

"QUALITY EDUCATION IS OUR DESTINATION"

EDUCATION MANAGEMENT INFORMATION SYSTEM REPORT

2020



Prepared by

EMIS Unit, MMC, Lamjung

Date:- 2078.07.30

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ACKNOWLEDGEMENT

We are thankful to the Marsyangdi Multiple Campus' administration for appointing the EMIS team with a responsibility to manage, systematize and public overall data of MMC. As per the assigned responsibility, the EMIS team has prepared this report which consist the information related to academic progress, economic activities, and students and teachers record. This report is the result of the collective efforts of the EMIS team as well as the teaching and non- teaching staffs of the campus.

We would like to extend our sincere gratitude to Mr. Hari Babu Thapa, Campus Chief for his encouragement and advice to prepare this report. Similarly, we are indebted to Mr. Binod Neupane, SAT Coordinator and RMC Coordinator for his proper guidance and support while preparing this report. We also acknowledge the students of this campus for responding to the queries of our team members.

EMIS Unit

EDUCATION MANAGEMENT INFORMATION SYSTEM

The national higher educational policy framework emphasizes on systematic development of higher education in the country. For the success of the policy implementation, it is imperative that the system is capable with reliable Education Management Information System (EMIS). One of the important aspects of the EMIS is to publish it in the form of report annually. This is the first EMIS report published officially by EMIS Unit of Marsyangdi Multiple Campus.

The UGC is aiming to build a comprehensive and coordinated EMIS extending from UGC to the universities and to their campuses, made open and accessible to the concerned stakeholders. Marsyangdi Multiple Campus is also developing EMIS with the help of H-EMIS developed by UGC. The main strategy is to develop a web-based compatible EMIS system. We faced challenges while developing comprehensive EMIS in the campus because of the lack of adequate skills in operating the software. However, the campus has planned for intensive training for its staffs.

The EMIS report lists the information related to the academic programs, students, faculty members, research, publications, and financing. The data are disaggregated by important variables and analyzed to provide important issues based on the indicators derived from various sources. It is expected to benefit the researchers and its stakeholders. The campus would like to request the readers to provide constructive feedback and suggestions for further improvement of the report in the future.

ABBREVIATIONS

BA	: Bachelor of Arts
BBS	: Bachelor of Business Studies
B.Ed.	: Bachelor of Education
CBS	: Central Bureau of Statistics
DOE	: Department of Education
EMIS	: Education Management Information System
GER	: Gross Enrollment Ratio
GPI	: Gender Parity Index
HE	: Higher Education
HERP	: Higher Education Reform Project
HSS	: Humanities and Social Sciences
IT	: Information Technology
MA	: Master of Arts
MBS	: Master of Business Studies
M. Ed	: Master of Education
MMC	: Marsyangdi Multiple Campus
STR	: Student Teacher Ratio
UGC	: University Grants Commission

Executive Summary

This annual EMIS report 2019-2020 shows the status of higher education in Marsyangdi Multiple Campus (MMC). MMC, an academic institution for higher studies, comprises of 3 faculties with 5 different programmes. It is the leading and largest campus in Lamjung district in terms of number of students' enrollment and offered programmes. It has different faculties, cells and units to carry out academic and administrative work. It offers Master and Bachelor level program in affiliation with Tribhuvan University. Since the university has adopted the concept of semester system, MMC also has been working accordingly.

The total number of student enrolled in the campus was 801 in the year 2077 BS. Faculty of education has higher number of student enrollment. Out of the students enrolled, 62 % are female students. It shows that women enrollment in the year was overwhelming. In every programme, female enrollment is higher except humanities and social science. In the year 2077 BS, the GPI in MMC is 2.64, which mean there is disparity in favor of girls compared to boys' enrollment. In Bachelor level, it has 4.0 GPI whereas the GPI of Master level is 0.7. It shows GPI decreases in higher level. The STR of the campus is 28.6. To be specific, Faculty of Management has more STR (29.9) compared to Faculty of Education (28.66) and Humanities and Social Science (24.0). The total number of the graduates in 2076 B.S. was 45.

The total budget allocated for the year 2077/078 was 37090000. Out of which, the capital expenditure was 15600000. 2.46% of the budget was allotted for instructional/ academic development. The total number of faculty in the campus is 20. Out of them two of faculties are M. Phil. and Ph.D. Scholars. Among them, faculty of Education contains more members than others. The total number of non-teaching staffs is 9. Among them, 2 are officers, 4 are non officers and remaining 3 are supporting staffs.

MMC has an established Research Management Cell (RMC) to focus on research and publication activities. It has published 2 academic peer review journals, conduct workshops and seminars on academic writing for teachers and students. Moreover, it encourages faculties and students for mini research.

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SECTION 1

INTRODUCTION

Marsyangdi Multiple Campus (MMC) has undertaken the task of publishing basic statistical information about the higher education (bachelors and masters) through its annual publication in the form EMIS report. This report presents information about the higher education in the campus through comprehensive data. It is expected that the information in this report will be useful for planning, policy making, designing programs and projecting resources of the higher education with special reference to MMC.

MMC established an Education Management Information System (EMIS) under the higher education reform project in 2019 A.D. It aims to provide updated information of the education system in the campus. This is our first attempt to bring out such a comprehensive report of statistical information. The main purpose of this volume is to provide adequate, accurate, timely and reliable data to the education stakeholders.

This report comprises information about student enrollment, pass graduates, gender parity index (GPI), teaching and non-teaching staffs, academic department and programs, research and publication, financial status of the campus

Organization of the Report

There are eleven sections in the report; first section provides introduction of the report, second section provides background information of faculty/institute in the campus. Section three gives faculty-wise and program-wise information on enrollment status and gender-wise distribution of the available data. Section four offers data on GPI. Section five provides information on graduates pass from the campus. Section six presents information about distribution of graduates of the campus. Section seven provides the gross enrollment ratios for bachelors and master degrees. Section eight presents information on the financial source and other financial aspect of the campus. Information on teaching and non-teaching staffs is presented in section nine. Section ten lists the student/teacher ratio (STR) in the campus. Section eleven provides the information on the research and publication status of the campus. The main texts are followed by annexure in the report. It includes a total of four annexes.

Methodology

This report was prepared through the direct or indirect contribution of the faculty and department, different division, administrative section within MMC. The data were collected from the administrative sections of the campus. The data obtained are presented in a simple table and figure as and where necessary. Data collection process is very time consuming as the campus is still to maintain a web based database. Descriptive statistics are used for the analysis of data.

SECTION 2

FACULTY AND DEPARTMENT

MMC has 3 Faculties with 5 programs. Each aims to offer an excellent teaching learning and research environment in a wide-ranging variety of fields.

Faculty of Humanities and Social Sciences

The Faculty of Humanities and Social Sciences is a centre where students benefit from the multi-disciplinary breadth of teaching in areas under Tribhuvan University since 2050.12.24 BS. The faculty of Humanities & Social Sciences offers the following programmes and subjects:

Master Level: Sociology

Bachelor Level: English, Nepali, Population, Mathematics, History, Geography,
Sociology, Political Science, Economics, Rural Development

Faculty of Management

The Faculty of Management aims to provide higher education to students for academic and professional pursuits in business, industry, and government. It produces dynamic and innovative entrepreneurs capable of promoting business and industry for the socio-economic development of Nepal. This faculty was affiliated by Tribhuvan University in 2050.12.24 BS. The faculty offers the following programmes and subjects:

Master Level: Master's Degree in Business Studies (MBS)
Bachelor Level: English, Accountancy, Marketing, Finance, Project Management, Economics,
Principle of Management, Mathematics

Faculty of Education

The Faculty of Education is the leading institution in producing dynamic and innovative future teachers, and education educators/trainers in Lamjung and neighbor districts. The faculty has good relationships with educational institutions such as schools and colleges in the district, and has been a leader in educational developments till the dates. The faculty has two programmes: Bachelor of Education (B.Ed.) and Master of Education (M.Ed.) with the following subjects:

Four Year B.Ed./One Year B.Ed.: English, Nepali, Population, Mathematics, Geography,
Economics

Master level: Curriculum and Evaluation

SECTION 3

ENROLLMENT IN THE CAMPUS

The students enrolled in the campus were from diverse socio-economic and geographical background. Majority of them were from low socio-economic background. The campus has become a reliable higher education institution for the students from disadvantaged groups including woman, dalit and ethnic groups. The enrollment rate in its bachelor and master programs in 2077 showed that the campus enrolled more students from these communities. It has become a center for higher education to the students from the neighbor districts like Tanahun, Manang, Gorkha and Kaski along with Lamjung. However students enrolled in the campus throughout the country.

The number of female students was far higher than male students. Similarly, the majority of the students from ethnic communities were higher than other groups. The details of the students' enrollment in 2077 have been presented in the following tables and figures.

Table 3.1 Students enrollment in different faculty in the year 2077 BS

Faculty	Male	Female	Total	Share (%)
Management	102	197	299	37.32
Humanities	46	26	72	8.98
Education	72	358	430	53.70
Total	220	581	801	100

(Source: MMC, Account Section,2077)

Table 3.1 shows that education faculty has more students than other faculty followed by management and humanities. The compositions of female students are more than that of male students. It signifies the women enrollment is better than male. The composition has been highlighted in figure 3.1.

Figure 3.1 Students enrollment in different faculty in the year 2077 BS

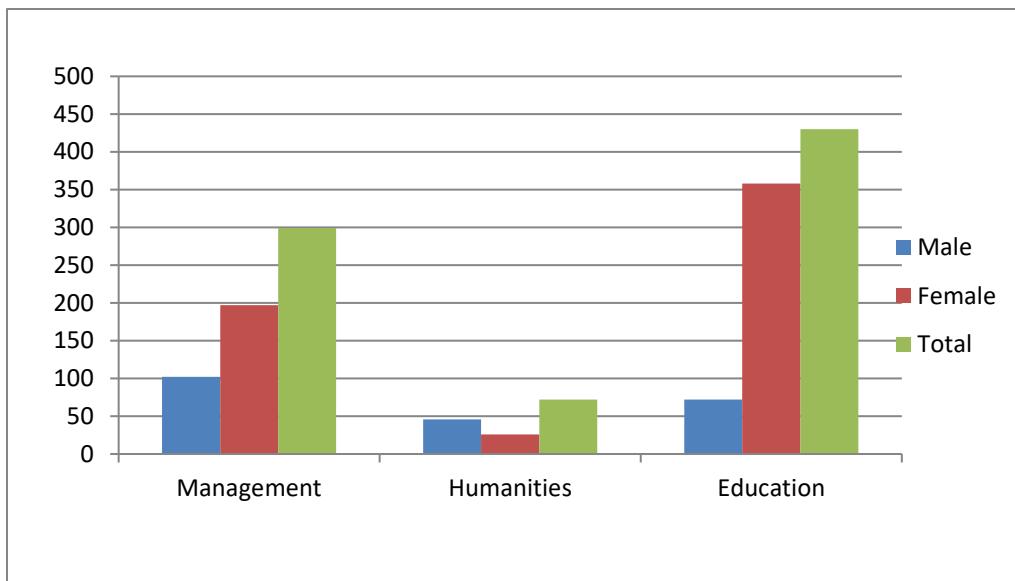


Table 3.2 Students enrollment in different level of education

Level	Male	Female	Total	Share (%)
Bachelors	129	517	646	80.65
Masters	91	64	155	19.35
Total	220	581	801	100

(Source MMC Exam Section, 2077)

According to table 3.2, the share of students is very low in master level of study compared to bachelor level. The share of students in the bachelor level is more than 61.3 percent and the share of students in master is 19.35 percent. Also, female enrollment is both level is higher than male in both level of education. The composition of students' enrollment in different level of education has been shown in the figure 3.2 below:

Figure 3.2 Students enrollment in different level of education

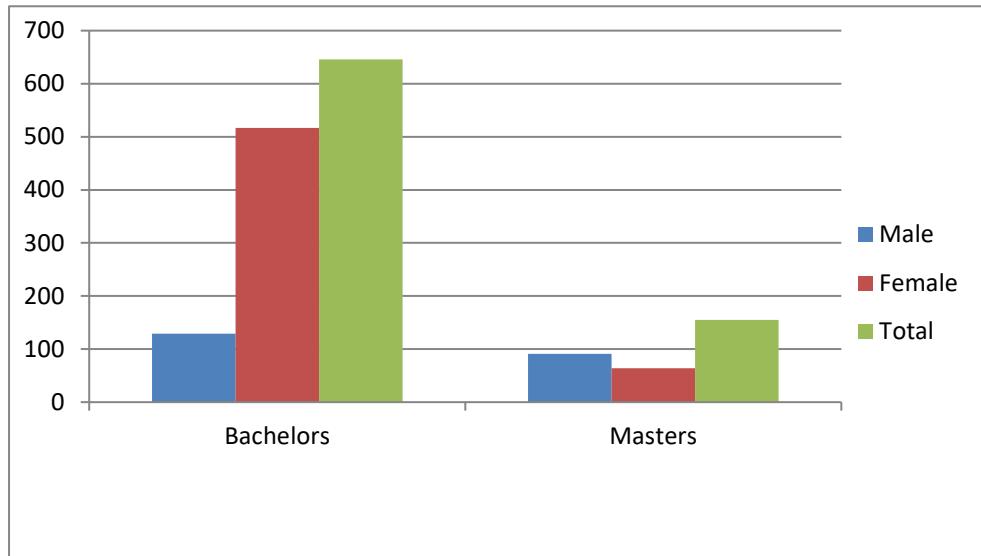
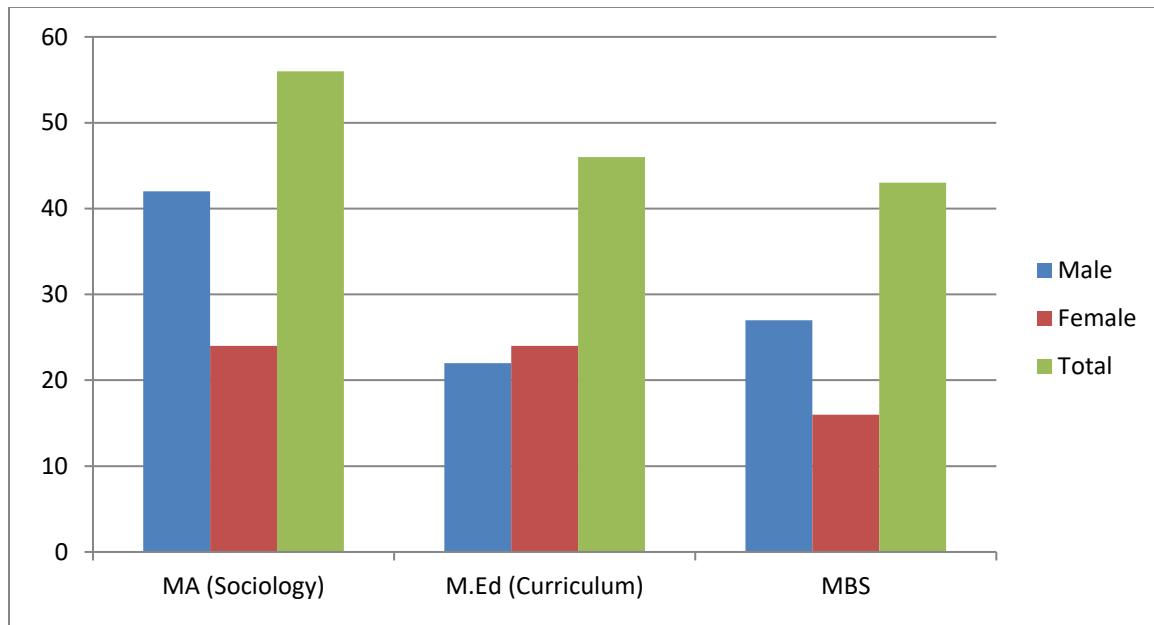


Table: 3.3 Students enrollment in master level program

Table 3.2 shows that MA (Sociology) program is the major program from the student enrollment perspective followed by M. Ed. (Curriculum) and MBS. The very composition is shown in figure in 3.3 as below:

Figure: 3.3 Students enrollment in master level program



SECTION 4

GENDER PARITY INDEX (GPI)

Gender Parity Index (GPI) tells us about the access of girls students to higher education. It is one of the most important indicators which is used to measure the participation of girls" in higher education. GPI in higher education is expressed as the ratio of the number of girls to the number of boys enrolled in higher education. A value of near one indicates equality, less than 1 display in favor of boys, and value larger than 1 means disparity in favor of girls.

In 2077, the GPI in Marsyangdi Multiple campus is 2.64, which mean there is disparity in favour of girls compared to boys' enrollment.

Table 4.1 GPI of MMC

Male	Female	Total	GPI
220	581	801	2.64

(Source: MMC, Account Section, 2077)

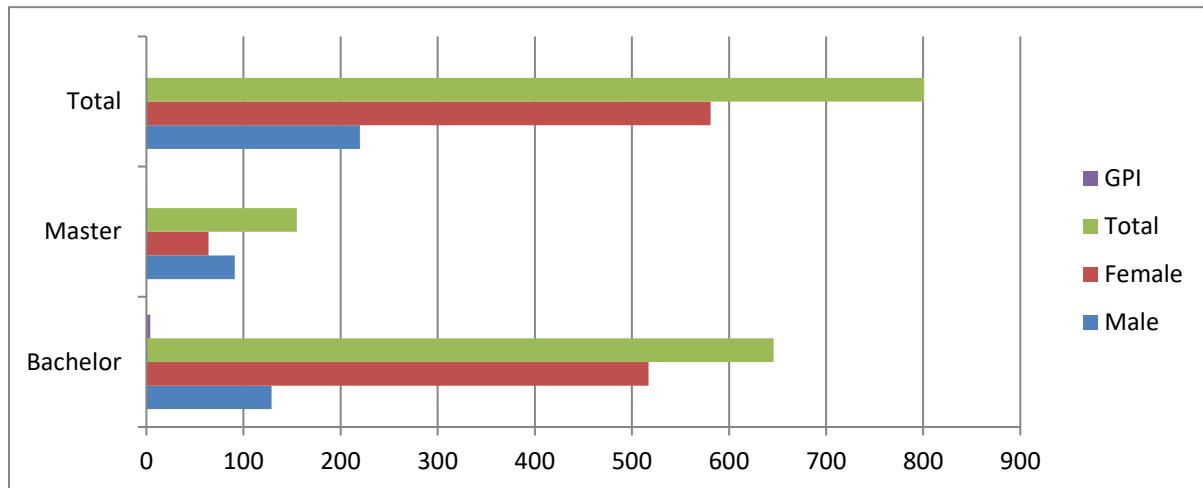
GPI according to the level of education is presented in Table 4.2

Table 4.2 GPI in different level of education

Level	Male	Female	Total	GPI
Bachelor	129	517	646	4.0
Master	91	64	155	0.7
Total	220	581	801	

Table 4.2 and figure 4.1 shows GPI in different level of study in the campus. Bachelor level of study has GPI of 4.0 and master level of study has 0.7 resulting bachelor level GPI is greater than master level.

Figure 4.2 GPI in different level of education



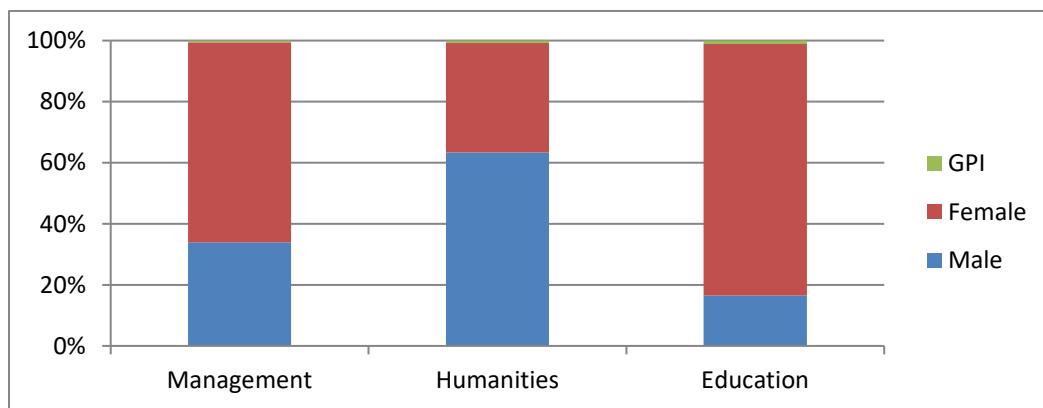
(Source: MMC, Exam Section, 2077)

Table 4.3: GPI in different faculties

Faculty	Male	Female	GPI
Management	102	197	1.93
Humanities	46	26	0.56
Education	72	358	4.97
Total	220	581	

It shows education faculty has GPI of 4.97 (highest) and humanities faculty has GPI of 0.56 (lowest). It indicates that the entire faculty has female enrollment is higher than male enrollment except of humanities which is in favor of male.

Figure 4.3: GPI in different faculties



(Source:

SECTION 5 GRADUATES

This section presents graduates of the campus according to the level of faculty and program. However, there are some difficulties in obtaining the actual number of graduates. The number of students who obtain transcript in the particular year is taken as the basis for calculating the graduates.

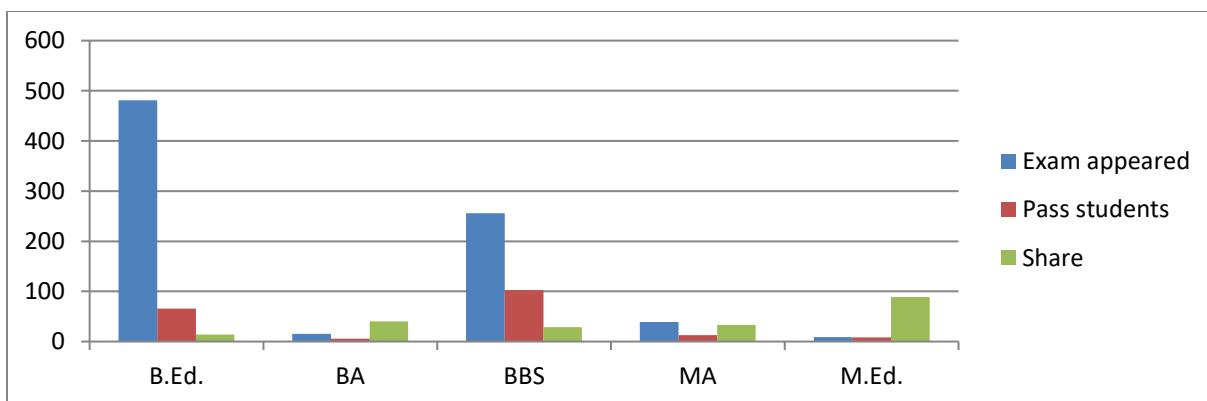
Table 5.1 Information on pass percentage in the year 2076 BS

Program	Year/Semester				Total Exam appeared	No. of pass students	%
	I	II	III	IV			
B.Ed.	31	13	14	8	481	66	13.72
BA	3	-	3	-	15	6	40.0
BBS	41	25	18	19	256	103	28.93
MA (Sociology)	5	8	-	-	39	13	33.33
M.Ed.(Curriculum)	6	2	-	-	9	8	88.88

(Source: MMC. Exam Section, 2077)

Table 5.1 shows the pass percentage in the year 2076 BS according to the year or semester. This table shows that highest (481) number of students appeared the exam in education faculty whereas least number of pass percentage exist. Master level of education is running as semester system where rate of pass percentage is satisfactory.

Figure 5.1: Information on pass percentage in the year 2076 BS



(Source: MMC, Exam Section, 2077)

Table 5.2: Program wise graduates from the campus in the last three years

Bachelor Level

Program	BS 2074				BS 2075				BS 2076			
	Total	Female	EDJ	Dalit	Total	Female	EDJ	Dalit	Total	Female	EDJ	Dalit
B.Ed.	19	16	7	1	19	17	5	5	21	13	3	5
BBS	6	2	3	1	12	4	4	0	15	3	1	1
BA	9	6	3	0	5	2	1	0	1	0	0	0
Total	34	24	13	2	36	23	10	5	37	16	4	6

Master Level

Program	BS 2074				BS 2075				BS 2076			
	Total	Female	EDJ	Dalit	Total	Female	EDJ	Dalit	Total	Female	EDJ	Dalit
MA	8	6	1	1	4	1	2	0	5	2	2	0
MEd	7	3	3	0	3	0	1	0	3	1	1	0
Total	15	9	4	1	7	1	3	0	8	3	3	0

(Source: MMC, Exam Section, 2077)

Table 5.2 shows the graduates from the campus in the last three years in bachelor and master level. It shows that the graduates from education faculty are higher as compared to other faculty.

SECTION 6

FINANCIAL AND PHYSICAL ASPECTS OF THE CAMPUS

Financial planning and budgeting is an essential part of strategic planning process. Based on the area of priorities, the campus prepares the necessary resources and allocates the fund. By considering the limited resources available in the campus, internal quality assurance committee prepares budget with the collaboration of campus chief and senior accountant annually. The budget must focus on the 2 year action plan of the campus from the following sources:

- (i) Internal source
- (ii) Community source
- (iii) Grants received from UGC

Table 6.1: Unit cost of education (FY: 2077/078)

Total Amount of Budget (Rs.)	Development Budget (Rs.)	Expenditure Budget (Rs.)
37090000	15250000	21840000

Unit Cost = Rs. 27164.17

Unit cost calculated excluding salary component: Rs. 11461.44

Table 6.1 Income expenditure of the institution for last three years

S.N.	Fiscal Year	Total Income	Total Expenditure	Surplus
1	2074/075	20783453.23	18586402.52	2197050.71
3	2075/076	20816974.24	20374813.43	442160.81
3	2076/077	19136351.96	18465374.19	670977.77

Table 6.2 Percentage Distribution of Income and Expenditure for the last two years

Fiscal Year 2075/076		Fiscal Year 2076/077	
Income		Income	
Particulars	Amount	Particulars	Amount
Students Fee	16780880	Students Fee	12524389
UGC Support	3600395.01	UGC Support	4488070
Miscellaneous Income	435699.23	Municipality Support	472805
Total	20816974.24	Community Support	86000
		Miscellaneous Income	1565087.96
		Total	19136351.96
Expenditure		Expenditure	
Particulars	Amount	Particulars	Amount
Administrative Expenses	16955130.1	Administrative Expenses	16669859.98
Capital Expenses	3419683.33	Capital Expenses	1795514.21
Total	20374813.43	Total	18465374.19

(Source: MMC, Administration Section, 2077)

Infrastructure Development

MMC occupies adequate land for the number of students and the future targeted programs. However, the available infrastructure may not be sufficient for the increasing number of students in the campus. The following table shows the infrastructure development of the campus.

Table 6.3: Infrastructure Development of the Campus

Infrastructure Status	Quantity/Number
Land	79 Ropaines
Buildings	4
Library	1 with reading room
Sports	Basket Ball Court, Volley Ball Court, Football Ground
Toilets	4
Changing Room	1
Computer Lab	1 (20 computers with internet facility)
First Aid Unit	1 with a health staff
Programme Hall and Seminar Hall	1 program hall with 400 capacity, 1 seminar hall with 150 capacity, and 1 meeting hall
Canteen	1
ICT	15 CC Camera, 5 Rooms with Multimedia Projectors

SECTION 7

TEACHING AND NON TEACHING STAFFS DETAIL

This section provides information about the number of teachers in different faculty. MMC places a high priority on creating an environment that enables teaching and non-teaching staff to perform their best job. The campus appreciates the contributions of all its faculty members in making the campus a top public higher educational institution. The faculty members are driven by cross-disciplinary collaboration and form a community on campus that produces ideas to enrich human life. They do their best innovative work as they also prepare the next generation of scholars. The faculty members are categorized in the order of faculties, departments and positions of the faculty members.

Table 7.1: Distribution of teaching staffs according to academic degree

Faculty	Ph.D. (Scholar)	M.Phil. (Scholar)	Masters	Total	Share (%)
Humanities & Social Sciences			3	3	10.72
Management	1		9	10	35.71
Education		1	14	15	53.57
Share (%)	3.57	3.57	92.86	28	100

(Source: MMC, Administration Section, 2077)

7.1 shows the number of teachers on the basis of faculty and as well as their academic degree. Out of the total teachers of 28, majority belongs to the faculty of education i.e.53.57% and the lowest is of humanities and social sciences i.e.10.72%. Majority of the teachers are masters degree in qualification comprising of 28 (92.86 %). Only 1 (3.57 %) and 1 (3.57 %) comprises of Ph.D. and M. Phil. scholars in management and education faculty.

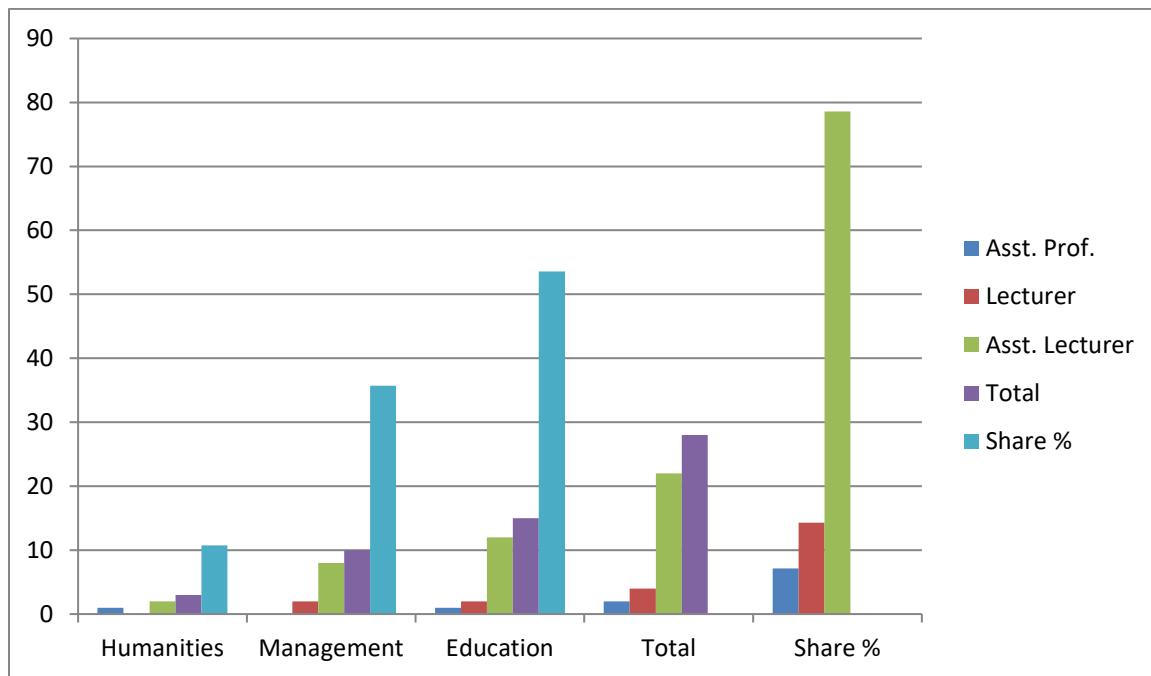
7.2 Distribution of teaching staffs according to academic degree

Table 7.2 presents the number of different level of teaching staffs in the campus in different faculty. The number of assistant lecturer is the highest comprising of 22(78.58 %). The lowest number of teachers holds assistant professor comprising of 2 (7.14%).

Table 7.2: Distribution of teaching staff according to position

Faculty/Institute	Prof.	Assoc. Prof.	Lecturer	Asst. Lecturer	Total	Share (%)
Humanities and Social Sciences		1		2	3	10.72
Management			2	8	10	35.71
Education		1	2	12	15	53.57
Total		2	4	22	28	100
Share (%)		7.14	14.28	78.58		

Figure 7.2: Distribution of teaching staff according to position



The non-teaching staff accomplishes the administrative responsibilities and is dedicated to student support teaching learning, research and public service. They come from different academic and cultural backgrounds. Together, they work with the faculty of the campus and make all the work of the campus a possibility.

Position	Qualification	Type	Area	Date of Join
Account + Admin. Officer	BBA/ MA (Sociology)	Permanent	Account cum Administration	2069.07.16
Exam. Section Officer	MA (Rural Dev.)	Permanent	Exam and registration	2067.04.01
Asst. Accountant	I.Com.	Permanent	Account	2056.04.21
Librarian	B.Ed.	Permanent	Library	2069.10.01
IT Assistant	BBS	Contract	Information Technology	2077.12.01
Health Assistant	Sr.AHW/ MA (Sociology)	Contract	First Aid Unit	2077.12.01
Office Assistant	Literate	Permanent	Office	2049.02.01
Watchman	Literate	Contract	Gate	2077.10.01
Sweeper	Literate	Contract	Office	2077.08.01

(Source: MMC, Administration Section, 2077)

SECTION 8

STUDENT- TEACHER RATIO

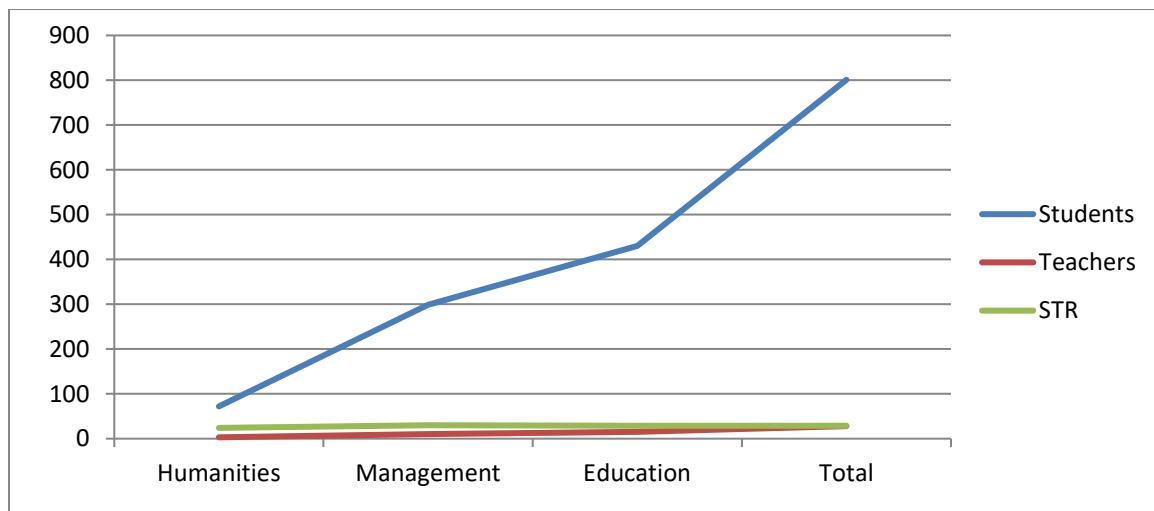
Student-Teacher ratio (STR) measures the average number of students per teacher. It is calculated by total number of students divided by total number of teachers. In this section, STR of the campus and STR of the campus of the faculty and institute are presented.

Table 8.1 Faculty wise student teacher ratios of different faculty/institute

Faculties	Student No.	Teacher No.	Ratio
Humanities and Social Sciences	72	3	24.0
Management	299	10	29.9
Education	430	15	28.66
Total	801	28	28.6

(Source: MMC, Administration Section, 2077)

Table 8.1 shows STR of the campus overall and on the basis of faculty. The overall STR of the campus is 28.6 indicating that on average one teacher is allocated to 29 students. The faculty of management has the highest STR of 29.9 and humanities and social science has the lowest with 24.0 only. The STR is also presented in figure 8.2.



(Source:

SECTION 9

RESEARCH AND PUBLICATION

Considering the importance of research in higher education for quality education, the Campus Management Committee (CMC) has formed a five member Research Management Cell (RMC) to promote research activities and publications. Since then, RMC has been conducting research related activities such as workshop on academic writing, call for journal articles and mini research, encourage the faculty members to attend various researches writing webinars during the COVID-19 pandemic and develop the infrastructure for research. MMC engages its faculty members and students in research activities. The faculty members and students (here students who involve in research activities through project works and thesis writing) in the campus are advancing the frontiers of management, education, humanities and social sciences. Both young faculty members and students (Bachelor's and Master's Level) at the campus are encouraged to take advantage of a wide range of research opportunities. Each department at the campus provides support to students engaged in Master's Level research and provide orientations on how to conduct research and write reports. The students have the opportunity to work alongside experienced faculty members in a variety of settings. Together, they work to find solutions to society's most pressing problems. The research committee has a separate well- furnished office. It possesses an office at the corner of the hall with five computers, and a printer (multi- functional). This committee was established as a centre to serve the faculty members and students to enhance their academic and research capabilities and to provide resources for conducting research activities. In addition, the committee coordinates, supervises and evaluates research activities of the faculty members and students. The committee also publishes "MARSYANGDI JOURNAL" which is a multi-disciplinary research journal regularly and incorporates the research papers produced through research projects conducted by research grantees. The current research committee comprises the following members:

1. Coordinator - Mr. Binod Neupane (M.Phil. Scholar)
2. Member - Mr. Padam Bahadur Rawat (Ph.D. Scholar)
3. Member - Mr. Puspa Raj Adhikari
4. Member - Mr. Bharat Bhandari
5. Member -

Recently, Research Committee of MMC has provided grants for mini research grants

worth of Rs.20000 to three individuals. Similarly, it has also provisioned thesis and report writing support grants of Rs 3000 each for the students. All these activities enhance research activities within the campus.

SECTION 10

SCHOLARSHIP

Marsyangdi Multiple Campus provides scholarships to the needy students who come from different backgrounds. Each year, scholarship distribution and selection subcommittee notifies to all its students regarding the application deadlines for the scholarships. Around 20% students out of the total students get fee waiver and scholarship each year, which is awarded on the basis of their talent, economic status, geographic distance, physical status, marginalized community, etc.

Sources of scholarship:

- a) Tilak Bahadur Poudel Fixed Deposit Fund of Rs.505555
- b) Girija Prasad Koirala Memorial Fund of Rs. 500000
- c) Capt. Mohan Bahadur Thapa Memorial Fund of Rs. 500000
- d) Campus source

ANNEX 1
DEFINITION OF LEVELS

Statements	Description
HE campuses	Higher education campus
HE only campuses	All campuses
Bachelor (BA, BBS, B.Ed.)	Higher Education program of minimum 3 to 5 Years (except 1 year B. Ed Program) that starts after Grade 12 for students who have passed Grade 12 of HSEB.
Master (MA, MBS, M.Ed,)	Higher Education program of 2 years that runs after bachelor level for students who have passed Bachelor level examination of University.

ANNEX 2

BRIEF DISCRIPTION OF THE CAMPUS

History and Development

Marsyandi Multiple Campus (MMC) stands tall in the history of higher education of the Lamjung district, not only as the oldest campus but also in terms of number of student enrollment, diversity of programs offered, its achievement, contribution and significance in the development and its strong linkage and association with other social and communal organizations. MMC, established in 1991 (2047BS) under community management and affiliated to Tribhuvan University (TU), the largest university of the country, is recognized as one of the campuses of national and regional importance. The campus was established with a thrust to fulfill the need of higher education of the local students with a primary objective of providing quality education in low cost. Today, this campus has been standardized as a centre of attraction to diversified students population ranging from backward and ethnic communities. This campus has been providing educational services not only to the students of Lamjung but also to the students of adjoining districts like, Manang, Kaski, Gorkha, Tanahun.

In course of three decade history, MMC has made commendable achievement in enhancing academic standard and infrastructural management. As the affiliated campus of TU, MMC began the Intermediate level class of Humanities and Social Sciences, and Management from 2047 BS in the morning shift. Gradually, the campus introduced the Bachelor level programs of Humanities and Social Science and Management in 2050BS, One Year B.Ed. in 2060 and Master's Degree in Sociology, and Master's Degree in Curriculum & Evaluation in 2067 BS and also Master's Degree in Business Studies in 2077 BS. Being affiliated community campus of TU, MMC follows the curriculum and academic programs of TU and is governed and managed according to the rules, regulations and policies of the campus statue along with the active cooperation of the community.

Journey of MMC began from some narrowed rooms of the local high school. Despite the limited resources, the campus is able to improve its physical infrastructures. Currently, the campus occupies 79 ropanies of land in total. The campus premises including the buildings and play ground covers 17 ropanis of land and the rest of land is located in Aapdand of Banjhakhet village (Now, Besishahar-10). Out of the total land, the local people donated 4 ropanies and the campus purchased 75 ropanies from its own sources. It has its own three storeyed four buildings

with 20 rooms for classroom purposes and 10 rooms for administrative purpose. Besides its own fund, various supporting organizations such as the UGC, Nepal, the Indian Embassy, CHOICE Nepal, the Gandaki Province government, the aid of Middle Marsyangdi Hydro Project's Neighbor Support Program of German Government, local municipalities, and the local communities have contributed in infrastructure development of the campus. Similarly, there is a library with nearly 10000 books and e-books, a computer lab with the internet facility, and a changing room. Boys and girls have toilets and volleyball court. It has a big play ground and a basketball court. There is also a separate canteen for the students, teaching and non teaching staff which provides hygienic food. All the administrative, accounting, examination service is provided through software.

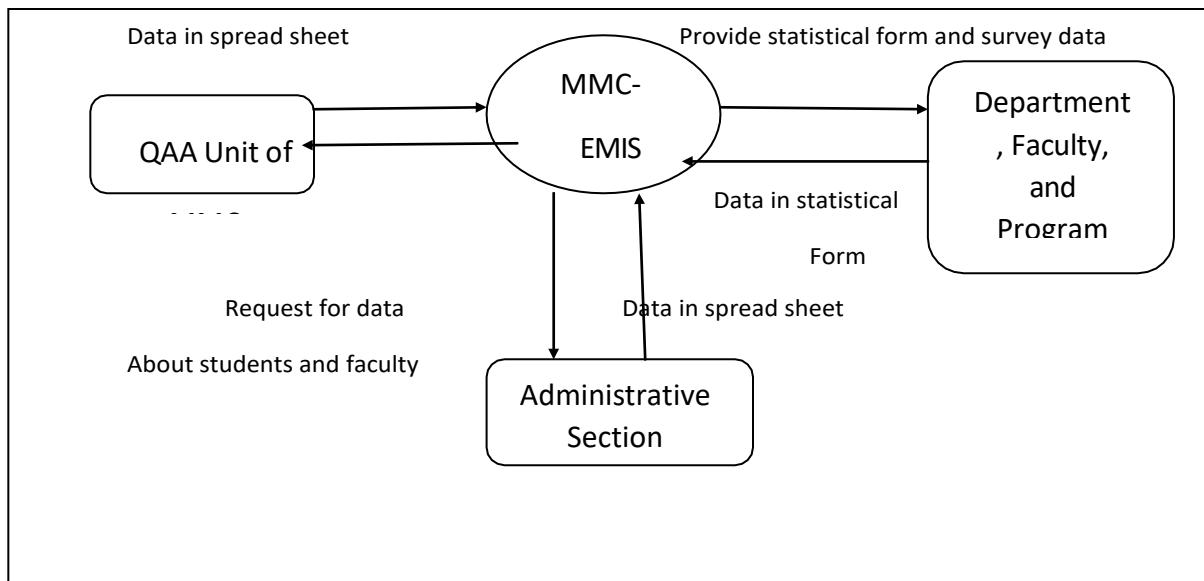
Financial planning and budgeting is an essential part of strategic planning process. We believe financial planning and budgeting determines the objectives, goals and action plan of the campus. It consists of source of revenue as well as the expenditure of the campus. Students' tuition fee is the major source of income of the campus. Apart from the tuition fee, regular grants from the UGC, Nepal, and community source are the financial resources of the campus. The campus allocates the resources according to the priorities. By considering the limited resources available in the campus, Internal Audit Committee prepares budget with the collaboration of campus chief and senior accountant annually.

ANNEX 3

REPORT PREPARATION

To prepare this report, required data were collected from the concerned sources. Tools used to collect data were survey forms, emails, phone calls, personal visit to sources etc. The collected data were presented in tabular format in spread sheet.

- Those data were inserted into the standard spread sheet format of the campus.
- From spread sheet those data were uploaded to database using database tool.
- As there were noise, redundancies in data, effort to clean those noise and redundancy were made as much as possible, however there are some redundancies. After cleaning data, aggregated table was generated.
- From the aggregate table, summary tables required to prepare the report was generated
 - Those summary tables were analyzed and interpreted



ANNEX 4
FEE WAIVER DETAIL

B.Ed. First Year

S.No.	Campus Roll No.	Name of Students	Rs.
1	2	Anita Gurung	1000
2	24	Khau Kashi Gurung	2500
3	27	Yamuna Tiwari	1000
4	63	Rima Gurung	1000
5	64	Roshni Gurung	1000
6	65	Shahana Gurung	1000
7	89	Bikash Shrestha	4500
8	94	Dilu Ghale	1000
9	95	Ganga Gurung	1000
10	112	Manisha Thapa	2000
11	120	Laxmi Baral	2000
12	123	Hira Gurung	2000
13	128	Parbati Sunar B.K.	800
14	140	Ganesh Ghimire	2000
15	146	Manish Thapa	2000
16	154	Anita Sunar	2000
		Total	26800

B. Ed. Second Year

S.No.	Campus Roll No.	Name of Students	Rs.
1	16	Pushpa Gurung	3600
2	49	Gautam Lohani	5100
3	61	Madhu Rimal	1800
		Total	10500

B.Ed. Third Year

S.No.	Campus Roll No.	Name of Students	Rs.
1	65	Mamata Gurung	2900
2	79	Lekh Maya Thapa	5400
3	104	Sita Rai	9900
		Total	18200

BBS First Year

S.No.	Campus Roll No.	Name of Students	Rs.
1	3	Abinas Achhami	1000
2	11	Prasad Thapa Magar	1000
3	18	Yamuna Tiwari	2000
4	40	Dipika Raut	2500
5	50	Urmila Kunwar	2000
6	51	Kalpana Gurung	2000
7	53	Anisha Gurung	1000
8	60	Melina Ghimire Khatri	1000
9	74	Dipendra Danai	2000
10	79	Sijan K.C.	1000
11	81	Narendra Gurung	2000
12	86	Birtha Maya Gurung	2000
13	92	Sunil Rawat	2000
14	102	Nisha Shrestha	1000
15	105	Sagar Bahadur Bhandari	800
16	106	Sonika K.C.	4000
17	115	Rabi Shrestha	2000
		Total	29300

BBS Second Year

S.No.	Campus Roll No.	Name of Students	Rs.
1	9	Anita Adhikari	5400
2	12	Sony Shrestha	1000
3	31	Sudip Dulal	5000
4	89	Sushil Nepali	5100
5	141	Yamuna Danai	1200
		Total	17700

BBS Third Year

S.No.	Campus Roll No.	Name of Students	Rs.
1	54	Mamata K.C.	11200
2	55	Monika K.C.	11200
3	``	Hemanta Thapa	12600
4	57	Arjun B.K.	12600
5	58	Prerit Gurung	5400
		Total	53000