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जनज्योति बहुमुखी क्याम्पस

JANAJYOTI MULTIPLE CAMPUS

Accredited by University Grants Commission (UGC), Nepal,
(2022)

लालबन्दी, सर्लाही (Lalbandi, Sarlahi)

चलानी नं. (Ref.No.) : 2082/2083/35 स्था. (Estd.) : २०२७ (2000 A.D.) मिति (Date) : 2082/05/12

The Director

Education Quality Accreditation and Assurance Council Secretariat

University Grants Commission, Sanathimi

Bhaktapur, Nepal.

Subject: Submission of Annual Progress Report.

Sir,

In response to the recent call for Annual Progress Report from accredited HEIS, JMC has submitted the Annual Progress Report incorporating the details of activities and performances made by the campus in the form /format set by the EQAAC Secretariat.

The .doc and .pdf files have been attached here with.

We look forward to positive responses.

Thank you.

.....
Birendra Chaudhary
Campus Chief

Campus Chief

**UNIVERSITY GRANTS COMMISSION
EDUCATIONAL QUALITY ASSURANCE AND ACCREDITATION COUNCIL
ANNUAL PROGRESS REPORTING FORMAT
FOR ACCREDITED HEIS**

Information and Instructions:

1. This form must be completed and submitted to the EQAAC Secretariat within 45 days of the starting of new fiscal year.
2. Ensure all sections are fully completed. Missing information will be interpreted as the HEI not having worked on that specific aspect.
3. Do not alter the structure of the form. However, you may add rows if necessary.
4. The EQAAC Secretariat will analyze the submitted progress data to publish HEI performance rankings on the UGC website.
5. Failure to submit the form by the deadline will result in a Letter of Justification being issued to the HEI.
6. Providing false information may lead to the suspension of accreditation status.
7. HEIs preparing for subsequent accreditation cycles must also complete and submit this form within the deadline.
8. All pages of the completed form must be signed by the Campus Chief or IQAC Head.
9. Submission Process:
 - Download, complete, and print the form.
 - Ensure all pages are signed and stamped, then scan the form into a PDF file.
 - Email both .doc & .pdf files with a cover letter to qaad@ugcnepal.edu.np.
10. Additionally, submit the data via Google Forms or any other platform as instructed by the Secretariat.
11. For any further clarification, please contact the Secretariat.

Thank you.



Part I
Introduction

1. Institutional Profile

2. Name of the Institution	JANAJYOTI MULTIPLE									
Address	Province		Madhesh							
	District		Sarlahi							
	Local Administrative Unit		Lalbandi							
	Ward No.		09							
	Access (Please Tick)		Urban		Semi-Urban	<input checked="" type="checkbox"/>	Rural			
Contact	Landline	046-501436,501550			Mobile	98540433333				
	Fax				Email	jmc.lalbandi@gmail.com				
	Website	www.jjmc.edu.np								
Affiliated University	Tribhuvan University									
Date of Establishment	2057-08-06			BS				AD		
Type/Nature (Please Tick)	Central Dept.		University School		Constituent					
	Community	<input checked="" type="checkbox"/>	Private		Trust					
	Any Other(Please Specify)								
Funding Provision (Please tick all that apply)	Student Fee	<input checked="" type="checkbox"/>	Government Funding	<input checked="" type="checkbox"/>	Community	<input checked="" type="checkbox"/>				
	% of share	82%	% of share	9.5%	% of share	8.34%				
	Philanthropic	<input checked="" type="checkbox"/>	Alumni		Any Other					
	% of share	0.16%	% of share		% of share					
Executive Head of Institution	Name: Birendra Chaudhary			Mobile: 9844052104,9854043333						
				Email: birendrachaudhary2@gmail.com						
Chairperson of the Management Committee	Name: Dipak Adhikari			Mobile: 985108952						
				Email:						
Information Officer/ Spokesperson	Name:			Contact:						
				Email:						
Current cycle of accreditation (Please Tick)	First	<input checked="" type="checkbox"/>	Second		Third					
	Date of Accreditation									
	2079-03-29 BS.									



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PART II
(Quantitative Reporting)

2. Academic Progression

2.1. Programs Offered

Level	Year				
	2077/78	2078/79	2079/80	2080/81	2081/82
Bachelors' (BBS, BEd, BA, BICTE)					
Masters' (MBS, MEd)					
M.Phil.					
PhD					
Total Programs					
Please specify the reason if any program has been discontinued:					

2.2. Total Enrollment

Level	Program	Year				
		2077/78	2078/79	2079/80	2080/81	2081/82
	BA	14	4	3	0	0
Bachelors'	BBS	595	653	645	674	862
	BEd	206	204	213	157	171
	BICTE	95	91	111	108	115
	Total Bachelors	910	952	972	939	1148
Masters'	MBS	113	101	314	318	336
	MEd	81	45	83	92	58
	Total Masters	194	146	397	410	394
M.Phil.						
PhD						
Total Enrollment		1104	1098	1369	1349	1542
Total Female students		646	685	789	777	924
Total EDJ students		642	668	786	837	981
Total differently-able students		1	1	2	3	3



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2.3. Average Pass Percentage

Level	Program	Year				
		2077/78	2078/79	2079/80	2080/81	2081/82
Bachelors'	BA	38%	100%	100%	0%	0
	BBS	40%	18%	26%	23%	TU. F.E.F.N.O.
	BEd	26%	3%	7%	6%	TU. F.E.F.N.O.
	BICTE	74%	83%	75%	74%	80%
Total average		45%	51%	52%	26%	60%
Female average		38%	19%	25%	19%	40%
Masters'	MBS	82%	89%	82%	80%	TU. F.E.F.N.O.
	MEd	36%	7%	18%	8%	TU. F.E.F.N.O.
Total average		59%	48%	50%	44%	TU. F.E.F.N.O.
Female average		31%	32%	35%	30%	TU. F.E.F.N.O.
M.Phil.						
PhD						
Total average						
Female average						

Note : 1. Academic Session 2080/081 (BBS 3rd Year, BEd 3rd, 4th Year TU. Final Exam Result Not Published)

2. Academic Session 2081/082 (MBS, MEd, BICTE Semesters and BBS, BEd, Year TU. Final Exam Form Not Open.

2.4. Drop Out percentage

Level	Program	Year				
		2077/78	2078/79	2079/80	2080/81	2081/82
Bachelors'	BA	7%	8%	0%	0%	0%
	BBS	10%	17%	18%	20%	8%
	BEd	17%	23%	32%	39%	11%
	BICTE	11%	2%	9%	4%	2%
Average		11%	13%	15%	16%	5%
Masters	MBS	2%	1%	7%	1%	1%
	MEd	12%	7%	7%	17%	7%
Average		7%	4%	7%	9%	4%
M.Phil.						
PhD						
Total Average		18%	17%	22%	25%	9%
Drop out share of female students		11%	16%	16%	14%	3%
Please Specify, if any other: Academic 2081/082 (MBS, MEd, BICTE Semester & BBS, BEd, Year TU. Final Exam Form Not Open Drop Out % Flocculated)						

2.5. Graduation Number

Level	Program	Year				
		2077/78	2078/79	2079/80	2080/81	2081/82
Bachelors'	BA	4	1	0	No. Graduate	No. Graduate
	BBS	54	41	41	No. Graduate	No. Graduate
	BEEd	11	9	2	No. Graduate	No. Graduate
	BICTE	3	6	3	6	No. Graduate
Total		72	57	46	6	No. Graduate
Masters'	MBS	0	0	16	19	No. Graduate
	MEd	0	1	6	3	No. Graduate
Total		0	1	22	22	No. Graduate
M.Phil.						No. Graduate
PhD						No. Graduate
Total Graduation		72	58	68	28	No. Graduate
Graduation number of female students		46	15	38	15	No. Graduate

Note : 1. Academic Session 2080/081 (B.A., BBS, BEd 4th Year TU. Final Exam Result Not Published) No Graduate.

2. Academic Session 2081/082 (MBS, MEd, BICTE, B.A., BBS, BEd Final Exam Semester, Year TU. Final Exam Form Not Open) i.e. No Graduate.

3. Graduate of Year 2078/079, 2079/080 and 2081/082 (MBS, MEd, BICTE, B.A., BBS, BEd) Graduate Student Transcript Being Process TU office. i.e. No. of Graduate Fluctuation.

3. Research

3.1. Publication by full time faculties

Standard	Year				
	2077/78	2078/79	2079/80	2080/81	2081/82
Q1					
Q2					
Q3					
Q4					
Peer Reviewed	01	02	07	06	12
Non-reviewed					
Books/ Chapter				01	
Total					
Please highlight the key thematic areas of research projects offered by your institution					



3.2. Research Projects

Type	Year				
	2077/78	2078/79	2079/80	2080/81	2081/82
Internally Funded		03	-	-	
Each project amount		25,000			
Externally Funded		01			
Each project amount		6,00,000			
Collaborative Project					02
Each project amount					25,000
Any Other*					
Each project amount					
Total					

* Please specify the type of project and amount of each project:

3.3. Conference/Workshop/Seminar (Please state the number)

Program Type	Year				
	2077/78	2078/79	2079/80	2080/81	2081/82
International Conference					
National Conference					
Regional Conference					
Total					
International level Seminar/Workshop/Training					
National level Seminar/Workshop/Training					
Regional level Seminar/Workshop/Training					
Institution level Seminar/Workshop/Training	02	03	03	04	05
Any Other*					
Total	02	03	03	04	05

* Please specify the type of project and amount of each project):

3.4. Paper presentation by full time faculties (Please state the number)

Program Type	Year				
	2077/78	2078/79	2079/80	2080/81	2081/82
International Conference					
National Conference				02	02
Regional Conference				01	02
Any Other*					
Total				03	04

*Please Specify:



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3.5. Participation in Conference/ Seminar/Workshop/Training (Please state the number)

Program Type	Year				
	2077/78	2078/79	2079/80	2080/81	2081/82
International Conference					
National Conference			01	02	02
Regional Conference				01	03
Total				03	05
International level Seminar/Workshop/Training					
National level Seminar/Workshop/Training	03	04	09	03	02
Regional level Seminar/Workshop/Training			03	05	04
Institution level Seminar/Workshop/Training	18	23	26	26	24
Any Other*					
Total	21	27	38	34	30

4. Human Resource Development

Title	Year				
	2077/78	2078/79	2079/80	2080/81	2081/82
Number of full-time faculties	11	10	13	13	13
Number of female full-time faculties	1	1	1	0	0
Number of part time faculties	8	11	11	11	10
Number of female part time faculties	1	2	2	2	2
No. of full-time faculties with post doc qualification					
No. of full-time female faculties with post doc qualification					
No. of full-time faculties with PhD qualification	1	1	0	0	0
No. of female full-time faculties with PhD qualification					
No. of full-time faculties with MPhil. qualification	0	0	1	1	1
No. of female full-time faculties with MPhil. qualification					



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Training offered* (in number, except research)					
Number of Participants in training	01	02			01
Number of non-teaching staff receiving training*				03	03
Awards received by faculty**					
Total					

*Please give details of nature and modality of each programs:

Trainings for teaching staff:

- Course dissemination training for BBS teachers. Physical
- Course refresher training for teachers. Physical
- Training on teaching pedagogy. Physical and Online (Blended)
- Training on academic research article writing. Physical
- Training on research trends and practices. Physical

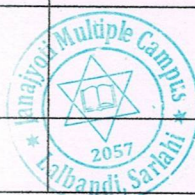
Trainings for non-teaching staff:

- Capacity building training for staff. Physical
- Software handling training for technical staff. Physical and Online (Blended)
- Library software operation and barcode generation training. Physical and Online (Blended)

**Please provide brief detail of award received:

5. Student Support & Services

Support & Services	Year				
	2077/78	2078/79	2079/80	2080/81	2081/82
Full Scholarship					
Partial Scholarship					
Total investment in scholarship	4,63,500	2,11,500	4,26,600	3,90,600	3,99,980
No of graduates' placement					
Number of career counselling offered	01	01	01	01	01
Number of psycho-social counselling			01	01	01
Student's provided with entrepreneurship support					01
Incubation center capacity					



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Number of students receiving internship opportunity	15	45	31	32	30
Number of soft skill trainings offered					
Number of remedial classes offered	01	01	02	02	02
Number of non-credit courses offered	03	03	03		
Number of ECA activities conducted	02	02	02	02	02
Number of outreach activities*	01	01	03	03	03
Awards received by students* **	03	02	03	03	03
Any Other*					
Total					
*Please highlight briefly about outreach activities					
**Please specify awards and any other measures oriented towards student support & services:					

6. Budget Allocation and Utilization

Major sources of institutional funding (Please tick)	Student Fee	√	Government Funding	√	Research & Consultancy	Community/philanthropic	√	Alumni	
Please provide the % of share	82%		9.5%			8.5%			
Please state other sources (if any) with % of share									
Heading	Year								
	2077/78	2078/79	2079/80	2080/81	2081/82				
Total Budget	4,88,27,000	4,54,05,000	4,97,95,000	6,28,21,550	5,90,50,000				
Total Operational Budget	3,20,42,000	3,45,55,000	3,60,95,000	3,91,71,550	3,87,00,000				
Total expenditure	2,71,37,029.27	3,17,36,957.28	3,08,99,180	4,01,88,907.26	3,95,49,060				
Expenditure of operational budget	1,61,33,532.37	2,74,56,356.44	2,96,75,402	3,35,93,966.66	3,44,81,498.75				
Research Budget (Amount)	4,50,000	9,35,000	7,00,000	11,36,550	12,90,281				
Research Budget (Percentage)	1%	2%	1%	2%	2%				

Expenditure amount of research budget	2,57,530	4,05,750	3,54,250	2,53,561	8,82,831
Library Budget (Amount)	10,00,000	13,50,000	10,00,000	17,00,000	10,00,000
Library Budget (Percentage)	2%	3%	2%	3%	2%
Expenditure amount of library budget	11,6410	0	8,33,179	16,44,5077.60	3,03,012
Maintenance Budget (Amount)	2,50,000	2,75,000	3,00,000	3,75,000	3,50,000
Maintenance Budget (Percentage)	1%	1%	1%	1%	2.14%
Expenditure amount of maintenance budget	41,016	1,15,160	1,50,534	2,89,917	2,89,917

7. Infrastructure and Physical Facilities

Heading	Year				
	2077/78	2078/79	2079/80	2080/81	2081/82
Total land area owned by the institution	6,77,263 M ³	6,77,263 M ³	6,77,263 M ³	6,77,263 M ³	6,77,263 M ³
Total buildings	4	4	5	5	6
Total classrooms	34	34	34	41	41
Rooms for offices	11	11	11	16	16
Number of furniture sets used in classrooms (Desk-Bench)	358	358	361	436	436
Number of desktops in labs	67	73	74	74	74
Number of laptops in labs					
Number of desktops used for official purpose	3	5	5	5	6
Number of laptops used for official purpose	1	1	2	2	5
Number of desktops used in e-library	4	4	5	8	8
Number of laptops used in e-library					
Number of multimedia projectors	8	11	11	12	12
Number of smart boards	0	1	1	1	5
Internet capacity	5 Mbps	10 Mbps	20 Mbps	20Mbps	20Mbps
Number of CCTVs	4	5	9	26	26
Number of Seminar halls	1	1	1	1	1
Number of Auditorium halls					
Please list out any other infrastructural and physical facilities available in the institution with number					

8. Library and Resources

Heading	Year				
	2077/78	2078/79	2079/80	2080/81	2081/82
Land area covered by library	200.67 M ³	200.67 M ³	200.67 M ³	200.67 M ³	200.67 M ³
Number of staffs working in library	2	2	2	2	2
Total books, reference, journals items in library	4	4	4	4	4
Total number of books, references, journals in library	24,521	27,347	30,641	33,772	34,142
Total number of text books in library	24,404	26,400	27,165	29,296	29,438
Total number of reference books in library	117	947	3,450	44,50	4,678
Total journal items in library	4	4	6	7	7
Total journal number in library	9	12	26	26	26
Name of platform/s used to access e-resources (if purchased)					TU Central Library
Number of e-resources in the platform					1
Number of persons given access to the e-resources					35
Reading room capacity in library	15	20	25	25	25
Library opening hours a day (specify the time)	6:30-10:40 AM, (12:00-4:10PM,	Library opening hours a day (specify the time)	6:30-10:40 AM, (12:00-4:10PM,	Library opening hours a day (specify the time)	6:30-10:40 AM, (12:00-4:10PM,
Average number of library visitors a day	68	71	72	76	85
Please specify, if any other:					



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9. Teaching, Learning and Evaluation

Heading	Year				
	2077/78	2078/79	2079/80	2080/81	2081/82
Campus opening hour daily (specify the time)	11:20 hrs. (6:30-10:40 AM, Class & Admin); (12:00-4:10PM, Class & Admin); (4:30-7:30 PM, Class)	11:20 hrs. (6:30-10:40 AM, Class & Admin); (12:00-4:10PM, Class & Admin); (4:30-7:30 PM, Class)	12 hrs. (6:00-11:00 AM, Class & Admin); (11:30-3:30PM, Admin) (4:30-7:30 PM, Class)	12 hrs. (6:00-11:00 AM, Class & Admin); (11:30-3:30PM, Admin) (4:30-7:30 PM, Class)	12 hrs. (6:00-11:00 AM, Class & Admin); (11:30-3:30PM, Admin) (4:30-7:30 PM, Class)
Total opening days of the campus	222	222	222	232	221
Total teaching days in the campus	192	192	196	196	194
Average proportion of students' attendance in class daily	63%	64%	53%	52%	51%
Number of internal examination/s	02	02	03	03	03
Average proportion of students' attending internal examinations	32%	25%	24%	23%	22%
Overall average pass percentage in internal examination	19%	22%	25%	21%	26%
Number of guest lectures/visiting lectures offered	02	02	02	02	03
Number of exposure visits (eg. industrial visit, school visit) offered to the students	03	03	03	04	04
Projects works completed by the students	92	105	122	109	On Process
Thesis completed by the students	0	1	22	23	On Process
Number of thesis/ research support provided to students				02	02
Teacher: Student ratio	1:58	1:52	1:57	1:56	1:67
Classrooms: Students ratio	1:32	1:32	1:40	1:33	1:38
Student: Non-teaching Staff ratio	1:92	1:92	1:105	1:104	1:110
Students' Progression Rate (Distinction or Equiv.)					



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Students' Progression Rate (First Division or Equiv.)	1	1	3	14	T.U. F. E.R.N.P
Autonomous Academic Program (if any)					
Number of National Linkage and Networking	01	01	01	02	03
Number of International Linkage and Networking					
Total patent rights received by faculties/institution					

10. Governance and Transparency

Heading		Year					
		2077/78	2078/79	2079/80	2080/81	2081/82	
Number of senate (Campus Sabha) members		632	632	638	639	678	
Frequency of CMC meetings		23	13	14	15	20	
Frequency of IQAC meeting		05	08	07	07	13	
Frequency of RMC meeting		05	15	16	13	12	
Frequency of Placement Cell's meeting		02	02	02	03	03	
Frequency of Library Committee's meeting		02	02	03	04	04	
Frequency of Departmental meetings		08	08	09	12	12	
Frequency of SQC meeting		01	01	02	03	06	
Frequency of Alumni Association's meeting		01	02	02	02	02	
Frequency of academia -industry dialogues		01	01	01	01	01	
Frequency of stakeholder consultation sessions/meetings		02	03	03	03	03	
Major Publications (Please tick)							
Annual Report	√	EMIS Report	√	Audit Report		Research Journal	√
Satisfaction survey report	√	Student initiated publications		Policies and Guidelines	√	Quality audit report	√
Newsletter/ Bulletin		Prospectus	√	Tracer study report	√		
Any other (Please specify)							



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Part III

Institution's Sustainability Approach

11. Please report the institution's sustainability status based on following indicators:
(NC#: Not Complied, PC: Partially Complied, C: Complied, A: Applicable, NA: Not Applicable)

SN	Parameters	Status#	Remarks (list out the activities)
1.	Building designs with climatic considerations (such as orientations, ventilation, lights etc).	C	Buildings are constructed considering standard requirements with enough facilities.
2.	Use of local building materials and minimization of the use of timber or other natural resource materials	PC	Bricks, cement, stone and required quantity of timber were used in construction before. Recent constructions use UPVC and aluminum instead of timber.
3.	List of civil works/buildings providing adequate considerations to risks related to earthquakes, floods, landslide, and fire	PC	Buildings are made according to the standard set by the local authorities and technical support of the engineers.
4.	Civil works in or near cultural religious sites such as temple	NA	
5.	Civil works requiring forest land or cutting tree	NA	
6.	Rectification status	NA	
7.	Physical facility development and/ or upgrading required obtaining additional land (in the form of donation or acquiring).	PC	Support is received from Provincial and Federal government and more support is required for construction of research building and canteen upgrading. Additional support is required for land purchasing to construct hostel.
8.	Allocation of separate fund for maintenance of water supply and toilets, site drainage and solid & liquid waste management facilities	C	Budget is allocated for drinking water facility and drainage has been developed for liquid waste.
9.	Infrastructure Plan (water & sanitation facilities, rainwater harvesting, landscape	PC	Future plans are set in Master Plan for infrastructural development.



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	plan and solid & liquid waste management plan) prepared by the organization.		
10.	Use of Code of Practice for Environmental Management in Civil Works (prepared by PSS, DoE). Use of Code of Practice for Labor Management in Civil Works (prepared by UGC/ other) or HEI develop by itself	PC	Prevalent codes are strictly adhered for any civil works and constructions.
11.	Civil work been subjected to environmental screening; meeting environmental requirements, and Environmental Management Plans (EMP) or necessary documents prepared; Environmental Protection Act (EPA)/ Environmental Protection Rules (EPR) and Public Works Department (PWD) guidelines environmental provisions applied in each investment*	PC	Environmental-friendly civil works are given preferences.
12.	Environmental training and awareness/orientations organized	PC	Environmental training and awareness programs are organized for students by the support of experts. And students are mobilized for outreach activities.
13.	Community trainings (on construction management) organized and were they as per National Environmental Guidelines?	PC	National Environmental Guidelines are given due consideration.
14.	Status of Compliance with NEHEP Environmental Guidelines as well as Nepal's environmental requirements	PC	NEHEP Environmental Guidelines as well as Nepal's environmental requirements are followed.
15.	Status for regular monitoring of environmental compliance	PC	Environmental compliance is regularly monitored for the development activities.
16.	Does the HEI follow the SOPs of Waste/ Hazardous waste and e-waste management?	PA	HEI follows the SOPs of Waste/ Hazardous waste and e-waste management.
17.	Periodic testing for biological, chemical, and particularly for arsenic and fluoride content in water. Findings and other additional treatment facility, if any.	NA	
18	Grievance Redressal Mechanism (GRM) What kind of GRM do the HEI has? Use of Code of Conduct for GRM (prepared by UGC/ other) Any trainings on GRM	C	GRM has been formed to collect the complaints and feedbacks from students and stakeholders. GRM works according to code of conduct,

			prepares its annual report, and recommends the CMC for redressal.
19.	Outstanding mitigation work for complying with the environmental safeguards and climate resilience	C	Greenery has been maintained, waste bins are placed in the premises, and solar power system is installed as clean energy.



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Part IV
Qualitative Progress Reporting

12. Please report the progress made by the institution on long term recommendations as given in the final PRT report:

S.N.	PRT Recommendation	Progress Made
First Cycle		
1.	Revise SSR report to incorporate the latest development such a strategic plan, IQAC strategies for academic Audit.	SSR has been revised incorporating latest development and the first cycle of QQA received accordingly.
2.	Performance indicators should be set, and academic audit should be carried out on a regular basis, at least once year.	Academic Audits have been carried out setting the performance indicators on regular basis.
3.	<p>IQAC should play proactive role enhance quality of the campus with a focus to:</p> <p>Prepare progress report of all functional committees and submit it to CMC annually to generate institution's over all annual report.</p> <p>Develop quality benchmarks, criteria and indicators, and conduct regularly internal academic audit through IQAC for national comparison and continuous improvement in quality by utilizing the feedback/ recommendations received from different quarters of concerns of the campus.</p>	<p>Progress reports of functional committees have been conducted and submitted to CMC.</p> <p>Internal Academic Audits have been carried out by IQAC.</p>
4.	Organization and Management (O&M) Survey: Revise the questionnaire used in the survey for their precision and meaningfulness; Use the result of the survey to review the workload for its redistribution.	O & M survey has been done with revision of questionnaire used in earlier survey.
5.	All the departments need to set their targets, with departmental action plan along with their departmental library and assess	Departmental Action plans by the Management department/faculty and Education faculty/department have been developed separately and actions are being carried accordingly.

	the results of the students belonging to the department for improving their learning outcome.	
	Ensure that there shall not be any overlapping between the functional operation of school education and higher education, at least in cases of Campus Management Committee, full-time staff/faculties, accounting system EMIS, and library use.	School education +2 and the campus have separate Management committees, accounting system, bank accounts and EMIS. There are separate book racks for +2 books.
	HRD annual plan has been developed, however, clarity of policy on HR training, promotion, career and professional development opportunities need to be redefined with annual plan of actions. Frequency of such activities needs to be increased.	HRD annual plans of actions with provision of training, promotion and career development have been prepared by Education department /faculty and Management/faculty department. Such activities are being conducted frequently.
	Prepare and implement all the plans developed to provide market-oriented and skill-based professional non-credited modular course to enhance the employability of the campus graduates.	Skill based market oriented professional non-credited courses in English language, Accounting Training, Entrepreneurship and Computer Training have been developed.
	Instructional planning of the campus to functionalize teaching plan of the faculties is necessity. Teaching plan should at least contain the details of the contents, reference and teaching methodology, and description of overall evaluation system, by all faculties for all subjects.	Annual teaching plans are designed and practiced regularly by teaching faculties including content, reference, methodology and evaluation system.
	Initiate the practice of student appraisal and peer appraisal system and prepare annually the report of the appraisal system for	Student appraisal forms and peer appraisal forms are filled up regularly and analysis reports have been prepared annually.



	its wider circulation to the stakeholder.	
	Enhance ICT blended teaching-learning system with research to make classroom delivery more meaningful and student centric.	For ICT blended teaching learning system, ICT tools have been purchased and installed. Students are involved in field visit and report writing.
	Implement the action plan of the Research Management Cell and allocate the research budget to be 5% out of total operating budget, utilize the research budget solely for research purpose.	RMC action plan is prepared. Nearly 3% budget has been allocated in different fiscal years of last five years for research and publication.
	Make efforts to provide consultancy service on institutional basis to strengthen the academic height of the campus.	Plan is formulated to provide research consultancy services in local bodies.
	Encourage faculties to publish research-based article in reputed/indexed journals (domestic /international) and reward such faculties with recognition as to their promotion.	Some financial support is provided to faculties for research and research based article writing. First volume of research journal was published in print form with ISSN. Second and Third volumes of peer reviewed multi-disciplinary "Janajyoti Journal" were published in print with ISSN and online through NepJOL. Thirteen articles are collected for publication of "Janajyoti Journal" volume II in 2024 AD. Twenty-one articles are collected for journal publication of JJMC. Roster of Peer Reviewer of articles received from faculties and guests. Articles were reviewed by reviewers for "Janajyoti Journal - Vol. III" and was published in 2025 AD. Time has been extended for ongoing researches proposal to be completed by the end of this fiscal year.
	Master plan should be prepared by them of the campus staff to develop both their capacity and institutionalize the team effort to build their capacity as well.	Master plan has been revised by the team of the campus staff consulting the stakeholders.
	Regular and through cleaning of all premises (indoor) of the campus is required. Sanitary condition of the lavatories is to be improved.	Campus premises and lavatories are cleaned regular by and extra allowance is provided to encourage cleaning staff for the purpose.



	Library needs further strengthening with full automation facility, and connect the e-library with e-resources and add recent reference materials with focus on national and international research journals.	For automation in library functioning, software has been installed and is updated periodically. For e-library strengthening, letter has been forwarded to central library TU to grant access to e-resources, reference materials and research journals. Online access to e-resources and e-library to TU Central Library has been made.
	Student Counseling and Placement Cell needs to be made much more functional with academic and psycho-social counseling service provided to students for their better placement. Analyze the effectiveness of such service through the response of recipients/attendees. Produce an annual report about activities carried out to this effect. Strengthen <u>Alumni</u> Association for their expected contribution to the campus by implementing the annual plan of action.	Students are provided psycho-social counselling for their better placement through students counselling and placement cell. Some programs are conducted to encourage the innovative business ideas and self-employment in co-ordination with local and national level organizations. Annual reports have been prepared on the responses of the participants/attendees filling response forms. Alumni Association's annual plan of action has been formulated, and student support, plantation and awareness programs are being carried by Alumni Association. It's going to be reformed.
	Strengthen EMIS system to strongly develop network with examination division and related administrative sections of the campus. Conduct impact analysis of EMIS and publish its result on regular basis for wider dissemination.	For EMIS strengthening, software has been installed and is updated periodically. System has been developed to establish network with internal divisions and sections of the campus. An EMIS impact analysis report has been prepared recently.
	Prepare the impact analysis report of Public Information Cell for its dissemination to the general public.	PIC impact analysis report has been prepared based on feedbacks provided by guardians, teachers and students on information dissemination.
Second Cycle		
1.		
2.		
3.		
4.		
5.		



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13. Please list out best practices of your institution:

S.N.	Best Practices
1.	Innovation in teaching through multi-media, smart interactive class and projects.
2	Periodic exams/assessment and regular assignments.
3	Interactions among the stakeholders on regular basis.
4	Multi-disciplinary journal publication.
5	Software installation and operation for inter-connection among different sections and departments.
6	Separate block/floor for BICT education
7.	Open access to library.
8.	Bus services for needy students
9.	Scholarship of various types for students

14. SLOC Analysis

Strengths	Concerns
<ul style="list-style-type: none"> • Formation of Campus Management Committee in democratic process. • Adopted scholarship policy in order to increase the number of students. • Good rapport and relationship among the stakeholders. • The principle of decentralization in management is successfully established. • Making efforts to impart quality education. • Disseminating the economic and academic activities to public on "Campus Day". • Successful in running a library, e-library and reading room. • Organizing the extra-curricular activities and co-curricular activities. 	<ul style="list-style-type: none"> • Difficulties in increasing the number of students because there is being a remarkable increase in the number of bachelor level campuses in its catchment area. • Difficulty in starting and ending academic programs on scheduled time because of irregularities and frequent changes in the academic policy, rules and regulations and programs of T U. • The campus has been unable to get expected grants from the governmental agencies in Sarlahi. • Difficulties in recruiting qualified, competent, and experienced human resources. • Difficulties in giving continuation to the programs of economic



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<ul style="list-style-type: none"> • Running internal exams twice a year to evaluate teaching learning process. • Holding the staff meetings on the last day of every month for quality of education. • Gender equity in the participation in academic programs. • Conducting academic programs according to need of era. • Successful in receiving QAA certification from UGC Nepal in 2022. • Beginning of programs and orientation by distributing a booklet "Campus Prospectus" containing details of the campus and its activities at the beginning of every academic session. • Academic programs are being run according to its annual academic calendar. • Formation of different sub-committees and cells • Publication of peer reviewed research journals in print and online. • Installation of alternative sources of energy and maintained greenery in the premises. 	<p>facilities after the end of duration of grants.</p>
Opportunities	Learnings
<ul style="list-style-type: none"> • Financial sources and students can be increased by adding new faculties and new subjects. • Physical, academic, library infrastructure can be developed by using 	<ul style="list-style-type: none"> • Fundraising activities and resources are to be maximized • Infrastructure development especially for hostel and staff quarter is realized to be constructed.



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<p>modern technology and students can be awarded scholarship.</p> <ul style="list-style-type: none"> • There is a high possibility of increasing the number of patron members because of urbanization of Lalbandi and the development of communication, banking, financial institutions, conveyance, governmental and non-governmental agencies. • Opportunities for training, observation tours, doing M Phil, or PhD for professional development of in-service teachers and staff in the anticipation of getting grants for the same from the UGC. • Academic cum Commercial Building stalls can be built in the land located in the north and east of campus in federal and provincial assistance to increase the sources of income. • On account of its all-round development, it is very likely to get more grants from UGC involving in NEHEP. 	<ul style="list-style-type: none"> • Opportunities of higher degree for the professional development of the staff should be provided. • Market-driven programs need to be focused. • Sustainability programs involving the campus and community are to be extended. • Extension programs to link with community and society. • Program connecting environmental protection and waste management.
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15. Please highlight the progress made by your institution against the targets set in institution's previous strategic plan (Please add rows as required).

Strategic plan year (2022 to 2026 AD)		
S.N.	Target	Progress
1.	Academic cum Commercial Building	The ground floor of the Academic cum Commercial Building has been constructed from the budget of Federal Government.
2.	Exam hall/classrooms at top floor of Block A	Classrooms at top floor of Block A for BICTE have been built with modern amenities.
3.	Alternative Energy Installation	Solar power and inverter have been installed as an alternative energy.
4.	Bus, Bikes and Cycles	Two buses have been purchased for easy conveyance of the students.
5.	Smart Class Rooms	Projectors and smartboards have been fixed in the classrooms to make them smart.
6.	Marbles and Tiles for Stairs and Corridor	Marbles and Tiles for Stairs and Corridor have been fixed.
7.	Modern Playground Management	Playground has been facilitated for sports and extra activities.
8.	Compound Wall and Sewerage System Drainage	Compound Wall has been erected, and Sewerage System has been improved.
9.	Maintenance Gardening	Garden has been maintained adding greenery and plantation.
10.	Furniture Items	Furniture Items have been purchased as per needs.
111	Instruments and Tools	ICT instruments and tools have been purchased and installed.
12	Website and Software Purchase and Updating	Website is being operated and updated with necessary information, and HEMIS software is installed for regular operation and inter links.
13	Smart Boards	Smart boards have been purchased and installed for BICTE and meeting hall.
14	Text Books and Academic Facilities	Textbooks and reference books have been purchased with book racks and tables.
15	Education Development and Research	Research and pedagogic trainings for faculties are being provided periodically, and multi-disciplinary journal is being published annually.
16	Extra-Curricular and Extension Activities	Extension activities for community outreach and extra-curricular activities are being conducted as per the academic calendar.
17	Further Programs	Programs for quality improvement and financial sustainability are being conducted.
18	Extension of New Programs	Proposals have been prepared and forwarded for extension of new academic programs.
19	Campus Assembly and Formation of Management Committee	Campus Assembly is called annually for dissemination of the activities being conducted, and Campus Management Committee is formulated



7/3/21

		following democratic process as per the campus statute every four year.
20	Interaction Programs	Interaction programs among students, teachers, community and stakeholders are being organized regularly.
21	Annual Auditing	Annual financial auditing is being carried from internal audit committee, and external registered auditor annually. Academic quality auditing is also being conducted hiring external experts.
22	Tracer Study	Tracer study is being conducted to trace the pass out students, and report is being prepared and submitted to UGC, and disseminated.

16. List out your feedback in terms of strengthening/improving QAA system of Nepal

- Campus mapping and determining the number on the basis of QAA Certification.
- Merging of the campus on the Stream/Faculty basis.
- Support in academic quality strengthening than in physical construction.
- Periodic dissemination programs regarding UGC activities on provincial level.
- Monitoring of the campuses on regular basis.
- Integrated HEMIS software from UGC to bring uniformity in data collection process from various campuses.
- Advance fund for running various programs to the campus. (50% during programs approval and 50% after the programme completion)
- Formation of policies and parameters on context, situation and field basis among the campuses in Nepal, like entrance parameters, fulltime part time ratio etc.

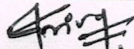
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