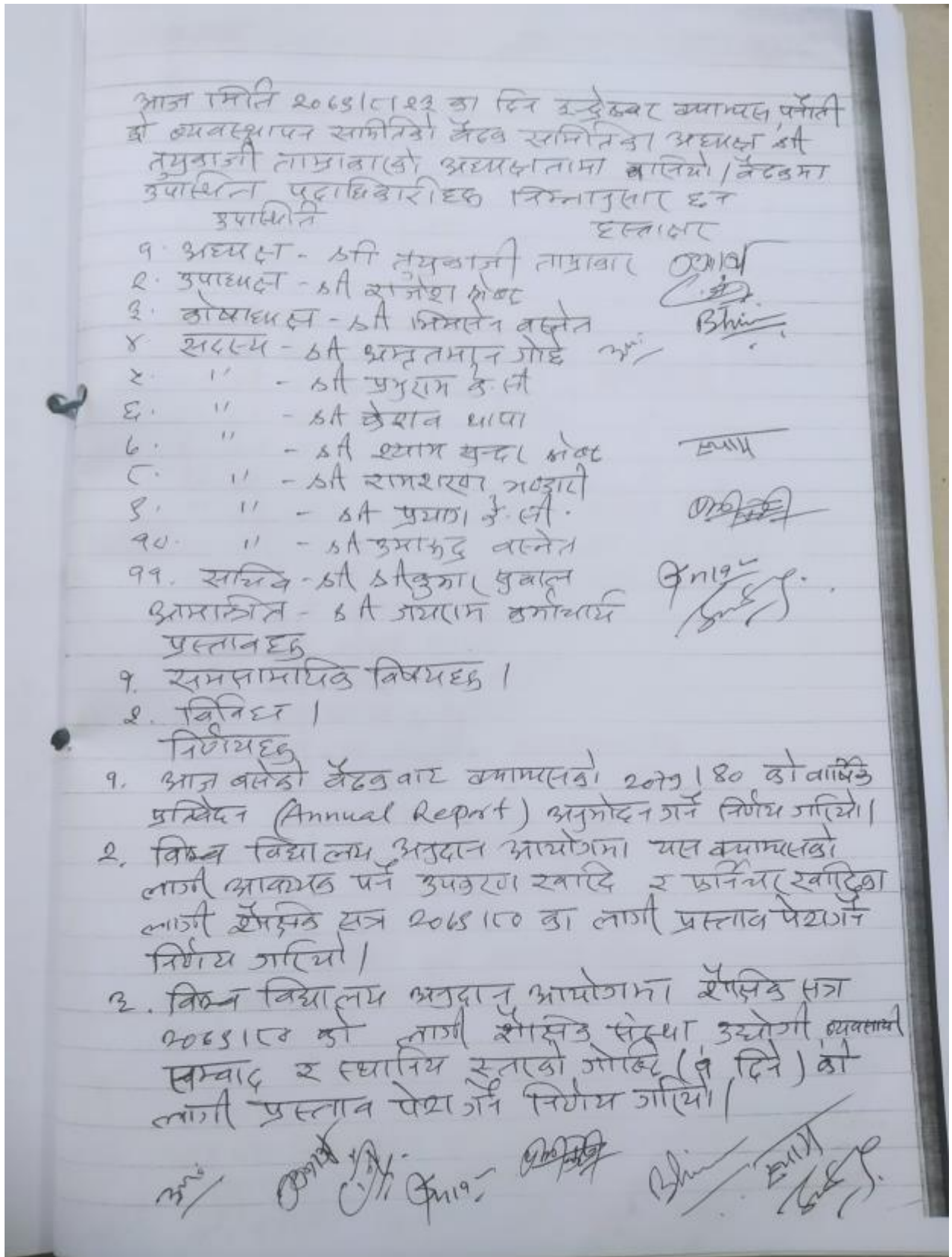
2. HRM Plan 2082

आजको बैठकमा छलफलको अरु विषयहरु नभएकोले सम्पूर्ण उपस्थित पदाधिकारीहरूलाई धन्यवाद ज्ञापन गर्दै आजको बैठक यही समाप्त भएको जानकारी गरियो।



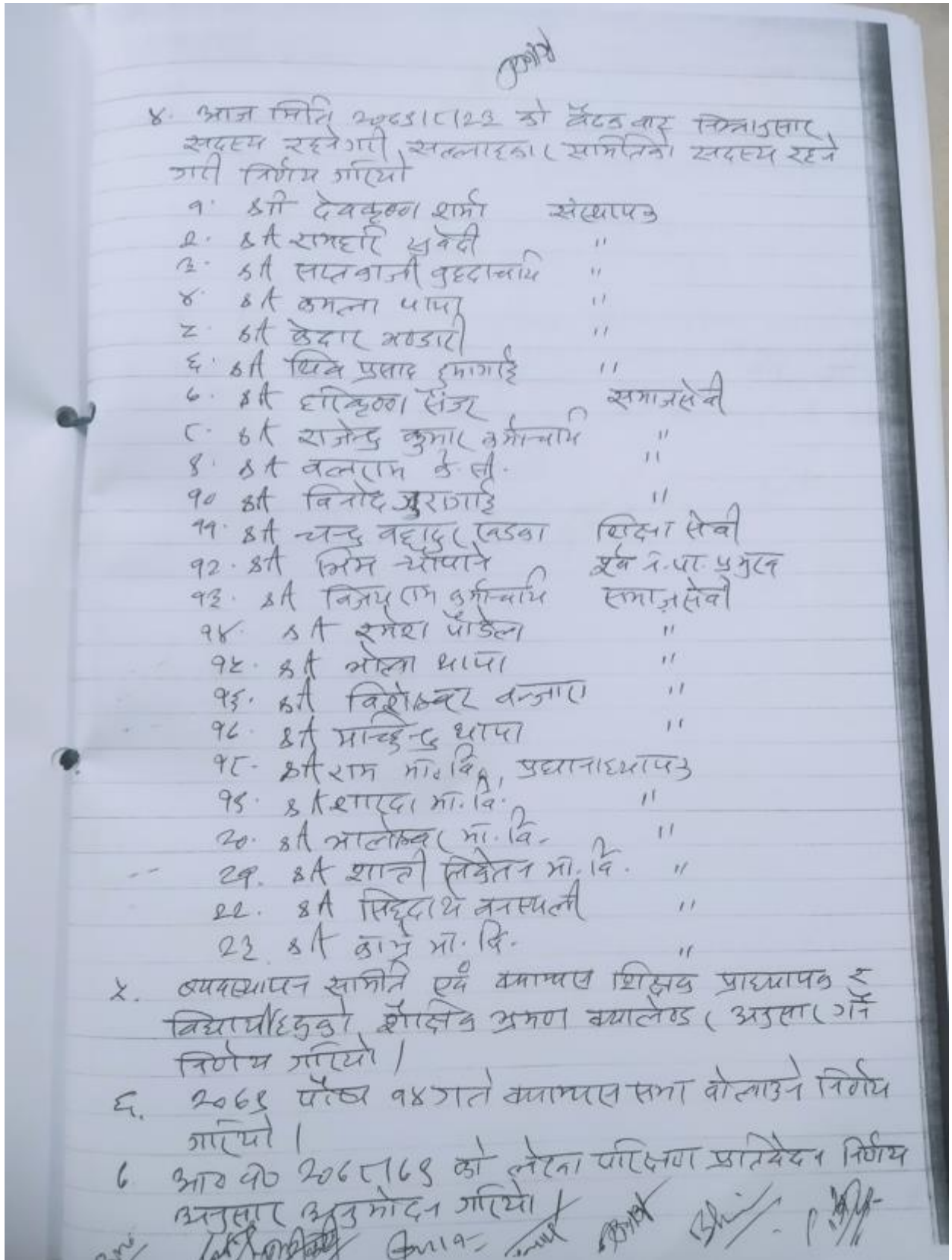
SECTION B:

CRITERION 1: FORMATION OF ADVISORY COMMITTEE OF CAMPUS-1



SECTION B:

CRITERION 1: FORMATION OF ADVISORY COMMITTEE OF CAMPUS-2



SECTION B:

CRITERION 1: DOCUMENT MECHANISM TO COMBINE TEACHING AND RESEARCH CELL 1



INDRESHWOR CAMPUS

Estd.: 2058

Panauti-7, Kavre

COMMITTEE/SUBCOMMITTEE/CELL FORMATION DESCRIPTION

BOD Approved Date: 2080/06/10

- 1. Internal Quality Assurance Committee**
Coordinator: Shreekumar Suwal (QAA Focal Person)
Member: Jayaram Karmacharya
Member: Priyanka Rawal
Member: Deepak Sharma
Member: Rajendra Mahaju
- 2. Self-Assessment Team (SAT)**
Coordinator: Jayaram Karmacharya
Member: Shreekumar Suwal
Member: Priyanka Rawal
- 3. Self-Study Report Writing Sub-Committee**
Coordinator: Shreekumar Suwal
Member: Jayaram Karmacharya
Member: Kamal Shrestha
Member: Usha KC
Member: Rajendra Mahaju
- 4. Construction and Purchase Committee**
Coordinator: Bhimsen Basnet
Member: Jayaram Karmacharya
Member: Sunita Shrestha
Member: Kiran Karmacharya
- 5. Human Resource Committee**
Coordinator: Sabita Humagain
Member: Laxman Banjara
Member: Prasuram Adhikari
Member: Sujana Shrestha
- 6. Research Management Committee**
Coordinator: Jayaram Karmacharya
Member: Sundar Shrestha
Member: Ramchandra Thapa
Member: Santa Kumar Shrestha
Member: Prakash Humagain
Member: Kamal Shrestha
Member: Sumi KC
- 7. Extra-Curricular/Class Activities Sub-Committee**
Coordinator: Gopal Dahal
Member: Hari Bhakta Karmacharya
Member: Riya Gochhe
Member: Kamal Shrestha
Member: Nabaraj Sapkota
- 8. Information and Communication (Publication/Bulletin) Sub-Committee**
Coordinator: Surya Bhakta Karmacharya
Member: Ganga Devi Shrestha
Member: Rajendra Banjara
Member: Rajendra Mahaju
- 9. Management Department Sub-Committee**
Coordinator: Priyanka Rawal
Member: Ram Chandra Thapa
Member: Sunita Shrestha
Member: Nabaraj Sapkota
- 10. Education and Humanities Department Sub-Committee**
Coordinator: Prasuram Adhikari
Member: Sunita Shrestha
Member: Nava Raj Acharya
Member: Pratap Tamrakar
Member: Hari Bhakta Karmacharya
Member: Gopal Dahal
Member: Surya Bhakta Karmacharya
- 11. Internal Exam Sub-Committee**
Coordinator: Pratap Tamrakar
Member: Ramchandra Thapa
Member: Rajendra Banjara
Member: Ganga Devi Shrestha
Member: Nava Raj Acharya
Member: Sunita Shrestha
Member: Kiran Karmacharya
- 12. Grievance Redressal and EMIS Cell**
Coordinator: Deepak Sharma
Member: Laxman Banjara
Member: Sujana Shrestha
Member: Sabita Humagain
Member: Nabaraj Sapkota
Member: Ujjala Karmacharya
Member: Chanas Raj Rana
- 13. Scholarship Distribution Committee**
Coordinator: Shreekumar Suwal
Member: Jayaram Karmacharya
Member: Kiran Karmacharya
- 14. Evaluation/Inspection and Discipline Sub-Committee**
Coordinator: Rajesh Kumar Shrestha
Member: Bhimsen Basnet
Member: Jayaram Karmacharya

Volume 2, ANNEX 10

SECTION B:

THE RESERCH BUDGET OF FISCAL YEAR 2082/83-2

इन्द्रेवर क्याम्पस
पनौती, काभ्रेपलाञ्चोक
आ.व. २०८२/८३ को अनुमानित आय व्यय विवरण

	विवरण	दर	संख्या	आय	व्यय
१	भना वाट	3500	320	1120000	
२	बसपन शुल्कवाट	12000	250	3000000	
३	परीक्षा कारगम	850	500	425000	
४	वि वि सेवाशुल्क	400	300	120000	
५	विश्विद भना जाक	3500	100	350000	
६	आन्तरिक परीक्षा वाट	300	300	90000	
७	विश्विद			88000	
८	UGC वाट अन्व अनुदान		2000000	2000000	
९	UGC वाट निर्वाचित अनुदान		150000	1500000	
१०	बागमती प्रदेश अनुदान		3000000	3000000	
११	बागमती प्रदेश अनुदान		2000000	2000000	
१२	तलक (शिक्षक, प्रा. कर्मचारीहरू)				6000000
१३	स्टेशनरी				110,000
१४	पुस्तकालय				1100000
१५	विज्ञापन				68,000
१६	अमरा खर्च				95,000
१७	विज्ञापन प्रतिनिधित्व				65,000
१८	छपाई				250,000
१९	परीक्षा कारगम वि वि तला परीक्षा खर्च				600000
२०	सजिस्ट्रेशन				50,000
२१	फनिवर				650000
२२	अमानिन्त निस्कास				300000
२३	कार्यक्रम खर्च				550000
२४	कम्प्युटर स्वाट टि वि.सि.सि.सि.सि.				875000
२५	अनुदान				870000
२६	भवन भवन सम्भार				2000000
२७	वि वि लैबिङ्ग				60,000
२८	शाला अभिवृद्धि लागि				50,000
२९	अन्व अनुदान				83 500
३०	विश्विद				55000
	जम्मा			13693000	13693000

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Bhim

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RESEARCH METHODOLOGY TRAINING CLASS PHOTOS-3

Research Methodology Training						
Organized by Indreshwor Campus			Date: 2079 Asar 2-4		Attendance Sheet	
			Supported by UGC Nepal			
Name	Campus	Contact No.	Signature			
			2079/3/2	2079/3/3	2079/3/4	
Yashraj Dahal	NIST College Baretu	9849521113	[Signature]	[Signature]	[Signature]	
Dr. Dilip Parajuli	Shakti M. Campus	9857002997	[Signature]	[Signature]	[Signature]	
Dr. Madhusen Thapa	Reston M. Campus	9891243728	[Signature]	[Signature]	[Signature]	
Sunder Lal Shrestha	Suryawardi College	9890877839	[Signature]	[Signature]	[Signature]	
Dipak Neupane	Ruhaden Campus	9851152852	[Signature]	[Signature]	[Signature]	
Nabaraj Acharya	Indreshwor	9841584956	[Signature]	[Signature]	[Signature]	
Bhawanee Pandey	Teg. Wangsa M. Campus	9849315850	[Signature]	[Signature]	[Signature]	
Prasuram Adhikari	Indreshwor	9841257866	[Signature]	[Signature]	[Signature]	
Laxman Banjara	Indreshwor Campus	9842902621	[Signature]	[Signature]	[Signature]	
Surya Shrestha Karmacharya	Indreshwor Campus	98411057103	[Signature]	[Signature]	[Signature]	
Sudeh Banjara	Indreshwor Campus	9841085710	[Signature]	[Signature]	[Signature]	
Bhanta Kumar Shrestha	Indreshwor Campus	9841058732	[Signature]	[Signature]	[Signature]	
Sudil Panta	Sarbanmangala H.C.	9849311283	[Signature]	[Signature]	[Signature]	
Chapras Raj Rana	Indreshwor Campus	9851181863	[Signature]	[Signature]	[Signature]	
Hanibhata Karmacharya	Indreshwor Campus	9848858581	[Signature]	[Signature]	[Signature]	
Acharya Timalsina	Indreshwor Campus	9845020483	[Signature]	[Signature]	[Signature]	
Sunita Karmacharya	Indreshwor Campus	9860912992	[Signature]	[Signature]	[Signature]	
Jamuna Dahal	Dipika Campus	9843370457	[Signature]	[Signature]	[Signature]	
Binita Timalsina	Indreshwor Campus	9843426359	[Signature]	[Signature]	[Signature]	
Subha Thapa	Indreshwor Campus	9843033379	[Signature]	[Signature]	[Signature]	
Sumita Shrestha (Jugosa)	Indreshwor	9841437313	[Signature]	[Signature]	[Signature]	
Sakita Humagain	Indreshwor	9843812298	[Signature]	[Signature]	[Signature]	
Deepak Shrestha	"	9851119863	[Signature]	[Signature]	[Signature]	
Sunita Shrestha	"	9849683534	[Signature]	[Signature]	[Signature]	
Bash Karmacharya	"	9891122014	[Signature]	[Signature]	[Signature]	
Sasita Banjara	Chaitanya Campus	9841909306	[Signature]	[Signature]	[Signature]	
Santosh Kumar Ghimire	Barpa Siddhartha	9841495529	[Signature]	[Signature]	[Signature]	
Teat Lal Shrestha	Gyanini College, Barpa	9851193774	[Signature]	[Signature]	[Signature]	
Prakash Shrestha	Nepal Commerce Campus	9841436553	[Signature]	[Signature]	[Signature]	
Syamraj Parajuli	People's M. Campus	9841626715	[Signature]	[Signature]	[Signature]	

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THE COPIES OF INTERNSHIP LETTERS 4

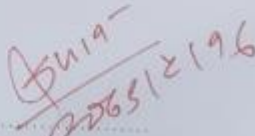
 **INDRESHWOR CAMPUS**
Panauti Municipality-7, Kavrepalanchok.
Estd: 2058 B.S. (2001 A.D.)
Affiliated to Tribhuvan University
(MBS, BBS, BEd, BA, BSW)

Ref No.:  मिति:-२०७९/०५/१७

श्रीमान् प्रबन्धक ज्यू
एन.आई.सि.एशिया बैंक लि
पनौती शाखा, काभ्रे ।

जो जस संग सम्बन्धित छ

उपरोक्त सम्बन्धमा बागमती अंचल, काभ्रे जिल्ला, पनौती नगरपालिका वडा नं ०७ बस्ने मेलिना खड्गी यस क्याम्पसमा स्नातक तह, व्यवस्थापन सकाय, वि.वि.एस.लेभलमा रोल नं ५३ मा भर्ना भई अध्ययन गरी परीक्षामा सामेल भइरहेको र निजको परीक्षाको नतिजा प्रकाशित हुन बाँकि रहेको व्यहोरा अवगत गर्दछु । निजलाई त्यस बैंकको नियमानुसार Internship को लागि आवश्यक कार्यको व्यवस्था मिलाई दिन हुन अनुरोध गर्दछु ।


क्याम्पस प्रमुख
श्रीकुमार सुवाल

email: indreshworcampus2058@gmail.com, website: indreshworcampus.edu.np Tel.No.: 011-441399

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INDRESHWOR CAMPUS

Panauli Municipality-7, Kavrepalanchok

Estd: 2058 B.S. (2001 A.D.)

Affiliated to Tribhuvan University

(MBS, BBS, BEd, BA, BSW)

Ref No.: ३३१०६५८०



मिति:-२०७९ फागुन २८

श्रीमान् प्रबन्धक ज्यू
एन.आइ.सि. एसिया बैंक लि.
पनौती शाखा, काभ्रे ।

जो जस संग सम्बन्धित छ

उपरोक्त सम्बन्धमा बागमती अञ्चल, काभ्रे जिल्ला पनौती वडा नं १२ बस्ने पल्लवी अधिकारी यस क्याम्पसमा ४ वर्षे स्नातक तह ,व्यस्थापन संकाय, वि.वि.एस.प्रथम वर्षमा रोल नं. १९ मा भर्ना भई नियमित अध्ययन गरि रहेको अवगत गर्दछु । निजको वि.वि.र.नं. ७-२-४०७-१८-२०२९ व्यहोरा जानकारी गराउँदछु । निजलाई Internship को लागि आवश्यक कार्यको व्यवस्था मिलाई दिन हुन अनुरोध गर्दछु ।

श्रीकुमार सुवाल
क्याम्पस प्रमुख

SECTION B:

THE COPIES OF PROPOSALS AND REPORTS 6

आज मिति २०७७/१२/१० गते दिने यस इन्ड्रेक्टर
क्याम्पस अनुसन्धान विभागका प्रमुख श्री सुन्दर
प्रेमको अध्यक्षतामा सम्पन्न बैठक तपसिलबमोजिम
निर्णय गरियो:

उपासिति

- १, अनुसन्धान विभाग प्रमुख: श्री सुन्दर प्रेम
- २, क्याम्पस - प्रमुख: श्री गुणास प्रेम
- ३, पोसीस विज्ञ (वाह्य निरीक्षक):
श्री प्रा. डा. शशील भक्त मल्लेमा
- ४, कर्मचारी: श्री किरण कर्मचार्य
- ५ " : श्री जयबहादुर कर्मचार्य

प्रस्तावहरू:

- १, MBS दोस्रो वर्षको Thesis VIVA सम्बन्धमा
- २, विविध

निर्णयहरू:

- १, प्रस्ताव नं. १ उपर हलफलकार निम्नअनुसरको
विद्यार्थीहरूको MBS दोस्रो वर्षको Thesis VIVA
External Expert Prof. Dr. Sushil Bhakta
Mathema, TU गएको उपासितिमा सम्पन्न गर्ने
निर्णय गरियो।

विद्यार्थीहरू:

① नाम: Aruna Banerjee A.

Thesis Title _____

College Roll No. _____

MBS. II Sem No. _____

T.V Regd: _____

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② Shriyana Shrestha Shriyana
Working capital of Butwal Power Company Ltd.
Regd No. 7-2-382-95-2012
Exam Roll No. 4070007

(3) Name PRASHANT KHAKUREL Prashant
Title Impacts of liquidity on Profitability of Commercial Banks of Nepal
Regd No. 7-2-31-114-2009
IT Exam Roll No. 4070030

4 Name : SUSHMITA SHRESTHA Sushmita
Title - Contribution on Value-added Tax & Tax Revenue
Regd no - 7-2-382-106-2012 in Nepal.
Exam Roll no.

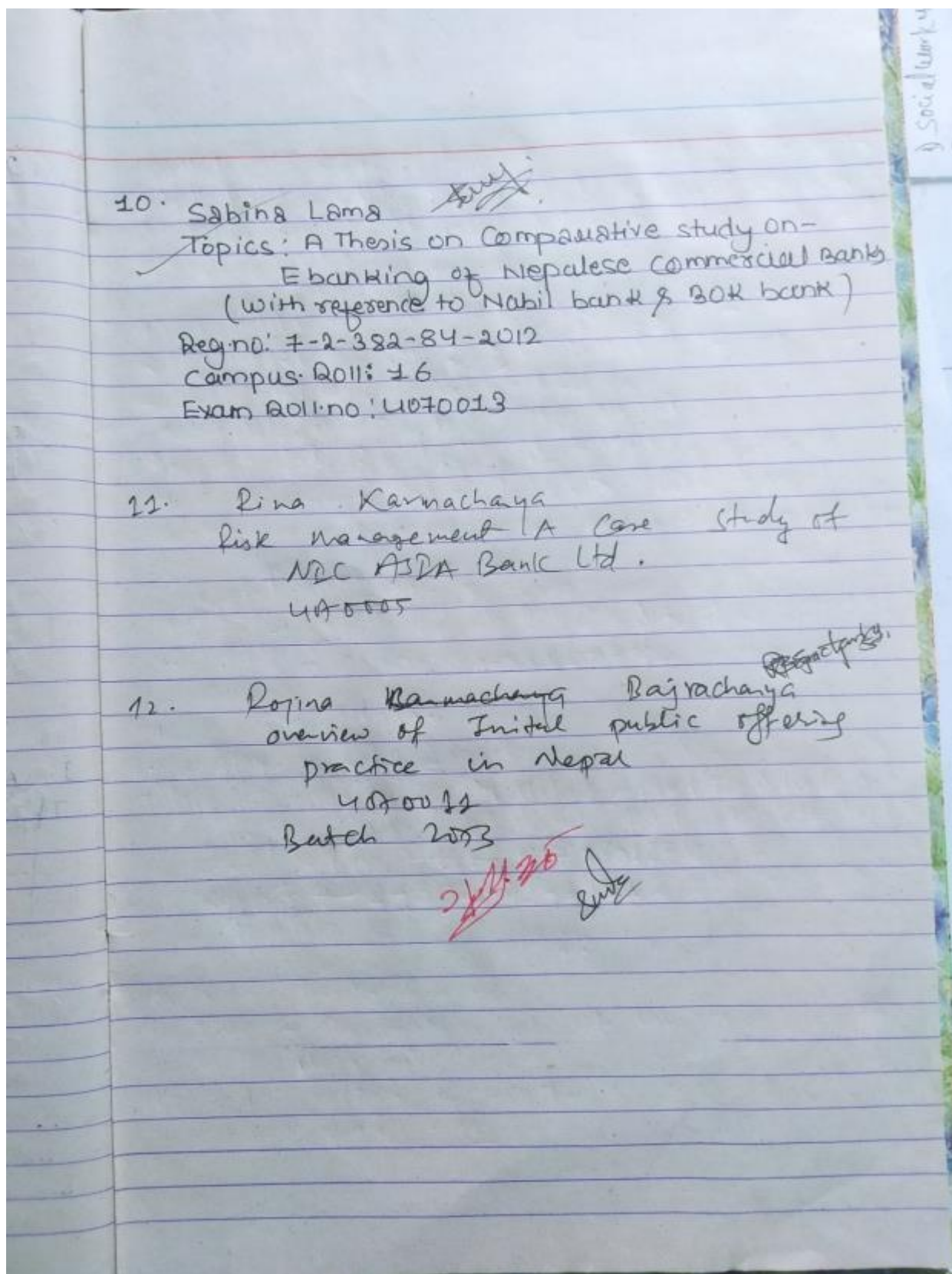
5. Name - Sita Lagun. Sita
Topic - A financial performance Analysis
of Standard chartered Bank & Everest
Bank Ltd.
Reg no. - 7-2-402-114-2012
Roll NO: 19

6. Name - Rasila Banjara
Topic - An analysis of ~~st~~ tax structure in
Nepal
Reg no = 7-2-407-95-2012 Rasila
Roll no - 11

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**A STUDY ON CONTRIBUTION OF VALUE
ADDED TAX TO TAX REVENUE IN NEPAL**

A THESIS

Submitted by:

Sushmita Shrestha

Indreshwor Campus, Panauti, Kavre

College Roll No.:3

Exam Roll No.: 4070010

T.U. Reg. No.: 7-2-382-106-2012



Submitted to:

Office of the Dean

Faculty of Management

Tribhuvan University, Nepal

*In partial fulfillment of the requirement for the degree of
Master of Business Studies (MBS)*

*Panauti, Kavre, Nepal
2021*

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SECTION B:
THE COPIES OF PROPOSALS AND REPORTS 10

आन्तरिक बसाइसराईले सांस्कृतिक पक्षमा पारेको प्रभाव एक अध्ययन

(काभ्रेपलान्चोक जिल्ला पनौती न.पा वडा नं. ४)

त्रिभुवन विश्वविद्यालय मानविकी संकाय तथा सामाजिकशास्त्र संकाय अन्तर्गत
स्नातक तह प्रथम वर्षमको नेपाली समाजको गतिशिलता (४२२) को आंशिक
आवश्यकता परिपूर्तिको लागि तयार पारिएको

प्रस्तुत कर्ता

उमेश हुमागाई

सि.नं.६०४०७००२३

र.नं. ६-२-४०७११८-२०२०

त्रिभुवन विश्वविद्यालय समाजशास्त्र संकाय

इन्द्रेश्वर बहुमुखी क्याम्पस

पनौती ४, काभ्रे

२०७९

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SECTION B:

THE RULES AND REGULATION FOR RESEARCH CELL -11

Research Management Committee

आज मिति २०७८ साल चैत्र १३ गतेका दिन यस इन्टरनल क्याम्पसको Research Management Committee को बैठक यस समितिका संयोजक श्री जयराम कर्मचार्यको अध्यक्षतामा भव्यो । यस बैठकमा विद्यार्थीहरूको व्यक्तित्वको उपस्थिति रह्यो ।

उपस्थिति

क्र.सं.	नाम	पद
१	जयराम कर्मचार्य	संयोजक
२	शन्तकुमार श्रेष्ठ	सदस्य
३	सुन्दर श्रेष्ठ	सदस्य
४	रामचन्द्र थापा	सदस्य
५	श्रीकुमार भुवाल	सदस्य

उपस्थित

१. धन्यवाद सम्बन्धमा
२. कार्यक्षेत्र सम्बन्धमा
३. अनुसन्धान तालिम सम्बन्धमा गर्ने सम्बन्धमा
४. निष्कर्ष

निर्णयहरू

प्रस्ताव नं. १ उपर छलफल गर्दा यस इन्टरनल क्याम्पस व्यवस्थापन समितिलाई Research Management Committee गठन गरिदिनु भएकोले क्याम्पस व्यवस्थापन समितिलाई हार्दिक धन्यवाद दिने निर्णय गरियो ।

प्रस्ताव नं. २ उपर छलफल गर्दा यस समितिको कार्यक्षेत्रमा निम्न अनुसार हुनेछ ।

१. MBS, BBS Thesis writing लेखनको लागि विद्यार्थीहरूलाई सहयोग गर्ने
२. BBS, BA and BE को Report writing लेखन सहयोग गर्ने
३. प्राध्यापक र विद्यार्थीहरूलाई अनुसन्धान गर्ने आवश्यक सामग्री सहयोग गर्ने
४. प्राध्यापक र विद्यार्थीहरूलाई अनुसन्धान गर्ने आवश्यक आर्थिक सहयोग गर्ने
५. अनुसन्धान विधि तालिम सन्धारन गर्ने
६. विभिन्न Seminar, Workshops कलेजमा नै गराउन प्रेरित गर्ने ।

प्रस्ताव नं. ३ उपर छलफल गर्दा यस इन्टरनल क्याम्पस व्यवस्थापन समितिलाई विद्यार्थीहरूलाई अनुसन्धान आयोगको सहयोगमा ३ दिने अनुसन्धान पढ्ने तालिम २०७९ असार २३ र ४ गते सन्धारन गर्ने निर्णय गरियो ।

प्रस्ताव नं. ४ उपर छलफल गर्दा निम्न विधित विषयमा निर्णय गरियो ।

क) पढाईमा रहेका कक्षा १२ मा अध्ययन गर्ने विद्यार्थीहरूको विषयमा स्नातक विषयको लागि पढाई बाहिर जान चाहने र पढाई क्षेत्रमा नै अध्ययन गर्ने चाहने सम्बन्धी विद्यार्थीहरूलाई गरिएको Outflow of students to other location विषयमा अनुसन्धानात्मक रिपोर्ट तयार गर्नेको लागि यस समितिका संयोजक जयराम कर्मचार्यलाई जिम्मेवारी दिने निर्णय गरियो ।

ख) यस क्याम्पसमा अध्ययनरत वि वि एस चौथो वर्षको परिक्षामा सामेल भएका विद्यार्थीहरूको प्रयोगात्मक परिक्षाको VIVA Report लिइएका अंक बार क्याम्पस प्रशासनलाई बुझाउने निर्णय गरियो ।

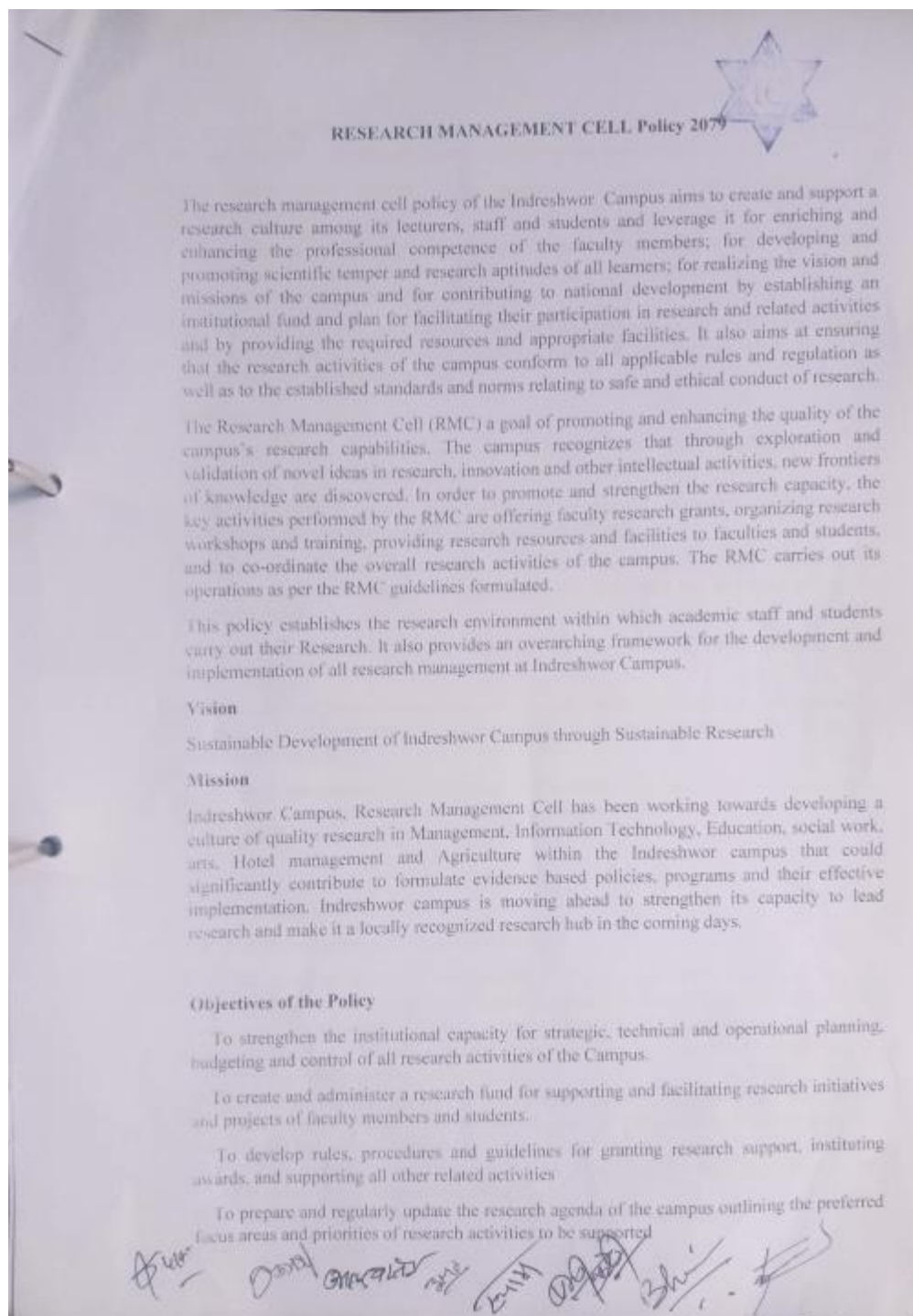
आजको बैठकमा छलफलको अरु विषयहरू तय भएकोले सम्पूर्ण उपस्थित पदाधिकारीहरूलाई धन्यवाद ज्ञापन गर्दै आजको बैठक यही समाप्त भएको जानकारी गरियो ।

(Signatures)

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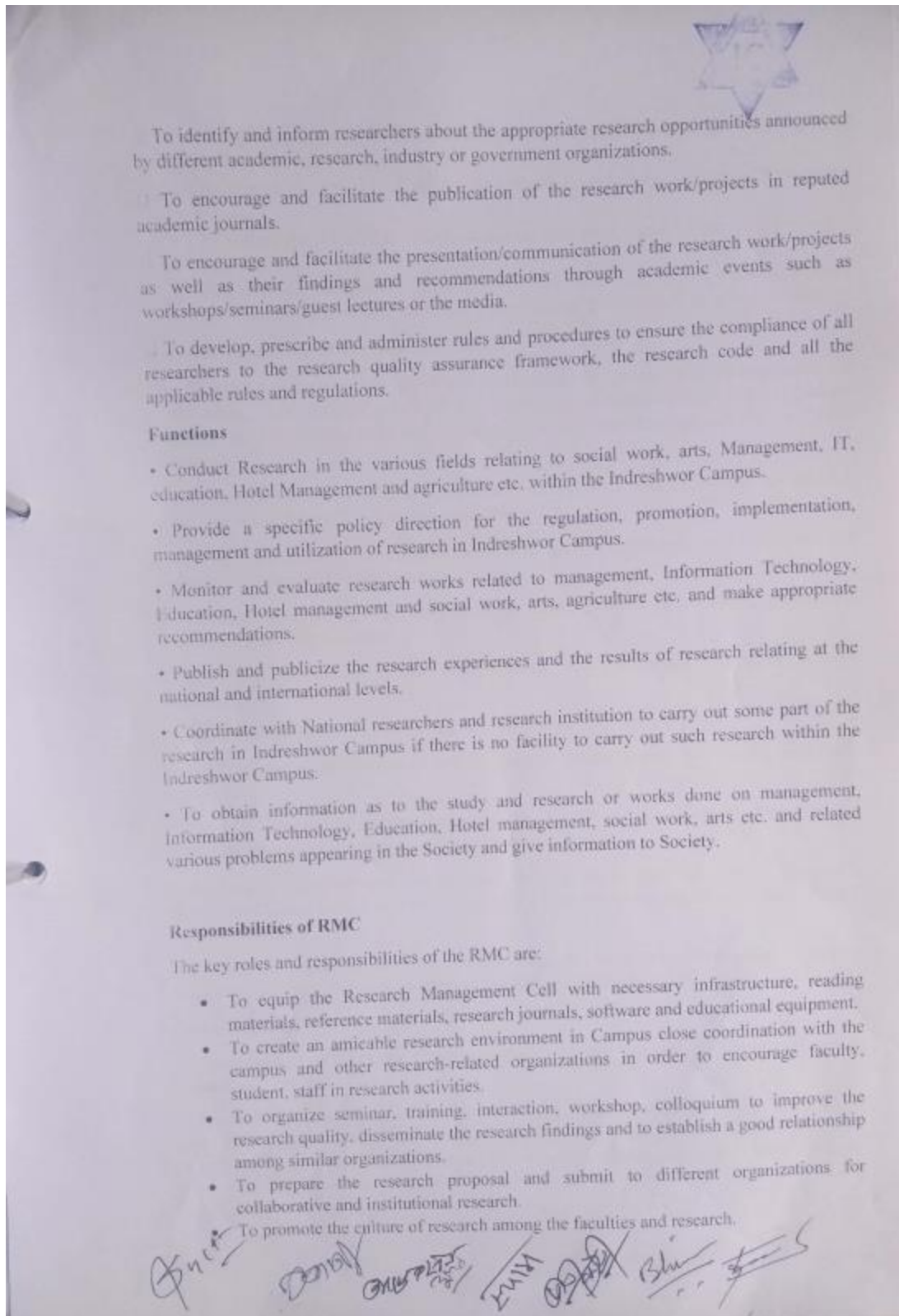
CRITERION 1: RESEARCH MANAGEMENT CELL GUIDELINES-11



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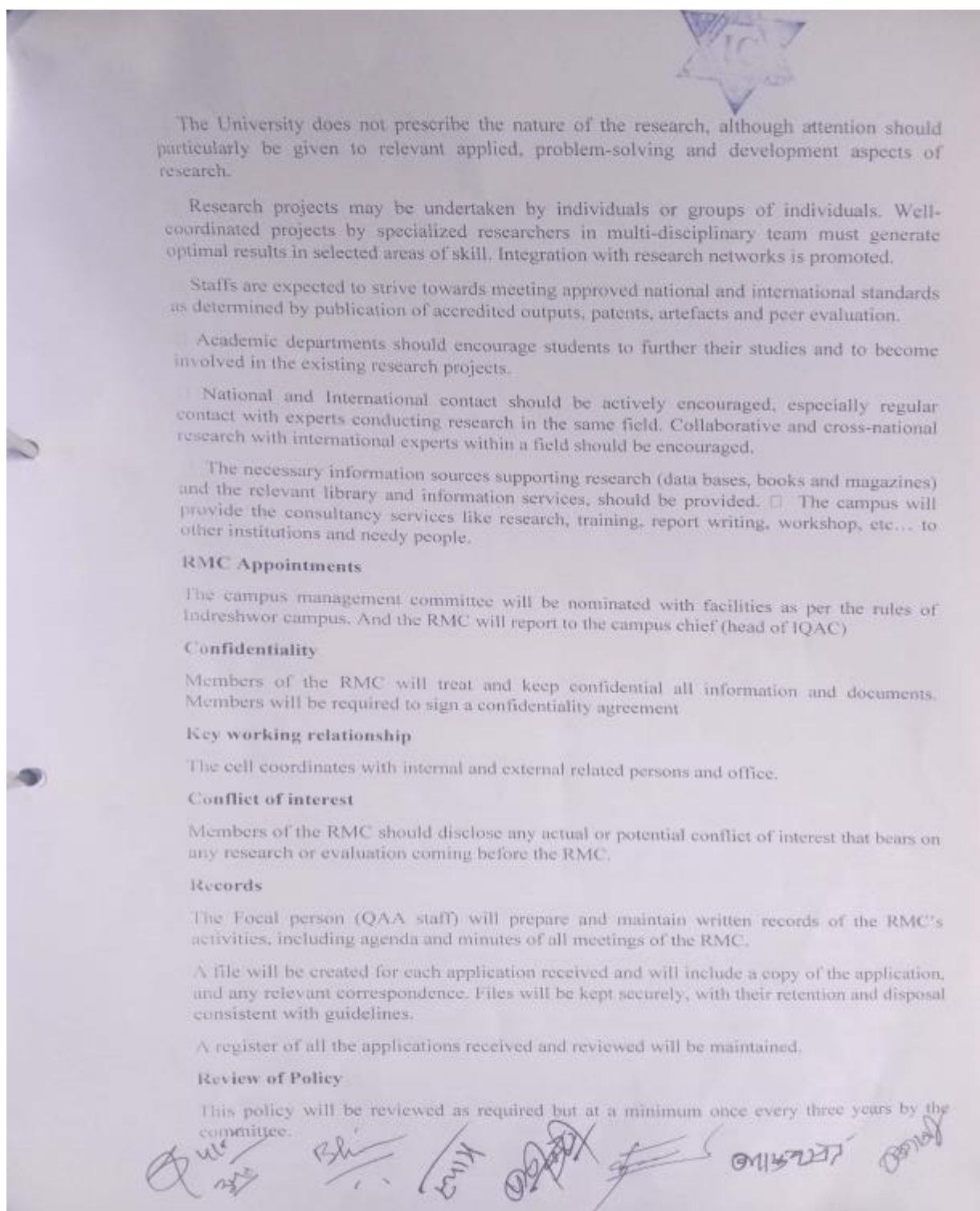
CRITERION 1: RESEARCH MANAGEMENT CELL GUIDELINES-11



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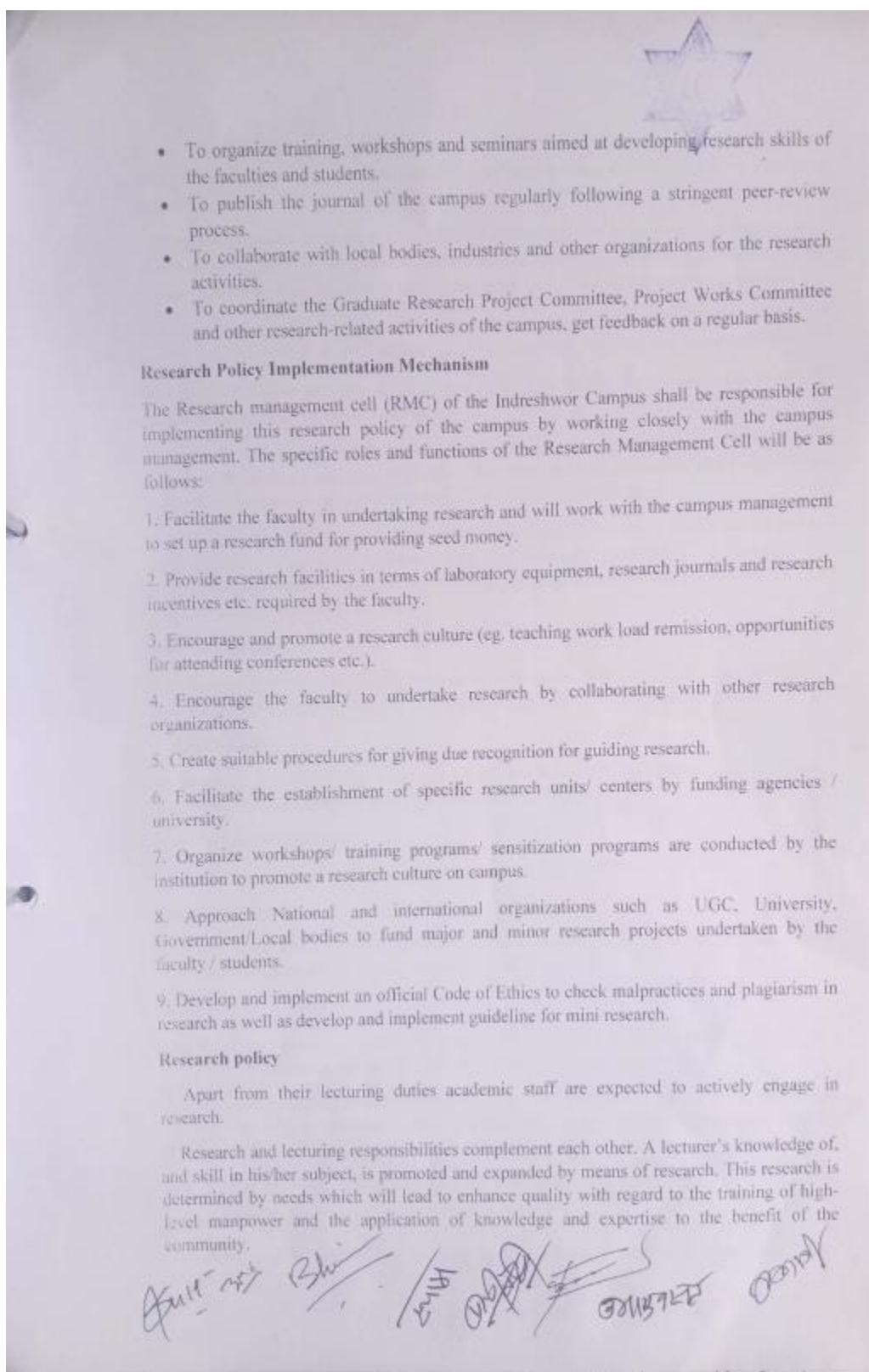
CRITERION 1: RESEARCH MANAGEMENT CELL GUIDELINES-12



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CRITERION 1: RESEARCH MANAGEMENT CELL GUIDELINES-13



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SECTION B:

The academic improvement plan 2024 -1

Indreshwor Campus, Panauti, Kavre Report of Academic Quality Improvement Plan [2024 AD]

S.N	Area	Programs and Activities	Action Taken (Achievements)
1	To increase the students enrolment annually	Focus on the publicity of the campus utilizing medias and printed materials, including its attempt to increase the quality, achievements, facilities and the scholarship schemes. Focus on the promotional activities of the campus, interaction with the guardians, local agencies and stakeholders, conduct different social awareness programs	- Distributed campus brochures - Used print media and electronic media for the campus advertisement - Provided scholarship for the newly enrolled students (about 40% students) - Increased 20% students in new enrolment
2	To reduce the students dropout rate	To conduct counseling and awareness programs to both students and guardians, Activation of the campus job placement cell, To increase the need based scholarship schemes. To conduct motivational and remedial extra classes for the students. Coordinate with the local government and organizations to create more employment opportunities to the students	- Counseling Cell Conducted counseling and awareness program to the students. - Home visit and the telephone inquiries are conducted to enable students' regularity. - 10 students are provided service training in co-operation of financial and educational institutions.
3	To increase the pass ratio of the students	To ensure the regularity of the classes, to conduct exam oriented extra classes, to reform the internal evaluation and feedback system including assignments and projects, to increase the number of internal student assessments, to conduct interaction programs with the guardians regarding the students achievements, to implement the new teaching learning methodologies including ICT tools.	- To increase the pass ratio of the students - To ensure the regularity of the classes, to conduct exam oriented extra classes, to reform the internal evaluation and feedback system including assignments and projects, to increase the number of internal student assessments, to conduct interaction programs with the guardians regarding the students achievements, to implement the new teaching learning methodologies including ICT tools. - The remedial classes for the needy and irregular students were conducted without charging extra fees. - Exam orientation classes were conducted before each and every exam to increase active participation in each test and exam. - Online supports are provided for needy students. - More assignments and feedbacks are provided.



Amir

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SECTION B:

The academic improvement plan 2024 -2

4	To reduce the program completion duration	To motivate the students to be regular in the classes, to ensure the participation of the students in internal examination conducted by the campus, to identify the difficult subjects/courses for the students and to provide special remedial exam oriented extra classes in such subjects.	- The program incompleting students enrolled before 2015 are identified and called for TU Exam and provided remedial and guidance classes with feedback.
5	To improve the quality (grade) of the graduates	To facilitate the students and faculties by the visiting experts very often to share the experiences from the universities, To ensure the involvement of the teachers and students in research activities, to motivate the students and faculties for the wider use of library resources and e- resources, To develop the culture of peer review and feedback system, to motivate and provide opportunities in report writing, case studies, presentation for the students. To conduct the seminars, workshops and training programs to improve the academic quality.	- Visiting faculties are invited from TU - Online and physical classes are provided to improve the quality of the graduates.

Amir



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The Notice for extra class-3

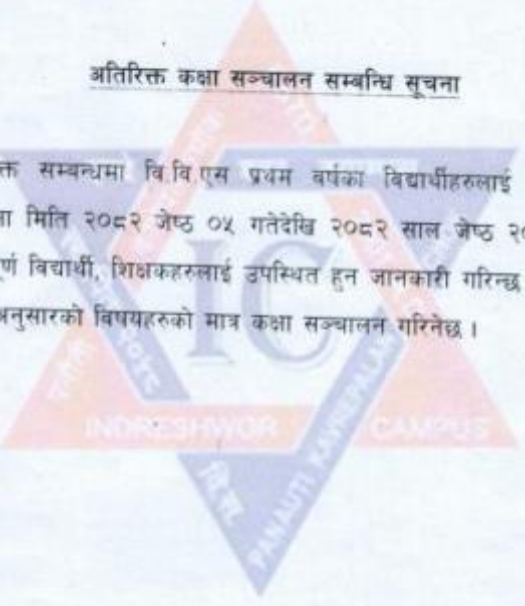
 **INDRESHWOR CAMPUS**
Panauti Municipality-7, Kavrepalanchok
Estd: 2058 B.S. (2001 A.D.)
Affiliated to Tribhuvan University
(MBS, BBS, BEd, BA, BASW)

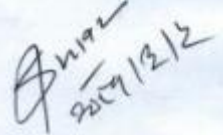
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 मिति: २०८१/३/०५

अतिरिक्त कक्षा सञ्चालन सम्बन्धि सूचना

उपर्युक्त सम्बन्धमा वि.वि.एस. प्रथम वर्षका विद्यार्थीहरूलाई परिक्षा केन्द्रित अतिरिक्त कक्षा मिति २०८२ जेष्ठ ०५ गतेदेखि २०८२ साल जेष्ठ २० गतेसम्म हुने भएकोले सम्पूर्ण विद्यार्थी, शिक्षकहरूलाई उपस्थित हुन जानकारी गरिन्छ। विद्यार्थीहरूको आवश्यकता अनुसारको विषयहरूको मात्र कक्षा सञ्चालन गरिनेछ।




श्रीकुमार सुवाल
क्याम्पस प्रमुख

email: indreshworcampus2058@gmail.com, website: indreshworcampus.edu.np, Tel. No. 011-441399

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SECTION B:

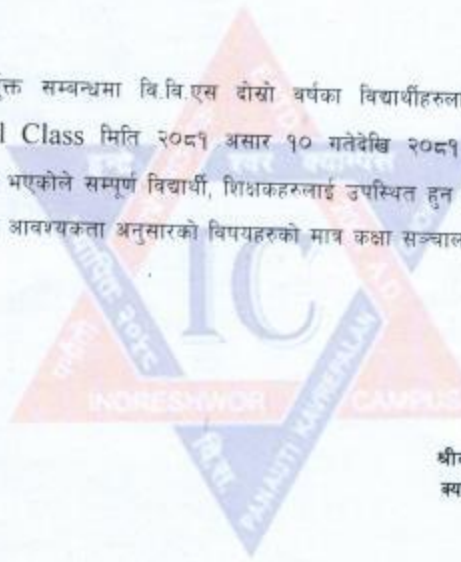
The Student remedial class-4

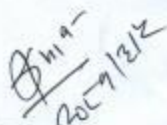
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Ref. No.:  मिति: २०८१/३/०५

Remedial Class सञ्चालन सम्बन्धित सूचना

उपर्युक्त सम्बन्धमा वि.वि.एस दोस्रो वर्षका विद्यार्थीहरूलाई परिक्षा केन्द्रित Remedial Class मिति २०८१ असार १० गतेदेखि २०८१ साल असार २८ गतेसम्म हुने भएकोले सम्पूर्ण विद्यार्थी, शिक्षकहरूलाई उपस्थित हुन जानकारी गरिन्छ। विद्यार्थीहरूको आवश्यकता अनुसारको विषयहरूको मात्र कक्षा सञ्चालन गरिनेछ।




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The Student remedial class-5

Class <u>P.B. 2nd year</u> Register Daily Attendance															Remedial class for the Month of <u>Aug</u> 20 <u>81</u>																						
Roll No.	Name of Scholar	Date Days	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	32	Total Atten.	Absent Days	Remarks
	Ancha Dhoti											✓	✓	✓			✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	
12	Sapna Sapkota											✓	✓	✓	✓		✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	
18	Rajma Bhandari											✓	✓	✓	✓		✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	
19	Sagar Nepali											✓	✓	✓	✓		✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	
21	Sonu Rai											✓	✓	✓	✓		✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	
25	Su Koshi											✓	✓	✓	✓		✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	
27	Rupa Sapkota											✓	✓	✓	✓		✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	
28	Sandhya Bhandari											✓	✓	✓	✓		✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	

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SECTION B:

The Student remedial class-6

Class BBS 2nd year Register Daily Attendance

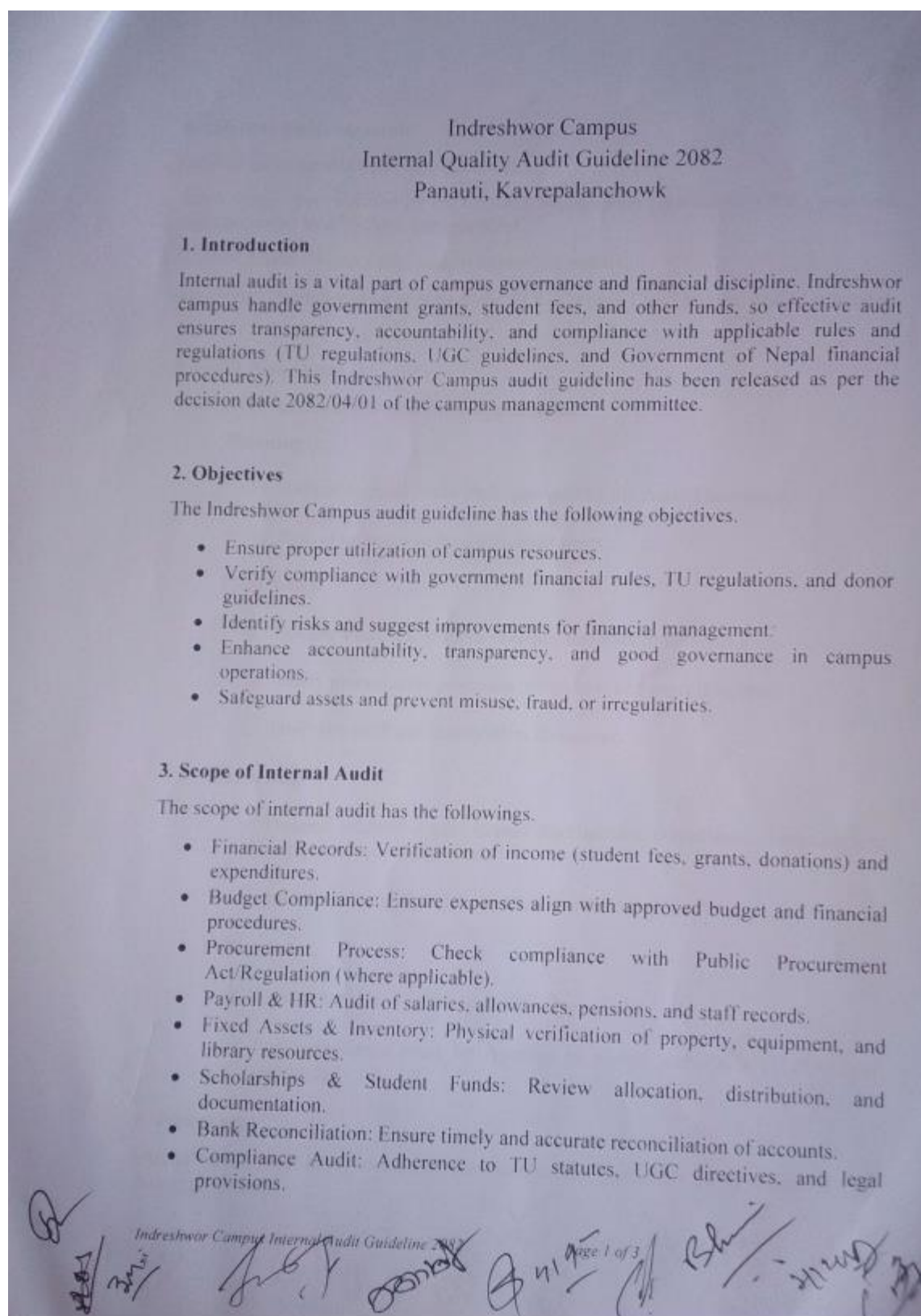
Remedial class
for the Month of Asar 20 81

Roll No.	Name of Scholar	Date Days	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	32	Total Atten	Absent Days	Remarks
	Amcha Dhitel											✓	✓	✓	✓		✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓		
12	Sapana Sunkata											✓	✓	✓	✓		✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓		
18	Rajma Bhandari											✓	✓	✓	✓		✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓		
19	Sagar Nepali											✓	✓	✓	✓		✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓		
21	Sonu Poudel											✓	✓	✓	✓		✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓		
26	Su Bhandari											✓	✓	✓	✓		✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓		
27	Pragna Sunkata											✓	✓	✓	✓		✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓		
28	Sadishya Poudel											✓	✓	✓	✓		✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓		

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4. Internal Audit Structure

Internal audit structure has the followings.

Audit Committee: Formed by the Campus Management Committee (CMC) to oversee audit activities lead by Asst. campus chief.

Internal Auditor: Outsourced to an independent auditor.

Reporting: Internal auditor reports to the BOD/Campus Chief and the Audit Committee.

5. Audit Procedures

Audit procedures will have the following structure.

Planning

- Annual Internal Audit Plan approved by the Audit Committee.
- Risk assessment to prioritize audit areas.

Field Work

- Review vouchers, ledgers, receipts, and bank statements.
- Verify procurement processes, inventory, and payroll records.
- Interview staff and stakeholders if required.

Reporting

- Prepare Internal Audit Report highlighting compliance, irregularities, risks, and recommendations.
- Submit to Campus Chief and CMC within the given fiscal year.

Follow-up

- Ensure corrective action on audit observations.
- Non-compliance must be reported to higher authorities (TU/UGC as required).

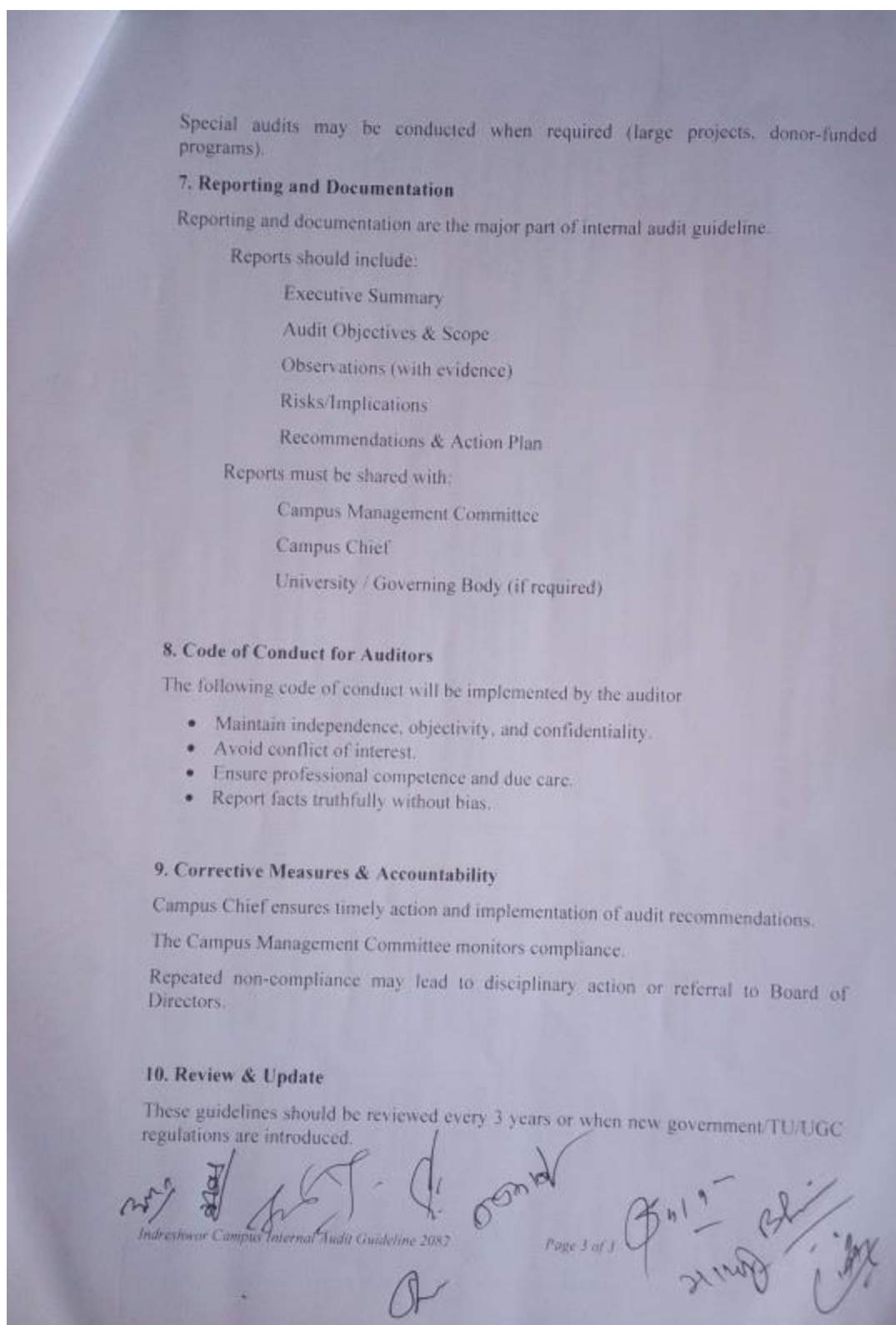
6. Frequency

Internal audits must be conducted at least once a year, preferably every six months for financial control.

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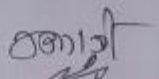
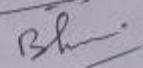
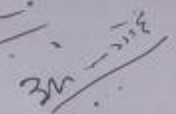
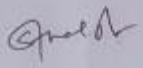
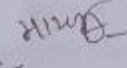
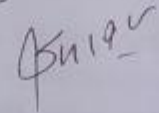


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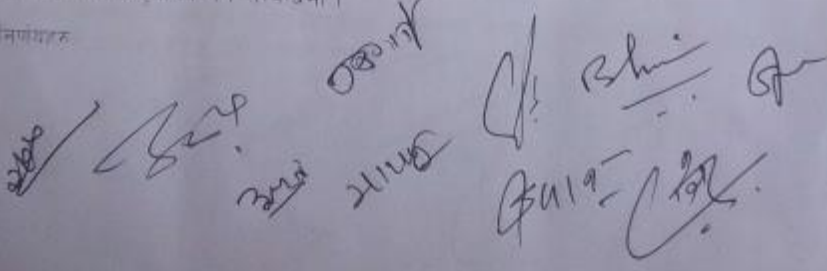
मिति २०८२ साउन २६ गतेका दिन यस इन्द्रेश्वर क्याम्पस सञ्चालक समितिको बैठक समितिको अध्यक्ष श्री तुयुकाजी तामाकारको अध्यक्षतामा बैठक बसी तयारित बमोजिमको प्रस्तावहरु उपर छलफल गरि निर्णय गरियो।

उपस्थित	हस्ताक्षर
१. अध्यक्ष श्री तुयुकाजी तामाकार	
२. उपाध्यक्ष श्री राजेश कुमार श्रेष्ठ	
३. कोषाध्यक्ष श्री भिमसेन बस्नेत	
४. सदस्य श्री अमृतमान गौचर	
५. सदस्य श्री राजेन्द्र कुमार कर्माचार्य	
६. सदस्य श्री केशव थापा	
७. सदस्य श्री श्यामसुन्दर श्रेष्ठ	
८. सदस्य श्री रामशरण भण्डारी	
९. सदस्य श्री कमल के सी	
१०. सदस्य श्री मायादेवी श्रेष्ठ	
११. सदस्य श्री रिता तामाङ	
१२. सचिव श्री कुमार सुबाल क्याम्पस प्रमुख	
१३. अतिथित श्री जयराम कर्माचार्य	

प्रस्तावहरु

१. सुझाव सकलत बमोजिम सुधार गर्ने सम्बन्धमा।
२. क्याम्पसको Vission, Mission and Objective सम्बन्धमा।
३. Internal Quality Academic Audit सम्बन्धमा।
४. नियमावली अनुमोदन गर्ने सम्बन्धमा।

निर्णयहरु



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१ प्रस्ताव नं. १ सम्बन्धमा छलफल गर्दा क्याम्पसले विभिन्न समयमा विद्यार्थी, प्राध्यापक, कर्मचारी एवं सरोकारितहरूबाट प्राप्त सुझाव सकलतया प्राप्त सुझावहरूमाथि छलफल गरी निम्नानुसारको सुधार तत्काल प्रभावकारी रूपमा गर्ने निर्णय गरियो ।

क। महिला शौचालयमा निशुल्क सान्टरी प्याडको व्यवस्था गर्ने,

ख। कक्षाकोठा, प्रशासन कक्ष, खुल्ला क्षेत्र तथा शौचालयमा इस्टविनको व्यवस्थापन गर्ने र दैनिक रूपमा सरसफाईलाई प्रभावकारी बनाउने

ग। पुस्तकालयमा फोटोकपी, प्रिन्टर मेसिन व्यवस्थित गरि विद्यार्थीहरूलाई सुविधा प्रदान गर्ने ।

घ। विश्वविद्यालय अनुदान आयोगको सहयोगमा प्राप्त ब्रोडब्याण्ड इन्टरनेटमा विद्यार्थीहरूलाई निशुल्करूपमा उपलब्ध गराई पठन पाठनलाई प्रभावकारी बनाउने ।।

ङ। कम्प्युटर प्रयोगशाला नियमित रूपमा विहान ६:३० बजेदेखि १०:०० बजेसम्म खुल्ला राखी विद्यार्थीहरूलाई निशुल्क रूपमा प्रयोग गर्ने दिने र प्रविधि सहायक कर्मचारीबाट सहजिकरण गर्ने ।

च। विश्वविद्यालय अनुदान आयोग र बागमती प्रदेश सरकार सामाजिक विकास मन्त्रालयबाट प्राप्त ल्यापटप यस क्याम्पसका अनुसन्धान व्यवस्थापन समिति, व्यवस्थापन संकाय उपसमिति, शिक्षा तथा मानविक संकाय उपसमिति, IQAC र SSR Subcommittee लाई माग भए बमोजिम काम गर्नको लागि ल्यापटप उपलब्ध गराउने निर्णय गरियो ।

छ। पठन पाठन सिकाई प्रभावकारी बनाउन शिक्षकबाट प्रोजेक्टरको प्रयोग गर्ने बढावा गर्ने ।

२ प्रस्ताव नं. २ सम्बन्धमा छलफल गर्दा क्याम्पसको वेबसाइटमा क्याम्पसको विद्यान एवम् नियमावली अनुसार Vission Mission Goal लाई राख्ने निर्णय गरियो ।

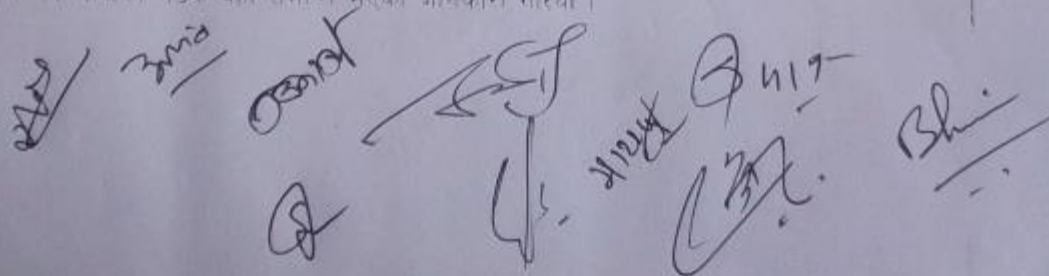
३ प्रस्ताव नं. ३ माथि छलफल गर्दा Internal Quality Academic Audit लाई नियमित रूपमा गर्नको लागि प्रत्येक आर्थिक वर्षको पहिलो त्रैमासिक भित्र Internal Quality Academic Audit Report यस समितिलाई बुझाउने गरि सहायक क्याम्पस प्रमुख जयराम कर्मचार्यलाई जिम्मेवारी दिने निर्णय गरियो ।

४ प्रस्ताव नं. ४ माथि छलफल गर्दा यस क्याम्पसबाट निम्नानुसारको नियमावलीहरु परिमार्जन तथा अनुमोदन गर्ने निर्णय गरियो । अनुमोदित नियमावली यसै साथ सलग्न गरिएको छ ।

1. Indreshwor Campus Alumni Association

2. HRM Plan 2082

आजको बैठकमा छलफलको अरु विषयहरु नभएकोले सम्पूर्ण उपस्थित पदाधिकारीहरूलाई धन्यवाद ज्ञापन गर्दै आजको बैठक यही समाप्त भएको जानकारी गरियो ।



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Report of Academic Audit of Indreshwor Campus

A. Brief Introduction of the Institute

Indreshwor Campus is one of the oldest campuses of Panauti, Kavrepalanchok district of Nepal. It is the leading organization of Panauti which is providing the citizens of Panauti in attaining the higher education. Its contribution cannot be forgotten because it has been providing the manpower for the nations, like entrepreneurs, teachers, businessmen, civil servant officers, and others.

This institution has been established in the heart of the Panauti Municipality. There were contributions of many social workers and scholars for its establishment. From the day of its establishment it has continuously played a significant role in spreading the brighter rays of life. For this it has coordinated and cooperated with various governmental and non-governmental organizations, including various stakeholders. To improve the quality of education of this organization, IC has been a Higher Education Reform Project (HERP) of University Grant Commission (UGC).

1.1 Our Aims and Objectives

The main aim of this institution is to provide standard formal education to the students that would enable them to compete in this competitive world to attain the goals they have targeted. Beyond this it has the following objectives:

- To educate and uplift the living standard of the deprived and economically background groups.
- To help in uplifting the inborn innate talents of the students
- To provide quality education in affordable and reasonable price
- To help in instilling the moral characters and civics sense
- To help them learn and respect the value of truth, beauty and goodness
- To prepare globally competent human resources who are creative, Co-operative, hardworking and industrious
- To equip them with the latest knowledge and technology
- To let them enjoy university education



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1.2 Our Special Features

- Public academic institution
- Able to develop efficient, effective and competent manpower for the country
- Quality education in reasonable and affordable price
- Classes from qualified and experienced lecturers
- Learner centered teaching and learning activities
- Various tests and pre-board examinations
- Conduction of various co-curricular and extra-curricular activities
- Special scholarship quotas for genuine, needy, dalit , marginalized and others
- Proper guidance and counseling for further studies
- Frequent use of multimedia and others
- Library facility
- Interaction programmes between lecturers, students, administration and management committee
- Visiting, tours and excursions

Development History

Indreshwor Campus was formally established in 2058 B.S. The first academic programs it was Bachelor of Business Studies, and then Bachelor in Education, then after Bachelor in Arts. At present it is running Master in Business Studies also. To fulfill the changing needs, this institution is planning for further programs to be launched in the near future.

Highlights of Major Activities and Achievements

It has been considered as one of the historical campuses of Kavrepalanchok district. It has tried to educate the Nepali citizens who used to be out of the bay from Higher Education. After its establishment hundreds of students have been able to accomplish Bachelor degree and Master degree, and have been able to contribute for the welfare of the nation. This institution has been able to win the heart of the various stakeholders, and has become the integral part of the society and nation.

The graduated students have been able to serve the nation as Civil servants, bank managers, accountants, CEOs, project manager and others.

Signature

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Indreshwor Campus performs various activities to enhance its qualities. It conducts unit tests, terminal examination, pre-board examination, extra and co-curricular activities, various sports programmes and others. Visiting programs, excursion, public relation programs and many more activities are performed to improve the level of the students and the staffs. And at present Indreshwor Campus is running the following faculties as per the need of the nation and the students:

- i. Bachelor in Business Studies
- ii. Bachelor in Education
- iii. Bachelor in Arts
- iv. Master in Business Studies

Admission in Campus last four year

Students' Enrollment in 2075/76 -2018

Programme	Year	No. of Stud	Male	Female	EDS		
BBS	First	17	8	9	6		
	Second	60	15	45	9		
	Third	38	10	28	9		
	fourth	41	15	26	13		
	Total	156	48	108	37	156	
B.Ed	First	14	2	12	8		
	Second	11	03	8	08		
	Third	9	03	06	03		
	Total	34	9	25	19	34	
BA	First	21	10	11	2		
	Second	10	06	04			
	Third	05	03	02			
	Total	36	19	17	2	36	
MBS	First semester	11	7	4			
	Third semester	06	0	06	0		
	Total	17	7	10		17	243

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Indreshwor Campus
Panauti, Kavrepalanchowk
HR management training plan -2082

SN	Training Topic	Objective	Duration	Trainer/Facilitator or	Target Audience	Schedule
1	Orientation	Familiarize employees with campus culture, policies, and procedures	1 Day	Campus Chief/Asst. Campus Chief	All Employees	Annually
2	Workplace Ethics & Code of Conduct	Ensure ethical behavior and compliance with organizational standards	Half Day	Campus Chief/Asst. Campus Chief	All Employees	Annually
3	Subject-Specific Training (Management, Arts, Education, Languages, ICT, etc.)	Train teaching staffs on new related issues	1 day	External Expert	Employees	Annually
4	Communication Skills	Improve verbal, written, and interpersonal communication skills	Half Day	External Trainer	All Employees	Bi-Annually
5	Team Building & Collaboration, Leadership Development	Strengthen teamwork and improve collaboration across departments Develop leadership qualities for employees and BoD roles	1 Day	External Consultant	All Employees and BoD	Annually
6	Performance Management	Train supervisors on appraisal systems and employee performance improvement	Half day	HR Manager	Supervisors & BoD	Annually
7	Digital Literacy and E-Learning Tools Training	Familiarize with digital literacy and e-learning	1 day	External Expert	Employees	Annually
8	Conflict Resolution and Emotional Intelligence	Equip employees with skills to resolve workplace conflicts effectively Enhance self-awareness, empathy, and emotional regulation in workplace	1 Day	Conflict Management Specialist/ External Consultant	All Employees	Annually
9	Health, Safety & Wellness and Time Management	Enhance awareness about workplace safety, health, and stress management Improve productivity through better time planning and prioritization	1 Day	External Consultant	All Employees	Annually
10	Pedagogy and Teaching	Enable employees to use new teaching methods	1 day	External Expert	Employees	Annually

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HUMAN RESOURCE MANAGEMENT 2079



INDRESHWOR CAMPUS

PANAUTI, KAVRE

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HUMAN RESOURCE MANAGEMENT 2079



HR Vision

Human Resources is committed to advancing Indreshwor Campus position as the best led, best managed campus in the Panauti area. We create and sustain a workplace culture of excellence and high engagement, foster innovation and growth, promote diversity and respect, and support the integration of the demands of work and life.

HR Mission

We support the Campus mission of excellence in teaching, research, and patient care through strategic, innovative, and flexible policies, practices, programs, and services that:

- Attract, develop, reward, and retain a diverse and talented workforce
- Foster a productive work environment where people feel valued and respected
- Support the changing nature of work and the work environment
- Add value and reflect good stewardship of resources
- Are fair, ethical, and legally compliance

Guiding Principles

Human Resources is committed to playing a key role in creating a great place to work. We aim to enable our highly knowledgeable workforce to perform in a solution-oriented, creative, resourceful, and flexible manner. Our guiding principles are:

Service

- Collaborate with stakeholders to identify priorities and the best actions to address them
- Deliver responsive, timely, and excellent service
- Provide advice and solutions that enable the work of the university
- Demonstrate commitment to continuous improvement

Integrity

- Be truthful and ethical
- Provide service that is trustworthy, fair, and reliable

Accountability

- Be transparent about processes and decisions

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- Provide metrics/measures for others to see and evaluate
 - Communicate actions and result

The work of Human Resources at campus is decentralized and includes team members from different sectors namely Arts, management and education.

Working as a team, we provide services to the entire community — campus chief, assistant campus chief, departmental heads, program coordinator, faculty and staff. Additional groups include IQAC, placement, public information, extension and outreach, alumni, research management, alumni, retirees, scholars, prospective employer, prospective employer and community participation.

Our Initiatives

Each of our initiatives has a detailed plan with a focus on campus management and collaboration to ensure we meet goals and milestones, measure effectiveness, and carry out each initiative efficiently and with high quality.

Workforce Planning

To better evaluate campus current and future workforce needs, we will establish a workforce planning methodology, framework, process, and metrics to initially be piloted with a small number of organizations. This workforce planning process will be the basis for further development of plans to:

- Attract, retain, and develop diverse and talented individuals
- Foster cross-organizational planning and the view of talent as a shared resource, with an emphasis on career development
- Support succession planning and identification of development programs to meet requirements for future leaders
- Improve efficiency, quality, and cost of workforce planning
- After piloting the program, we will evaluate the effectiveness of the process, ensuring scalability, and finalize the baseline metrics

As we finalize the workforce planning process, we will develop an implementation schedule and initiate the process with additional organizations. The goal is to have all campus and units complete an initial workforce plan, then move to assessing the need for cross-campus/cross-unit planning for the most prevalent staff job family's/job classifications. Once the initial process is completed, we will support each organization in periodically refreshing workforce plans.

Talent Attraction

Recruitment



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To better compete for top talent and to optimize our overall recruiting process, campus will engage department and faculty and other units in an assessment of recruiting requirements and expectations. Using this information, we will create a robust HR recruitment model that will offer hiring organizations some flexibility and be supported with strong HR service delivery and processes and systems. In addition, the recruitment model will support the internal movement of staff.

After securing the broad commitment necessary to implement changes to our recruitment model, we will finalize the implementation plan, including change management, training, and communication for those involved in recruitment — and ensure HR is fully equipped to deliver the services as committed. Since we envision a model that offers a suite of services to meet university needs, implementation of the changes will be phased in based on campus/unit readiness.

As part of our enhanced recruitment model, we will confirm and/or establish key metrics for recruiting and hiring, such as source effectiveness, time in the process, offer acceptance ratio, and diversity measures. The results will be reported quarterly to management and used to further refine our recruiting function.

Orientation and On boarding

Ongoing improvements to our orientation program, the counseling cell, and our employee resources will continue. We also plan to create and implement a broad-based 30-60-90-day on boarding program/checklist for new employees, providing greater support as people new to the campus learn about our operations and what is required to fulfill their roles.

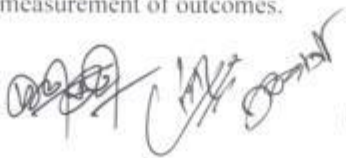
Talent management

Development

We will develop and pilot a high-potential employee evaluation and selection process that can be widely deployed across the university. This program will include clearly defined leadership competencies and assessment tools/metrics, alignment with top-level organizational goals, a strong individual development plan (IDP) process to support employee development, and supporting programs such as seminars/training, rotation programs, and informal events with senior leaders.

Building upon our established leadership and management development programs, we will determine new areas of concentration for enhancing managerial knowledge and skills, including effective communication and development of leadership competencies important at Stanford. We will work with key stakeholders to further define what new leadership/management courses will be most impactful, determining eligibility for the program(s), selecting methods for delivering the training, and ensuring effective measurement of outcomes.

Retention



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We will work collaboratively within the campus to develop transition plans in support of the move to the intercampus, developing and initiating change management, communication, and retention plans.

Performance

We will conduct an evaluation of the performance management processes and systems used at campus to determine needed improvements to harmonize the most important elements of performance management across campuses and units. Following the assessment, we will propose revisions to the performance management process, including any necessary system changes, and then create and pilot the agreed upon changes. With full implementation of the revised process, our goal is to ensure both effective feedback that drives a performance-based culture and the alignment of goals to improve employees' understanding of how their work connects to the university's mission.

Succession Planning

To provide further development opportunities and better ensure a leadership pipeline, we will establish a succession planning process and supporting training/tools. This will include a focus on cross-organizational planning for positions that are most widely utilized in various departments. After piloting the new process, succession planning will be implemented broadly to create a plan for campus-wide key positions.

Employee Management

Campus Wide Staff Survey

We will continue to provide leadership at the campus level as well as at the local level for the Staff Survey action planning, implementation, and communication. Some ways in which we are prepared to support this effort include implementing pulse surveys or focus groups to determine action priorities and developing measures for evaluating the effectiveness of action planning. Within campus, we will continue implementation of actions based on campus results, assessing effectiveness of our actions and making changes based on results.

Benefits & Rewards

To ensure that our benefits and rewards programs continue to meet campus objectives and the needs of our people, campus will strengthen our processes for considering potential changes and obtaining approval. Our overall goal related to benefits is to thoroughly assess our offerings, determine potential changes, review possibilities with key stakeholders, and secure commitment to the changes. Related to rewards and recognition programs, we will evaluate opportunities for improvement of our programs and enhance education about our programs. We also will create stronger alignment with Stanford's values and mission as well as with employee performance.

Reward and Recognition

Pay Analysis

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- Analysis of professorial data to ensure competitive recruitment in this key group
 - Review size of program(BBS, BA, B.Ed., and MBS) analysis that feeds into Faculty salary ranges
 - Removal of the overlap in the professorial bands
 - Gather up-to-date salary survey information and assess the market position of our off-scale pay structures

Rewarding Performance

- Pay for performance system will be initiated
- Provident Fund

Future Aims

- Retention for professional and support staff
- Permanently manage for senior Lecturer and staffs (20 years above).
- Manage on temporary responsibility allowance
- Manage implement an advance loan facility
- Prefer the equal payment opportunity compared to the Higher Educational Institute in kavre.

Recruitment as an Employer of Choice (Attracting and retaining talent)

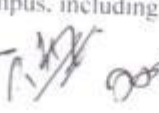
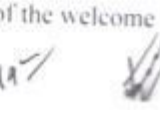
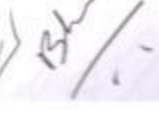
Candidates Attractions

- campus aim to 'recruit academic staff' who are or have the potential to become academic leaders in their disciplines'
- Update our job pages to provide attractive and welcoming first impressions and signposts to further information
- Enhance our recruitment channels ability to attract quality candidates through internal networks, social media and use of recruitment sites
- Further develop the use of our in-house search for teaching and non-teaching staff's appointment.

Welcoming Staff

- Continue to provide the welcome Service to support new members of staff to campus

Future Aims

- Explore ways in which to strengthen our ability to attract regional talent to the campus, including development of the welcome
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package,

- Improve the welcome package to attract top academic talent
- Focus on online portal for external search (Website, Google replacing
- Focus on Succession Planning to fulfill key post within the campus

Performance Management (Promoting Excellent Performance)

Performance Review

- Contributing to an overview process to ensure consistency of application
- Leading a review of the first year of use of the new performance and development review
- Opportunity for recognition of excellent performance and greater transparency on where development may be required
- Better links to probation and promotion processes

Training

- Continuing to support performance review with training
- Developing management skills through performance appraisal and rating scale (Objective Rating)

Future Aims

- Improvements in teaching and non-teaching staff perception
- Introduce faculty development plan to ensure at least 80% involvement of the faculty
- Organize training and development program on the basis of performance gap
- Quarterly training to teaching staffs on area of curriculum, case writing and discussion, teaching pedagogy, research, question paper setting, moderation, simulation etc
- Quarterly training to non-teaching staffs on hospitality, stakeholder satisfaction, E- governance, auditing and taxation etc.

Leadership and Management Development

Developing Our Core Provision

- Review and update our programmes to reflect new campus aims and priorities
- Explore the opportunities to diversify the current Leadership Forum as part of the continual improvement of our leadership development programmes

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- Develop further the 'talent pool' of professional and support staff to proactively contribute to future activities

Future Aims

- Enhance opportunities for increased networking and collaboration across those in leadership roles.
- Enroll all the students of final semester to the leadership development programme
- Award "Best Leader" among the coordinators, cell coordinator, departmental head every year on the annual campus day

Additional Measures of Success and Impact

In addition to the main HR strategy we will be using the following indicators to monitor the success and impact of our strategy.

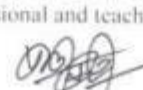
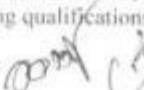
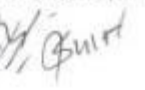
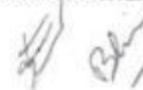
Attract

- Number of appoint able candidates per vacancy.
- Percentage of vacancies filled first time.
- Reduce the average time taken to fill vacancies.
- Monitoring of retention rates in the first year of employment.
- Increased positive feedback from new starters
- Percentage of new staff attracted by campus reputation.

Grow

- Percentage of people on Leadership Management programmes who are promoted internally
- Demonstrable return on investment for staff development programmes
- Participation rates in appropriate staff development activity.
- Improvements in relevant staff satisfaction indicators.

Succeed

- Completion and satisfaction rates
 - Time taken to complete ease work processes (e.g. performance, discipline).
 - Effective academic workload model implemented demonstrating a transparent and flexible approach.
 - Increased levels of academic staff qualifications (to include doctoral, professional and teaching qualifications)
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At the end,

This Human Resources Management Plan provides a foundation upon which campus can ultimately develop the staffing capacity needed to function independently and maintain staffing levels well into the future, as well as allow the institution to fulfill its mission, vision, and strategic goals and objectives. Thus, in the pursuit of continuous quality improvement, the following points for campus are offered for further consideration:

- Development of a thorough and robust program review process, which provides for the thorough analysis of program outcomes data and enrollment trends, by which new additional human resources, including staffing needs, can be identified and incorporated into the planning cycle.
- Establish criteria and a prioritizing process for determining future administrative positions.
- Revise the existing criteria that the committee applies in order to incorporate additional quantitative and qualitative information to determine and prioritize new faculty hires, including such factors as student retention and success data, and the inclusion of at least five full-time faculty member in each program.
- Establish a set of criteria to determine and prioritize future classified and/or confidential hires.
- Ensure future campus staffing needs are in alignment with in panauti Develop additional plans for each human resource management factors namely, human resource planning, human resource information system, recruitment, selection, development, career planning, motivation, compensation and retention plan.

Amendment

The committee will amendment as per the need and the above points mentioned will not be applicable if they are in conflict with the campus regulations.