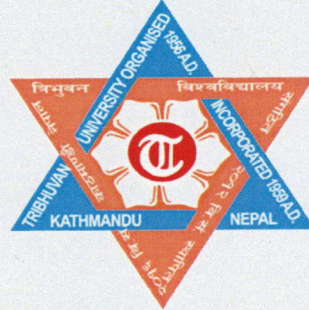


# BUDDHILAL BIDYA MUNAR CAMPUS



Bhagwatpur Badhari  
Shambhunath Municipality-7  
Madhesh Pradesh, Saptari, Nepal  
Estd: 2066

## ANNUAL PROGRESS REPORT OF Fiscal Year 2079-2080



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## Executive Summary

This progress report of fiscal year 2079-080 is a regular annual campus report that is prepared and recommended by Buddhilal Bidya Munar Campus, Bhagwatpur Badahari, Sambhunath Municipality-07, Saptari, Province no. 02 (Madhesh) to keep the record of own academic systems, performance and progress for record keeping and discussion with analysis of the data and for the medium to communicate with the active and concerned stakeholders. The progress report presents the overall progression and development of the campus over the year as academic progress, physical infrastructural development, financial condition and social status. The report has been prepared by the campus through observation of the enrolment and performance of students, activities and decision with the help of various records that are relevant and essential for Education.

For the fiscal year 2079/80, the campus has got a huge amount of grants from Province no. 02 (Madhesh) and UGC grants altogether to build strong building that is supportive to add upper-stored buildings and the students have enough facility to study in peaceful environment than congested (narrowed) class-rooms. In the earlier years, the campus has been supported with Rs. 55,81,140/85 for regular donation in term of increasing numbers of student as regular donation from UGC and building construction that help to manage overall performance of the campus, and Rs. 8,99,600 by the UGC in DLI 2: pass rate of the campus on Kartik 15, 2076 for the overall progresses of the campus. The campus is one of the top affiliated public campuses of Tribhuvan University in the ranking of UGC for Higher Education Reform Project 2016-2020 (DLI1) to have production of quality, skilled educated man-power to survive and to get job in the global market having global context.

Regarding the analysis of progresses of academic year 2079-080, it is progressive in all sectors of the campus. The new campus chief and Campus Management Committee chairperson have great contributions on the improvements of the campus with campus family. The admission in the 2079-2080 is increased on the progression. The academic progress of the year 2079/80 has well facilitated and regular with uniform than previous year 2078-079 enrolment of the students. The ratio of female, EDJ, Madhesi and Dalit students are constant over both years. The overall pass ratio has been increased highly in the tough and too tight final examination of 2075, 16% students of 4 years B.Ed. 4<sup>th</sup> part have increased pass rate. In the pass result of 2076, there is well-improvement, the pass rate of 4 years B.Ed. 4<sup>th</sup> part is 27% and 3 years B.Ed. third part is 25.29% and total pass rate of 2076 is 29.6%. In the 2077/78 result, 31.55%. In 2078/79 is 33.42, 4th years B.Ed., students passed in the exam. Similarly, regarding physical progress, the campus has constructed 3 buildings. One building with two-storied having 4 large rooms (two rooms as one class room) if necessary, they will be separated. This building is attached with two-storied new building has been made having two large rooms for new library and seminar hall of 400 persons seats with facilitated stage, and two buildings with tin – roofs and false-ceiling of one-storey having 7/7 rooms. The upcoming building is in the process of tender and the

campus hopes for new building construction successful. UGC fund has used for different purposes as indicated and applied for application to buy computers, printers, scanners, projector, smart board, CCTVs for physical strength with modern technology in effective teaching and learning environment. For the overall development of the students, co-curricular activities, extra-curricular activities, leisure periods computer practical, and social services as blood donation, health desk services, services for flood and landslide victims are managed with the environment of students and teaching and non-teaching staffs. They have been provided teaching tour for broader, new and innovative knowledge.

Financially, out of the total income of the campus, the major parts' contribution is students' tuition fees. The standard significant sources are the grants from UGC, Province Government and intellectual representatives, and municipality. From 2016, the tuition fees of the students and grants from the UGC are increased. While other sources of revenue are insufficient. Regarding expenditure, the increases of teaching staff and non-teaching staff, the trend of salary expenses and other expenses are growing over the years. The expenditures on equipment and books procurements are also noticed in the increased from on the demand of students enrolment basis. Some teaching and non-teaching staff are promoted to the permanent posts that they do most consciously and dutiful to the campus being stable in their life. Even the temporary teachers have attractive salary that they are dutiful in their profession fitted to the local area. Their salaries are increased.

Social involvement of BBMC has increased and improved in recent years. The campus has been participating and involving more in the activities organized by institutions in the society to improve and expand its name and fame, social image having blood-donation in every year and positive impacts through the different cell, committees, and union formed by the campus. In a decade history and experience, BBMC has been established as a well-known campus in the Terai region near Mahendra Highway in the eastern area of Province no. 2 (Madhesh). The major short term issues are the decreasing revenue because of the increasing drop out ratio of the students, low pass rate, lack of enough programs demanding in the national and international priority areas. The major long term issues are: academic quality uplift of the campus increasing students pass rate, number of students, ethics of students, increasing income sources, infrastructural development as demanded, placement of graduates to the global job markets.

BBMC has submitted Self Study Report to the university grants commission and modified with the suggestion of the UGC QAA division for the modernized education with the use of facilitate information communication technology to promote the teaching and learning methods in the diverse environment with national and international level of standards. The campus has plans for lunching and expanding programs in priority areas, for autonomy and quality reform, new and innovative teaching methods, library has been reformed with software EMIS facility, demanded infrastructure development, for increasing enrolment and retention of students, active overall performance and development of the

students. For those plans, BBMC has received LOI and on the process of gaining QAA. In the 2078 teaching license exam, 12 students have got license for the entry of government school permanent teacher service exam. The campus has provided them license exam preparation with discount fee that they afford and experienced experts have trained them. The campus congratulates them and hopes to produce the more quality and skilled students that they promote name and fame and it feels proud of them. Some students have passed in the teaching license exam that the campus has conducted teaching license exam preparation class additionally.

This progress report has been organized into five section to have clear analysis of the campus's data. The first section concerns the academic progress of the campus which includes information and analysis on student enrolment trend, pass rate and graduate trend in terms of different programs and levels and gender. In the second part physical progress of the campus is outlined i.e. changes of additions in infrastructure, work plans, strategic plan. In the third part, financial progress, consists of analysis of financial resources and expenditures and also audit observation. The fourth section highlights on the social progress and linkage with society by providing social services, contribution, involvement in the campus to uplift the conservative society to the modern and global society. Issues and challenges faced by campus along with measures taken to address the issues with improvements are presented in the final section of the report. In this fiscal year, BBM Campus has improved on physical, academic, administration and so on. The further improvements will be continued as required.

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## 1. Background

Budhilal Bidya Munar Campus is one of the top campuses in the eastern Terai region beside Mahendra highway in the north side Province no. 02 (Madhesh) was established on Kartik 17, 2066 has developed the physical infrastructure, systematic structure and human resources over the year 2079-080. The campus has conducted education faculty in bachelor and masters. It has specialized subject options: English, Nepali, Math and Health in B.Ed. annually and Health and Nepali for M.Ed. in semester system. The strengths of the campus are the prime location, its attractive, large physical structure and competent, experienced, skilled and qualified education faculties. The campus has been selected as one of the deserving community campus for the Grants to be provided by UGC under Higher Education Reform Program (HERP) of the government of Nepal to develop the campus's physical and academic facilities for the overall development and progress of the students. The campus has prioritized and facilitated the provisions for the students mostly from the lower economic class, backward communities, weaker section of the society as girls, Disadvantaged groups, Dalits, Madhesi, Martyrs family and other marginalized people for the easy access of quality education. All levels of society get directly benefits of the campus's betterment progress and development. Muslim, Dalit, Intelligent students of the society have provision of scholarship for the progression in their study.

As informed in the earlier progress report, the campus has started with academic programs of Bachelor level Education Faculty in the starting of the campus in 2066 B.S. and masters level in the year 2076-77. In the difficult situation of Covid 19, Masters level first semester students have online classes for the preparation of their project works, online teaching and learning environment. Bachelor level students are appeared with social distances, use of sanitizers, soap and water, and wear mask for the achievement of their aims. In the fiscal year 2079/080, they have attended regular classes physical appearance being careful for their health.

Currently, BBMC has 19 teaching staffs and administrative staffs and about 362 students have been enrolled. The staffs and students have been provided computers, laptop for leisure time access of computer to fit in ICT world. The campus has built four large buildings, Two with two-storied and other two with 7/7 large rooms with well spacious ventilated rooms around 700 students can be maintained in one shift. Recently, BBMC has successfully constructed well equipped and spacious own computer lab and E-library for the requirements of ICT in education and other purposes of the campus. There is seminar hall of 400 seats capacity, indoor and outdoor games facilities with prize and certificate distribution. With the support of UGC grants the campus is going to build a conference hall of about 150 person's seating capacity in its premises. The facilities yet not have reached in sufficiency, new building is on the

process. Modern cycle and motorcycle stand have been made and in use. Girl students wash-rooms have been made with facility of water taps, basin, mirror, sanitary facilities. Girl students have been provided sanitary facilities in the emergency. Boys' hostel, girls' hostel, students' rest room as common room, reference room, health care center, canteen in the campus premises, and bricks soling of indoor campus pathway are the major constructions to be constructed by the campus with the utilization of UGC funds. The campus manages the facility of transportation services with providing bus for easy access of quality education.

BBMC has formed a statute in consideration with rules and regulations of Tribhuvan University to perform and produce national and international level quality man-powers. The overall performances are guided by the statute made in the campus. The campus statute has provision of campus assembly and management committee for the operation of campus conduct in regular basis and govern implying the rules and regulations of T.U. The committee has selected members from campus assembly composed of guardians, social workers, teaching staffs, non-teaching staffs, students, intellectuals and business community to active the full time executive and continuous progress on campus regular activities. The management committee has 11 members that formulate both short term and long term plan and policies to access of all the sectors of the campus.

The campus has formed other committees, union, cells to have well performance, progress, development and desired result of the students. The campus has feedback committee, Public Information Cell, Internal Exam Evaluation Cell, Extra-curricular Activities Committee, Student Circle, Alumni, and other committees for the overall progress and development of the campus.

## **2. Academic Progress:**

This section presents the analysis of enrolment trend, pass rate, graduate trend and developments and changes in programs and pedagogy in this progress report as in the previous progress report and some changes are included of the fiscal year 2079-080.

### **2.1 Enrolment Trend Analysis:**

The number of students (disaggregated by Female and Educationally Disadvantaged Students) enrolled in different programs and levels of Bachelor and Masters of Education in the year 2079-080 are shown in the table below:

Below the table indicates that the number of students enrolled in the year 2074/75 appears slightly rising.



**Table 1: Student Enrolment in Fiscal Year 2074-075**

L e v e l	Student Enrolment in Fiscal Year 2074-075																					
	Pro gra m Na me	1 <sup>st</sup> Year					2 <sup>nd</sup> Year					3 <sup>rd</sup> Year					4 <sup>th</sup> Year					G T
		T o t a l	G i r	E D J	D a l i t	Ma d h e s i	T o t a l	G i r	E D J	D a l i t	Ma d h e s i	T o t a l	G i r	E D J	D a l i t	Ma d h e s i	T o t a l	G i r	E D J	D a l i t	Ma d h e s i	
B. L.	B. Ed.	7 1	6 4	4 1	8	4		8 1	7	2 1	18 2		3 6	1 4	4 0							3 9 0

In the year 2074-75 total number of students seem to be same compared to the previous year. But the ratio of female, EDJ and Dalit students seem to be constant in both of the year.

**Table 2: Student Enrolment in Fiscal Year 2075-076**

L e v e l	Student Enrolment in Fiscal Year 2075-076																					
	Pro gra m	1 <sup>st</sup> Year					2 <sup>nd</sup> Year					3 <sup>rd</sup> Year					4 <sup>th</sup> Year					G T
		T o t a l	G i r	E D J	D a l i t	Ma d h e s i	T o t a l	G i r	E D J	D a l i t	Ma d h e s i	T o t a l	G i r	E D J	D a l i t	Ma d h e s i	T o t a l	G i r	E D J	D a l i t	Ma d h e s i	
B. L.	B. Ed.	1 6 1	1 2 0	9 6	2 2	43	9 4	6 1	3 5	1 5	34	1 9	8 0	5 0	2 5	44	2 5	1 3	2 1	4 1	9	3 9 9

In the year 2075-2076 total number of student seem to be same compared to the previous year. But the ratio of female, EDJ and Dalit students seem to be constant in both of the year.

**Table 3: Student Enrolment in Fiscal Year 2076-077in Bachelors and Masters**

L e v e l	Student Enrolment in Fiscal Year 2076-077																					
	Progr am	1 <sup>st</sup> Year					2 <sup>nd</sup> Year					3 <sup>rd</sup> Year					4 <sup>th</sup> Year					G T
		T o t a l	G i r	E D J	D a l i t	M a d h e s i	T o t a l	G i r	E D J	D a l i t	M a d h e s i	T o t a l	G i r	E D J	D a l i t	M a d h e s i	T o t a l	G i r	E D J	D a l i t	M a d h e s i	
B L.	B.Ed.	1 6 6	1 0 7	9 8	2 4	37	7 0	3 9	3 3	1 5	22	5 0	3 3	3 0	7 11	11	2 5	1 3	1 2	2 2	9	3 1 1
M L.	M.Ed 1 <sup>st</sup> sem ester	2 0	9	1 6	0	3																2 0

In the year 2076-2077 total number of student seem to be same compared to the previous year. But the ratio of female, EDJ and Dalit students seem to be constant in both of the year. M.Ed. First Semester students also seem in strong presence in this year as the beginning of M.Ed.

**Table 4: Student Enrolment in Fiscal Year 2077-078 in Bachelors and Masters**

Level	Student Enrolment in Fiscal Year 2077-078																					
	Progr am	1 <sup>st</sup> Year					2 <sup>nd</sup> Year					3 <sup>rd</sup> Year					4 <sup>th</sup> Year					G. T
		T ot al	G ir l	E D J	D al it	M a d h e s i	T ot al	G ir l	E D J	D al it	M a d h e s i	T ot al	G ir l	E D J	D al it	M a d h e s i	T ot al	G ir l	E D J	D al it	M a d h e s i	
B. L.	B.Ed	1 5 3	1 3 5	8 9	3 2	3 2	8 3	6 5	5 5	4	2 3	1 1 0	9 5	8 3	1 6	1 1	4 8	2 3	1 9	1 3	1 1 6	394
M.L.	M.E d 1 <sup>st</sup> sem	1 4	1 0	9	2 3																14	
	M.E d 2 <sup>nd</sup> seme ster	1 4	5	1 2	0 2	2																15
G.T. of B.L. & M.L.																						413

In the year 2077-2078 total number of student seem to be same compared to the previous year. But the ratio of female, EDJ and Dalit students seem to be constant in both of the year. Because of social, cultural, economic values drop out students seem in higher rate. M.Ed. First Semester students also seem strong presence in this year of M.Ed. and in the second semester, six students seem dropped out .

**Table 5: Student Enrolment in Fiscal Year 2078-079 in Bachelors and Masters**

Level	Student Enrolment in Fiscal Year 2078-079																			
	Progr	1 <sup>st</sup> Year					2 <sup>nd</sup> Year					3 <sup>rd</sup> Year					4 <sup>th</sup> Year			

	am	T ot al	G ir l	E D J	D al it	M a d h e s i	T ot al	G ir l	E D J	D al it	M a d h e s i	T ot al	G ir l	E D J	D al it	M a d h e s i	T ot al	G ir l	E D J	D al it	M a d h e s i	G. T.
Bachel or Level	B.Ed.	91	60	39	17	26	133	105	69	27	31	83	65	55	4	23	110	95	83	16	11	417
Master s Level	M.Ed - 1st seme ster	-	-	-	-	-																
	M.Ed 2 <sup>nd</sup> seme ster	14	10	9	2	3																14
	M.Ed - 3 <sup>rd</sup> seme ster	-	-	-	-	-																
	M.Ed - 4 <sup>th</sup> seme ster	14	5	12	0	2																14
G.T. of B.L. & M.L.																						445

In the year 2078/079 total number of students seem to be same compared to the previous year. But the ratio of female, EDJ and Dalit student seem to be constant in both of the year. Because of social, cultural, economic values, drop out students seem in higher rate. M.Ed. first semester students also seem strong presence in this year of M.Ed. And the second semester, 5 students seem drop out and 4<sup>th</sup> semester, 4 students drop out.

**Table 6: Student Enrolment in Fiscal Year 2079-080 in Bachelors and Masters**

Student's enrolment in the fiscal year 079/080 in bachelors and masters are well improved and due to interest to the students in different feels, education faculty students are decreasing. How ever, the academic rule of the government to provide admission with certain critereas, the campus has produced quality manpower who fight with knowledge in the global gob market and survive happily. They are able to get private, public and even one business related to education. What ever the number of students are, the campus provide quality education with ICT facilities, and other

facilities as required for them. It is necessary to provide quality education than gaining numbers of students.

Level	Student Enrolment in Fiscal Year 2078-079																					
	Program	1 <sup>st</sup> Year					2 <sup>nd</sup> Year					3 <sup>rd</sup> Year					4 <sup>th</sup> Year					G.T.
		Total	Girl	EDJ	Dalit	Madhesi	Total	Girl	EDJ	Dalit	Madhesi	Total	Girl	EDJ	Dalit	Madhesi	Total	Girl	EDJ	Dalit	Madhesi	
Bachelor Level	B.Ed	91	60	55	14	22	74	48	54	55	15	93	72	54	19	20	67	53	43	44	20	325
Master Level	M.Ed. 1 <sup>st</sup> semester	20	14	13	2	5																20
	M.Ed. 2 <sup>nd</sup> semester	10	7	8	0	2																10
	M.Ed. 3 <sup>rd</sup> semester	-	-	-	-	-																
	M.Ed. 4 <sup>th</sup> semester																					
G.T. of B.L. & M.L.		121	81	76	16	29	74	48	54	55	15	93	72	54	19	20	67	53	43	44	20	355

## 2.2 Pass rate trend Analysis

	3 Years B.Ed.	4 Years B.Ed.		3 Years B.Ed.	4 Years B.Ed.		
1 <sup>st</sup> Year	-	74	74	-	41	41	55.40%
2 <sup>nd</sup> Year	-	75	75	-	30	30	40%
3 <sup>rd</sup> Year	13	63	76	9	40	49	64.76%
4 <sup>th</sup> Year	-	50	50	-	43	43	86%

The pass rate of students (disaggregated by Females and Disadvantaged groups) in different programs and levels up to the fiscal year 2079-080 is given below:

**Table 7: Pass rate 2077/078**

The pass rate of the second year students is better than the first, third and fourth year in Bachelor level students in 2077/078. The ratio of pass rate is low in the year 2077-078. The result provides awareness both teachers and students to be sensitive in teaching and learning and do have hard-working for the overall development of the students. The campus finds out the drawbacks and improve in the pass rate in the upcoming year.

**Table 8: Pass rate 2078-079**

Program B.Ed.	Total Students Approved		Total Appeared in Exam	Total Students Passed		Total Passed	Total Passed Percentage
	3 Years B.Ed.	4 Years B.Ed.		3 Years B.Ed.	4 Years B.Ed.		
1 <sup>st</sup> Year	-	83	83	-	15	15	18.07%
2 <sup>nd</sup> Year	-	80	80	-	20	20	25%
3 <sup>rd</sup> Year	-	70	70	-	26	26	37.14%
4 <sup>th</sup> Year	-	61	61	-	25	25	40.98%

In the year 2078-079, the pass rate is better than the first, third and fourth year in Bachelor level students of 2077/078. The ratio of pass rate is higher in the year 2078-079. Yet the result should be good for both teachers and students to be sensitive in teaching and learning and do have hard-working for the overall development of the students. The campus finds out the drawbacks and improve in the pass rate in the upcoming year.

**Table 9: Pass Rate of Master's Level 2077/078**

Master's Level Program	Total Students Approved	Total Appeared in Exam	Total Students Passed		Total Passed	Total Passed percentage
			EDJ	Madhesi		
1 <sup>st</sup> semester	14	14	0	0	0	-

2 <sup>nd</sup> semester	14	14	2	1	3	21%
3 <sup>rd</sup> semester	14	14	Result published	not	-	-
4 <sup>th</sup> semester	14	-	-	-	-	-
Total			2	1	3	21%

### 2.3 Graduate Trend Analysis

The table below presents the number of graduates i.e. the students who completed Bachelor Degree and who were issued certificated in the year 2016.

**Table 10: Graduate List 2016**

Level	Program Name	Graduate Students					
		Total	Female	EDJ	Dalit	Madhesi	Others
Bachelor's Level	B.Ed.	51	20	17	4	27	4

The Table 10 above shows that about half of the graduating students in the year were females. EDJ and Dalit students graduating in the year were very few.

The table below presents the number of graduates i.e. the students who completed Bachelor Degree and who were issued certificated in the year of 2017.

**Table 11: Graduate List 2017**

Level	Program Name	Graduate Students					
		Total	Female	EDJ	Dalit	Madhesi	Others
Bachelor's Level	B.Ed.	53	34	16	6	31	0

The table below presents the number of graduates i.e. the students who completed Bachelor Degree and who were issued certificated in the year of 2018.

**Table 12: Graduate List 2018**

Level	Program Name	Graduate Students					
		Total	Female	EDJ	Dalit	Madhesi	Others
Bachelor's Level	B.Ed.	22	13	6	4	11	01

The table below presents the number of graduates i.e. the students who completed Bachelor Degree and who were issued certificated in the year of 2019.

**Table 13: Graduate List 2019**

Level	Program	Graduate Students
-------	---------	-------------------

	Name	Total	Female	EDJ	Dalit	Madheshi	Others
Bachelor's Level	4 years B.Ed.	4 (16%)	1	1	2	3	0
	3 years B.Ed.	51 (77.27%)	36	14	12	24	0
	Total	55 (60%)	37	15	14	27	0

The table above presents the number of graduates i.e. the students who completed Bachelor Degree according to 4 years B.Ed. 4<sup>th</sup> part and 3 year B.Ed. 3<sup>rd</sup> part in the year of 2020.

**Table 14: Graduate List of 2020**

Table 14: Graduate's List for Bachelor's Level for the year 2017-18							
Level	Program Name	Graduate Students					
		Total	Female	EDJ	Dalit	Madheshi	Others
Bachelor's Level	4 years B.Ed.	43 (86%)	29 (67.44%)	30 (69.76%)	3 (6.97%)	9 (20.93%)	1 (2.32%)
	3 years B.Ed.	9 (69.23%)	7	3	0	6	0
	Total	52 (82.539%)	36	33	3	15	1

The table above presents the number of graduates i.e. the students who completed Bachelor Degree according to 4 years B.Ed. 4<sup>th</sup> part and 3 year B.Ed. 3<sup>rd</sup> part in the year of 2021.

**Table 15: Graduate List of 2021**

Table 15: Graduate's List for Bachelor's Level for the year 2018-19							
Level	Program Name	Graduate Students					
		Total	Female	EDJ	Dalit	Madheshi	Others
Bachelor's Level	4 years B.Ed.	24	13	11	2	8	0
	Total	24	13	11	2	8	0

The table above presents the number of graduates i.e. the students who completed Bachelor Degree according to 4 years B.Ed. 4<sup>th</sup> part in the year of 2022.

The result of 2079/080 is going to publish. The campus hope that the campus has good result.

## 2.4 Programs

The campus is currently running the following programs:

1. Bachelor of Education (B.E.D) three years program and 4 years B.Ed. Program.

2. From academic session 2079-2080 campus has 3<sup>rd</sup> and 4th semester running M.Ed. in Nepali and Health Education.
3. From the upcoming session, the campus is going to start M.Ed. in English, Math, and others as demanded.

No new programs have been added since the years 2068. The B.Ed. Program which was 3 years program earlier has now been converted a four year program by TU and the campus now has the third batch of students involve in the final examination of four year program and started Masters of Education faculty in semester system for enrolment of local students in mastery over the education.

### **2.5 Educational pedagogy:**

The traditionally used pedagogical methods in the campus are lecture demonstration, discussion, group work, pair work etc. Recently, more technology based presentation, seminar, workshop, field work methods are being followed for modernizing pedagogical approaches. Teaching faculty has been inspired to uplift their pedagogical skills by providing opportunities of participating in trainings, symposium etc. In the difficult situation of Covid 19, online classes for M.Ed. semesters at Bachelor level students. They are provided notes with teaching and learning environment following the rules of social distances as one student in one bench with providing mask, sanitizer, water and soap. Students, teaching and non-teaching staff have educational tour for the observation and application of observed knowledge in their fields. The students have research-based teaching and learning environment.

### **3. Physical Progress**

There have been some developments in physical infrastructure as well as addition in educational aids in 2079-080 and 2078-079 as discussed in the following points. The campus has selected for Higher Education Reform Project (DL II) and DLI 2 for population rate and increasing number of students.

#### **3.1 Infrastructural Development:**

In 2071-2072 two rooms were constructed again 2072 -73 two rooms are again constructed for class rooms. Plaster floor construct and painting is done in 2072-2073. In the fiscal year 2073-74, a building of 14 rooms are started and have been constructed in 2075-2076 which cost near Rs.60,00,000 NRs. In 2078/079, a building of two rooms are started and have been constructed in 2079/080 which cost near Rs. 85,00,000/- . The campus has bought 25 computer for ICT lab and 10 laptops for teaching staff. Fence of campus compound is done. Now, campus is safe. One toilet is constructed for staff and students. In 2077, two-storied building is made having two large rooms for seminar, meeting, exhibition hall and well-facilitated library attached with old two storied building. New toilets are built for ladies (girl students and staffs) with water and sanitary facilities in the fiscal year 2079/080. Deep summercial boarding facility for enough pure drinking water and sanitary purposes.

#### **3.2 Higher Education Reform Project Status (HERP)**



The campus has been selected for HERP DL II out of national competition for 2016 among the community campuses. In the year 2076-077 the campus has prepared long term annual work plan, strategic master plan continued in 2077 onwards and procurement plan for the development of infrastructure, labs, computers and equipment. The campus has organized Research Methodology Training program for faculties inviting experts of Kathmandu University for research based teaching and learning environment with support of UGC.

### Annual Work Plan of the three current fiscal years

#### Annual Work Plan 2073-2074

As per the decision of Campus Management Committee date 2073/06/17, we have submitted the following plans and programs to be conducted by the campus under Resource Mobilization (DLI 2) Support of University Grants Commission, Nepal for the academic year 2073-2074.

**Table 16: Annual Work Plan of 2073-074**

Table 16: Annual Work Plan of 2073-74				
S.N.	Description of work	Estimated Cost	Estimated time Priod	Remarks
1.	Procurement of computer for ICT lab, Laptop, Printer, CCTV and other	Rs. 15,00,000/-	Fiscal Year 2073-074	Completed 2074-075
2.	Procurement of Furniture	Rs. 4,00,000/-	Fiscal Year 2073-074	Completed 2074-075
3.	Procurement for building construction	Rs. 60,00,000/-	Fiscal Year 2073-074	Completed 2074-075

**Table 17: Annual Work Plan of 2074-075**

Table 17: Annual Work Plan of 2074-75				
S.N.	Description of work	Estimated Cost	Estimated time Priod	Remarks
1.	Purchasing Books	Rs. 4,80,000/-	Fiscal Year 2074-075	Completed
2.	Construction of toilet	Rs. 10,00,000/-	Fiscal Year 2075-076	Completed
3.	Construction of false ceiling	Rs. 13,00,000/-	Fiscal Year 2075-076	Completed
4.	Building	Rs.	Fiscal Year	Completed

**Table 18: Five Years Strategic Plan of 2077-2081**

Table 18: Five Years Strategic Plan of 2077-2081										
Activities	Indicator	Recent Condition	Imagined Yearly Expenditure of Proposed program					Total	Donner	Main Responsibility
			2077	2078	2079	2080	2081			
1. Continue to publish Campus Prospectus	Publication is going on to be	Being	50,000/-	50,000/-	50,000/-	50,000/-	50,000/-	2,50,000/-		Public Information Committee
2. Continue to publish Research Journal	Continuation on Publication	Being	1,00,000/-	1,00,000/-	1,00,000/-	1,00,000/-	1,00,000/-	5,00,000/-		Publication committee
3. Organize Research workshop seminars	will be doing	not yet	1,50,000/-	2,00,000/-	2,00,000/-	2,00,000/-	2,00,000/-	9,50,000/-	UGC	Publication Committee
4. Magazine publication with students articles and creation	Being	Being	40,000/-	50,000/-	60,000/-	60,000/-	80,000/-	2,90,000/-		Publication Committee
5. Publish records with use of ICT	Will be	not going on	60,000/-	2,00,000/-	20,000/-	20,000/-	20,000/-	1,40,000/-	UGC	Campus Chief

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6.	Publica tion of Campu s bulletin of annual action plan	Being	Being	50,000 /-	50,000 /-	60,000 /-	60,000 /-	60,000 /-	2,80,0 00/-		Campus Chief
7.	Short Resear ch and publica tion	will be doing	not going on		1,50,0 00/-	2,00,0 00/-	2,00,0 00/-	2,00,0 00/-	7,50,0 00/-	UG C	Campus Chief

BBMC has made master plan to progress of the campus as overall development of academic, financial, and administration of the campus.

Table 19: Annual Work/Action Plan 2078/079

S.N	Work	Date	Responsibilitie s	Budget/Amoun t	Resources	Remark s
1.	Cycle Stand	2078- 12-01 to 2079- 02-31	Management Committee	5,00,000/-	Shambhunath Municipality	Completed
2.	Saraswati Temple Construction	2078- 06-15 to 2078- 08-31	Management Committee	9,00,000/-	Shambhunath Municipality	Continue
3.	Former Chairperson Statue 'Salik' Construction	2078- 06-01 to 2078- 07-31	Management Committee	7,00,000/-	Shambhunath Municipality	Continue
4.	Procurement of Furniture	2079- 01-15 to 2079- 01-30	Campus Chief	5,00,000/-	Province Government	Continue
5.	Repair	2078- 12-01 to 2079- 01-15	Campus Chief	5,00,000/-	Assembly Representativ e member	Continue
6.	Building Construction	2078- 11-15 to 2079- 03-30	Management Committee	60,00,000/-	UGC/Provinc e Government	Continue
7.	Toilet Construction	2078- 12-01 to 2079- 01-15	Campus Chief	5,00,000/-	Internal	Completed
8.	Color Paint	2078- 11-15 to	Campus Chief	2,00,000/-	Province	Continue

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			2079-12-15				
9.	Procurement of books		2078-08-15 to 2079-08-30	Campus Chief	5,00,000/-	Shambhunath Municipality	Completed
10.	Procurement of CCTVs and connection		2078-08-26 to 2079/09-10	Campus Chief	40,000/-	Internal	Completed
11.	Drinking Water		2078-10-15 to 2079-10-25	Campus Chief	2,50,000/-	Intellectual	Completed
12.	Repair of Computer electronics		2078-10-15 to 2079-10-25 as required	Campus Chief	15,000/-	Internal	Completed
13.	Primary Health Care Management		2078-10-15 to 2059-11-15	Campus Chief	25,000/-	Internal	Continue
14.	Gardening / way Construction		2078 during Chaitra	Campus Chief	2,00,000/-	Internal	Continue
15.	Playground Construction development		2079 during Baishakh	Campus Chief	1,00,000/-	UGC	Continue
16.	Academic Calender Publication		2079 Baishakh 15	Campus Chief	40,000/-	Internal	Complete
17.	Procurement of Academic equipments/materials		2079 during Ashad	Campus Chief	2,50,000/-	Internal	Complete
18.	Playground fill up with soil		2079 during Jestha	Campus Chief	1,00,000/-	Municipality Ward Office	Complete
19.	Gate Construction		2079 during Jestha	Campus Chief	1,00,000/-	Municipality Ward Office	Continue

Table 20: Annual Work/Action Plan 2079/080

S.N.	Work	Year	Responsibilities	Budget/Amount	Resources	Remarks
1.	Purchasing Books	2079/080	Management Committee	2,50,000/-	BBM Campus	Complete
2.	Evaluation	2079/080	Management Committee	1,50,000/-	BBM Campus	Continue
3.	purchasing Fan	2079/080	Management Committee	1,00,000/-	BBM Campus	Complete
4.	Boundary	2079/080	Management	10,00,000/-	Shambhunath	Complete

	Wall		Committee		Municipality	
Completed	5. Procurement of Furniture	2079/080	Campus Chief	1,00,000/-	BBM Campus	Completed
	6. Toilet Countruction	2079/080	Campus Chief	5,00,000/-	BBM Campus	Completed
Completed	7. Training	2079/080	Campus Chief	1,50,000/-	BBM Campus	Completed
	8. Repair	2079/2080	Management Committee	4,25,000/-	UGC	Completed
Completed	9. Teaching Materials	2079/080	Campus Chief	6,00,000/-	UGC	Completed
	10. Structure of Sports Development	2079/2080	Management Committee	11,00,000/-	UGC	Completed
Completed	11. Building Construction	2079/2080	Management Committee	85,00,000/-	UGC	Completed
	12. Gardining	2079/2080	Campus Chief	5,00,000/-	BBM Campus	Completed

### 3.3 Educational Aids

#### New equipment

The campus has a separate computer lab, 12 computers added, 2 printer, one scanner, 2 photocopy machine, 1 projector and 3 laptops and 2 smart board, 12 CCTVs. New Books, Journals, and Reference Materials have been purchased by the campus. Enough furniture have been added in the earlier year so, this year not added and hopes for upcoming year to have more facilities with educational adds.

### 4. Financial Progress:

Year wise financial data of income and expenditure are presented and discussed in the section.

#### 4.1 Analysis of Financial Resources/ Income of Last three years.

The income data of the last three year as per the records of campus. Account section are shown in the table below.

Table 21: Trend of Revenue

Table 21: Trend of Revenue					
Rs. in figure					
Year	Student Fee	Others Income	UGC Income	TU Income	Total Income
2072-073	32,80,227	2,87,814	21,00,000	-	56,68,041
2073-074	28,49,092	3,14,767	63,00,000	-	94,63,859
2074-075	22,58,594	19,10,000	57,58,434	-	99,27,028
2075-076	35,91,070	41,76,930	20,00,000	-	97,68,000
2076-077	24,66,090	75,858/04	31,34,150	-	56,76,098/04
2077-078	34,90,616/04	-	55,81,140/85	-	90,71,756
2078-079	67,19,787/84	3,46,659	65,55,000	-	1,36,21,446/84

2079-2080	73,15,180/-	9,01,007/11	75,03,215\00	2,22,166\00	1,59,41,568
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## 4.2 Expenditure Analysis of the Last three years:

The expenditure data of last three year as per the records of account section shown in the table below:

Table 22: Trend of Expenditure

Rs. in figure					
Fiscal Year	Salary Expenses Rs.	Equipment Purchase Rs.	Book Purchase Rs.	Development Expenditure Rs.	Furniture Purchase Rs.
2071-072	22,45,680	2,81,715	12,000	2,47,556	25,647
2072-073	22,45,683	2,86,414	27,800	40,00,000	4,87,364
2073-074	23,68,929	56,667	29,880	20,00,000	5,61,593
2074-075	23,08,108	3,69,419	46,786	53,63,770	14,65,000
2075-076	31,13,883	33,750	18,008	22,09,597	15,300
2076-077	36,46,744/33	1,17,405	1,50,890	59,51,080	0.00
2077-078	33,57,138/28	2,14,000	12,459	26,10,858/85	2,25,000
2078-079	32,72,596/69	12,500	54,640	4,27,673	-
2079-2080	39,55,775\04	5,98,900	1,74,850	1,04,25,765/98	68,616

## 4.3 Audit Observation/ Issue and Steps Taken to Mitigate the Issue Raised by Audit Observation in the last fiscal year 2079-080

Some of the issue raised by Audit Observations of the fiscal year 2079-080 the steps taken to mitigate them i.e. Management responses are listed below in point. The issues are presented as they were raised in the audit observation document by auditor, and the management responses listed below are as they appear in corresponding responses letter by the management committee to the auditor.

### 4.3.1 Improper and Inadequate Supporting Document :

On review of the expenditure for the period some instance were noted where supporting documents were either inadequate or insufficient to substantiate the expenditure to evidence their reasonableness, validity and accuracy. BBMC should ensure that the expenses reported are properly and adequately supported with the documents.

Management Responses: We agree with your recommendation and ensure that we follow the suggestion and we are going to manage software for managing documents digitally and properly.

### 4.3.2 Bank Reconciliation Statement:

Financial and administrative bye law of BBMC requires management to prepare bank Reconciliation statement to be prepared within first week of every months and forwarded to campus chief by finance office officer. However, practice was

followed. The management is recommended to prepare BRS within first week of upcoming month.

**Management Responses:** The account section will prepare Bank Reconciliation Statement as per the rules of campus and your recommendation.

### 4.3.3 Cash payment

Payment to outsider examiner and thesis evaluator are paid in cash deposit the amount is greater than Rs. 5000. The management is recommended to pay such expense in cheque and to make standard claim form.

**Management Responses:** We have just printed a standard format for petty cash payment to different parties so, we will strictly follow this recommendation in running fiscal year.

### 4.3.4 Tax related issues: TDS not deposited timely

As required by the section 90 of the income Tax Act 258, taxes withheld during the month should be deposited into the respective IRO within twenty five days of the following month. However, it was noted that there was no practice of depositing the withheld amount within the time limit.

It is recommended to ensure timely deposition of TDS withheld in order to avoid additional cash outflow of the organization against fines and penalties.

**Management Response :** Due to the shortage of fund the community campus unable to pay salary in proper time so deductions are not allocated and deposited in respective accounts of different offices e.g. TDS, provident fund, gratuity fund, citizen investment fund. However, we have started to deposit the TDS and income tax as per the tax act of Nepal and will following the rule of tax shelf insurance amount while calculating the taxable income.

### 4.3.4. Fixed Assets

Financial and administrative bye laws of BBMC require that the physical verification of the assets should be done two times in a year and report should be prepared. However, the practice was not in implementation. It is recommended to physically verify the fixed assets and coding of the assets should be made to properly safeguard the assets.

**Management Response:** As per the suggestion given in the last fiscal year report we did the fixed assets and stored verification only one time and will follow this recommendation.

### 4.3.5 Advance Related issue

On review of the advance for the period, the instance was noted where there was delay in settlement of in settlement of advance and the ticket of bus fare is missing in most of the cases. BBMC should ensure that the advance should be settled within seven days of the completion of work.

**Management Response:** We agree with your recommendation to settle the advance within 7 day after completing the events or transitions with adequate supporting documents so will avoid it in the next fiscal year.

#### 4.3.6 Scholarship policy:

The Scholarship policy formulation sub-committee, formed by the BOARD in 2068 has recommended the broad framework for granting different types of scholarship but in some events and external as well as internal pressure compel to take decision in hurry and so some time we fail to ask to submit necessary supporting documents even though we will try our best to follow the norms and standard of the campus rules and regulations. Thus it seems that the campus has tried to address all the major issues raised by the audit observations. The campus supports the UGC and Provincial Government to distribute scholarship for the students in time.

### 5. Social Progress

#### 5.1 Campus's Involvements in Social Activities.

Buddhilal Bidya Munar Campus, as a community campus, has keen interest to participate in important social activities organized by institutions in the society to enlighten the society with proper and quality education. The campus has organized Blood Donation program and 20 students, teachers, guardians, and intellectuals successfully donated blood for future use and got certificate. Campus has really formed a separate cell called public Relation cell which aims to improve campus image in the society with increased involvement in social programs for the betterment of the society and the campus itself. Some of the recent activities are listed below:

- BBMC campus participated in the earthquake relief campaign in 2072 and flood victims in 2073 Relief materials like kitchen sets, wai-wai noodles, cloths worth about 4700 distributed the relief materials in affected area.
- BBMC participated in cold awareness program in Dalit Basti that they stay home with warm clothes and safe from Covid 19 and other diseases.
- Students of B.Ed. 3<sup>rd</sup> year (Health Group) in co-ordination of Department of Health BBM Campus conducted community health awareness programs in and around Shambhunath Municipality about hygienic foods and sanitary purposes for girls and ladies to safe and healthy during menstruation and pregnancy.
- On world Environment Day in 2071, 2072, 2073, 2074, 2075, 2076, 2077, 2078, 2079 BBM Campus participated in environmental awareness and cleaning campaign of East West Kathauna Section of Highway organized by Shambhunath Municipality as every year.
- Campus organized friendly football match between BBM Campus and Shambhunath municipality.
- The campus has organized football and volleyball, girl students participated in the games against other schools and campuses to have friendly neighborhood with neighboring schools, colleges, and campuses with the distribution of certificates and trophies in 2079. In 2079 anniversary of the campus, Internal campus contest organized and distributed



trophies, and certificates to the students to encourage them in curricular activities for overall developments of the students.

- Fruits and food distribution to the senior citizens by students in 2073/10/23.
- Campus organized blood donation program in assistance of Red Cross Saptari at date in 2072-2073, 2073-2074, ..., 2076-077, 2077-078, 2078/079, 079/080 as in each fiscal year by staffs, students, intellectuals.

### **5.2 Society's contributions to Campus:**

-Shambhunath Municipality has donated to BBMC the sum of about Rs. 10,00,000 (In word Ten Lakh) for boundari wall in 2079-2080 and Rs. 26,00,000 (In word Twenty six Lakh) for cycle stand. Statue and other in telle ctuals also haeave donated for the development of the campus.

-Shambhunath Municipality wada No.-7 has allocated BBMC Rs. 2,00,000. Lakh Two Set sofa set, Eithy Nine Plastic Chair and two set sofa and two T. Table in 2079-2080

-Shambhunath Municipality donated to BBMC the sum of about Rs.26,00,000 for cycle stand, Saraswati Temple, Statue, etc. and other intellectuals also have donated for the development of the campus.

- Founder Late Sabur Lal Chaudhary donated 12 katha Land.

-District Public Health Office Saptari provided information materials like leaflets and pamphlets related to mosquito-born disease, and it also delivered a special awareness class for BBMC students on 2073

-Participation of local Tole Reform Committee in sanitation program in the occasion of campus anniversary day 17<sup>th</sup> Kartik 2073,074,075,076,077, 078.

-Shambhunath municipality has allocated Rs.10,00000 for campus development in 2077-2078.

-Hand-pump and deep-boarding are provided by chairperson of Shambhunath Municipality-07, Saptari.

- Summercial boarding is provided by the Campus Management Committee Chairperson for enough water facility including drinking water supply, sanitary purposes, water-supply washrooms, much more facilities.

### **5.3 Plan for campus contribution to Society**

- Campus decided to offer scholarship to on student recommended by Shambhunath Municipality ward No.7.

- Campus has decided to call guardians meeting to discuss about students' activities in the progression of the study, strengths and weaknesses of the students.

- From time to time campus organized cleanness awareness to community.

- Recently, Campus has decided to put up no-smoking board around the campus.

-Campus has decided to offer free health service programmed for community nearly it.

- Campus has kept its students in standing position to help natural victims.

- In the anniversary of the campus, main guests: Province Ministers, Mayor, CDO guardians, and other intellectuals are invited to have impression and emphasis on the students' quality education.

#### **5.4 Plan for increased involvement of society in the campus.**

As a community campus, BBMC plans to encourage increased involvement of society in the overall development of the campus by including people from diverse section of the society in the decision making process of the campus so that they can feel the ownership of the campus. People from community are nominated in the management committee of the campus.

### **6. Issues and Challenges**

#### **6.1 Short and Long Term Issues and Challenges**

##### **Short term issues and challenges.**

- The major immediate challenge that it has been facing now is to recover its revenue deficit that is due to the decreasing number of students in its academic programs.
- Lack of sufficient programs in priority areas is a major problem that has directly affected the fulfillment of student's needs and sustainability need of the institution. Despite having adequate physical infrastructure, the only priority area program running at the moment is B.Ed. and M.Ed.
- Student's performance indicators are not very encouraging the recent years.
- The campus facing the pressure of decrease in its student enrolment Bachelors and Masters level programs due to intense competition among the institutions providing higher education and the trend of student migration at international level.
- Decreasing students pass rate in the +2 or intermediate level impact on the decreasing number of students in Bachelor level and students drop out rate and low rate result impact on Masters level admission.

##### **Long Term Issues and Challenges**

- In term of academic quality and efficiency indicators, campus has been still in struggle to achieve the benchmark performance. To enhance its quality, the campus should launch a number of training and position. For this purpose, the campus is in the dire need to add new programs of technical line, management line, and justice line, and demanded to maintain its market viability.
- Guaranteeing placement of graduates in the job market is another major long term challenge.
- Lack of application of academic calendar by TU also endorses the meager result of students. The proper record management of students, maintaining optimum class size, minimizing endemic students' politics and application of modern teaching methodologies bring the academic result of public of campus to its track. Hence BBMC needs to address these issues in this strategic plan.
- Other problems: Mass education system (70-80 students in a classroom); no proper record management, no control over students' activities, endemic students' politics

constraints to modern teaching methodology in mass size classes; the poor academic result of Public Campuses.

- The campus has to make proper arrangement of physical facilities, modernization of all classrooms suitable for modern teaching methodologies, ensuring access of mass of students on e-resources and technology through library reform and construction of separate building for technically provided education etc. are the immense need of campus for fostering quality and growth of institution. The campus has not sufficient funds to finance these reforms and infrastructure, so it needs to develop some funding strategies to these projects.

## 6.2 Mitigation Measures Taken to Addressing the Issues and Meet the challenge

### (a) Program expansion plan.

Campus plans to introduce various priority areas programs and popular programs to counter the problem of decreasing enrolment.

S.N.	List of proposed academic programs	Remarks
1	B.Ed. in Health, Nepali, English, Math (TU)	Already affiliated
2	B.Ed. in Population Education (TU)	Coming Soon
3	BBA	Coming Soon
4	M.Ed. in Health and Nepali (TU)	Already affiliated
5	BBS	Coming soon
6	LLB	Coming soon
7	M.Ed. in English, Math, and other (TU)	Coming soon

### (b) Physical/Infrastructure development Plan.

The following scheme of physical development has been proposed.

- Establishment of research management cell with active featured duties for conducting faculty research.
- Land acquisition and construction of building for other faculties in new site.
- Construct campus's own canteen with underground parking in the campus premises.
- Reform Classroom compatible to virtual e-resources and e-teaching learning activities in each and every class-rooms.
- Construction of bathrooms separately for girl students, boy students, and staff.

6. Expand online classes of Bachelor level as M.Ed. semester classes.

### **Achievement in Infrastructure of the Campus**

- Internet excess was added
- E-resource library are added
- Web site added
- 2 room's building was added
- Garden added
- Furniture added (2 set sofa, 2 T-table, 89 Chair)
- Basket ball Ground, Table Tennis cot and Badminton Cot added
- Completely built four rooms-two storied building and new two storied building with two large rooms for library and seminar, exhibition, meeting hall with stage.
- One laptop added.
- 1 Smart-board is added.
- 3 electric pen is added.
- Inverter Battery added.
- 10 CCTVs are added.
- For QAA self-study report has been completed and revised as required and suggested.
- Software are used in exam section, account section and library section.
- Two Cupboards are added.
- Well managed primary Health care.
- 2078/079 Batch students have been taken three internal exams and monthly tests.
- Recently online class is on the process.
- Affiliated M.Ed. program recently first semester online class is being started and second semester exam is held well under CCTV observation.
- In the Lockdown period of covid 19 and omicron-emerging generation covid 19, students have been provided notes and questions for solution and provision of online classes.
- Mask distribution program have completed.

- Facility of canteen in the premises of school and campus as adjoining altogether.
- Facility of taps as drinking water and 2 deep-boarding hand-pump taps.
- Facility separate ladies and gence toilets with water taps.
- 2 Ladies toilets with doors and 1 common ladies group toilet with facility water for sanitary purposes.
- Facility of common rooms.
- Open access library.
- Facility of internet to the students, teaching and non- teaching staffs.
- One new printer added.
- In every section, computer with online software networking as in exam section, account section, library section, primary health care center.
- Books of M.Ed. have been bought for library.
- New books of Bachelor of Education and Masters of Education have been kept in the library.
- 32" TV and smart TV added
- Plantation added
- Digital Camera added

### **c) Faculty development plans.**

The quality of teaching and exemplary research works depends upon the stimulation, quality and loyalty of teaching faculties at one hand and similarly the initiation and motivation of the institution to develop their faculties in orientation of research, teaching and training at other side.

The campus strategic plan has addressed these issues and they need to be implemented in the annual programs and budget. To this line of sprit, the faculty development plan has been developed which has the different activities to be accomplished for meeting the campus goals as set in strategic planning.

1. Study leave to lectures from each faculty for further study of M.Phil. and Ph.D.
2. Course refreshment program.
3. Publication of research journal .(Annual)
4. Participation in national/ international seminar faculties will be provided to participate in national/ International research seminar.
5. Micro research Scheme .(Subject wise)
6. Conduct National Seminar. (Conduct seminar on some specific topic relevant to the development of scientific knowledge)
7. Permanent placement and promotion of staffs and faculties. (At least 10 persons).

8. Frequent Educational excursion and field visits for faculties and staffs.
9. Frequent Refreshment training for non-teaching staffs.

#### **d) Institutional Autonomy/Quality reform plan.**

Institutional academic autonomy is considered the most important factor for driving the community campuses toward the path of academic excellence, expansion and flexibility. Campus administration and Campus Management Committee are deeply considering the campus to lead in this direction. Therefore, these strategies include the following plan;

- Examination system development in Bachelors program.
- Train teachers to question paper development and answer copy checking.
- Develop and train exam section staff to run final examination independently.
- Install EIMS and examination software in exam section.
- Award student graduation degree in the logo of awarding university with their close tie up.
- Enforce trail in development of market demanding academic courses like Bachelors in Tourism management, laws etc. As per the regional and national need and implement self-designed courses and ensure its sustainability.
- Develop faculties professionally to ensure their capacity to develop and run these new course.
- Dialogue with national educational policy stakeholders to transform the campus into deemed university.
- Short term technical training courses will be developed to cater the need of lower level manpower development.
- New course and curriculum on bachelor level will be developed and implemented in the area of tourism, banking, education, laws, etc. to link up the growing economic development of the district and region.

#### **e) Library reform- virtual library development plan.**

Campus plan to take the following measures to improve the existing library and develop a virtual library.

1. Networking with national and international library.
2. Develop virtual library and practice video conferencing and online teaching/learning.
3. Library training at least 2 within plan period.
4. Purchase of Basic text books.
5. Reference books.
6. Online journals and magazine.
7. Newspaper.
8. E-Library

#### **f) Teaching methodology Reform plan.**

To change the traditional teaching methods and replace it with case study, problem based learning exercise, case analysis, student participation, seminars and discussions, independent student is the major objective in BBMC revised strategic plan.

because they stimulate to overall campus development goals. This project requires reducing the class sizes, scrutinizing the quality student intake, adoption of modern teaching technologies, orientation and trainings to faculties to the new method etc. The campus in its first phase, requires to launch this plan in post graduate classed of B.Ed. and M.Ed. programs. The detail plan of teaching methodology reform strategies will be presented as follows.

1. Modernization of master degree class room with multimedia/e-board facilities (3 class rooms for each faculty).
2. Purchase of computer for research management cell and departmental section with online networking and software providing.
3. Guest lecturer and seminar classes for students at least 10-15 classes/ seminar per year.
4. Industrial visits, Project works, and university visit to selected students from students.
5. Student evaluation, internal assessment and feedback survey.
6. Graduate research and project works.

### **Institutional Accreditation**

The campus has its better performance in the indicators like enrollment, expansion, Inclusiveness etc. however, it has to do a lot of attempts to be successful in the indicators like quality assurance, efficiency, tracer study. Therefore, this scheme is developed in the ground that how we can achieve those objectives by guiding our faculties, staffs and students to the spirit of QAAC so that BBMC becomes one of the successful campuses in quality reform.

1. Installation of new software and hardware system to improve quality of service delivery as per the requirement of EMIS units and the campus administration as a whole.
2. Completion of tracer study of at least one academic program.
3. Result improvement scheme the focus is given to increase pass percentage in each program by providing extra classes, coaching classes and notes providing, interaction class, discussion classes, and other measures.
4. Establishment of Research Management Cell and other cell, committees, sub-committees, union, teams that provide regular reports for SSR effectively.
5. Ensure Quality Assurance and Accreditation of campus by UGC.
6. Campus has already submitted SSR to UGC and modified according to the instructions of UGC.

### **G. Scholarship and fee waivers plan-girls, Marginalized, Disadvantaged group Janjatis and Dalits etc.**

The campus has launched the fee waivers and scholarship strategies making target to girls, dalit and disadvantage groups from the weaker section of society. BBMC has history of providing sufficient financial and non-financial and non-financial support to the student from the weaker section of society. Recently the campus provides minimum 3% scholarship to those students. By lunching this project the campus aims to increase the support quota from 3% to 5% of total budget. Besides, this project will also consider the support for training in skill development; inter ship and other measures

which positively impact the lives of students for their better capacity development. The campus helps the students to collect forms for scholarships provided by the Provincial Government and UGC. Students are highly encouraged to the study with provided scholarships to the denoted students.

### **h) Student enrolment increase and retention strategies.**

- Students Alumini and Students Union have been made more responsible for promoting the services offered by the campus and will be more active for inspiring the upcoming students for the campus and support for quality education.
- Radio, Television, Campus website and agents of service, and information providing home to home, and other campaign will be the major instruments for information dissemination to students and community.
- Special provision like fee waiver, scholarship etc. will be made with giving priority to girls, poor, EDJ, Janjaties, Dalits, Muslims, and disadvantaged groups in enrolment and selection process.
- Institute has developed friendly relation with local secondary schools, community colleges and technical institutes for increasing of students in the campus.
- Highly demanded technical programs, management, laws programs will be started that can help to create self-employment and fulfill public needs.
- Students will be attracted and motivated through market demanding programs, quality education and extra facilities such as hygienic canteen facility, facilities of games and refreshment, participation on community programs, tour for educational purposes to broaden the students knowledges with refreshing on teaching and learning environment.
- Highly skilled and qualified national and international man-power production as well as per the need of market.

### **I) Job Placement Cell**

BBM Campus has job placement cell members are:

-Mr. Mahesh Pd. Chaudhary- Campus Chief

-Mr. Jugeswar Pd. Chaudhary

-Mr. Yogendra Pd. Chaudhary

Cell has allocated following duties:

-To conduct Civil Service Commission classes.

-To give information about civil service commission to students.

-To prepare student for teaching service commission and teaching licence of Primary and Lower-secondary.

-To contact private school, NGO, INGO, Co-operative

-Give information about our graduate to adjust them.

In 2079 BS, Two students have passed Lok seba Aayog and two Students have passed Teacher Service Commission in open system.



They are:

- Mr. Jogendra Mandal (Lok seba Aayog)
- Mr. Sharban Kumar Mandal (Lok seba Aayog)
- Mr. Naghuban Paskan (TSC)
- Mr. Sailendra Kumar Sah (TSC)

In the year 2079-080 twenty two students have passed in teaching license exam that the campus has provided them coaching and bridge-course preparation with affordable fee.

### **J). Help desk for weaker students**

This desk has the following mention:

- Mr. Jugeswar Pd. chaudhary- co-ordinator
- Mr. Nabin Kumar Chaudhary- member
- Mr. Binod Kumar Chaudhary- member

### **Duties:**

- To give extra class for weaker students
- To list out weaker students according to unit/class-test .
- To run free coaching class for weaker students.
- To help the students where they feel difficulties.
- Prepare notes for needed topics.
- To provide free advisory classes by subject teachers to the irregular students who have permanent jobs and temporary jobs unable to present regular in the campus.
- To facilitate online classes, facebook notes, telephone facilities on the difficulties that the students have in their subjects.

### **Campus Assembly, Committees, Cells, Circle:**

BuddhilalBidyaMunar Campus has formed the following committees, cells, union, alumni, team for the proficiency in the academic, financial, administration, management of all sections to perform actively and creatively for quality education.

1. Campus assembly and Campus Management Committee support and suggest all the campus family members under them and follow the campus statute and strategic plan, and help to follow to all.

## Campus Assembly of BBMC

S.N.	Name	Campus Assembly	Post
1.	Mr. Gyaneshwar Chaudhary	Chairperson	Campus Management Committee
2.	Mayor	Postal Member	Mayor of Shambhunath Municipality / Representative
3.	Mr. JanadardanGautam	Postal-Member	D.P.O. / Representative
4.	Member of Parliament	Postal-Member	Representative Assembly Member
5.	Member of Provence	Postal-Member	Province Assembly Member A no.3 'ka'
6.	Mr. Gopal Prasad Chaudhary	Postal-Member	Shambhunath Municipality-07 Chairperson
7.	Dr. Binod Sah	Postal -Member	TU Representative
8.	Mr. Bhogendra Jha	Postal-Member	Former Campus Chief/Advisor
9.	Mr. Birendra Kumar Pandit	Postal-Member	
10.	Mr. Hiran Prasad Chaudhary	Postal-Member	
11.	Mr. Arun Kumar Chaudhary	Postal-Member	
12.	Mrs. Girija Devi Chaudhary	Postal-Member	
13.	Mr. Surya Narayan Chaudhary	Postal-Member	
14.	Mr. Ashok Kumar Chaudhary	Postal-Member	
15.	Mr. Devraj Chaudhary	Postal-Member	School Management Committee Chairperson of Model Secondary School Bhagwatpur, Badahari
16.	Mr. Tulasi Das Chaudhary	Postal-Member	Principal of Model Secondary School BhagwatpurBadahari
17.	Mr. Dev Narayan Chaudhary	Nominated-Member	Former Professor of MahendraDindeshwari Campus Rajbiraj
18.	Mr. Dinesh Prasad Sah	Nominated-Member	
19.	Mrs. Aashodevi Chaudhary	Nominated-Member	
20.	Mr. Laxmikant Chaudhary	Establisher and Postal-member	
21.	Mr. Sabur Lal Sah	Establisher and Postal-member	

22.	Mr. Surendra Prasad Gupta	Establisher and Postal-member	
23.	Mr. Birendra Kumar Chaudhary	Establisher and Postal-member	
24.	Mr. Dharmendra Kumar Mandal	Establisher and Postal-member	
25.	Mr. Durganand Chaudhary Bhangha-7	Establisher and Postal-member	
26.	Mr. Durganand Chaudhary Mohanpur-5	Establisher and Postal-member	
27.	Mr. Durga Nanda Sada	Establisher and Postal-member	
28.	Mr. Paban Sardar	Establisher and Postal-member	
29.	Mr. Binodanand Prasad Singh	Establisher and Postal-member	
30.	Mr. Devkant Chaudhary	Guardian and Nominated Member	
31.	Mr. Chalitar Mandal	Guardian and Nominated Member	
32.	Mr. Raj Kumar Chaudhary	Guardian and Nominated Member	
33.	Mr. Nebilal Chaudhary	Guardian and Nominated Member	
34.	Mr. Kant Lal Chaudhary	Guardian and Nominated Member	
35.	Mrs. Sita Chaudhary	Guardian and Nominated Member	
36.	Mrs. Dropadi Sah	Guardian and Nominated Member	
37.	Mr. Mahesh Prasad Chaudhary	Campus Chief and Postal-Member	
38.	Mr. Jugeshwar Prasad Chaudhary	Professor and Member	Assistant-Lecturer

## 2. Campus Management Committee of BBMC

1. **Chairperson:** Mr. Gyneshwar Chaudhary
2. **Postal - Member:** Mr. Gopal Prasad Chaudhary
3. **Postal - Member:** Representative Assembly Member
4. **Postal - Member:** Province Assembly Member
5. **Postal - Member:** Mr. Tulsi Das Chaudhary (Principal)
6. **Member:** Mrs. Girija Devi Chaudhary
7. **Member:** Mr. Hirana Chaudhary
8. **Member:** Mr. Ashok Kumar Chaudhary
9. **Member:** Mr. Arun Kumar Chaudhary
10. **Member:** Mr. Surya Narayan Chaudhary
11. **Postal - Member:** C.D.O. / Representative
12. **Postal - Member:** Binod Sah T.U. Representative
13. **Teacher - Representative:** Mr. Jugeshwar Prasad Chaudhary
14. **Member - secretary:** Mr. Mahesh Prasad Chaudhary (Campus Chief)

### Advisors:

1. Mr. Bhogendra Jha
2. Mr. Devraj Chaudhary
3. Mr. Dev Narayan Chaudhary

## **3. New Internal Quality Assessment Committee:**

- Coordinator: Mr. Mahesh Prasad Chaudhary- Campus Chief
- Member: Exam Section Coordinator Mr. Nabin Chaudhary
- Member: Remedial Class Committee Coordinator Mr. Binod Kumar Chaudhary
- Member: Account Section coordinator Mr. Bidyanand Chaudhary
- Member: Extra-curricular Activities Coordinator Mr. Jugeshwar Prasad Chaudhary
- Member: Campus Management Committee Member Mr. Chhedilal Chaudhary
- Member: Prabhu Narayan Chaudhary- FSU President
- Member: Primary Health Care Committee Coordinator Mr. Indrasen Chaudhary
- Member- secretary: Mr. Yogendra Prasad Chaudhary
- Assist. Lecturer Scholar Miss LaxmiKumari Chaudhary- SAT (Self-Assessment Team) and STC (Subject Teachers Committee) Coordinator

## **4. Research Management Cell:**

- **Coordinator-** SAT and STC Coordinator Scholar Miss LaxmiKumari Chaudhary
- **Member-** Mr. Binod Chaudhary
  - Member- Mr. Indrasen Chaudhary
  - Member- Mr. Nabin Chaudhary
- **Member-** Jugeshawar Prasad Chaudhary

#### **5. Extra-Curricular/Extension activities committee:**

- **Coordinator -** Assist. Lecturer Mr. Nabin Kumar Chaudhary
- **Member-** Mr. Yogendra Prasad Chaudhary
- **Member-** Mr. Ramesh Sah

#### **6. Internal Evaluation Unit:**

- **Coordinator-** Mr. Nabin Chaudhary
- **Member-** Mr. Mahesh Prasad Chaudhary- Campus Chief
- **Member-** Mr. Indrasen Chaudhary

#### **7. Self-Assessment Team:**

- **Coordinator-** Scholar Miss LaxmiKumari Chaudhary
- **Member-** Indrasen Chaudhary
- **Member-** Mr. Binod Kumar Chaudhary

#### **8. Councelling and Replacement Cell:**

- **Coordinator-** Mr. Binod Kumar Chaudhary
- **Member-** Mr. Yogendra Prasad Chaudhary
- **Member-** Scholar Miss LaxmiKumari Chaudhary

#### **9. Primary Health Care Unit:**

- **Coordinator-** Mr. Indrasen Chaudhary
- **Member-** Jitendra Prasad Chaudhary

- Member- Mr. Yogendra Prasad Chaudhary

#### **10. Library Advisory Committee:**

- Coordinator- Mr. Binod Kumar Chaudhary
- Member- Mr. Nabin Chaudhary
- Member- Ms. Sakuntala Chaudhary

#### **11. Public Information Cell:**

- Coordinator - Mr. Yogendra Prasad Chaudhary
- Member- Mr. Jugeshwar Prasad Chaudhary
- Member- Mr. Binod Kumar Chaudhary

#### **12. Report Writing Committee:**

- Coordinator- Mr. Jugeshwar Prasad Chaudhary
- Member- Scholar Miss LaxmiKumari Chaudhary
- Member- Mr. Bidyanand Chaudhary
- Member- Mr. Nabin Kumar Chaudhary
- Member- Mr. Prabhu Narayan Chaudhary (FSU)
- Member- Mr. Binod Chaudhary (FSU)

#### **13. Teaching Practice Committee:**

- Coordinator- Jitendra Prasad Chaudhary
- Member- Mr. Binod Chaudhary
- Member- Mr. Jugeshwar Prasad Chaudhary
- Member- Mr. Indrasen Chaudhary
- Member- Mrs. Bina Chaudhary

#### **14. Subject Teacher Committee:**

- Coordinator- Scholar Miss LaxmiKumari Chaudhary
- Member- Mr. Jitendra Prasad Chaudhary (Nepali Education)
- Member- Mr. Binod Kumar Chaudhary (Math Education)
- Member- Mr. Jugeshwar Prasad Chaudhary (English Education)
- Member- Mr. Indrasen Chaudhary (Health Education)

#### **15. Library Committee:**

- Coordinator- Mr. Hari Narayan Pal
- Member- Mr. Nabin Kumar Chaudhary
- Member- Mr. Baleshwar Chaudhary

#### **16. Social Welfare Committee:**

- Coordinator- Mr. Binod Kumar Chaudhary
- Member- Mr. Indrasen Chaudhary
- Member- Mr. Jugeshwar Prasad Chaudhary

#### **17. Job Placement Committee:**

- Coordinator- Mr. Mahesh Prasad Chaudhary- Campus Chief
- Member- Mr. Yogendra Prasad Chaudhary
- Member- Mr. Jugeshwar Prasad Chaudhary

#### **18. Alumni:**

- President- Mr. Ajay Kumar Sah
- Vice President- Mr. BaburamGhimere
- Co-President- Ms. Jyotiprabha Chaudhary
- Secretary- Ms. JushiKumari Chaudhary

- Member- Mr. SurendraBiraji
- Member- Mr. Lalan Yadav

### **19. Comment and Feedback/ Grievance Handling committee:**

- Coordinator- Mr. Mahesh Prasad Chaudhary- Campus Chief
- Member- Mr. Surya Narayan Chaudhary
- Member- Mr. Jugeshwar Prasad Chaudhary- Campus Chief

### **20. Student Club:**

- President- Mr. Md. Karim- Student
- Co-president- Ms. Anuradha Chaudhary- Student
- Secretary- Mr. Prakash Chaudhary- Student
- Member- Mr. Prabhu Narayan Chaudhary- Student
- Member- Mr. Nandkishor Chaudhary- Student
- Member- Ms. ChandanKumari Chaudhary- Student
- Member- Ms. NutanKumari Mehta- Student
- Advisor- Mr. Mahesh Prasad Chaudhary- Campus Chief
- Advisor- Mr. Bidyanand Chaudhary- Assist. Accountant

### **21. Peers and Employers Feedback Committee:**

- Coordinator- Ms. Bina Kumari Chaudhary
- Member- Mr. Binod Chaudhary
- Member- Mr. Bidyanand Chaudhary

### **22. Repair & Maintenance Committee:**

- Coordinator- Mr. Gyneshwar Chaudhary
- Member- Mr. Mahesh Prasad Chaudhary- Campus Chief



- Member-secretary- Mr. Jugeshwar Prasad Chaudhary

### **23. Hostel Management Committee:**

- Coordinator- Mr. Yogendra Prasad Chaudhary
- Member- Mr. Hari Narayan Pal
- Member- Mr. Baleshwar Chaudhary

### **24. Student Circle:**

- President- Mr. Prabhu Narayan Chaudhary- Student
- Vice President- Mr. Md. Karim Khan- Student
- Co-president- Ms. Yasodha Kumari Chaudhary- Student
- Secretary- Mr. Shasikant Gupta- Student
- Co-secretary- Ms. Chandan Kumari Chaudhary- Student
- Member- Mr. Ajay Kumar Mandal- Student
- Member- Mr. Nandkishor Chaudhary- Student
- Member- Ms. Santoshi Mehta- Student
- Member- Mr. Prakash Kumar Chaudhary- Student
- Member- Ms. Khusbu Kumari Chaudhary- Student
- Member- Ms. Ramita Kumari Chaudhary- Student

BBMC has formulated these committees for the preparation of SSR to have the approval of QAA for the production of quality, experienced, skilled, and practical candidates that they get opportunities of the global job market and survive happily in the any parts of the world as national and international level man-powers. The committees, Union, Cells, team have provided duties for the teachers, guardians, students, intellectuals, staffs that they involve regular to complete the mission, vision, goal, aims, objectives of the campus. The increasing rate of linkage with the society with the campus has brought communication to strengthen the campus for the overall development of the campus. The committees have started their works from the year

2078-079. However, facing challenges on the completion of tasks, performance and development of all sectors are being continued in the fiscal year 2079/080.

### 6.3. Strength and Weaknesses

#### STRENGTH:

- BBM Campus has got Rs.85,00,000. (In word Eighty Five Lakh) from UGC for a building construction in 2079-2080.
- Most accessible and prime location near Mahendra Highway in Terai region with serene atmosphere and peaceful environment.
- BBM Campus has been donated Rs. 60,00,000/- (Sixty lakhs) by Province no.02 (Madhesh) and UGC for building construction for enough class-rooms and office, and different departments separately in the 2078/079.
- BBM Campus has got 5,00,000/- as regular grants from the UGC in the increasing number of students in 2078.
- One of the top public campuses affiliated to Tribhuvan University of Nepal in the ranking of University Grants Commission of Higher Education Reform Project 2016-2020 (DLI1) and DLI2: Pass rate UGC has grants Rs. 899600 for the progress and development of the campus in 2076.
- Well-developed physical infrastructure of library, administration, account, examination section, health care center and academic building with facilities of fan, Projector, Networking, computer, laptop etc.
- Online teaching and learning environment in pandemic situation and as required
- Only one public campus in 1000 square kilometers with easy access to transportation.
- Affordable fee structure for Ladies students, EDJ, Madhesi, Muslim, Dalit, Marginalized, Low economy society, Martyrs family with the facility of scholarships to encourage the students in their study.
- Through Province government, most of the students who have filled up forms of scholarship have awarded with cash 25,000/- per student of Bachelor and Masters in 2077 and 2078/79.
- Province Government have distributed scholarship to the talents, poor, Muslim, marginalized, female, martyrs students with priority in the fiscal year 2078/079
- Experienced faculty and qualified teaching and non-teaching staffs.
- Formulated different committees, union, cells, alumunai, team for the easy access in academic, financial, administrative, management of indoor and outdoor activities in the campus.
- Students and teachers, and staffs engaged on gardening of BBM Campus.

## **WEAKNESS/ DRAWBACKS:**

- Lack of multiple faculties and programs that the sources seem low.
- BBMC has insufficient fund for the development and progress as required.
- Local students highly drop-out rates decrease the financial sources.
- Lack of enough buildings for multiple faculties that are required in this prime area for local and poor belonging students.
- Low payment as salary for the teaching and non-teaching staffs in the ratio of duties due to decreased students in the next-next year as students have seen engaged in social, cultural, family care, moral, norms, and values. Poor students have involved in earning money for family lead them backward on their quality education in the local area.
- For multiple faculties, enough fund is needed.
- BBM Campus will be multiple campus.

## **6.4. Plan for Addressing the Issues and Challenges with Improvements:**

The campus has made plan for addressing the different issues and challenges with improving those demands.

- Enough class-rooms buildings have been constructed for education faculty.
- Facilitated with computer lab, networking in leisure period practice for much more access of new and innovative knowledge.
- Made committees for the improvements in overall performance of the campus.
- The campus has separate boys and girls, staffs toilets (wash-rooms) with facility of water-taps, mirror, and sanitary purposes.
- In the campus premises, different flowers has been planted.
- Seminar hall with stage has been built.
- Huge library room has been built.
- Guardians' meeting is held twice in a year for the improvement of quality education.
- Each month's last Friday, staff-meeting is held to conduct campus well and improve the drawbacks and weakness of the campus.
- Students and teachers come regular in campus uniform.
- Students do physical and health practices in the campus playground.
- Motorcycle, cycle, and car stain of 100s capacity.
- Summercial-deep boarding water supply facility is added for enough use of pure and drinking water, sanitary purpose, and other purposes.
- Staffs have facility to have rooms without payment of fees.
- Salary of teaching and non-teaching staffs are increased.

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- The students are facilitated with extra activities, prizes, trophies, honor-certificates in every campus anniversary of Kartik 17.
- The campus has managed campus grievance committee that helps to manage comments, problems, and demands with keeping method.
- The campus makes plan to address those issues and meet the challenges.
- The campus reaches to students' guardians' home to home to convince them for admission and acquire quality education with basic computer skills with suitable fee for local people as they afford.
- The campus evaluates weaknesses and drawbacks of the campus and improves them with facing issues and challenges.



## रक्तदान कार्यक्रम



## बक्तृत्वकला प्रतियोगिता



## खेलकुद प्रतियोगिता



## बृक्षारोपन कार्यक्रम



## UCG को आर्थिक सहयोगमा नव निर्मित भवन