



Affiliated to Tribhuvan University

MARSYANGDI MULTIPLE CAMPUS

मर्स्याङ्दी बहुमुखी क्याम्पस

Accredited by HEC Nepal (2022 AD)

Besishahar, Lamjung

बेसीशहर लमजुङ

Estd.-2047 (सं.सं. २०४७)

च.नं. (Ref. No.): २०८१/०८२

प.सं. (Letter No.): २७ प्रशासन

मिति-२०८१/०४/३२

श्रीमान् अध्यक्ष ज्यू,
मार्फत,
श्रीमान् निर्देशक ज्यू,
शैक्षिक गुणस्तर सुनिश्चितता र प्रत्यायन डिभिजन
विश्वविद्यालय अनुदान आयोग
सानोठिमी, भक्तपुर ।

विषय- Academic Audit Report-2080 पठाइएको बारे ।

महोदय,

प्रस्तुत विषयमा यस मर्स्याङ्दी बहुमुखी क्याम्पसको Academic Audit Report-2080 निर्दिष्ट ढाँचामा तयार पारी यसैपत्रसाथ पठाईको व्यहोरा जानकारी सहित अनुरोध गर्दछु ।

हरिबाबु थापा
क्याम्पस प्रमुख
Campus Chief

**ANNUAL ACADEMIC QUALITY AND
INSTITUTIONAL AUDIT REPORT - 2024**

Submitted to
Educational Quality Assurance and Accreditation Council
University Grants Commission
Sanothimi, Bhaktapur
Nepal

FISCAL YEAR 2080/081

Submitted by
Marsyangdi Multiple Campus
Date of Accreditation (2022 A.D. / 2079 B.S.)
Besishahar-7, Lamjung
Gandaki Province, Nepal
Date of Submission: 16 Aug.2024

DECLARATION OF HEAD OF THE INSTITUTION

Hereby, we declare that the data and information provided in this report and submitted to the Educational Quality Assurance and Accreditation Council (EQAAC), UGC is true and the evidence produced to prove the information is genuine as per the institution's records. We bear the responsibility, if any, in case of misinformation is detected.

Yours Sincerely,

Authorized Signature:



Name of the Signatory: Hari Babu Thapa

Designation: Campus Chief

Name of the Institution: Marsyangdi Multiple Campus

Date: 16 Aug.2024

Official Seal:



EXECUTIVE SUMMARY

This academic and institutional audit report includes overall information about the campus which has been prepared in the format prescribed by the Quality Assurance and Accreditation Division of University Grants Commission, Sanothimi, Bhaktapur, Nepal. This report begins with part one: data collection format for institutional SSR which includes sections A and B. Section A includes institutional details and section B includes observations and remarks of the monitoring team.

The purpose of an academic audit was to encourage departments or programs to evaluate their education quality processes which includes the key faculty activities required to produce, assure, and regularly improve the quality of teaching and learning outcome. The Academic Audit of Marsyangdi Multiple Campus was conducted from 2080/12/03 to 2081/04/12. The related documents of the campus was presented to the task force of the audit who investigated the different aspects of the documents, and authenticated them with the supporting evidences. This report consolidates the findings of the panel and puts forth the suggestions and areas of improvement as possible in the future.

Finally, this campus has developed mechanisms for internal quality, monitoring and checks. The Public Information Cell gathers all the feedback from the stakeholders which are analyzed and incorporated to improve the quality. Students' academic qualification, interview and counseling are given priority before admission. Teachers are hired through competition. Local, national, and international institutions have supported to develop its infrastructures. To the date, UGC, Nepal is the main donor for its physical infrastructure development. A peer-reviewed research journal (Marsyangdi Journal) is being published regularly. Now, it is in 4th and 5th Volume combined.

ACKNOWLEDGEMENTS

This Academic Audit of Marsyangdi Multiple Campus includes all the information related to the campus. Mainly, it includes current and last three to five years' information. It includes an overall progress report in every aspect of the campus based on the information collected by the leadership of the Educational Audit Committee in support of CMC, IQAC Academic Council, EMIS, Exam Section, Administration, Departments, and Faculties, Sections, Cells, and Committees.

We acknowledge and appreciate the support, guidance, and contribution provided by the CMC, faculty members, head of the departments, coordinators of different committees and sections, community people, administrative staff, parents, and students. Their information, contribution, support and suggestions were invaluable during different stages of the report preparation. Appreciably, without the support of QAA Division, UGC, the report would never have been accomplished, which provided the format of the academic audit or institutional audit. This academic audit report is prepared following the format provided by the QAA Division, UGC, Nepal.

TABLE OF CONTENTS

Page No.	i - v
Acknowledgements.....	ii
Declaration of Head of the Institution	Error! Bookmark not defined.
List of Tables	Error! Bookmark not defined.
List of Figures	Error! Bookmark not defined.
Abbreviations.....	viii
Introduction of the HEI.....	9
SECTION ONE	10
A. INSTITUTIONAL DETAILS.....	10
1. General Information.....	10
2.i. University/Academy management details	11
2.ii. Campus management details	11
3. Academic Programs currently Offered (Active) at the Institution by level and faculties	12
4. List the Departments in the Institution (faculty/institute/school)	13
5. Student Enrollment (Reporting Year....)	13
6. Student Enrollment by Disability types(Reporting Year)	14
7. Program-wise Completion (graduation)	14
Grand Total	Error! Bookmark not defined.
8.i. Performance and Learning Skill (Last Five Years) (end of the program/level)	15
8.ii. Briefly state the summary of last three years in 5 key point each, to the following	20
9. i. Number of faculty members at present by qualification.....	22
9.ii. Number of Recruitment within last 3 Years.....	22
10. Academic Staff by Disability types at the institution (... Year).....	23
11. i. Details of the Administrative Staff	23
11.ii. Administrative Staff recruited in the last 3 Years.	24
12. Non-teaching Staff by Disability types at the institution (... Year) (also repeat in Faculty and staff)	24
13. Turnover Status of Teaching and Administrative Staff of Last Two Years.	24
14. Student Placement and Progression Records (Last 3 Years).....	25
15. Source of Financing in the last 3 years:	26
16. i. Statement of income and expenditure of last 3 years	27
16.ii. Audit Statement	27
B. INFRASTRUCTURE AND OTHER RESOURCES	28
17. Furnish the details:	28
C. RESEARCH PROMOTION	31
18. Research and research output of the institution in Last 3 years (put numbers)	31
19. Give the number of ongoing/completed research projects and their total outlay in the last five years.	32
20. National and international collaboration/networking of the Institution with formal MoU in the last 3 years.	33
D. QUALITY GOVERNANCE	33

21. If the institution has prepared or Modified policy – provisions and directives in the following sectors and changes brought about in the last 3 years):	33
22. i. Frequency of meetings held in the last 3 years	34
22.ii. Important feedback received from students and committees in the last 3 years.	35
23. Present the overall Institutional Organizational Structure	36
24. i. Vision, Mission, Goals and Objectives of the institution:	37
24.ii. Professional Development Plan for Faculty/Staff.	37
25. Publications of the institution.	38
26. SOCL Analysis	38
27. Current Strategic Plan	39
Implementation Plan/Action Plan / Future Plan (if any)	39
E. Summary of Post-accreditation Performance	40
28. Progress on QE Actions	40
29. Key Good Practices of the HEI (Maximum 5 points, with brief analysis)	41
30. Final Remarks (not exceeding 500 words)	42
.....	Error! Bookmark not defined.
SECTION TWO: OBSERVATION AND REMARKS OF THE MONITORING TEAM	
.....	44
A. Observations.....	44
2.1 Governance and Leadership.....	44
2.1.2 Stakeholders’ engagement in institution management system (Students, Faculties, Staff, Alumni)	44
2.1.3 EMIS	45
2.1.4 Feedback and Grievance Redress System:	45
2.1.5 Leadership System	46
2.1.6 Local, National and International Linkages	47
2.1.7 Quality Enhancement	47
2.2 Curricular Management (Development, Delivery, and Evaluation)	48
2.2.2 Delivery - Departmental Activities	48
2.2.3 Teaching- Learning and Evaluation	48
2.3 Research, Knowledge generation and extension	49
2.3.2 Extension and Outreach Activities	51
2.3.3 Academic Growth and Innovation	51
2.4 Infrastructural Resource	51
2.4.2 Library and E-library	52
2.5 Student Support / Services / Well-being.....	52
2.6 Human Resource	54
2.7 Conclusion and Recommendation	55
Details of Monitoring Team.....	58
Annexes:	Error! Bookmark not defined.

ABBREVIATIONS

MMC	-	Marsyangdi Multiple Campus
AC	-	Academic Council
BA	-	Bachelor of Arts
BBA	-	Bachelor of Business Administration
B. Ed.	-	Bachelor of Education
CA	-	Campus Assembly
CMC	-	Campus Management Committee
SQMC	-	Student Quality Management Circle
ECA	-	Extra-Curricular Activities
EMIS	-	Education Management Information System
EPM	-	Education Planning and Management
HERP	-	Higher Education Reform Project
HoD	-	Head of Department
IQAC	-	Internal Quality Assurance Committee
FSU	-	Free Student Union
LoI	-	Letter of Intent
MA	-	Master of Arts
MBS	-	Master of Business Studies
MEd	-	Master of Education
PIC	-	Public Information Cell
PTA	-	Parents Teacher Association
QAA	-	Quality Assurance and Accreditation
RMC	-	Research Management Cell
SAT	-	Self Assessment Team
SSR	-	Self Study Report
UGC	-	University Grants Commission

INTRODUCTION OF THE HEI

Marsyangdi Multiple Campus (MMC), a community-owned campus, was established in 1990 A.D. with the motto "Quality Education is our Destination". It is the first and the largest community campus located at the headquarters of Lamjung district which is 190 km west from Kathmandu and 110 km northeast from Pokhara.

This campus was established to provide quality education to students at the local level for all mainstream and underprivileged public, marginalized and indigenous as well as to all middle-class groups at affordable cost from various municipalities, rural municipalities and places of districts viz. Lamjung, Manang, Tanahun (Northern) and Gorkha (Western) part of Nepal.

The campus offers academic programs for Bachelor and Master level in three faculties: Humanities, Management and at an affordable price. However, addressing the demand of the local community and collecting some financial support, MMC offers a school program (10+2) in a separate management Nurtured by dedicated and experienced faculties including visiting faculties and efficient working staff, the campus instils the values of quality education and prepares students to challenge the present competitive world with the skills of quality education. On average, the campus enrolls more than 500 students every year. About 3200 students have graduated from this campus since its establishment. This campus is run by the Campus Management Committee elected by more than one thousand General Assembly Members consisting of social workers, academicians, education planners, local donors and representatives of local bodies contributing to the development fo the campus.

In sum, MMC is thankful to the Second Higher Education Project (SHEP), and Higher Education Reform Project (HERP) provided by UGC Nepal for the infrastructural and educational development which geared the process of Quality Education journey. Now, its quality is recognized with the Quality Assurance and Accreditation (QAA) certificate by the UGC, Nepal on 7th August 2022 A.D. Further, MMC would like to grow more for quality education by joining with Nurturing Excellence in Higher Education Program (NEHEP) in future

SECTION ONE

A. INSTITUTIONAL DETAILS

1. General Information

Name of the Institution	MARSYANGDI MULTIPLE CAMPUS
Date of Establishment	30/01/1991 (dd/mm/yyyy) AD 16/10/2047 (dd/mm/yyyy) BS
Affiliating University	Tribhuvan University, Nepal
Institutional Registration Detail	For UGC/QAAD Official Use: NHEP Number: Registration Date: (dd/mm/yyyy) AD (dd/mm/yyyy) BS
Province:	Gandaki
District:	Lamjung
Municipality (Urban/ Rural / Rural-Remote)	Besishahar Municipality
Ward Number:	07
Street name /Tole:	Saatbise
P O Box:	
Zip Code:	
Contact Numbers:	066-520213
Fax :	N/A
E-mail :	mmcampus2020@gmail.com
Website:	WWW.mmc.edu.np
Type of Institution	University/ Academy /Constituent / Community / Private, Foreign university affiliate) :
Source of Finance: Operating	Government(Federal/ Provincial/Local) / Public Funded <input type="checkbox"/> Self-financing <input checked="" type="checkbox"/> √ Community <input type="checkbox"/> Community and Government <input type="checkbox"/> Trust/welfare organization <input type="checkbox"/> Others (please specify).....

Source of Finance: Capital	Government (Federal/ Provincial/Local)/Public Funded <input type="checkbox"/> Self-financing <input type="checkbox"/> ✓ Community <input type="checkbox"/> ✓ Community and Government <input type="checkbox"/> ✓ Trust/welfare organization <input type="checkbox"/> Others (please specify) UGC ✓
Accreditation Status	Accredited Date: 07 th August 2022 Re-accredited Date: In progress
Date of Government (MOEST) approval (applicable only to the Institution affiliated to foreign universities) (dd/mm/yyyy) AD (dd/mm/yyyy) BS

2. University/Academy Management Details

Designation	Name	Mobile Number <i>(Institutional mobile number is preferred)</i>	E-mail <i>(Institutional E-mail is preferred)</i>
Vice Chancellor			
Rector			
Registrar			
Deans			
Directors			

2. 1. Campus Management Details

Designation	Name	Mobile Number <i>(Institutional mobile number is preferred)</i>	E-mail <i>(Institutional E-mail is preferred)</i>
CMC (Chair) / Board of Directors (ED)	Krishna Bahadur Adhikari	9856045120	mmcampus2020@gmail.com
Campus Chief / Principal / Head	Hari Babu Thapa	9856045380	thapaharibabu2020@gmail.com

IQAC Coordinator	Hari Babu Thapa	9856045380	thapaharibabu2020@gmail.com
EMIS Coordinator (FAO)	Dambar Ale	9846099334	aledambar21@gmail.com
IRC (Institutional Review Committee) / RMC (Research Management Cell) Coordinator	Dr. Padam Bahadur Rawat	9856046100	rawatpadam143@gmail.com
Examination Section Officer	Tika Kumari Bhandari	9846738611	tkbhandari79@gmail.com
SAT Coordinator	Binod Neupane	9856045441	nbinod2017@gmail.com

2.2 Academic Programs Currently Offered (Active) at the Institution by Level and Faculties

Level	Faculty	Academic Programs	Date of Commencement (dd/mm/yyyy) AD (dd/mm/yyyy) BS	Remarks
Bachelors'	Humanities	BA	24/12/2050 BS 06/04/1994 AD	
	Education	B.Ed. (1 Year)	2065 BS 17/07/1996 AD	Phase out
	Education	B.Ed. (4 Years)	2062 BS	
	Mgt.	BBS	24/12/2050 BS 06/04/1994 AD	
	Masters'	Humanities	MA (Sociology)	06/04/2067 BS 22/07/2010 AD
	Education	M.Ed. (Curriculum)	24/03/2067 BS 08/07/2010 AD	
	Mgt.	MBS	2079/08/15 BS 22/12/2022 AD	

Analysis: The campus runs six different programs for bachelor's and master's degrees.

3. List the Departments in the Institution (Faculty/Institute/School)

Faculty/Institute	Name of the Departments
Humanities and Social Sciences	1. Department of Social Science
	2.
Management	1. Department of Management
	2.
Education	1. Department of Education
	2. Department of English
	3. Department of Nepali

4. Student Enrollment (Reporting Year 2080/081)

Level	Program	Enrolment Capacity	Enrolment by Semester/Year																Total		
			1 st		2 nd		3 rd		4 th		5 th		6 th		7 th		8 th			9 th	
			M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F		M	F
Bachelors	B.Ed.	200	13	46	10	31	5	37	11	49											202
	BBS	200	23	32	17	48	22	25	13	46											226
	BA	100	4		1																5
Masters	MA	50	4	4					4	6											18
	M.Ed.	50	4	3					3	3											13
	MBS	50	10	16					12	10											48

(Note: *M: Male, F: Female)

Analysis: The above table presents the current enrollment of the students in Marsyangdi

Multiple Campus in the fiscal year 2080-081. There are 433 students at the Bachelor level and 79 students at the Master level altogether 512 students enrolled. 35% enrollment has decreased this year as compared to last year due to the attraction of foreign learn and earn permits, especially from Japan.

Student Enrollment by Disability types (Reporting Year 2080/081)

Program	Disability (full disability)											
	Physically challenged		Hearing Disability		Vision Impaired		Intellectual Disability		Multiple Disability		Others Specify	
	M	F	M	F	M	F	M	F	M	F	M	F
Total	1	1				2						

(Note: *M: Male, F: Female)

Analysis: The above table shows that there is 1 male and 1 female students having physically challenged and 2 student having a vision impairment in Bachelor level.

5. Program-wise Completion (Graduation)

Student Examination Status in Last F.Y:2079/080 (Regular Students Only)

Level	Program Name	Total Appeared (TA)	Total Passed (TP)	GIRLS		EDJ*		Madhesi		Dalits		Remarks
				Total Appeared	Total Passed	Total Appeared	Total Passed	Total Appeared	Total Passed	Total Appeared	Total Passed	
Bachelor's Level (5)	B.Ed.	232	15	79	13	111	8	2		40	2	Year
	BBS	226	32	76	25	121	14	3		26	1	Year
	BA	2										Year
Master's Level (6)	MA	18	18	10	10	2	2			3	3	Sem
	MEd	8		3		1						Sem
	MBS	47		25		11				5		
M.Phil. (7)												
Ph.D. (8)												
Grand Total (5+6+7+8)		533	65	193	48	246	24	5		7	4	6

Analysis: The above table shows the program-wise level completion. The table shows the poor result in each program as there was no result of different levels and faculty during the preparation of this report by Tribhuvan University.

3rd Sem	15	9	8	0	14	8	6	0	6	3	2	0
4th sem	15	8	4	1	14	8	3	1	0	0	0	0
Total	32	19	13	1	37	23	13	2	13	7	4	0

Faculty :- Master's Degree in Business Studies (MBS)

	Total	Female	EDJ	Dalit	Total	Female	EDJ	Dalit	Total	Female	EDJ	Dalit
1st Sem									26	16	5	3
2nd Sem									0	0	0	0
3rd Sem									22	10	7	2
4th sem									0	0	0	0
Total									48	26	12	5

Pass Rate Trend Analysis of the last Three Years

	B.S. 2078				B.S. 2079				B.S. 2080			
Faculty :- Bachelor's Degree in Education												
	Total	Female	EDJ	Dalit	Total	Female	EDJ	Dalit	Total	Female	EDJ	Dalit
1st												
2nd												
3rd												
4th	8	7	4	2					15	13	8	2
Total	8	7	4	2					15	13	8	2

Faculty :- Bachelor's Degree in Business Studies

	Total	Female	EDJ	Dalit	Total	Female	EDJ	Dalit	Total	Female	EDJ	Dalit
1st												
2nd												
3rd												
4th	10	6	6	1					32	25	14	1
Total	10	6	6	1					32	25	14	1

Faculty :- Bachelor's Degree in Humanities and Social Sciences

	Total	Female	EDJ	Dalit	Total	Female	EDJ	Dalit	Total	Female	EDJ	Dalit
1st												
2nd												
3rd												
Total												

Faculty :- Master's Degree in Humanities and Social Sciences (Sociology)

	Total	Female	EDJ	Dalit	Total	Female	EDJ	Dalit	Total	Female	EDJ	Dalit
1st									8	4	2	1
2nd									15	8	5	2

3rd									17	9	7	4
4th									16	7	6	3
Total									55	28	20	10

Faculty :- Master's Degree in Education (Curriculum and Evaluation)

	Total	Female	EDJ	Dalit	Total	Female	EDJ	Dalit	Total	Female	EDJ	Dalit
1st									2	1	1	0
2nd									3	1	2	0
3rd									3	1	2	0
4th									4		1	0
Total									12	3	6	0

Faculty :- Master's Degree in Business Studies (MBS)

1st	Total	Female	EDJ	Dalit	Total	Female	EDJ	Dalit	Total	Female	EDJ	Dalit
2nd												
3rd												
4th												
Total												

Note: Only listed the result published by the Office of the Examination, TU till now.

Financial Progress

Analysis of Financial Resources/Income of the Last Three Years				
S.No.	Particulars	B.S. 2077	B.S. 2078	B.S.2079
1	Students' Fees	9566920	16972656	19455950
2	UGC Regular Grants	1307100	1735000	2160000
3	UGC Procurement (Matching Grants)	2226239.94	0	0
4	UGC Performance Grants	0	0	1000000
5	UGC Annual Report Grants	100000	0	0
6	UGC DLI 5 Grants + DLI8 and other Grants	2716080	0	0
8	UGC's Furniture Procurement Support	0	0	1000000
9	UGC's Building Construction Support		0	3173855
11	Gandaki Province (Compound Wall Construction) Support	3697177	0	0
13		0	0	942041
14			1153134	1442849
15		0	286635	0
16		90237	80005	165000
17		59596.45	124211.79	130164.1
18		0	30500	69000
19	Miscellaneous Income + Rent	156180	19350	22500
20	Teaching Practice and Educational Certificate	0	450000	550000
	Total	19945098.39	25851491.79	30111359.1

Expenditure Analysis of the Last Three Years				
S.No.	Particulars	B.S. 2077	B.S. 2078	B.S.2079
1	Salary and Allowance	9380687.46	10605124.19	12244036.6
2	TADA	113530	128800	147000
3	Office Materials & Stationery	62290	64230	41370
4	Printing and Publishing	348947	245480	174689
5	Free Students' Union Support	31000	0	77790
6	Public Campus Charges	3500	0	86800
7	Exam and Registration	1313325	2407225	2581720
8	Communication	239020	9650	77364
9	Hospitality	272874.84	332113.13	453084.1
10	Sports & Prizes	27550	19300	31200
12	Advertisement	11000	28700	77279
13	Scholarship distributed	0	301500	0
14	Financial Support & Donation to Society and FSU	0	123700	26000
15	Educational Tour/Excursion	50000	278952	479000
16	Tax on Interest/Bank Commission	2875.46	247.35	8905.36
17	Auditor's Remuneration	27120	27000	33900
18	Water & Electricity	38561	54091	60909
19	Peons' Uniform/Security Guard's Uniform	5000	12350	0
20	Miscellaneous Expenses	203400	245314	60769
21	Technician Charges	40000	203200	203400
22	QAA Project Expenses	225727	369795.08	84435
23	Campus Chief's Allowance	111479	118824	144164
24	Research and Training Expenses	185725	230165	102305
25	TU's program renewal Charges	0	387000	100000
	Sub-Total	12693611.76	16192760.75	17296120.06

Capital Expenditure(Major & Minor Infrastructures developments, Equipment & Books)				
1	Building Construction	1945098.66	1439769	2973361.67
2	Repair and Maintenance	427042.41	392706.81	42225
3	Furniture	49950	296960	155601.86
4	Equipment	532755	117300	60000
5	Books	158422	151726	170784
6	Land Purchased	0	0	875000
	Sub-Total	3113268.07	2398461.81	4276972.53
	Grand Total	15806879.83	18591222.56	21573092.59

8.i. Performance and Learning Skill (Last Three Years)

Area of Improvement	Year 1	2078	Year 2	2079	Year 3	2080
	Target	Achievement	Target	Achievement	Target	Achievement
Enrolment						
Date of submission of annual reports to UGC/EQAAC(Date)	Before dateline	Before dateline	Before dateline	Before dateline	Before dateline	Before dateline
Result Quality Improvement - overall Pass percent (in %)	14	20	18	22	23	25
Increased Retention/Reduced Dropouts (in %)	32	28	28	25	24	20
Reliability of Academic Calendar (well, moderate, poor)	well	well	well	Moderate	well	Moderate
Number of Publication of articles in peer reviewed journals by full time faculties (Q1-Q4)		2		2		2
Number of Publication of articles in peer reviewed (International and Nepjol Star 1 or above) journals by full time faculties		2		2		2
Number of Publication of articles in peer reviewed journals by full time faculties (None ranked, institutional/professional society)		1		1		1
Number of Full time faculties received academic research grants from funding national/international agencies				1		1
Number of research and innovation project internally funded						

Institutional revenue generated by research/consultancies by full time faculties (amount in NPR)						
--	--	--	--	--	--	--

Analysis: In the above table, mainly the research activities of the faculties are presented. Neither faculties nor RMC has set the goal before with target activities. So, here only the achieved activities are presented. The campus and concerned cells need to set the target and review the activities at the end of the year whether the targeted goals are met or not. The above table shows that only a few faculties have been involved in writing and publishing articles in Marsyangdi Journals. The campus runs research project funding by itself.

8. ii. Briefly state the summary of the last 3 years in 5 key points each, to the following

Elements of Improvement	Year	Impressive performance
Non-credit courses offered (aligned with climate change (employment/entrepreneurship oriented professional courses)	Year 1 2078	Planning.....
	Year 2 2079	The campus has prepared non credit course on Travel and Tourism:Homestay
	Year 3 2080	The campus has conducted Entrepreneurship Support Program to 30 students.
Extension services such as specialized training/ camps provided to the local community by faculties and students/ graduates for the same activity in the same year)	Year 1 2078	The campus organized Tree Plantation Program on the bare land.About 200 trees were planted.
	Year 2 2079	The campus organized Tree Plantation Program on the bare land.About 150 trees were planted.
	Year 3 2080	The campus organized Traffic awareness program in coordination with Traffic Police.
Curriculum feedback system in place and functioning	Year 1 2078	The campus conducted course feedback program right after the internal examination of each level and program
	Year 2 2079	The campus conducted course feedback program right after the internal examination of each level and program
	Year 3 2080	Under Entrepreneurship Support program, the campus started to support the homestay operators as a part of non credit course curriculum.
Faculty Members evaluation by students	Year 1 2076	Suggestion Box
	Year 2	Suggestion Box

	2077	
	Year 3 2078	Suggestion Box
	Year 4 2079	Suggestion Box
	Year 5 2080	Suggestion Box
Student support and graduate tracking system	Year 1 2076	Tracer Study
	Year 2 2077	Tracer Study
	Year 3 2078	Tracer Study
	Year 4 2079	Tracer Study
	Year 5 2080	Not yet prepared
Merit based student enrolment No of applicant in quota program	Year 1	
	Year 2	
	Year 3	
	Year 4	
	Year 5	
Merit based faculties/staff recruitment	Year 1	
	Year 2	
	Year 3	
	Year 4	
	Year 5	
Physical infrastructure developed/progressing as per the pre-designed master plan and annual/strategic plan	Year 1 2078	Construction of Academic Building with the support of UGC, Nepal of Rs.8300000.
	Year 2079	
	Year 3 2080	Furniture purchased with the support of UGC, Nepal of Rs.940000
Any other good practices:	Year 1	
	Year 2	
	Year 3	
	Year 4	
	Year 5	

*M: Male, F: Female

Analysis: The table shows the recruitment of teaching staff within the last five years. 1 faculty member has been promoted to Professor by the Management Committee and 1 has got his PhD from India and 1 is doing M.Phil. degree from Kathmandu University. Both of them are lecturers in positions. One assistant lecturer did his MPhil in English Education from Nepal Open University and is a PhD scholar in English Education at TU now.

10. Academic Staff by Disability types at the institution (2080 BS)

Disability (full disability)											
Physically challenged		Hearing Disability		Vision Impaired		Intellectual Disability		Multiple Disability		Others Specify	
M	F	M	F	M	F	M	F	M	F	M	F
	-	-	-	-	-	-	-	-	-	-	-

(Note: Please add additional rows as required) *M: Male, F: Female

Analysis Summary: The campus does not have any teaching staff with disability.

11. i. Details of the Administrative Staff

Particulars	Distribution of Staff by Gender		
	Male	Female	Total
Officer Level :			
Professional Staff	1	1	2
Technical Staff			
Assistant Level	1	1	2
Non-Officer Level :			
Professional Staff			
Technical Staff			
Support/Help staff	3	2	5
Total	5	4	9

Analysis: The campus has 9 non-teaching staff. Among them, 2 staff are of officer level, one female and one male. It has 1 male and 1 female assistant level staff (non-gazetted). Similarly, there are 3 male and 2 female support/help staff including the bus driver.

11. ii. Administrative Staff recruited in the last 3 Years

Particulars	Distribution of Staff by Gender		
	Male	Female	Total
Officer Level :			
Professional Staff			
Technical Staff			
Non-Officer Level :			
Professional Staff			
Technical Staff			
Assistant Level			
Support/help staff	1	1	2
Total	1	1	2

Analysis: In the last 3 years, the campus recruited two support/ help staff: One as sweeper and one as a campus driver.

12. Non-teaching Staff by Disability types at the Institution

Disability (full disability)											
Physically challenged		Hearing Disability		Vision Impaired		Intellectual Disability		Multiple Disability		Others Specify	
M	F	M	F	M	F	M	F	M	F	M	F

(Note: Please add additional rows as required) *M: Male, F: Female

Analysis Summary: None of the staff have been recruited in the last 3 years from the group of disability.

13. Turnover Status of Teaching and Administrative Staff of Last Two Years.

$$\text{Teaching Staff Turnover Ratio of Year I: } \frac{\text{No of Teaching Staff who left in Year I}}{\text{Average number of teaching staff in Year I}} * 100$$

$$\text{Teaching Staff Turnover Ratio of Year II: } \frac{\text{No of Teaching Staff who left in Year II}}{\text{Average number of teaching staff in Year II}} * 100$$

Scholarships Awardees (Name and number)	
Outstanding Alumni Achievement (Not more than 200 words)	

Analysis: The above table shows the placement and progression of the graduate from 2019 to 2023 AD. The data were taken from the tracer study report. From the table, it can be understood that the female number is high in comparison to the male in the placement. However, the male number is slightly higher than the female for further study level.

15. Source of Financing in the last five years

Source of Funding	Amount (Rs.)					Share of Annual Budget in %				
	Year 1 2076	Year 2 2077	Year 3 2078	Year 4 2079	Year 5 2080	Year 1 2076	Year 2 2077	Year 3 2078	Year 4 2079	Year 5 2080
UGC/Gov. Regular grants	1092100	1307100	1735000	2160000	2244500	5.67	7.9	19.16	9.22	10.31
UGC other	3395970	5042319	5000000	5173855	1500000	17.63	30.6	55.22	22.10	6.89
Local Government	472805	3697177	1453134	1442849	0	2.45	22.43	16.04	6.16	0
Donations	86000	90237	0	165000	0	0.44	0.54		0.70	0
Fund Raising Drives/Activities					0					0
Alumni Association					0					0
Research and Consultancy					108198					0.49
Fee from Self-financed /initiated courses					0					0
Fees from regular programs	9152649	15014560	17944227	16735940	15786870	47.52	91.11	198.18	71.51	72.54
Revenue from non-financial assets (Lease and rent)					1968076					9.04
Others (specify)	136172	59597	124211	196161	143372	0.70	0.36	1.37	0.83	0.65
Total	14335696	25210990	26256572	25873805	21751016					

Analysis: The above table shows that the major source of income is the students' fees. It contributes from 50 to 65 % of regular income. Similarly, another major source is UGC's regular grants and support which covers 5-10%. In the same way, the local government and provincial governments are also the source of funding. Whereas other sources have very low contributions to the fund, however, they are also contributing to the campus in their own way.

16. i. Statement of income and expenditure of last five years

(Quality Enhancement, Research, Maintenance, Library, Scholarship)

Note: Provide Financial Audit Statements of the Auditor for the Last 5 Years.

Year	Projected Budget	Actual Budget	Expenditure		Income
			Financial	Capital	
2076	19800000	19260400.54	15398556.4	3419683.33	442160.81
2077	19850000	16477857.6	12693611.76	3113268.07	670977.77
2078	19900000	9054443.8	16192760.75	2398461.81	-9536778.76
2079	23500000	23403400.51	17296120.06	4276972.53	1830307.92
2080	23600000	21760620.81	16082969.3	1845602.82	3242048.69

Analysis: There was a negative impact of Covid-19 during the fiscal year 2078/079. Hence, academic year overlapped to fiscal year 2079/080 and the income was less.

16. ii. Audit Statement

Audit observation(s) /Statements of the previous FY settled and publicly disclosed (governance & transparency)	Year 1 2076	Annual Report including Audit Report is made public during the time of annual assembly and handed one each to all participants.	Remarks
	Year 2 2077	Annual Report including Audit Report is made public during the time of annual assembly and handed one each to all participants.	
	Year 3 2078	Annual Report including Audit Report is made public during the time of annual assembly and handed one each to all participants.	
	Year 4 2079	Annual Report including Audit Report is made public during the time of annual assembly and handed one each to all participants.	
	Year 5 2080	Not yet audited.....	

INFRASTRUCTURE AND OTHER RESOURCES

17. Furnish the Details:

Owned and occupied land (Mention plinth area):				
	Present	Changes (Added/removed in the last Five Years) <i>Mention the removal, if any, in parenthesis i.e. within bracket ().</i>		
Total land area owned by the institution	17 Ropani in Besishahar and 62 Ropani in Banjhakhet altogether 79 Ropani			
Total land area leased-in by the institution	-			
Total land area leased-out by the institution	-			
Land area used for Academic purpose	8000 sq.ft.			
Land area used for Administrative purpose	1600 Sq.ft.			
Land area used for Cafeteria	200 Sq.ft.			
Land area used for parking	75 Sq.ft.			
Land area used for ECA	7000 Sq.ft.			
Land area used for Garden/Greeneries	7000 Sq.ft.			
Land area used for residential area				
Construction Details				
Number of buildings :	Constructi on /Built-up area / Plinth area in M²)	No. of Structure	Number of rooms	Changes (Added/removed in last Five Years)
a. Administrative	1600 Sq.ft.	4 flats	16	
b. Academic	8000 Sq.ft.	4 buildings with 3 flats	28	
B1. Class rooms				
B2Average class size (M ² / per person	Approx. 25 m ²			
c. Library				
d. Lab	350 Sq.ft.			
● Science lab				
● Computer lab				

●	200 Sq.ft.		1 room		
e. Sports					
f. Seminar hall/s	7000 Sq.ft.				
g. Auditorium/s	600 Sq.ft.				
h. Size of Workshops					
Residential Accommodation Arrangement					
i. Hostel (Boys/Girls)					
j. Capacity of the hostel (Boys/Girls)					
Owned/Rental Infrastructure:					
Faculty housing/ staff housing/guest house?					
User entitlement of infrastructure use (MOUs)					
Library Resources (Last five years)					
	Year 1 (2075/75)	Year 2 (2076/7)	Year 3 (2077/78)	Year 4 (2078/79)	Year 5 (2079/80)
Text books (Item count/copies)	6400	6900	7467	8003	8866
Text books (Types / varieties)	Course	Course	Course	Course	Course
Reference books (item count/copies)	832	860	900	960	1050
Reference books(Types / varieties)	Reference	Reference	Reference	Reference	Reference
Newspapers / Magazines	2	2	2	2	2
Online Journals subscribed by Library / have access from library (Types, and are regular / all volumes/issues after starting subscription) (Latest / Recent additions / volumes / issues)	-	-	-	-	-
Number of e-library workstation	-	-	-	-	-
Number of Computers in library / e-library for students and public use	-	-	-	-	-
Seating capacity in the library (reading room/seats)	20	20	20	20	20
Seating capacity in the library (reading room/seats) in relation to total students enrolled (in %)	5%	5%	6%	6%	7%
Average number of books issued/returned per day (items)	10	12	12	12	12
Average no. of weekly users / visits (person)	60	60	60	65	65
Average no. of Documents weekly consulted (items)	60	60	70	65	65
Average Log- ins in the e – library	-	-	-	-	-

Ratio of Library books to number of students enrolled	6400/695	6900/743	7467/792	8003/833	8866/813
Access to Online/offline e-library (Yes/No)	Yes	Yes	Yes	Yes	Yes
E-library access to public use (Yes / No)	No	No	No	No	No
Automation status of library (Yes / No)	No	No	No	No	No
Name of Library software if it is in use	e-Zone cloud based software				
ICT Resources					
Total number of computers/ laptops for the use of students	20	20	20	20	20
Computers – student ratio in Computer Lab (e-lab)					
Total number of computers/ laptops for the use of faculties	5	5	5	5	5
Share (%) of faculties with access to computers/ laptops (institutional)	10%	10%	15%	15%	15%
Total number of computers/ laptops for the Office Use	6	6	6	6	6
Number of multimedia projectors	5	5	5	5	5
Number of television display					
Internet capacity	100 mbps	100 mbps	100 mbps	100 mbps	100 mbs
Access to Internet to visitors (Available /not available)				Free Wi-Fi Available	Free Wi-Fi Available
Connection /availability of education roaming (EduRoam) service(Available/not available)	-	-	-	-	-
Number of smart boards	-	-	-	-	-
Number of digital cameras	-	-	-	-	-
Number of Closed-circuit (CC) Cameras	-	-	16	16	16
Number of printers	3	4	5	5	5
Number of photocopiers	1	1	1	1	1
Number of scanners	3	4	5	5	5
Capacity/Method/Frequency of Data Backup facility (Local/Cloud)	Local	Local	Local	Local	Local
Capacity of Power-back-up facility	Yes	Yes	Yes	Yes	Yes
Other Facilities/utilities					
Total Number of restrooms	4	4	4	4	4
Ratio of female restrooms to students	2	2	2	2	2
Ratio of male restrooms to students	2	2	2	2	2
Banking Facility (Available/not available)	-	-	-	-	-
Service Centre: post office/ Student hub / etc... (Available/not available)	No	No	No	No	No
Security guard (Yes/No)	Yes	Yes	Yes	Yes	Yes
Fenced /bounded compound (Yes/No)	Yes	Yes	Yes	Yes	Yes

Work place safety (fire extinguisher)	Yes	Yes	Yes	Yes	Yes
Drill(in case of emergency) (Yes/No)	No	No	No	No	No
Emergency escape/exit (Yes/No)	Yes	Yes	Yes	Yes	Yes
Open Space during emergency(Yes/No)/Area	Yes	Yes	Yes	Yes	Yes

RESEARCH PROMOTION

18. Research and research output of the institution in Last Five years (put numbers)

Description	Year I 2076	Year II 2077	Year III 2078	Year IV 2079	Year V 2080
Amount Allocated for research	300000	500000	800000	800000	800000
Share (%) of research budget against total operational budget	1.5%	1.5%	1.6%	1.6%	1.6%
Amount generated through consultancy services	-	-	-	-	-
Actual expenditure in research promotion	150000	150000	216600	102305	567865
Number of research training conducted by the institution	1	1	1	1	3
Number of teachers who have taken research related training	10	10	15	16	19
Number of research projects offered by the institution	-	-	-	-	-
Number of research project awarded to the institution by external agencies	-	-	-	-	-
Number of research projects completed	-	-	-	-	-
Institutional over-head cost (% of the project) Revenue generation from overhead cost	-	-	-	-	-
Number of Teachers attended international seminars	-	-	1	2	2
Number of Teachers who were resource persons at national seminars/workshops	-	-	1	1	1
Number of Teachers who were resource persons at international seminars/workshops					
Number of thesis/dissertation completed in the institution (MA, M.Ed. M.BS. MPhil, PhD)	8	8	10	13	15
Number of students who have received Research Award (for MA, MPhil, PhD Research)	-	-	-	-	-
Publication of research journal as per UGC/Professional Council Research Guidelines (Yes/No)	yes	yes	yes	yes	yes
Number of national/regional/international conference the institution organized	-	-	-	-	-
Number of any professional training conducted by the institution.				1	1

Number of key extension activities conducted by the institution					
National/international visitors	1	1	3	3	4

19. Give the number of ongoing/completed research projects and their total outlay in the last five years.

Year I				
SN	Name of the Project	Researchers	Funding Agency	Funds (Rs.)
Year II				
SN	Name of the Project	Researchers	Funding Agency	Funds (Rs.)
Year III				
SN	Name of the Project	Researchers	Funding Agency	Funds (Rs.)
Year IV				
SN	Name of the Project	Researchers	Funding Agency	Funds (Rs.)
Year V				
SN	Name of the Project	Researchers	Funding Agency	Funds (Rs.)
1.				

20. National and international collaboration/networking of the Institution with formal MoU in the last five years.

The campus has extended its linkage and network in national and international level. The campus has signed MoU with four Banks for internship at financial institutions and some government schools for teaching practice.

B. QUALITY GOVERNANCE

21. If the institution has prepared or Modified policy – provisions and directives in the following sectors and changes brought about in the last 5 years)

Elements	Year I 2075/076	Year II 2076/077	Year III 2077/078	Year IV 2078/079	Year V 2079/080
a) Statute	Yes	Yes	Yes	Yes	Yes
b) IQAC	Yes	Yes	Yes	Yes	Yes
c) RMC	Yes	Yes	Yes	Modified	Yes
d) ICT					Need to prepare
e) Teaching – Learning		Yes	Yes	Yes	Yes
f) Human Resource Management	No	No	Yes	Yes	Yes
g) Performance Appraisal	No	No	Yes	Yes	Yes
h) Recruitment and Promotion	Yes	Yes	Yes	Yes	Yes
i) Financial management	Need to prepare	Need to prepare	Need to prepare	Need to prepare	Need to prepare
j) ECA	Yes	Yes	Yes	Yes	Yes
k) CCA					Need to prepare
l) Student Support	Yes	Yes	Yes	Yes	Yes
m) SEA/SH					
n) Placement					Need to prepare
o) Grievances Redress	Already have				
p) EMIS	Already have				
q) Admission Policy	Already have				
r) Distance education policy					Not applicable
s) Environmental Social Safeguard					Need to prepare
t) Scholarship	Yes	Yes	Yes	Yes	Yes
u) Alumni	No	No	Yes	Yes	Yes
v) Infrastructure/ Learning resources: • Multimedia • Computer	Infrastructure management guideline				

<ul style="list-style-type: none"> • Reference Books • E-journals • Landscaping/Beautification • Bench/Desk • Whiteboard • Smart-board • Guest Lectures/ Speakers 	need to prepare				
<ul style="list-style-type: none"> • Key reforms in the last 5 years (in maximum 10 points) 			Few amendment have made		

21.i. Frequency of meetings held in the last five years

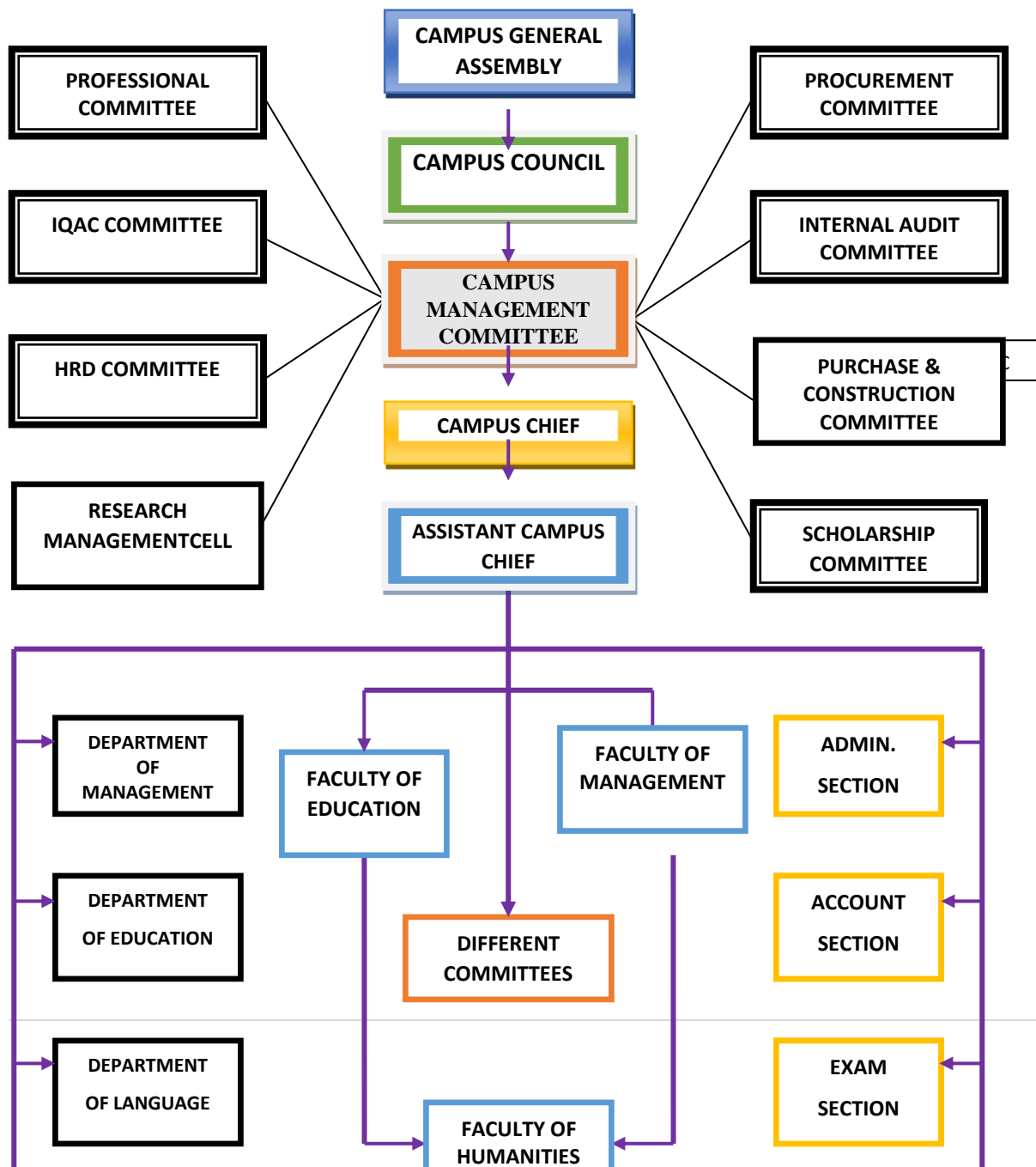
Body/Units/Cells	Key Decisions/Actions	Frequency of Meetings				
		Year I 2076	Year II 2077	Year III 2078	Year IV 2079	Year V 2080
CMC/EC/BOD:	Decisions regarding teaching and non-teaching staff. Decisions and actions regarding physical infrastructure development. Fund raising program.	12	12	12	12	12
IQAC:	Monitoring of Internal quality. Activation of departments and cells activities. SSR Report writing for QAA accreditation. Coordination with UGC	3	3	3	3	3
RMC:	Collection of articles. Journal Publication. Grants support to researchers.	2	2	2	2	2
Student Grievances, Placement and Counselling Cell/Committee	Collection of students' grievances. Discussion with students. Support to students for placement, internship.	2	2	2	2	2

Departmental Meeting and Correspondence Department 1: English Department 2: Nepali Department 3: Management Department 4: Soc.Sci. Department 5: Education	Preparation of Annual Work Plan.					
	Result Analysis	2	3	1	3	3
	Workload distribution.	2	3	1	1	4
		3	2	2	1	2
		3	3	3	3	4
		2	2	3	3	3
Library Management Committee	Discussion and decisions regarding development of library.	2	2	1	1	1
Grievances Redress Cell/Committee						
Public Information Cell/Committee						
ECA:	Decisions regarding the conduction of sports. Yearly sports week organization	2	2	2	2	2
Others (add other relevant committees)						

22.ii. Important feedback received from students and committees in the last 5 years.

- It is better to manage smart board at least in 5 classes.
- Internet facility should be strengthen.
- If teachers are taking leave then students should inform earlier so that they manage accordingly.
- Using mobile phone in the classroom should be controlled even to the faculties.
- Vacations and holidays should be reduced otherwise courses cannot be finished on time.
- It is suggested to manage campus bus for the students who come from far distance.

Organizational Structure of MMC



22. i. Vision, Mission, Goals and Objectives of the institution:

Vision:

To be a sustainable Higher Educational Institution of Western Nepal with its sound Academic Programs. It will be widely recognized for the Quality Education and Research Programs

Mission:

To provide access to higher education for the people of the western region and the country with emphasis to Janajati, Dalit, Women and other marginalized groups.

Goals:

Goal 1: To provide market oriented education

Goal 2: To develop as a socially responsible educational institution

Goal 3: To maintain good relationship with the community and stakeholders

Goal 4: To provide ideal, morale and ethical manpower

Goal 5: To develop financial sustainability of the organization

Objectives:

1. To increase graduate employment
2. To increase community participation
3. To improve and extend physical facilities
4. To introduce new and modern technical subjects
5. To increase opportunity of education for marginalized and disadvantaged groups

24.ii. Professional Development Plan for Faculty/Staff.

The campus has prepared its strategic plan 2020-2024 and has yearly plan as well. In its plan, it has included professional development plan for faculty and staff like, further study (M.Phil. and PhD), participation in trainings, workshops, seminars for their professional growth.

23. Publications of the institution.

Publication	Frequency of Publication
Annual Report	Yearly
Academic Journal	Yearly
EMIS Report	Yearly
Tracer Study Report	Yearly
Academic Audit Report	Yearly
Green Audit (Social-environmental)	Not yet
Campus Parichaya Pustika	Not yet
Prospectus	Timely
Brochure	Timely
Bulletin/Newsletter/s	Not yet
Other (specify)	

24. SOCL Analysis

Strength of the Institution

- Spacious premise- 17 ropani land and central location
- About 1000 general members of the campus assembly,
- Scholarship scheme: Tilak Bahadur Poudel Akshyakosh, Girija Prasad Koirala Smriti Akshyakosh, Capt. Mohan Bahadur Thapa Smriti Akshyakosh
- Separate academic. library and administrative buildings
- Standard physical facility for academic performance,
- Majority of Dalit, indigenous, girls and marginalized community students' enrollment,
- Student clubs, SQMC and FSU, alumni, parent-teacher association mobilization,
- Diligent students, experienced faculty members, and service oriented staffs,
- Increasing permanent and full-time teachers,
- Continuous increment in the number of students,
- Result in the board exam is increasing,
- Harmonious relation and coordination with GOs, NGOs, and civil / business/ Professional organizations,
- Active alumni,
- Canteen, seminar hall, sick room, change room, sanitary pad facilities inside campus premises,
- Report and Journal publication,

- Research based learning,

Opportunities of the institution

- Work under the guidelines of UGC,
- Big catchment area, positive feeder academic institutions,
- Transportation facilities donated by Indian Government
- Good relations with social/political/governmental/non-governmental institutions,
- Good relations among parents, students and teachers,
- Growing relations with international universities and campuses,
- Experienced, motivated, and dedicated teaching staff,
- QAA certified institution,
- To contribute quality education to the society,
- 62 Ropani land in Aapdanda, Besishahar-10 for a proposed technical education
- Faculties' involvement and activation in research-oriented activities.

Challenges of the institution

- Increment in financial challenges,
- Limited research experts, activities and physical infrastructure,
- Demand for quality technical/general education at low fees,
- High dropout rate of students, the attraction of teachers/students to foreign employment,
- Difficulties in management of quality infrastructure,
- Lack of vocational and practical education,
- Flux of student enrollment from financially marginalized communities,
- Often changing education policy, system and structure.
- Instability due to the political restructuring of the nation.

Learning of the Institution

1. Dedication and hard work of the CMC, teaching and non-teaching staff and concerned stakeholders can make community institution a model of society
2. Resource mobilization
3. Research enhancement is challenging
4. Student mobilization through student clubs is beneficial for the all-round development of students.
5. Community mobilization provides sustainability

25. Current Strategic Plan

Implementation Plan/Action Plan / Future Plan (if any)

The campus has prepared its strategic Plan for 2020-2024. The campus is going to review its strategic plan by the end of this year.

Summary of Post-accreditation Performance

26. Progress on QE Actions

SN	Criteria	Recommendation	Implementation Status	Remarks
1	1	Draw Master Plan & SWOT analysis	<ul style="list-style-type: none"> SWOT analysis program was organized, and the preparation of Master Plan is in process. 	It is in the process
2	1	Alternatives resources for financial sustainability.	<ul style="list-style-type: none"> Financial grants from Local Governments Fee adjustments, UGC grants, Provincial and Federal Governments' grants received 	It is almost fulfilled.
3	1.3	Rigorous interactions, united efforts	<ul style="list-style-type: none"> Annual general assembly Half yearly review meeting PTA interaction 	It is continuous.
4	5	Furnish departments, furnish library, computer labs	<ul style="list-style-type: none"> Management of well-furnished departments with computer, printer and internet facility to all departments Computers added in lab Books added in library Separate reading tables 	These are fulfilled and managed.
5	5	Optimal use of library	<ul style="list-style-type: none"> Library opens from 6:00 am to 9:30 am. and 11:00 am to 2:30 pm each day. open access, well-equipped. Extra computer classes are provided to the interested students. 	Manpower should be added to run 6am to 6pm daily.
6	2.3	New programs	<ul style="list-style-type: none"> BBA program is proposed. 	New programs are launched as per the need of the society.
7	5	Necessary resources for classroom	<ul style="list-style-type: none"> Use of internet, projectors, smart board 	Campus should be well equipped.
8	1.8	Updating about QAA	<ul style="list-style-type: none"> Regular presentation and interaction with CMC, 	It is in the process. The stakeholders are

			faculties, students and parents about QAA and its process	aware about QAA.
--	--	--	---	------------------

27. Key Good Practices of the HEI (Maximum 5 points, with brief analysis)

The good practices of the campus are presented being based on the criteria that are given for the observation and suggestions in this academic and institutional audit.

Policy and Procedure

This campus has developed mechanisms for internal quality, monitoring and checks. The Public Information Cell gathers all the feedback from the stakeholders and the community which are analyzed and incorporated to improve the quality of the campus. The campus has also used its own website/Facebook and receives constructive suggestions from the community/stakeholders. The campus has the provision to conduct a Campus Assembly and Review Meeting of the Campus Council meeting once a year where the suggestions are collected. It ultimately approves plan policies, strategies of the campus to achieve its goals.

Curricular Aspect

Academic programs in Bachelor's and Master's Degrees as well as supplementary courses are offered. The campus is operated in the morning, day and evening shifts to provide adequate flexibility in a wide range. Horizontal and vertical transfers are provided to students following the university rules. Teacher trainings, capacity enhancement seminars and workshops, and research activities are often organized and continued. Some non-credit courses are also offered to the students .

Teaching, Learning and Evaluation

Students get enrolment in this campus after entrance exams. Students' academic qualification, interviews and counseling meetings are given importance before admission.

Teachers are trained in ICT. Overhead Projectors have been fixed in the classrooms. Teachers are hired through free competition. Internal/board exams, practice teaching, report writing, practical exams and thesis writing are conducted regularly. Students are made compulsory to present their classes except in the case of illness, and other exceptional cases.

Research, Consultancy and Extension

A peer-reviewed research journal (Marsyangdi Journal) is published regularly. Teachers are supported financially for their research articles and work. Paid leaves are provided to teachers to study MPhil and PhD degrees. The research budget and physical infrastructure are managed to strengthen RMC.

Infrastructure and Learning Resources

Physical facilities have added their efficiency in carrying out academic programmes. Local, national and international institutions have supported to develop its infrastructures. To date, UGC, Nepal is the main donor for its physical infrastructure development. The maintenance of infrastructure is performed regularly. The campus library, computer facilities and other learning resources are in the access to the students and teachers. Support from local and provincial government.

Final Remarks (not exceeding 500 words)

The purpose of an academic audit was to encourage departments or programs to evaluate their education quality processes which includes the key faculty activities required to produce, assure, and regularly improve the quality of teaching and learning outcome of the students meeting. The Academic Audit of Marsyangdi Multiple Campus was conducted from 2080/12/03 to 2081/04/12. The purpose of the audit was also to overview the teaching and learning activity. The related documents of the campus was presented to the task force of the audit who investigated the different aspects of the documents, and authenticated them with the supporting evidences. This report consolidates the findings of the panel and puts forth the suggestions and areas of improvement as possible in the future.

The design of curricula and the evaluation of teaching and learning should be collective responsibilities of faculty in individual departments or, where appropriate, performed through other interdepartmental arrangements. Scholarly activities that focus on improving teaching and learning should be recognized as bona fide endeavours that are equivalent to other scholarly pursuits. Scholarship devoted to improving teaching effectiveness and learning should be accorded

the same administrative and collegial support that is available for efforts to improve other research and service endeavors. Faculty who are expected to work with undergraduates should be given support and mentoring in teaching throughout their careers; hiring practices should provide a first opportunity to signal institutions' teaching values and expectations of faculty. Teaching effectiveness should be judged by the quality and extent of student learning. Many different teaching styles and methods are likely to be effective. Departments should periodically review a departmental mission statement that includes appropriate emphasis on teaching and student learning. These reviews should address not only the major curriculum, but also service offerings, such as courses designed for nonmajors and prospective teachers.

A combination of freedom and leadership is found very necessary. Marsyangdi Multiple Campus should provide an environment that fosters competitiveness, creative thinking, innovation and so forth can flourish. It should provide a learning environment that encourages working on innovative projects to promote holistic personality development for nurturing future leaders. It should have sizeable budgets that help to offer more scholarships genius and underprivileged, achieve professional development of the involved human resources and the best infrastructure of learning, research, sports and creativity to the students. Apart from that, Marsyangdi should diversify sources of funding mobilizing society for organizing workshops, seminars and various other programs, which will turn out to be beneficial for teachers, students and the community. Governmental policies also need to be reformed for the expansion of quality.

Marsyangdi Multiple Campus should emphasize on mentoring-based education system and learning through knowledge enhancement, leaning for skill development along with positive attitude formation. Its enrollment, graduation and placement rates is progressed but it should take further measure to sustainable progress.

SECTION TWO: OBSERVATION AND REMARKS OF THE MONITORING TEAM

(To be filled by monitoring / Review Team)

A. Observations

2.1 Governance and Leadership

2.1.1 Policy and Planning

Area of Review/Activities		Observation	Suggestion for Improvement
	<p>i. <i>Implementation progress in Strategic Plan / Master Plan (with time bounded action matrix plan)</i></p> <p>ii. <i>Timely review of the strategic plan and achievement of institutional goals and objectives as per the action matrix plan.¹</i></p> <p>iii. <i>Review and updates in policy/procedure</i></p>	<ul style="list-style-type: none"> - The campus has prepared its strategic 2020-2024. - Master Plan is being prepared. - Amendments have done in policy and procedure in various time. 	<ul style="list-style-type: none"> - The strategic plan 2020-2024 including VMGO need to be amended. - The Master Plan should be prepared timely. - Amendments are made as per the guideline of TU as it is affiliated with TU and also can make its own policy addressing local demand and context.

2.1.2 Stakeholders' engagement in institution management system (Students, Faculties, Staff, Alumni)

Area of Review/Activities		Observation	Suggestion for Improvement
<i>Students</i>		Students engagement are found in the committees like; CMC, ECAC, IQAC, Scholarship Committee.	There should be participation in PTA as well.
<i>Faculties</i>		Faculties engagement are found in the committees like; CMC, PTA, ECAC, IQAC, Scholarship Committee.	Make their active participation.
<i>Staff</i>		They are not found in any committees.	Make their participation in management system as well.
<i>Alumni</i>		They are not participating in any committees.	Make their participation in management system as well.

Others	<i>Parents, local business person, educationist, representative from Municipality, Chamber of Commerce, Lions Club, etc.</i>	CMC, PTA found participatory. Other internal committees also found active.	Make their active participation.
--------	--	--	----------------------------------

2.1.3 EMIS

Area of Review/Activities		Observation	Suggestion for Improvement
Tracer Study	Regularity of tracer study	Tracer Study is found to be published yearly	Conduct in time and submit to the UGC on stipulated timeframe.
	<i>Demonstrate the EMIS system that would pull information from admin, departmental activities, research programs, and others as discussed above and feed them on QAA.</i>	Need to separate EMIS Section. EMIS is found functional in the campus.	<ul style="list-style-type: none"> - EMIS should update the data timely. - All students profile and portfolio should be updated in the website. - All information and notices should be uploaded on the website in time. - EMIS should publish report regularly analyzing impact of its. - A separate IT personnel should be hired

2.1.4 Feedback and Grievance Redress System:

Area of Review/Activities		Observation	Suggestion for Improvement
	Feedback to students and Counseling services	The campus has formed Grievances and Counseling cell which provides feedback and counseling to the students	Need to have separate psycho-social counseling cell. Help desk to the students should be placed on the access to the students.
	Students Feedback to campus	The campus collects students' feedback through suggestion box and register.	Students' feedback should address in time. Need to publish the students' constructive feedback and the steps taken by the campus to address such feedback in yearly report for public information.

2.1.5 Leadership System

Area of Review/Activities		Observation	Suggestion for Improvement
Academic Leadership		There is the provision of Assistant Campus Chief/s and HODs with defined TOR. ACC and HODs are found performing their duties following TOR and coordinating other academic activities as suggested by the Campus Chief.	Academic Leaders should keep their records, official documents and concerns departments up to date, neat and clean and active.
General Administration	<i>i. Cells and Committees activities and coordination</i>	RMC, ECAC, EMIS, Subject Committee are found functional in the campus.	Cells and Committees should run their activities following their action plan and report their activities timely.
Financial Administration	<i>i. Budget allocation and achievement ii. Timely auditing iii. Financial Sustainability</i>	There are the provision of Finance Committee, internal audit committee and Account Section for managing budget, audit and to manage financial sustainability.	<ul style="list-style-type: none"> - Budget allocation in each year and its achievement should be reviewed and managed. - Financial Audit should be done immediately after the completion of fiscal year. - It is necessary to manage other sources of income rather than students' fee. - Internal Audit Committee should be functional at least in each three months.
Leadership Succession	<i>iv.</i>	HoDs, Cells and committee coordinators play active role.	Their activities and performance should be evaluated, give and receive feedback for the betterment of leadership.

2.1.6 Local, National and International Linkages

Area of Review/Activities		Observation	Suggestion for Improvement
	National Linkage	The campus is found to be linked with some national organizations and have MoU with like; Banks, Schools, and so on.	It is better to establish sisterhood relationship with other campuses. MoU with other NGOs for service exchanges.
	International Linkage	Need to make MoU with some international universities.	MoU should be renewed in time. The communication and regular exchange program should be continued each other.

2.1.7 Quality Enhancement

Area of Review/Activities		Observation	Suggestion for Improvement
	Guideline Action Plan Activities carried out	The campus has developed strategic plan, yearly action plan and other departmental annual work plan. The campus has formed various cells and committees like IQAC, RMC, EMIS, ECAC, and others having their guidelines to maintain internal quality	Working guideline, strategic plan and action plan should be reviewed to find out the progress of the plan in certain interval of the time during the tenure of the plan.
	IQAC meeting minutes (that include the overall development plan and activities in general and the quality endeavor for the teaching-learning process in particular)	<ul style="list-style-type: none"> • IQAC is formed in the campus to maintain overall success. 	<ul style="list-style-type: none"> • Meetings should be on fixed certain interval. • Detailed working procedure of IQAC should be followed by the committee. • It should play more active role to enhance quality of the campus coordinating with other cells and subcommittees.

2.2 Curricular Management (Development, Delivery, and Evaluation)

2.2.1 Development

Area of Review/Activities		Observation	Suggestion for Improvement
	<i>i. Consistency of academic programs.</i>	<ul style="list-style-type: none"> • 7 different academic programs are being run in the campus. • Campus has prepared academic calendar following the TU's calendar to ensure the consistency of teaching learning activities. • No academic programs are band or terminated since their affiliation. 	
Additional Focused Programs/ Non-Credit Courses	<p><i>ii. Any program in priority area currently running in your campus.</i></p> <p><i>iii. Developed and practiced soft skill non-credit courses for the support of academic programs.</i></p>	<ul style="list-style-type: none"> • The campus has been running non credit course: Travel and Tourism:Homestay 	<ul style="list-style-type: none"> • Regularity should be given to run non-credit courses. • It is necessary to develop other non-credit courses and implement in the campus which support students to enhance their life skills activities.

2.2.2 Delivery - Departmental Activities

Area of Review/Activities		Observation	Suggestion for Improvement
	<i>i. Department meeting minutes (that include department activities to enrich the quality of teaching-learning processes)</i>	Departments organize meetings, have open discussion. They analyse internal and board exam results and provide feed to students and staff both.	Better to have regular meeting and discuss other classroom problems as well. It should have some feedback from peers as well.

2.2.3 Teaching- Learning and Evaluation

Area of Review/Activities		Observation	Suggestion for Improvement
	<i>i. Teaching Learning Activities</i>	The campus has facilities like projectors, WIFI facility and so on which supports teachers and students in teaching-learning activities with sound environment.	Teachers need to be up dated with latest technology and innovation for more effective teaching learning activities.
	<i>i. Evaluation and feedback</i>	The campus evaluates students conducting internal exams and providing assignments. Subject teachers are responsible to provide feedback after examination.	It is better to take unit test and provide feedback by the subject teachers personally and keep record of them.

2.2.4 Performance Outcomes related

Pass Rate	<ul style="list-style-type: none"> i. Strategies to reduce students absence and dropout ii. Major activities carried out to increase pass rate. iii. Provision to acknowledge slow learners and academically weak students. iv. Strategy (in written form) to increase percentage of Educationally Disadvantaged Students. 	<ul style="list-style-type: none"> • Only teachers' personal counseling is found. • Exam preparation classes are conducted for slow learners and weak students to increase pass percentage. • Scholarship and discount is managed for educationally disadvantaged students to increase their participation in education. 	<ul style="list-style-type: none"> • Directives and guidelines should be developed to reduce students' absence and dropout and should be functional. • Exam preparation classes focusing weak students should be recorded.
-----------	--	---	--

2.2.5 Learning Outcomes Related

Learning Outcomes	<ul style="list-style-type: none"> Create Evaluate Analyse Apply Understand Remember 	Teachers create good environment for learning then students and teachers evaluate their learnings, students analyse their learning, then they understand and remember it to apply in real life.	Teachers should follow the steps of learning outcome and observe it whether there are any changes or not.
Life-skills	<ul style="list-style-type: none"> ·Self-awareness ·Critical thinking ·Creative thinking ·Decision making ·Problem Solving ·Effective communication ·Interpersonal relationships ·Empathy ·Coping with stress ·Coping with emotion 	Some of the life skills are found to be developed on the students.	The campus should manage training and workshops to the faculties related to life-skills, so that teachers will be aware of such skills and observe whether the students develop such skills or not.

2.3 Research, Knowledge generation and extension

2.3.1 Research-resource

Area of Review/Activities		Observation	Suggestion for Improvement
Research Budget	<ul style="list-style-type: none"> i. Allocated Budget ii. Utilization of Budget as per the action plan. 	<ul style="list-style-type: none"> • The campus has allocated 800000/- for research. • The budget is not found fully utilizing. 	Budget for research should be increased. RMC should utilize its budget as per its action plan.

RMC	<ul style="list-style-type: none"> i. <i>Guideline</i> ii. <i>Functional</i> iii. <i>Activities carried out throughout a year</i> iv. <i>Research Management Cell (RMC) meeting and activity minutes (that include thesis and dissertation defense, proposal defense, project activities, webinars organized by the institution, its students and the faculty members, attempts of developing and bidding proposals, consultancies provided by the institutions to outside agencies but related industries/company/institutions, research articles published by students and faculty members of each Department and their benefits)</i> 	<ul style="list-style-type: none"> • The campus has RMC to promote faculties and students research activities. • It is functional, it has its working guideline and yearly work plan. • It publishes Marsyangdi Journal yearly where the faculties publish their peer-reviewed articles. • RMC runs its meeting as per the necessity. 	<ul style="list-style-type: none"> • Research grants guideline should be developed. • Yearly work plan should be followed and reviewed timely. • The publication of journal should be continued. • Research related workshop, seminar and training should be organized. • Students should be encouraged to conduct research and grant should be given. • Research and teaching-learning activities should make connected. • Research project should be conducted by the RMC which is not found in the observation.
Consultancy	<ul style="list-style-type: none"> i. <i>Consultancy Policy.</i> ii. <i>Service offered?</i> 	<ul style="list-style-type: none"> • Faculties are found being involved themselves if any institution or organization asked for services. 	<ul style="list-style-type: none"> • RMC should develop consultancy policy to offer services.
Research Output	<ul style="list-style-type: none"> i. <i>Articles</i> ii. <i>Journal Publication</i> iii. <i>Research completed</i> 	<ul style="list-style-type: none"> • Faculties publish their articles in the journal published by RMC 'The Journal of Aadikavi' • Few faculties have published their articles in NepJol. 	<ul style="list-style-type: none"> • Faculty members should be encouraged to conduct research by RMC, write research report and publish them.

2.3.2 Extension and Outreach Activities

Area of Review/Activities	Observation	Suggestion for Improvement
Institutional extension and outreach activities	Traffic awareness program, Tree Plantation, training on women rights, etc. are found to be conducted by the institution.	The campus needs to prepare guideline for extension and outreach program regularly.

2.3.3 Academic Growth and Innovation

Area of Review/Activities	Observation	Suggestion for Improvement
Good practices to promote academic activities	<ul style="list-style-type: none"> • Use of technology in teaching. • Regular internal exams and feed system. • Student Clubs' participation in various extra and co-curricular activities. 	<ul style="list-style-type: none"> • Result should be analysed. • Feedback should be given to the teachers after each exam to improve their performance.

2.4 Infrastructural Resource

2.4.1 Infrastructure and environment

Area of Review/Activities	Observation	Suggestion for Improvement
Adequate infrastructure, drinking water, toilets, sick rooms, changing rooms	<ul style="list-style-type: none"> • The campus has enough infrastructure to run existing programs. • It has good facility of drinking water. • Campus has separate girls and boys toilets. • It has First Aid section, separate changing room for girls. 	If new program is going to be lunched, more buildings and infrastructure should be added.
Campus environment/greenery	The campus has green gardening and sufficient open area to the students.	<ul style="list-style-type: none"> • The campus premises should make neat and clean for this more dustbin should manage. • Unnecessary bushes should be cleaned • Sitting areas in the garden in greenery should be managed for the students.

2.4.2 Library and E-library

Area of Review/Activities		Observation	Suggestion for Improvement
Library	<ul style="list-style-type: none"> i. Fully Automation Software Used? ii. Open Accessibility iii. Adequate Resources iv. Number of training conducted for human resource working on Library Section and its outcome. 	<ul style="list-style-type: none"> • Library does not have fully automatized software. • It has open accessibility to the students. • The library has only one semi-skilled staff. 	<ul style="list-style-type: none"> • Staff should be added in the library section. • Training related to library software and other book keeping should be provided.
E-Library	<ul style="list-style-type: none"> i. Existence of EMIS Unit ii. Designated EMIS Focal Person iii. Major functions being carried out by the EMIS unit: iv. Use of software in: v. Impact analysis. 	<ul style="list-style-type: none"> • The campus has linked with TU Central library but it is just for faculty members. • The campus has EMIS unit. • EMIS officer is appointed as focal person. • EMIS section keeps records of data. • It uses e-Zone cloud based software to record data. • However, the practice of impact analysis has not been found. 	<ul style="list-style-type: none"> • Students should also have linked with TU e-library system. • E-library should be established. • EMIS should prepare its report with impact analysis.

2.5 Student Support / Services / Well-being

Area of Review/Activities		Observation	Suggestion for Improvement
Placement Service	<ul style="list-style-type: none"> i. Provision for mechanism to provide placement and career counseling services to students ii. Status of students' registration/enrolment records. iii. Developed and practiced job-focused/professional non-credit courses for the support of academic programs. 	<ul style="list-style-type: none"> • The campus has the provision of Student Grievance, Counseling and Placement Cell which works related to career/placement counseling service. • Similarly, the campus provides information related to job vacancy or job opportunity through its official Facebook page as well. • Non-credit courses should be added. 	<ul style="list-style-type: none"> • The SGPC should be more active to support placement of the students. • The campus should focus on student support/ services/ well-being as far as possible institutionally.

Counseling Service	<i>i. Provision for mechanism to provide psycho-socio and academic counseling services to the students.</i>	There is the provision of Student Grievance, Counseling and Placement Cell to provide psycho-socio and academic counseling services to the students.	It is better to manage separate Psycho-socio counseling person.
ICT Based.....		ICT based teaching learning activities is being practiced.	<ul style="list-style-type: none"> • ICT materials are needed to be maintained timely. • One technical staff should manage to control and maintain such equipments.
Scholarship/F ree ship	<i>i. Guidelines for scholarship / fee waivers?</i> <i>ii. Trust fund for scholarship / fee waivers?</i> <i>iii. Basis of selection for scholarship / fee waiver: MERIT RESERVATION OTHER:</i> <i>iv. Annual expenditures on scholarships / fee waivers (in the last two fiscal years on average):.....</i>	<ul style="list-style-type: none"> • The campus has clear guideline to select students for scholarship. • The campus provides 5% scholarship to the students from the amount of total monthly fees collection. • It has also the provision of fee waivers according the marks of the students of earlier level. • Campus has 75% fee waivers to the students with disabilities. • Around 500000/- merit and other fee waivers in last year. • Around 450000/- scholarship distribution in last year. 	<ul style="list-style-type: none"> • The number of full scholarship should be increased according to the merits list. • The campus should manage scholarship to all students from Educationally Disadvantageous Group.
Medical Facilities	<i>i. Sick Room and health personnel</i> <i>ii. Medical instruments</i> <i>iii. Health insurance Policy</i>	<ul style="list-style-type: none"> • The campus has First Aid room with some first aid materials and medicines. • Focal person is not assigned for health service. • The facility of health insurance is not practiced in the campus. 	<ul style="list-style-type: none"> • Separate health focal person should be appointed. • It is better to provide health insurance facility to the staff developing a policy and guideline.
Practical and project based teaching-learning.....		Practical and project based teaching-learning are found practiced in semester system and Education department.	It is needed to practice even in all levels and departments.

Sports Facilities		The campus has sports facilities like volleyball for boys and girls badminton, table tennis	<ul style="list-style-type: none"> • One separate sport teacher should manage. • Outstanding players should get extra facility in teaching learning activities as well, like fee waivers and so on.
Additional Focused Courses		A non-credit course: Travel and Tourism: Homestay is being conducted.	Separate autonomous course should be developed focusing its local context and implement in the campus.

2.6 Human Resource

Area of Review/Activities		Observation	Suggestion for Improvement
	i. <i>Documentation of professional development approaches for both the teaching and non-teaching staff after the institution is accredited.</i>	<ul style="list-style-type: none"> • The campus has recorded all the academic and professional documents of teaching and non-teaching staff. 	<ul style="list-style-type: none"> • The campus administration should update staff's record beginning of every year.
	ii. <i>Upload the faculty and non-teaching staff appraisal form and the analysis of those on the website.</i>	<ul style="list-style-type: none"> • The faculty and non-teaching staff portfolio is to be uploaded in the campus's website. It is in process. 	<ul style="list-style-type: none"> • Staff appraisal form and analysis should be uploaded in the website for its transparency.

2.7 Conclusion and Recommendation

The conclusions of this report and recommendations on the basis of report and observation have been presented below:

2.7.1 Conclusions

This academic and institutional audit report includes overall information about the campus which has been prepared in the format prescribed by the Quality Assurance and Accreditation Division of University Grants Commission, Sanothimi, Bhaktapur, Nepal. This report begins with part one: data collection format for institutional SSR which includes sections A and B. Section A includes institutional details and section B includes observations and remarks of the monitoring team. It has 79 Ropani land, (17 Ropani in Besishahar where the campus itself is located and 62 Ropani in Besishahar-10, Aapdanda where a technical institute can be proposed) academic buildings, a computer lab library building, safe and pure drinking water facility, first aid room and toilets, sports ground/courts, security guard room, cafeteria, solar system power back up, well-equipped administration offices and ICT furnished classrooms. The campus infrastructure policy is to keep balancing the growth of the infrastructure with the academic growth of the institution. There are 31 teaching and 8 non-teaching staff in the campus. Currently, there are 533 students.

The campus has clearly defined Mission, Vision and Goals in the strategic plans which are set to meet the academic goals and objectives. The vision, mission, goals and objectives, that is mentioned in this report is approved by CMC and also stated in Strategic Plan of the campus. To ensure constancy in teaching and learning with academic goals and objectives AC, IQAC, departments, subject committees and other committee coordinators have been formed and meetings are conducted regularly. Educational tours, field visits, research activities, academic orientation, seminars and workshops are also held. Practices are made to transform the theoretical knowledge of students into practical knowledge. Students can flexibly choose the stream as per their field of interest. Elective subject options are provided in the bachelor's and master's degree students fit their capacities. At present, the campus has been running semester-based programs: M.A, M.Ed. and MBS in Master Degree Level.

The campus has set up a Research Management Cell which has been organizing research seminar and publishing a peer reviewed journal to promote research culture among faculty and students. There is a provision to share clear information with students about admission, exams, libraries, scholarship schemes, and many more. Students are distributed leaflets and prospectus.

There are sufficient and well-run support services like scholarship, photocopy, email, fax and handouts facilities. Library, lab and computer facilities are also available to all the students. Students from marginalized and financially weak status are provided scholarship. The campus has been looking for the support to build a girls' hostel in near future within campus premises. There is fee waiver for genius students. Disabled students are given 75% fee waiver. Internal and board exams, practicum and other competitions are organized regularly to evaluate students' achievement. There is a mechanism for student counseling and placement services. Student Grievances, Counseling and Placement Committee is formulated and functional. The campus has planned to set up automated record keeping system under EMIS unit. The campus has been making tracer study to find out rate of employability of graduates. Students are suggested to fill up opinion survey form before they collect their academic certificate. It helps to find out their satisfaction with their programmes.

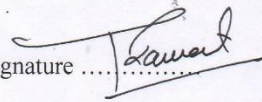
Though the institution has gone through several academic and physical improvements, still, it is still facing various challenges in terms of the growing needs of the community. Being a non-profitable community campus, the campus has limited sources of income. It is realized as a challenge to develop the spacious infrastructure of the campus as well as introduce new technical programs on time. The campus is developing a master plan for its physical, academic, administrative and financial improvements. With its clear vision, mission, goal and objectives, the campus is optimistic to solve all the challenges. It is developing to considerable measure with the support of the UGC, local provincial and federal government agencies, and affiliating universities.

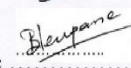
2.7.2 Recommendations

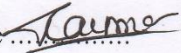
- The existing strategic plan 2000-2024 needs to be reviewed and modified. The Master Plan should be sketched in detail and bring into action. A human resource development plan should be made and other guidelines and directives are needed to be amended as per the TU policy.
 - Better to make students participation in PTA as well. Similarly, representatives from non-teaching and alumni are better to be included in the Campus Management Committee.
 - EMIS should update the data timely. All students' profiles and portfolios as well as other related informations and notices should be updated in website for its transparency.
 - Students' feedback should be addressed in time.
-

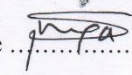
- The Internal Audit Committee (Financial) should more actively perform its responsibility.
 - Financial Audit should be done immediately after the completion of the fiscal year.
 - The working guideline, strategic plan and action plan should be reviewed to find out the progress of the plan in certain interval of the time during the tenure of the plan.
 - All the departments and cells should have meetings at fixed intervals and regular.
 - The detailed working procedure of IQAC should be followed by the committee. It should play a more active role to enhance the quality of the campus by coordinating with other cells and subcommittees.
 - Research-related workshops, seminars, and training should be organized by RMC.
 - Students should be encouraged to conduct research and grant should be given.
 - Research and teaching-learning activities should make connected.
 - Faculty members should be encouraged to conduct research by RMC, write research reports and publish them. The journal should be published online as well.
 - Regularity should be given to run non-credit courses. It is necessary to develop some other non-credit courses too and implement them so that students can get easy access in their life.
 - Teachers need to be updated with the latest technology and innovation for more effective teaching-learning activities.
 - The campus should implement different strategies to reduce dropout rate, to increase students' enrolment and pass percentage.
 - New technical academic programmes should be lunched.
 - Health and hygiene should be maintain in the cafeteria.
 - Library should have more open space for reading.
-


Details of Monitoring Team (Academic Audit Committee, Marsyangdi Multiple Campus)

Honor/Designation/Name: **Dr. Padam Bdr. Rawat (Coordinator)** Assistant Campus Chief
Signature 

Honor/Designation/Name: **Binod Neupane (Member)** RMC Member
Signature 

Honor/Designation/Name: **Tika Kumari Bhandari (Member)** Exam Section Officer
Signature 

Honor/Designation/Name: **Surya Rimal (Member)** Librarian
Signature 

Honor/Designation/Name: **Dambar Ale (Member-Secretary)** Finance & Admin. Officer
Signature 

Date: 2081-04-30

