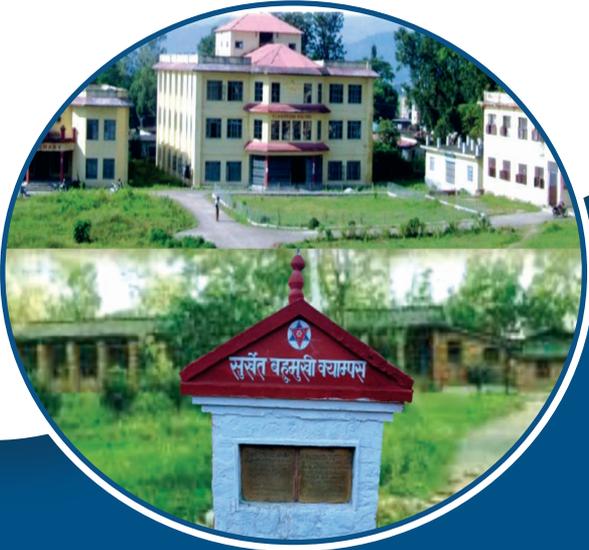


# ANNUAL REPORT

2078/079



त्रिभुवन विश्वविद्यालय  
Tribhuvan University

सुर्खेत बहुमुखी क्याम्पस  
Surkhet Multiple Campus  
Birendranagar, Surkhet

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## **ACKNOWLEDGEMENT**

We are thankful to the Surkhet Multiple Campus administration for providing information and responding to the Annual Report Preparation team in the course of preparing this report. Especially, we would like to thank Mr. Madhav Prasad Khanal, Campus Chief, for his support and suggestion.

We would also like to thank all teaching and non-teaching staff of the campus for their cooperation and response. Similarly, we should acknowledge the students of this campus for responding to the queries of our team members.

### **Surkhet Multiple Campus**

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#### **Annual Report Preparation Team**

Mr. Kiran Bhattarai, Lecturer

Coordinator

Mr. Dambar Bahadur Khatri, Lecturer

Member

Mr. Ratna Prasad Pandey, Lecturer

Member

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# INTRODUCTION

## Background of Surkhet Multiple Campus

Surkhet Multiple Campus was established on July 16, 1971, as Surkhet Campus (Education) in Nepalgunj to produce trained manpower in the education sector for the Government of Nepal in the Far and Mid-West region. In the beginning, in addition to the Certificate Level Program (I.Ed.), the campus was running B Level training program for girl students to meet the primary school teacher requirement of the government with the support of NORAD and the Ministry of Education. The campus focused its attention towards the higher level of education programs i.e. Bachelor and Master level programs. Consequently, in 1991, Bachelor level program was started. Keeping in mind the demand of students and stakeholders the campus started Master level program (M.Ed.) in 2001, first time out of Kathmandu valley. From the academic year 2013/014, Master degree in Open and Distance Learning (ODL) program was introduced in campus. This is one of the decentralized campuses of Tribhuvan University. At present, the campus has been running four-semester M.Ed. programs in regular (7 subjects) as well as ODL (3 subjects) mode. Similarly, the campus has been launching four-year B.Ed. programs (11 subjects), nine-semester B.Ed. ICT program, and one-year B.Ed. program.

The campus has constantly contributed to the quality of higher education. It has extended its physical infrastructure and academic programs in different subjects of education. This campus has covered *10 Bigha 19 Kattha and 13 Dhur* of land at Birendranagar. At present, it has 4, 013 students, 36 teachers and 43 administrative staff. Surkhet Campus (Education) changed its name as Surkhet Multiple Campus (SMC) in 2078. Surkhet Multiple Campus is known as an excellent institution of higher education in Karnali Province Nepal. Moreover, it is a matter of great pride to call ourselves, the only “A” Category constituent campus of Tribhuvan University in Karnali Province. It also meant to us that the essence of this Campus, as should have been and accordingly, we have been continually moving forward– in full observation of a collective spirit, full accountability and responsibility.

Since its very inception in AD 1971 to this date, the simple driving spirit of the Campus has been to follow and observe strictly the collective zeal and vision. Therefore, all the achievements the Campus has made or has been able to make, right to this moment, owe it all, entirely and primarily to the collective spirit– and the support and cooperation received from the community. The journey – spanning nearly five decades, the Campus made, however, has not been without challenges. It has had to fill in many hard circumstances. We would like to thank the continual support of all the faculty members and the staff of the Campus with whose constant efforts, the Campus never failed to focus on its primary duty and the set mission – to impart quality education – and strive to assert as a centre of quality academic studies. For this, the campus thanks them for their tireless dedication, regardless of the adversities.

## Vision

First and foremost, it is relevant to recall the vision of Tribhuvan University (TU) as the parent institution of Surkhet Multiple Campus. The vision of TU is as follows:

As a credible central university ranking high at a global level, Tribhuvan University will be recognized for quality education reinforced by research, innovation, knowledge creation, transformative teaching-learning at an affordable cost, and for ensuring access and entertaining diversity through effective and efficient utilization of human and physical resources.

- i. On its vision 2030, TU has shared a set of 15 vision statements as stated below:
- ii. Improve physical infrastructure
- iii. Develop University as an IT-friendly University
- iv. Prioritize research activities and involvement of faculties/scholars in research
- v. Strict implementation of uniform and fixed academic calendar
- vi. Reforms in the examination/evaluation system
- vii. Develop and revise academic courses as per national demand and the demand of the market (consumers' need)
- viii. Capacity building of faculties for their involvement in research (national, collaborative, multinational, community and affiliated colleges)
- ix. Monitor the constituent, community and affiliated colleges closely
- x. Close coordination with Government and stakeholders for future planning of manpower development
- xi. Internationalize higher education by implementing the provision of credit transfer
- xii. Endorse the provision of physical activities for students within campus premises and close monitoring of affiliated colleges for proper utilization of 10% scholarship allocated for TU
- xiii. Identification, legalization, protection and proper utilization of all types of properties of TU
- xiv. Activate and enhance TU Alumni for the proper benefit of TU as per their capacity
- xv. Focus on “good governance” for implementing decisions of TU, creating academic/administrative transparency, strengthening Record Keeping System in all units, especially in stores revise the TU Act, Regulations, Bylaws, and Guidelines of TU to make the university legally strong Aligned with the vision of TU, Surkhet Multiple Campus aims to promote itself as a responsible institution that confirms the access and afford ability of the inputs of quality higher education, research and innovation in Nepal. The Institution aims to provide academic excellence and prepares professionals and scholars who contribute to the educational development and socio-economic transformation of the nation.

## Mission

- i. Being a constituent campus of Tribhuvan University, Surkhet Multiple Campus again opts for its shared mission with its parent institution. Aligned with the mission statements of the University, the multi-fold mission of the Institution comprises as follows:
- ii. Creating, disseminating and promoting a transformative learning culture
- iii. Inculcating diversity, not only among the students but also among the faculties and the programs at the local, state, national, and international level
- iv. Producing competent human capital with high ability, morale and sensitivity to values to address the emerging challenges and needs of the nation
- v. Collaborating with government agencies social institutions and industries for making education productive and relevant
- vi. Making the Institution a regional education and research hub by improving its status in the global ranking
- vii. Inculcating human capital through multi-disciplinary and interdisciplinary approaches
- viii. Adoption of state-of-the-art technology in diverse areas including Information and Communication Technology (ICT) for knowledge dissemination, accumulation and creation Exploring the possibility of resource-generating potentials to become self-sustainable

## Goal

The Institution has been dedicated to producing quality human resources possessing ethically accountable, globally competent, and responsible instinct with the delivery of accessible quality higher education as a social initiative for nation-building.

## Objectives

### **Surkhet Multiple Campus has been dedicated to:**

- i. Develop and prosper as an ethical, accountable, and responsible public institution with sustainable development and growth.
- ii. Provide accessible, affordable, and high-quality multi-disciplinary higher education.
- iii. Help the industry, academia, and governments to foster a culture of inquiry and evidence-based decision-making employing effective research and innovation.
- iv. Support with technical facilitation and policy advocacy in the national mission to achieve sustainable development goals (SDGs) of Nepal.
- v. Confirm the universal relevance of delivered quality of services by means of enactment of internal and external quality assurance systems of all services the institution delivers.

## Core Values

The core values of Surkhet Multiple Campus have been parallel to that of Tribhuvan University.

- i. Freedom of thought and expression
- ii. Free from discrimination of any kind
- iii. Widest possible students' access to the University
- iv. Adoption and promotion of national languages, cultures, literature, and arts
- v. Compliance with social responsibility and accountability
- vi. Community outreach and global engagement
- vii. Transparency in governance and operation

## Institutional Priorities

In tune with the guidelines of the University Grants Commission Nepal (UGC) on quality assurance and accreditation, Surkhet Campus (Education) prioritizes harmonizing the following eight generic benchmark-wise criteria for effective policy and process transformation as an aspiring institution with quality assurance:

- i. QAA intensive policy, procedures, and good governance in place,
- ii. Transformation and continuous improvement of curricular aspects,
- iii. Quality teaching-learning and evaluation system,
- iv. Continuous happening of research, innovation and community, and industry extension activities,
- v. Development and transformation of university-wide infrastructure and teaching-learning resourcefulness,
- vi. Student-centered support, guidance, development, and promotion activities,
- vii. Robust university-wide information system in place, and Having provision of effective information system.

## Organizational Structure of SMC

Surkhet Multiple Campus has been running under the Tribhuvan University Decentralization Regulation –2062 BS. Accordingly, the Campus Management Committee is the apex body, which is responsible for setting the policies, regulating campus programs and activities. The committee comprises of the representatives of stakeholders — teachers, administrative staff, students, parents, local government, donors, campus administration and Department Heads. The Campus Chief chairs the committee and nominates a member secretary from the assistant campus chiefs. The Executive Committee headed by the Campus Chief runs the day-to-day functions of the campus that comprises of the representatives of teachers, Assistant Campus Chiefs, and Department Heads. The organizational chart of Surkhet Multiple Campus below identifies the positions within the campus's governance structure.

# Organizational Structure of Surkhet Multiple Campus, Surkhet



Management Committee

Executive Committee

Campus Chief

Assistant Campus Chiefs

Head of Students' Welfare

## Administrative Wings

**Employee Administration**

Administration Section

- Staff Record
- Leave Record
- Public Relation
- Registration
- Cleaning/ Security
- Gardening

**Educational Administration**

Ed. Adm. Section

- Admission
- Registration
- Student Record
- ID Card
- Examination
- Migration

Exam Section

**General Administration**

MGT Section

- Purchase/ Store
- Maintenance
- Registration
- Residence
- Canteen

Store Section

**Library Administration**

Library Section

- Membership Record
- Book Circulation
- Book Keeping
- Reference
- E-resources

**Financial Administration**

Account Section

- Fee Collection
- Record Keeping
- Payments
- Salary

## Academic Wings

**M.Ed. 4 Sem Academic Programs**

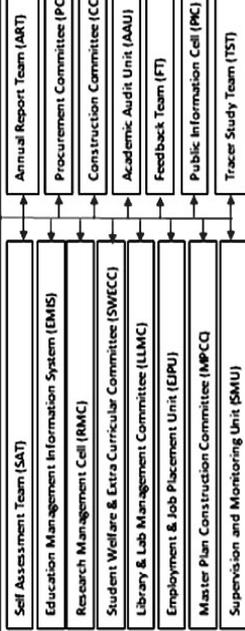
B.Ed. 4Yr BICTE9 Sem BBS 4 Year



Faculties

Students

## Internal Quality Assurance Committee (IQAC)



## Associations

Free Students' Union (FSU)

Tibbuxayg, University Teachers' Association (TUTA)

Tibbuxayg, University Employees' Association (TUEA)

## MANAGEMENT COMMITTEE

Surkhet Multiple Campus is governed by the management committee as the supreme body of the institution. The committee is the governing board and policy-making body for the campus that plays a vital role in campus governance. It comprises up to 17 members. Currently, the committee consists of the following personalities who represent various walks of life:

### Management Committee Members List (for the tenor of 2021-2023)

S.N.	Name	Designation
1.	Mr. Madhav Prasad Khanal, Campus Chief	Chairperson
2.	Mr. Thaneswor Lamichhane, HoD	Member
3.	Mr. Ratna Prasad Pandey, Teacher	Member
4.	Mr. Bhim Bahadur Bhandari, HoD	Member
5.	....., Teacher	Member
6.	Mr. Surendra Kumar Pokharel, HoD	Member
7.	Mr. Thamma Prasad Gautam, Ward Chairman	Member
8.	Mr. Narayan Sapkota, Guardian	Member
9.	Mr. Surya Bikram Thapa, Guardian	Member
10.	Mr. Kul Deep Bhatta, Educationist	Member
11.	Mr. Dhan Bahadur Rawat, Educationist	Member
12.	Mr. Deepak Sapkota, TUTA Unit Chair	Member
13.	Mr. Dharma Raj Shahi, Karmachari Unit Chair	Member
14.	..... Chair FSU	Member
15.	Mrs. Meena Giri , Administrative Chief	Member
16.	Mrs. Radha Dhakal, ACC	Member
17.	Mr. Kiran Bhattarai, ACC	Member Secretary

## EXECUTIVE COMMITTEE

The executive committee is under the management committee and is formed under the chairmanship of the Campus Chief. It formulates policies and processes for the overall operational management of the campus.

### Executive Committee Members List (for the tenor of 2021-2023)

S.N.	Name	Designation
1.	Mr. Madhav Prasad Khanal, Campus Chief	Chairperson
2.	Mr. Thaneswor Lamichhane, HoD	Member
3.	Mr. Ratna Prasad Pandey, Teacher	Member
4.	....., Teacher	Member
5.	Mrs. Radha Dhakal, ACC	Member Secretary

## ACADEMIC OFFICIALS

Both everyday academic and non-academic affairs of the campus are looked after by the following top officials. They are also responsible for the overall supervision, monitoring and evaluation of students, and teaching and non-teaching staff.

### Academic Officials Members List

S. N.	Name	Designation
1.	Mr. Kirna Bhattarai	Asst. Campus Chief
2.	Mrs. Radha Dhakal	Asst. Campus Chief
3.	Mr. Damber Bahadur Khatri	Chair, Student Welfare
4.	Mr. Prakash Kumar Khadka	Programme Co-ordinator
5.	Mr. Ratna Prasad Pandey	HoD, Math & Pop. Edu.
6.	Mr. Bhatta Mahesdatta Taradatta	HoD, Health & Physical
7.	Mr. Rajan Kumar Kandel	HoD, English
8.	Mr. Thaneswor Lamichhane	HoD, Nepali
9.	Mr. Bhawani Acharya	HoD, Teaching Practice
10.	Mr. Prem Bahadur Thapa	HoD, Social Studies
11.	Mr. Hari Bahadur Thapa	HoD, EdPM
12.	Mr. Om Prakash Neupane	Science and BICTE
13.	Mr. Sharad Poudel	HoD, Education & Curriculum

## ADMINISTRATIVE OFFICIALS

The following officials have the key administrative responsibilities (and thus administrative units) of the campus. They help accomplish all services whether they are academic or non-academic:

- 1) Mina Giri, Deputy Administrator, Administration Chief
- 2) Krishna Bahadur Khadka, Deputy Administrator, Education Administration
- 3) Dharma Raj Shahi, Account Officer
- 4) Chandra Bahadur Bista, Examination Chief
- 5) Yam Lal Gautam, Store and Management Chief
- 6) Damber Kumar Dhakal, Librarian (Library Administration)

## FACULTIES AND DEPARTMENTS

Surkhet Multiple Campus has two Faculties. Each offers excellent teaching learning and research environments in a wide-ranging variety of fields. Its academic vigour offers excellence across disciplines and around the country. We are recognized as a leader in higher education due to the outstanding quality of our departments which offer over 11 programs and over 320 courses.

**Faculty of Education:** The Faculty of Education at Surkhet Multiple Campus is the leading institution in producing dynamic and innovative future teachers, and education educators/trainers in the western region of Nepal. The faculty has good relationships with educational institutions such as schools and colleges in the region and has been a leader in educational development over the years.

- a) Number of full-time faculty = 36
- b) Number of part-time faculty = 18
- c) Number of Students = 4,013

Each of the departments has major research strengths in its discipline. Some 54 faculty members contribute to the teaching activities across the faculty and their research activities are complemented by those of around 200 research students. The departments also play a major role in the campus' growing network of interdisciplinary practices. This faculty has the following departments:

- a) Department of English Education
- b) Department of Nepali Education
- c) Department of Social Studies Education
- d) Department of Mathematics and Population
- e) Department of Science and BICTE
- f) Department of EdPM
- g) Department of Health Education
- h) Department of Teaching Practice
- i) Department of Education and Curriculum

**Faculty of Management:** The Faculty of Management at Surkhet Multiple Campus 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. Management classes started in Chaitra 2077 with 205 students in BBS first year. Currently, the campus has 630 students in BBS.

## COURSE OFFERED

Academic departments at Surkhet Multiple Campus produce higher degree graduates, leading the way in many fields of study. The following courses are offered at present by the campus.

### a) Bachelor's Level

- Bachelor of Business Studies (BBS)
- Bachelor of Education (B.Ed.- 4 Years)
- 1-Year Bachelor of Education (B.Ed.)
- Bachelor of Education (BICTE)

### b) Master's Level

- Master of Education (M.Ed.) in English
- Master of Education (M.Ed.) in Nepali
- Master of Education (M.Ed.) in EdPM
- Master of Education (M.Ed.) in Curriculum
- Master of Education (M.Ed.) in Health
- Master of Education (M.Ed.) in Mathematics and Population Education

## FEE STRUCTURE

The fee structure for the Academic year 2078/079 is given below:

*Table 1. Fee structure for annual system*

*(Amounts in Rs.)*

Program		Year /Semester				Remarks
		First Year/Sem	Second Year/sem	Third Year/sem.	Fourth Year/sem	
Bachelor	BBS	8500	8500			Rs 300 practical Fee per subject
	B. Ed.	6900	6900	6900	6900	Rs 300 practical Fee per subject
	B.Ed (Science)	13000	13000	13000	13000	Rs 300 practical Fee per subject
	BICTE	22, 500				-Per semester up to 8 <sup>th</sup> sem. and Rs. 10,000 in 9 <sup>th</sup> sem.
Master in Education (M.Ed)		14500	14500	14500	16500	

## SCHOLARSHIP

*Table 2. Status of Scholarship and Free-ship provision*

Scholarship/Free Types		Scholarship	Free-ship	Remarks
Batch Topper Scholarship	B. Ed		1 Student per year per subject	
	BBS		1 Student per year	
	M.Ed.		1 Student per semester per subject	
Disable Free Ship		0	As per the application	
Bhim-Kamala Scholarship		25	0	Per Subject Merit Base

## TEACHING FACULTIES

### Teaching Faculties

Surkhet Multiple Campus 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 education institution.

- a. Faculty with PhD. = 4
- b. Faculty with M. Phil. (Ongoing) = 8
- c. Faculty with Master's Degree (full-time and part-time) = 42
- d. Total = 54

The faculty members are driven by cross-disciplinary collaboration and form a community on campus that produces ideas that 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 3. Faculty Wise Faculty Members According to Designation in 2022*

S.N.	Faculty	Number of Faculty Members						Total
		Professor	Associate Prof.	Lecturer	Teaching Assistant	Instructor	Part-Time	
1.	Faculty of Education	0	2	24	9	1	16	52
2.	Faculty of Management	0	0	0	0	0	2	2
<b>Grand Total</b>		<b>0</b>	<b>2</b>	<b>24</b>	<b>9</b>	<b>1</b>	<b>18</b>	<b>54</b>

**Table 4. Department-Wise Faculty Members and Their Designation**

S.N.	Faculty	Number of Faculty Members						Total
		Professor	Associate Prof.	Lecturer	Teaching Assistant	Instructor	Part-Time	
<b>Faculty of Education</b>								
1	Department of English Education	0	0	5	0	0	2	7
2	Department of Nepali Education	0	1	5	2	0	1	9
3	Department of Edu. and Curriculum	0	0	2	1	0	0	3
4	Department of HPE	0	0	4	1	0	1	6
5	Department of Social Studies Education	0	1	3	1	0	1	6
6	Department of Science & BICTE	0	0	1	2	1	7	11
7	Mathematics and Pop. Education	0	0	2	2	0	3	7
8	Department of EdPM	0	0	2	0	0	1	3
<b>Faculty of Management</b>								
1	Management	0	0	0	0	0	2	2
<b>Grand Total</b>		<b>0</b>	<b>2</b>	<b>24</b>	<b>9</b>	<b>1</b>	<b>18</b>	<b>54</b>

## NON-TEACHING STAFF

At Surkhet Multiple Campus, non-teaching staff accomplish the administrative responsibilities and are dedicated to student support teaching learning, research and public service. They come from different academic and cultural backgrounds. Together, they work with the facilities of the campus and make all the work of the campus a possibility. The following table shows the academic qualification of non-teaching staff of the campus:

**Table 5. Academic Qualification of Non-Teaching Staff**

Level of Education	Number
Master	9
Bachelor	6
Plus 2	3
Test	3
Literate	22
<b>Total</b>	<b>43</b>

## STATUS OF STUDENT ENROLLMENT AND PASS OUT

The campus is one of the largest constituent campuses of TU in Kernali Province. Despite the phase-out of the PCL program, it has shown a substantial number of students for Bachelor programs. For incoming students, success while at campus often depends on identifying personal pathways through their undergraduate experience. Toward that end, the campus ensures that students have early and ongoing interaction with faculty, as well as structured access to opportunities for engaging in research and professional development. The campus is enabling students to take a leading role in transforming their own experience through opportunities for fostering friendships, personal and intellectual growth, civility, and community pride.

**Table 6. Number of Total and Pass Out Students in Bachelor Level in Academic Year 2078/079**

Level	Name of Programme/ Discipline/Faculty	Year	Semester (If any)	Total Students	Total Female Students	Pass Percentage (%)
Bachelor Level	Bachelor Education ( Yearly programme B. Ed.)	1	1	956	358	11.09
			2			
		2	3	1062	733	19.64
			4			
		3	5	541	241	27.69
			6			
		4	7	387	158	57.14
			8			
	Bachelor Education ( Semester programme BICTE)		1	-	-	-
			2	24	9	6
			3	15	6	29
			4	21	5	29
			5	23	9	65
			6	20	8	35
			7	20	9	35
			8	20	7	95
	Bachelor of Business Studies ( Yearly programme BBS)	1	1	425	197	-
			2			
2		1	205	97	-	
		2				
	Bachelor's Education (One-Year)	1		87	16	64.8
<b>Total Students</b>				<b>3806</b>	<b>1837</b>	

Level	Name of Programme/ Discipline/Faculty	Year	Semester (If any)	Total Students	Total Female Students	Pass Percentage (%)
Master Level	Master of Education (Semester Programme M.Ed)		1	-	-	14.25
			2	87	52	9
			3	-	-	10
			4	120	60	91
<b>Total Students</b>				<b>207</b>	<b>112</b>	

**Table 7. Details of Academic Records of Students 2078/079**

S.N.	Programme	Year/ Semester	Admitted Students	Drop out	Appeared in Exam	Passed	Passed ( % )
1	B. Ed (4 Years)	First	600	77	523	25	4.78
		Second	715	269	446	39	8.74
		Third	878	421	457	149	32.60
		Fourth	665	140	525	116	22.09
2	M. Ed.	First	111	14	97	4	4.12
		Second	70	43	27	9	33.33
		Third	76	20	56	26	46.42
		Fourth	76	22	54	49	90.74
3	B Ed (One Year)	1	87	37	54	35	64.8
4	BICTE	First	24	1	23	3	13.04
		Second	24	1	23	8	34.78
		Third	35	2	33	8	24.24
		Fourth	26	3	23	5	21.73
		Fifth	26	3	23	4	17.39
		Sixth	28	8	20	5	25
		Seventh	20	0	20	7	35
		Eighth	23	0	23	4	17.39

**Table 8. Status Enrollment and Pass out of Last Three Years**

S.N.	Academic Year	Student Enrollment		Pass Percentage %	
		B.Ed.	M.Ed.	B.Ed.	M.Ed.
1	2076/077	1747	319	31.17	43.53
2	2077/078	1879	294	30.86	29.25
3	2078/079	2946	207	29.09	31.06

## RESEARCH ACTIVITIES

Surkhet Multiple Campus has been providing opportunities to its faculty members and students to carry out research activities. Both young faculty members and students 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 provides 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.

In the campus, teaching-learning has continuously been substantiated with some research funding sources such as University Grants Commission (UGC) in Kathmandu. Under these research activities, many of our faculty members and students have been awarded research fellowships and grants.

### Research Management Cell

The campus has established a center for research activities within the campus. Research Management Cell is a center under the Research Committee of Surkhet Multiple Campus. It was established in 2070 BS. The cell at the campus is committed to excellence in research, supporting mini-research projects which are available to young 10-15 faculty members annually. Many of our faculty members receive research funding from the cell and upon completion of the research, findings are published in its journal. This allows for the undertaking of competitive research and research training at the campus.

The cell often conducts seminars/ workshops for the faculty members and students to provide in-depth knowledge and skill in the areas of research. Currently, the cell has a separate well-furnished office and a seminar hall in the Science Laboratory Building. It possesses an office at the corner of the hall with six computers, and a printer (multi-functional). This cell 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 cell coordinates, supervises and evaluates the research activities of the faculty members and students. A list of Researches Done to Date are available on the website of Surkhet Multiple Campus.

It is equally important for the researchers that the findings of their research should be disseminated more widely to the public to bring changes in society.

The cell publishes Surkhet Journal which is a multi-disciplinary research journal regularly and incorporates the research papers produced through research projects conducted by research grantees in collaboration with the cell. The current research committee comprises the following members:

1. Mr. Kiran Bhattari - Chair
2. Mr. Radha Dhakal - Member Secretary
3. Mr. Sarad Paudel - Member
4. Mr. Damber Bahadur Khatri - Member
5. Mr. Vasudev Karki - Member

The research committee under the campus has accomplished more than 23 research projects through faculty members of various departments. The list of research topics completed is available in the campus website.

## PUBLICATION

Surkhet Multiple Campus has been publishing research journals in different areas of study. Besides, some departments have also been publishing magazines and newsletters. QAA/EMIS Unit of Surkhet Multiple Campus has been publishing Quarterly SMC Bulletin covering all the activities of Surkhet Multiple Campus. PRAYAS was annually published by TUTA Unit of this campus. RMC published biannual mini-research and annual SMC journal with a different discipline. These publications play a significant role in enhancing the teaching learning and research environment in campus.

### List of Journals Published in Surkhet Multiple Campus

S. N.	Name of the Journal	Published by
1.	PRAYAS	TUTA Unit, SMC
2.	Surkhet Journal	SMC
3.	SMC Journal	RMC
4.	SMC Bulletin	PIC, IQAC

## QAA UNIT

With the objective of improving the quality of education and other services, Surkhet Multiple Campus decided to be certified with Quality Assurance and Accreditation (QAA) and submitted the Letter of Intention (LoI) to the UGC of 27<sup>th</sup> December 2020. So far now, the UGC has issued a letter of participation for eligibility to participate in the process. The campus has already prepared the Self-Study Report (SSR), which has been submitted to the QAA Division of UGC. The campus is working vigorously to restructure the infrastructure and student support facilities before it submits its SSR to the UGC.

The campus has formed the following committees to work on the QAA system of its institution. To strengthen the educational and administrative management of the Campus, the following units were formed. All these units have their terms of reference stated in the Campus Operational Guideline. As stated in the guidelines, the tenure of these units is for three years and will be revised with new members. The formation of the units is as tabulated below:

### Internal Quality Assurance Committee (IQAC)

S.N.	Name	Position	Role in the unit
1.	Madhav Prashad Khanal	Campus Chief	Chairperson
2.	Bhatt Maheshdatt Taradatt	HoD	Member
3.	Sharad Paudel	HoD	Member
4.	Prof. Dr. Chandra Praksh Rijal	Expert	Member
5.	Dharma Raj Shahi	Head Account Section	Member
6.	Chakra Bahadur Shahi	Student Representative	Member
7.	Rajan Kumar Kandel	Faculty Member	Member Secretary

### **Educational Management and Information System (EMIS)**

<b>S.N.</b>	<b>Name</b>	<b>Position</b>	<b>Role in the unit</b>
1.	Gobinda Prashad Acharya	IT Expert	Coordinator
2.	Dipak Shrestha	Technical Assistant	Member
3.	Rajan Kumar Sharma	Head Assistant	Member

### **Research Management Cell (RMC)**

<b>S.N.</b>	<b>Name</b>	<b>Position</b>	<b>Role in the unit</b>
1.	Mr.Kiran Bhattari	Ass. Campus Chief	Coordinator
2.	Mr.Radha Dhakal	Lecture	Member Secretary
3.	Mr.Sarad Paudel	Lecture	Member
4.	Mr.Damber Bahadur Khatri	Lecture	Member
5.	Mr.Vasudev Karki	TA	Member

### **Student Welfare and Extra Curricular Committee (SWECC)**

<b>S.N.</b>	<b>Name</b>	<b>Role in the unit</b>	<b>Remarks</b>
1.	Madhav Prasad Khanal	Campus Chief	Chairperson
2.	Bhatt Mahesh Datta Taara Datta	Member	Selected From Campus Chief
4.	Yubat Kumar Oli	Member	Selected from Campus Chief
5.	Balbhadra Bharati	Member	Represented from TUTA Campus Unit
6.	Dharma Raj Shahi	Member	Represented from TUEA Campus Unit
7.	Chakra Bahadur Shahi	Member	Represented from FSU
8.	Bhawani Dhakal	Member	Represented from Student
9.	Damber Bahadur Khatri	Member Secretary	Student Welfare Head

### **Employment and Job Placement Unit (EJPU)**

<b>S.N.</b>	<b>Name</b>	<b>Position</b>	<b>Role in the unit</b>
1.	Surendra Kumar Pokheral	Lecturer	Coordinator
2.	Saroj Kumar K.C.	Faculty Member	Member
3.	Bhim Bahadur Bhandari	Faculty Member	Member
4.	Bhumi Prasad Sapkota	Faculty Member	Member
5.	Tek Bahadur Oli	Faculty Member	Member

### Academic Audit Unit (AAU)

S.N.	Name	Position	Role in the unit
1.	Ratna Prasad Pandey	Faculty Member	Coordinator
2.	Krishna Bahadur Khadka	Head of the Educational Administration	Member
3.	Bishnu Prasad Adhikari	Administrative Representative of Ministry of Education	Member
4.	Ramesh Khatri	Faculty Member of M.U.	Member
5.	Chandra Bahadur Bista	Head of the Exam Section	Member

### Master Plan Construction Committee (MPCC)

S.N.	Name	Position	Role in the unit
1.	Madhav Prasad Khanal	Campus Chief	Coordinator
2.	Dr. Mahendra Kumar Malla	Faculty Member	Member
3.	Prem Bahadur Thapa	Faculty Member	Member
4.	Kiran Bhattaarai	ACC	Member
5.	Dharma Raj Shahi	Account Section Head	Member

### Annual Report Preparation Team (ARPT)

S.N.	Name	Position	Role in the unit
1.	Bhatt Maheshdatt Taradatt	Faculty Member	Coordinator
2.	Basu Dev Karki	Faculty Member	Member
3.	Dinesh Dangl	Administrative Staff	Member

### Procurement Committee (PC)

S.N.	Name	Position	Role in the unit
1.	Ratna Prasad Pandey	Faculty Member	Coordinator
2.	Mina Giri	Section head of general Administration	Member
3.	Yam Lal Gautam	Store Keeper	Member

### Construction Committee (CC)

S.N.	Name	Position	Role in the unit
1.	Madhav Prasad Khanal	Campus Chief	Coordinator
2.	Kiran Bhattarai	Assistant Campus Chief	Member
3.	Yam Lal Gautam	Section head of Store	Member
4.	Dhrma Raj Shahi	Section head of general Account	Member
5.	Kamal Darlami	Consultant Engineer	Member

### **Library and Lab Management Committee (LLMC)**

<b>S.N.</b>	<b>Name</b>	<b>Position</b>	<b>Role in the unit</b>
1.	Radha Dhakal	Lecturer	Coordinator
2.	Om Prakash Neupane	Faculty Member	Member
3.	Gobinda Prasad Acharya	Faculty Member	Member
4.	Dambar Kumar Dhakal	Section Head Library	Member Secretary
5.	Dipak Sapkota	Representative of TUTA Unit	Member
6.	Dharma Raj Shahi	TUEA Unit Representative	Member
7.	Chakra Bahadur Shahi	Student Representative	Member

### **Advisory Team (AT)**

<b>S.N.</b>	<b>Name</b>	<b>Position</b>	<b>Role in the unit</b>
1.	Tank Prasad Acharya	Former campus Chief	Chairperson
2.	Bhupendra Bahadur Shahi	Former campus Chief	Member
3.	Hari Bahadur Tthapa	Faculty Member	Member
4.	Puskar Kumar Khadka	Faculty Member	Member
5.	Thaneswor Lamichhane	Faculty Member	Member

### **Public Information Cell (PIC)**

<b>S.N.</b>	<b>Name</b>	<b>Position</b>	<b>Role in the unit</b>
1.	Radha Dhakal	Lecturer	Chairperson
2.	Mina Giri	Information Officer	Member
3.	Tika Giri	Non-Teaching Staff	Member
4.	Rajan Sharma	Non-Teaching Staff	Member
5.	Putala Khadka	Non-Teaching Staff	Member

### **Tracer Study Team (TST)**

<b>S.N.</b>	<b>Name</b>	<b>Position</b>	<b>Role in the unit</b>
1.	Prem Bahadur Budha	Faculty Member	Chairperson
2.	Ratna Prasad Pandey	Faculty Member	Member
3.	Krishana Bahadur Khadka	Head, Ed. Admin. Section	Member
4.	Dipak Sapkota	Faculty Member	Member

### Supervision and Monitoring Unit (SMU)

S.N.	Name	Position	Role in the unit
1.	Janak Bahadur Rawal	Faculty Member	Chairperson
2.	Balabhadra Bharati	Faculty Member	Member
3.	Prem Bahadur Thapa	Faculty Member	Member
4.	Agni K.C.	Faculty Member	Member
5.	Prakash Kumar Khadka	Faculty Member	Member

### Alumni Association (AA)

S.N.	Name	Position	Role in the unit
1.	Hon. Yogendra Bahadur Shahi	Member, Karnali Province, Planning Commission	Chairperson
2.	Dev Kumar Subedi	Mayor, Birendranagar Municipality	Member
3.	Tej Bikram Basnet	Campus Chief M.U.	Member
4.	Chaturbhuj Shahi	Former president FSU	Member
5.	Kamal Bahadur Sijapati	Former president FSU	Member
6.	Ghanamshyam Updhyaya	Joint Secretary, Nepal Government	Member
7.	Thaneshwar Lamichhane	Teaching Assistant, SMC Surkhet	Member-Secretary

### Water Electricity and Hygiene Management Committee (WEHMC)

S.N.	Name	Position	Role in the unit
1.	Mina Giri	Head, Administration Section	Chairperson
2.	Dan Bahadur Raskoti	Electrician	Member
3.	Purna Bahadur Sunar	Plumber	Member
4.	Chandra Dhakal	Non-Teaching Staff	Member
5.	Bishnu Sunar	Non-Teaching Staff	Member

### Student Guidance and Counselling Committee (SGCC)

S.N.	Name	Position	Role in the unit
1.	Dambar Bahadur Khatri	Head Student Welfare	Chairperson
2.	Bhatt Mahesh Datt Tara Datta	Faculty Member	Member
3.	Ishori Regmi	Non-Teaching Staff	Member
4.	Binita Sapkota	Non-Teaching Staff	Member
5.	Dal Bahadur Gurung	Non-Teaching Staff	Member

### **Extension and Outreach Committee (EOC)**

<b>S.N.</b>	<b>Name</b>	<b>Position</b>	<b>Role in the unit</b>
1.	Sarad Paudel	Member, IQAC	Chairperson
3.	Basu Dev Karki	Faculty Member	Member
4.	Thaneswor Lamichaane	Faculty Member	Member
5.	Tek Bahadur Oli	Faculty Member	Member

### **Quality Survey Circle (QSC)**

<b>S.N.</b>	<b>Name</b>	<b>Position</b>	<b>Role in the unit</b>
1.	Dr. Mahendra Kumar Malla	Former Campus Chief	Chairperson
2.	Dipa Hamal	Director, Social Development Division, Karnali Province	Member
3.	Narayan Sapakota	Member, CMC	Member
4.	Yam Bahadur Shrestha	Head Teacher, Jana Ma Bi. Surkhet	Member
5.	Laxman Kandel	General Secretary, Chamber of Commerce	Member
6.	Tika Ram Acharya	SMC Chair, Amarjyoti Ma. Bi., Surkhet	Member
7.	Yubat Kumar Oli	Faculty Member	Member

### **Self-Assessment Team (SAT)**

<b>S.N.</b>	<b>Name</b>	<b>Position</b>	<b>Role in the unit</b>
1.	Rajan Kumar Kandel	IQAC Member Secretary	Coordinator
2.	Dambar Bahadur Khatri	Research Expert	Member
3.	Yubat Kumar Oli	Research cum IT expert	Member Secretary

### **Student Quality Circle (SQC)**

<b>S.N.</b>	<b>Name</b>	<b>Position</b>	<b>Role in the unit</b>
1.	Yashoda Khatri	Student	Chairperson
2.	Pushpa Oli	Student	Vice-Chairperson
3.	Kiran Pokhrel	Student	Secretary
4.	Tark Raj B.K.	Student	Joint-Secretary
5.	Pashupati Shahi	Student	Member
6.	Ramesh Lamichhane	Student	Member
7.	Krishna Basnet	Student	Member

## RESOURCE CENTER (LIBRARIES)

The Library, located within the premises of the campus, provides a wide range of congenial study environments for readers with a spacious well- furnished reading room. The library’s collections encompass a rich and varied universe of printed volumes, maps, media and archival materials. The library holds 46750 books in total, 1887 research reports (dissertations), and subscribes to 40 national and international journals and more than five national daily newspapers.

**Table 9 : Resources in Library**

Description		Number	Remarks
Books	Text	40189	
	Reference	3060	(Including text and other books)
	Others	3501	
Institution Publication	Journals	-	
	Prospectus	-	
	Brochure	-	
	Occasional Papers	-	
Journals <sup>6</sup>	National	13	
	International	-	
E-resources		35	
Research Reports		1887	
Government Documents		5	
Others		9	
<b>Total</b>		<b>46750</b>	

## DIFFERENT ACTIVITIES OF CAMPUS

Surkhet Multiple Campus, different committees of IQAC and departments organize regularly different workshops, seminars, training and interaction programs to provide knowledge, skills and exposure to the students and faculty members. In their endeavor, the following programs were held on different dates:

### 1. Scholarship program:

- A. The campus has conducted the following scholarship program for the bars of poor and laborious students. **scholarship for batch Topper:** Batch Topper has been provided the fund equivalent / equal to the teaching fee each year.

**B. Bhim Kamala Malla Scholarship:** Campus has a provision to provide a scholarship an Rs. 7000 based on batch topper each year and each programs.

**C. Disable scholarship:** Campus has a provision to provide free scholarships for regular programs. If he / she has disable document and disable certificate.

## **2. Health and Sanitation related Programs:**

The joint programs organized by teachers and students as a comparing different occasions to provide health and sanitation awareness program in different areas and location.

## **3. Health and Sanitation and First Aid Management Training:**

Campus has been organizing the health and sanitation program every academic year through inviting expertise Health workers, campaigners, facilitators, especially focus on girl's students the propose of proper use of sanitary pad.

## **4. Orientation Programs:**

Campus has been organizing the orientation programs to the new comer students about rules and regulation of campus code of conduct of campus teaching scope and other relevant activities with the campus surroundings. The main aim of this program is to inform the new students about what to do, what not to do during the campus running days.

## **5. Research and Academic Writing:**

Campus has been promoting the students through providing new such forum where they could be enthusiastic to report writing, both an English and Nepali language. This programs have been lunching through research management cell (RMC).

## **6. Contest Programmes:**

Campus has been promoting and supporting extracurricular activities to enhance the overall development of students Quiz contest, speech contest in this way and sports festival organize by SQC supporting by campus.

## **7. Awareness programs:**

Campus had received LOI for QAA programs under QAA program there are different committee functioned some of SQC, EJPU, SWECC and many more. Such council organized the ongoing burning issues like, environment, sanitation, youth entrepreneurship, cyber acts or cyber-crime and digital literacy and distribute mask for street vender by passers to make aware corona pandemic.

## **8. Field trip programs:**

Campus is used to promote the new approach of teaching learning method of activities in this context. Out teachers stimulate and students for field visit on the specific topic or issues. Science students and other programs students have opportunities for learning by field visit. Now we are going to set the botanical garden to observe the phenomena of local flora.

### 9. Debate Context:

Social Education depart has consistently lunch the debate program an different issues which pay more attains us.

### 10. Afforestation program:

Every 23<sup>rd</sup> day Ashad we have been celebrating TU day on this occasion we organize the afforestation day like wise on the occasion of June five environment day. We also celebrate program through the participating on afforestation program.

### 11. Celebrating Library Day:

Under QAA there are functioning committee subcommittee to give the priority of vital issues like use and importance of Library in the present context. We use to input knowledge library is the heart of any academic institution so we have to consider or make them to be considered.

## PHYSICAL FACILITIES AND INFRASTRUCTURE DEVELOPMENT

The status of the campus is described under the following headings:

### Land of the Campus

The campus covers 7 Bigha 4 Kattha 10 Dhur in administrative buildings and boy's hostel area, 2 Bigha 15 Dhur in tutorial and library area, 13 Kattha 2 Dhur in girl's hostel area, 18 Kattha 6 Dhur in teacher staff quarter area and 3 Kattha area of the water reservoir tank. At present, the campus has sufficient space for the expansion of needy classroom buildings and other infrastructure and facilities.

*Table 10. Land of the Campus*

S. N.	Location of the land	Area of the land	Remarks
1.	Administrative Building Area	7 Bigha 4 Kattha 10 Dhur	
2.	Maitri Building Area	2 Bigha 15 Dhur	
3.	Girl's Hostel Area	13 Kattha 2 Dhur	
4.	Teacher Staff Quarter Area, Itram	18 Kattha 6 Dhur	
5.	Water Reservoir Tank, Itram	3 Kattha	
<b>Total Area</b>		10 Bigha 19kattha 13 Dhur	

## Classroom buildings

There are five classroom buildings and blocks with 42 Classrooms, which are represented in the following, table no. 2. In these classrooms, there are 577 desks and benches and 2885 students can take their classes in a single shift.

**Table 11. Classroom Buildings and blocks**

S.N.	Building /Block	Number of class rooms	Total Benches with Desk	Students' Accommodation Capacity (five Students per benches)	Remarks
1	Degree Building	7	68	340	
2	Block E	3	42	210	
3	Block F	2	48	240	
4	Maitri	18	238	1190	
5	New Building	12	181	905	
Total Class Rooms		42	577	2885	

## Administrative Building and Blocks

There are four administrative blocks and buildings for administrative purposes. The details of administrative sections and administrative chamber are presented in table no. 3

**Table 12. Administrative Buildings and Blocks**

S. N.	Building / Block	Number of Rooms	Office /section	Remarks
1	Block 'A' Office of Campus Chief	5	Office of campus chief, assistant campus chief and administration	
2	Block 'B' Account and General Administration	20	Account, General administration and other	
3	Block 'C' Educational Administration and Examination	2	Educational administration and Examination	
4	Block 'D' Store	4	Store	
Total Rooms for administrative Purposes			29	

## Library Building

The campus has a separate library building which contains 40,187 textbooks, 3,060 reference books and 13 journals. Dissertations of master's degree students in different subjects are 1887 and other books are 3501.

## Seminar Halls

The campus is equipped with three seminar halls with their features; the details of these halls are tabulated in the table below.

*Table 13. Seminar halls of the campus*

S.N.	Name of Block	Room No.	Capacity	Remarks
1.	Seminar Hall	45	250	With stage and attached operational room
2.	Megha Hall	49	120	With projector
3.	Library	-	40	With projector

## Hostel

The campus has its hostel facilities including separate boy's hostel and girl's hostel. Boy's hostel is present inside the premises of the administration building having capacities of 60 students whereas the girl's hostel is nearby the campus with a capacity of 40 students. Altogether our hostel can accommodate 100 needy students studying different subjects.

## Quarter for teachers and employees

The campus has provided quarters for teachers and employees of the campus in Itram of Birendranagr. There are 18 quarters for the teacher and employees and one quarter for the campus chief.

## Examination Hall

The campus has constructed one separate examination hall namely Megha Hall. In this hall, about 200 students can give their exams at a time.

## **SPORTS**

Student's Welfare Division of Surkhet Multiple Campus manages extra-curricular activities including sports activities. There is a Sports wing under the Student's Welfare Division, which promotes sports in campus by implementing the sports policies of the Division. In doing so, it helps develop the all-around personality of students and teaching and non-teaching staff by channeling their energy in positive directions.

In the current academic year, different sports activities and tournaments were organized in the campus by the Sports wing of the Student's Welfare Division as well as by the Faculty of Education At present Surkhet Multiple Campus has the following facilities for sports in the premise of the campus:

<b>S.N.</b>	<b>Sports</b>	<b>Items</b>
1.	Football Ground	1
2.	Volleyball Court	2
3.	Basketball Court	1
4.	Table Tennis Court	1

## **PRIMARY HEALTH CARE ROOM**

Surkhet Multiple Campus has its own Primary Health Room in its premises. As its regular activities, the Health SWECC provides health care services such as first-aid and other medications to faculty members, administrative staff and students in the last year also.

## **FORMATION OF SURKHET MULTIPLE CAMPUS ALUMNI AND ITS ACTIVITIES**

With the aims of fostering, maintaining and supporting a mutually beneficial relationship between Surkhet Multiple Campus and its former students, Surkhet Multiple Campus Alumni was founded by a group of enthusiastic ex-students of Surkhet Multiple Campus,. The alumni will remain as a non-political, non-profit social organization on campus.

## FINANCIAL STATEMENT

The cost recovery is the national policy in higher education (NPC). Accordingly, TU also has emphasized on internal resource generation to recover the operating expenditure of its constituent campuses. TU has granted the constituent campuses the free hand to mobilize the local resources. So, constituent campuses generate internal funds by mobilizing their available resources and imposing additional charges to the students. This campus also has raised the funds by mobilizing its local resources such as business complexes, hostels, teacher and staff quarters, levying development fees to the students enrolled in the academic programs approved by the Campus Management Committee, and raising additional fees to the students to TU affiliated programs with internal resources. In addition, the campus often directly receives the funds from Nepal Government for specified purposes. But the major chunk of the funds is received from the appropriation of the TU budget. Thus, the revenue of the campus is classified into internal sources and external sources. External sources include the funds received from the appropriation of TU's budget and national and international donors. Similarly, internal sources are classified basically into two categories—student fees and rent from different sources. The major internal source of income to the campus is student fees. In most of the years, the contribution of internal sources of revenue of the campus remains within 20-30 percent. The financial status of Surkhet Multiple Campus in the fiscal year 2078/079 is highlighted below through a summary balance sheet and income and expenditure statement:

### BALANCE SHEET

As on 32<sup>st</sup> Ashad 2079

Liability	Amount (Rs)	Assets	Amount (Rs)
Capital Assets Funds	40921365.72	Capital Assets	40921365.72
Deposits and Liabilities	29429382.76	Cash and Bank Balance	3,58,28074.87
<b>a. Advance balance</b>	(63,98,692.11)		
<b>b. Cash balance</b>			
<b>Total Liabilities</b>	<b>76749440.59</b>	<b>Total Assets</b>	<b>76749440.59</b>

## INCOME AND EXPENDITURE STATEMENT

For the Period 1st Srawan 2078 to 32st Ashad 2079

<b>Expenditure</b>	<b>Amount (Rs)</b>	<b>Income</b>	<b>Amount (Rs)</b>
<b>Expenditure (Current year)</b>	7,86,77,950.42	<b>Income (Current year)</b>	2,67,61,282.48
<b>Advance Expenditure</b>	0.00	Current year's release for center	5,83,15,360.05
<b>Net surplus transfer to Central Office</b>	(63,98,692.11)	Net deficit transfer to Central Office	0.00
<b>Total Expenditure (Rs)</b>	<b>8,50, 76, 642.53</b>	<b>Total Income (Rs.)</b>	<b>8,50, 76, 642.53</b>



**Tribhuvan University**  
**Surkhet Multiple Campus**

Birendranagar, Surkhet

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