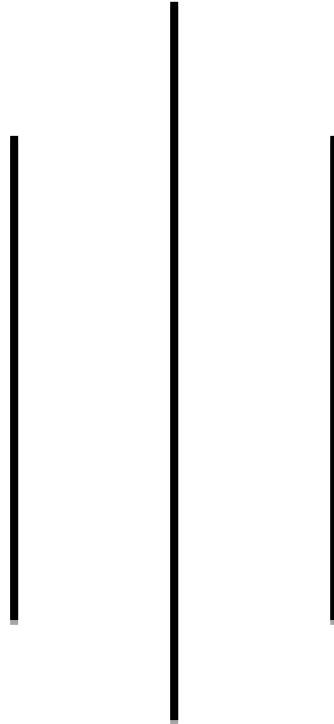


ANNUAL REPORT OUTLINE
OF
CHAUTARA MULTIPLE CAMPUS

Chautara, Sindhupalchok

2058



Budget Fiscal Year: 2074/075

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This Report has been endorsed by Management Committee on the date of 2075-04-18

.....
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Campus Management Committee

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Campus Chief
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Executive Summary

The present report “Annual Report Outline of Chautara Multiple Campus” has been prepared to expose the overall aspects of the campus like: academic progress, physical progress, financial progress, and social progress.

Chautara Multiple Campus; Chautara, Sindhupalchok was established in 2058 B.S. aiming to provide the qualitative education to the people of this area. Since its establishment this campus has been providing qualitative and behavioral education. Different aspects related to the academic progress like; enrolment trend analysis of the last three years based on program wise and level wise, pass rate trend analysis of the last three years based on program wise and level wise, graduate trend analysis, programs and educational pedagogy adopted by the campus has been tried to present under the topic academic progress of this report.

Similarly, the attempts made by the campus for the development of its infrastructure and the condition of educational aids in the campus like; ICT, Lab Equipment, books, journals, reference materials and furniture has been included under the topic physical progress.

Income of the last three years; self-generated income, grants from government sources, and other sources and expenditures analysis of the last three years; recurrent expenses and capital expenditures has been clearly shown in under the topic financial progress.

Finally, social progress of the campus like; campus’s involvements in social activities, society’s contributions for campus, plan of campus to contribute the society and plan made by the campus to increase the involvement of society in the campus has been exposed under the heading social progress.

Similarly, short term and long term issues and challenges and the mitigation measures taken by the campus to address the issues and meet the challenges, and plan for addressing the issues and challenges have been clearly presented in the under the heading issues and challenges.

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ANNUAL REPORT

CHAPTER: ONE

BACKGROUND

Chautara Multiple Campus (CMC) was established on 8th of Bhadra 2058 BS. CMC is one of the community colleges of Nepal. The co-ordinator of the Campus Foundation Committee is Mr. Krishna Raj Shrestha who has been serving as Chairperson of Campus Management Committee since its establishment. It is affiliated campus of Tribhuvan University (TU). It is not profit orientated institution. It is totally based on the local society, Donation of UGC, DDC and other donar agancies It is ideally located at the heart of the Chautara, Sindhupalchok CMC is intensely committed to excellence and quality education in the country. CMC has been offering various academic programs and is playing a pioneer role for the development of Education and Management education in Nepal. Most of its Bachelor students are assuming key roles in financial institutions, corporations, government offices, schools and in private sectors. Besides B.Ed. and BBS studies, CMC also has planned a new programme of Technical Education with an affiliation to HSEB, and B. Sc. and M. Ed. Programme with an affiliation to T. U CMC aims to produce socially responsible and creative manpower that may cause the positive changes in the society and entrepreneurs capable of promoting business and industry for the socio-economic development of Nepal. CMC also aims to prepare professional teaching personals capable of teaching in world teaching market. The Higher Education Reform Project of Nepal has an objective to support improvements in selected institutions for improving quality, relevance and efficiency of higher education; and to support underprivileged students for equitable access. The annual outline of the institution is a good indicator that indicates the academic success of the institution. The purpose of the present report is therefore to overview the varied aspects of the institutions.

The present report is the annual outline of the Chautara Multiple Campus, which attempt to analyze the different aspects of the campus. This brief report analyzes the academic progress, physical progress, financial progress, social progress as well as issues and challenges of the institutions.

CHAPTER: TWO

ACADEMIC PROGRESS

Academic progress of the campus is being quite satisfactory. The number of enrolment and the pass rate of students are not constant. In some academic years it increases and in some academic years it goes down.

2.1 Enrolment Trend Analysis of the Last Three Years (program wise)

2.1.1 Faculty of Education

Year	No. of enrolment			
	EDJ	F	M	Total
2073	27	120	32	152
2074	36	87	63	150
2075	67	119	16	135

(EDJ= Educationally Disadvantaged Students, F= Female, M=Male)

2.1.2 Faculty of Management

Year	No. of enrolment			
	EDJ	F	M	Total
2073	17	55	37	92
2074	17	68	48	116
2075	59	73	34	107

(EDJ= Educationally Disadvantaged Students, F= Female, M=Male)

2.1.3 Institute of Science and Technology

Year	No. of enrolment			
	EDJ	F	M	Total
2073	4	11	3	14
2074	3	7	3	10
2075	3	1	2	3

(EDJ= Educationally Disadvantaged Students, F= Female, M=Male)

2.2 Enrolment Trend Analysis of the Last Three Years (Level-Wise)

2.2.1 Faculty of Education (2073)

Program	Years Included	F	M	EDJ	Total
B.Ed.	I Year	55	13	11	68
	II Year	33	10	8	43
	III Year	32	9	8	41
Total		120	32	27	152

(EDJ= Educationally Disadvantaged Students, F= Female, M=Male)

2.2.2 Faculty of Education (2074)

Program	Years Included	F	M	EDJ	Total
B.Ed.	I Year	54	16	22	70
	II Year	37	8	8	45
	III Year	29	6	10	35
Total		121	30	40	150

(EDJ= Educationally Disadvantaged Students, F= Female, M=Male)

2.2.3 Faculty of Education (2075)

Program	Years Included	F	M	EDJ	Total
B.Ed.	I Year	39	5	28	44
	II Year	49	3	22	52
	III Year	30	7	14	37

	118	15	64	133
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(EDJ= Educationally Disadvantaged Students, F= Female, M=Male)

2.2.4 Faculty of Management (2073)

Program	Years Included	F	M	EDJ	Total
B.B.S.	I Year	30	22	10	52
	II Year	13	10	7	23
	III Year	12	5	-	17
	Total	55	37	17	92

(EDJ= Educationally Disadvantaged Students, F= Female, M=Male)

2.2.5 Faculty of Management (2074)

Program	Years Included	F	M	EDJ	Total
B.B.S.	I Year	22	19	10	41
	II Year	21	17	7	38
	III Year	10	8	6	18
	IV Year	13	4	6	17
	Total	66	48	29	144

(EDJ= Educationally Disadvantaged Students, F= Female, M=Male)

2.2.6 Faculty of Management (2075)

Program	Years Included	F	M	EDJ	Total
B.B.S.	I Year	32	4	21	36
	II Year	12	17	16	29
	III Year	15	12	12	27
	IV Year	9	6	9	15
	Total	68	39	58	107

(EDJ= Educationally Disadvantaged Students, F= Female, M=Male)

2.2.7 Institute of Science and Technology (2073)

Program	Years Included	F	M	EDJ	Total
B.Sc.	I Year	2	2	-	4
	II Year	-	-	-	-
	III Year	4	3	1	7
	IV Year	3	-	-	3
		9	5	1	14

(EDJ= Educationally Disadvantaged Students, F= Female, M=Male)

2.2.8 Institute of Science and Technology (2074)

Program	Years Included	F	M	EDJ	Total
B.Sc.	I Year	-	-	-	-
	II Year	1	2	3	3
	III Year	-	-	-	-
	IV Year	4	3	1	7
Total		5	6	4	10

(EDJ= Educationally Disadvantaged Students, F= Female, M=Male)

2.2.7 Institute of Science and Technology (2075)

Program	Years Included	F	M	EDJ	Total
B.Sc.	I Year	-	-	-	-
	II Year	-	-	-	-
	III Year	1	2	3	3
	IV Year	-	-	-	-
Total		1	2	3	3

(EDJ= Educationally Disadvantaged Students, F= Female, M=Male)

2.3 Pass Rate Trade Analysis of the Last Three Years (Program Wise)

2.3.1 Faculty of Education

Year	No. of enrolment and passed out							
	EDJ	Passed out	F	Passed out	M	Passed out	Total	Passed out
2073	22	7	59	28	25	21	84	49
2074	36	7	87	39	63	8	150	47
2075	67		119		16		135	Not Result Public yet

(EDJ= Educationally Disadvantaged Students, F= Female, M=Male)

2.3.2 Faculty of Management

Year	No. of enrolment and passed out							
	EDJ	Passed out	F	Passed out	M	Passed out	Total	Passed out
2073	25	2	49	14	35	1	84	15
2074	17	-	68	10	48	3	116	13
2075	68		68		39		107	Not Result Public yet

(EDJ= Educationally Disadvantaged Students, F= Female, M=Male)

2.3.3 Institute of Science and Technology

Year	No. of enrolment and passed out							
	EDJ	Passed out	F	Passed out	M	Passed out	Total	Passed out
2073	1	-	3	1	7	-	10	1
2074	2	1	6	3	10	-	16	3
2075	3	2	1				3	2

(EDJ= Educationally Disadvantaged Students, F= Female, M=Male)

2.4 Pass Rate Trend Analysis of Last Three Years (Level Wise)

2.4.1 Faculty of Education (2073)

Program	Years Included	F	Passed out	M	Passed Out	EDJ	Passed out	Total	Passed out
B.Ed.	I Year	46	8	12	3	11	3	58	11
	II Year	34	11	8	6	8	2	43	18
	III Year	32	17	9	6	8	3	41	23
Total		112	36	29	15	27	8	142	88

(EDJ= Educationally Disadvantaged Students, F= Female, M=Male)

2.4.2 Faculty of Education (2074)

Program	Years Included	F	Passed out	M	Passed Out	EDJ	Passed Out	Total	Passed Out
B.Ed.	I Year	54	14	16	5	22	6	70	19
	II Year	37	13	8	1	8	3	47	14
	III Year	29	18	6	4	10	3	35	22
Total		120	45	30	10	40	12	152	36

(EDJ= Educationally Disadvantaged Students, F= Female, M=Male)

2.4.3 Faculty of Education (2075)

Program	Years Included	F	Passed out	M	Passed Out	EDJ	Passed Out	Total	Passed Out
B.Ed.	I Year	38		6		28		44	Not Result
	II Year	44		10		24		54	Public yet
	III Year	31	14	6	2	14	5	37	16
Total		113	14	22	2	66	5	135	16

(EDJ= Educationally Disadvantaged Students, F= Female, M=Male)

2.4.4 Faculty of Management (2073)

Program	Years Included	F	Passed Out	M	Passed Out	EDJ	Passed Out	Total	Passed Out
B.B.S.	I Year	23	2	21	1	10	1	44	3
	II Year	13	1	10	-	7	1	23	2
	III Year	13	10	4	-			17	10
Total		49	12	35	1	17	1	84	15

(EDJ= Educationally Disadvantaged Students, F= Female, M=Male)

2.4.5 Faculty of Management (2074)

Program	Years Included	F	Passed Out	M	Passed Out	EDJ	Passed Out	Total	Passed Out
B.B.S.	I Year	22	1	19	-	10	1	41	2
	II Year	21	3	17	1	7	3	38	4
	III Year	10	1	8	1	6	1	18	2
	IV Year	13	8	4	-	6	-	17	8
Total		66	13	48	3	29	4	144	10

(EDJ= Educationally Disadvantaged Students, F= Female, M=Mal)

2.4.6 Faculty of Management (2075)

Program	Years Included	F	Passed Out	M	Passed Out	EDJ	Passed Out	Total	Passed Out
B.B.S.	I Year	32	-	4	-	21	-	36	Not Result Public yet
	II Year	17	-	12	-	15	-	29	
	III Year	15	-	12	-	12	-	27	
	IV Year	9	4	6	3	9	5	15	7

	III Year	1	-	2	-	3	-	3	-
	IV Year	-	-	-	-	-	-	-	-
	Total	1	-	2	-	3	-	3	-

(**EDJ**= Educationally Disadvantaged Students, **F**= Female, **M**=Male)

2.5 Graduate Trend Analysis of the Last Three Years (Program Wise)

Number of students getting graduation in last three years under the different program form this campus has been shown in the following table:

2.3.1 Faculty of Education

Year	F.	EDJ.	Total
2073	26	6	35
2074	40	7	52
2075	32	12	44

(**EDJ**= Educationally Disadvantaged Students, **F**= Female)

2.3.2 Faculty of Management

Year	F.	EDJ.	Total
2073	3	1	6
2074	7	1	8
2075	11	5	16

(**EDJ**= Educationally Disadvantaged Students, **F**= Female)

2.3.3 Institute of Science and Technology

Year	F.	EDJ.	Total
2073	-	-	-
2074	3	-	3
2075	3	1	3

(**EDJ**= Educationally Disadvantaged Students, **F**= Female,)

2.6 Programs

Mainly, this campus has been running three programs respecting the public views of this area. They are as follows:

1. **Faculty of Education:** Students can study range of subjects based on their interest under the faculty of education. They are; English, Nepali, Population, Mathematics, Health, and Economics.
2. **Faculty of Management:** BBS program is their under the faculty of Management.
3. **Institute of Science and Technology:** Students can study either Physics or Chemistry under the Science and Technology.

2.7 Educational Pedagogy

Pedagogy is the art (and science) of teaching. Effective teachers use collection of teaching strategies because there is no single, universal approach that suits all situations. Different strategies used in different combinations with different groupings of students will improve learning outcomes. Some strategies are better suited to teaching certain skills and fields of knowledge than are others. Some strategies are better suited to certain student backgrounds, learning styles and abilities.

Effective pedagogy, incorporating a variety of teaching strategies that support intellectual engagement, connectedness to the wider world, supportive classroom environments, and recognition of difference, should be implemented across all key learning and subject areas. Effective pedagogical practice promotes the wellbeing of students, teachers and the school community .it improves students' and teachers' confidence and contributes to their sense of purpose for being at school; it builds community confidence in the quality of learning and teaching in the school.

Since its establishment, Chautara Multiple Campus has been applying different types of the learner-centered methods aiming to increase the pass rate of the students. Mainly, the campus gives priority to the project work, group work, discussion methods collaborative learning and so on because these methods directly help to engage the learners in the classroom and they make the learners active too.

CHAPTER: THREE

PHYSICAL PROGRESS

3.1 Infrastructural Development

At the time of its establishment, the classes of campus were running in the building of Shree Krishna Ratna Ganga Secondary school. At that time it had faced many problems in running the classes effectively and successfully. After some years the Campus Management Committee made an agreement with the office of irrigation Sindhupalchok and the classes of this campus were started to run in the building of irrigation office. But recently the new campus building having three stories and 27 rooms including three rest rooms has been constructed with the financial assistance of the Indian Embassy. Therefore at present there is not any problem, regarding the room to run the class effectively for this campus. The campus has built the separate building of canteen where around 30 students have snacks at the same time.

The campus has spacious playground. It has provided sufficient physical and infrastructure facilities for volleyball, table tennis, and javelin throw, short-put, badminton with required materials and playground. Due to the devastative earthquake of 2015 the walls of the ground floor rooms were completely damaged except beams and pillars of the building now the campus has repaired with its own economics sources and made it usual to run the classes and administrative works as the pervious situation.

3.2 Educational Aids

Educational aids are those aids which are used by the teachers and students along with the textbooks or course books to make the teaching learning process effective, meaningful and successful.

Providing only the content given in the syllabus or textbook is not the effective way of teaching.

Therefore as a qualified, skilled and trained teacher, it is mandatory to use the educational aids.

It is said that this is the age of Information Communication and Technology (ICT). To promote the ICT the campus has developed a free- Wi-Fi Zone providing easy access of good quality internet facility to all the faculty members and students. So that both teachers and students can visit different sites to empower their teaching and learning ability.

The campus has well equipped computer and science laboratories. There are separate laboratories for physics and chemistry. There is a computer lab with adequate computers and it also has the facility of internet so it is also being used as E-library. The faculty members can use the campus computers and internet for the sake of their professional development. Similarly because of the use of computer and internet, teachers have been able to use varieties of teaching materials in their teaching. As a result, teaching learning process has become more effective and meaningful.

The campus has a separate library room with sufficient text and reference books. There are sufficient national and international magazines. The campus is also planning to install library software to make the library more advanced.

The campus is well equipped regarding the furniture. At the present time there is no crisis of furniture in the campus.

CHAPTER: FOUR

FINANCIAL PROGRESS

In this chapter, it has tried to analyze the financial progress (income and expenditure) of this campus of the last three years.

4.1 Income of the Last Three Years

years	Self-Generated Income		Grant from Government Sources		Others Sources	Total
	Students fee	others	UGC	OGB		
2072/073	5380091	153875	980000	318900	188109	7020975.
2073/074	5770768	209801	3131281	332745	2597527	13842122.
2074/075	4208445		1172400	1134005	5410757	11925607

(UGC= University Grant Commission, OGB= Other Government Bodies)

4.2 Expenditures Analysis of the Last Three Years

Years	Recurrent Expenses		Capital Expenditures				Total
	Salary	Others	MID	MiID	Equipment	Books	
2072/73	5132030/-	699174/-	1021554/-	-	-	168217/-	7020975/-
2073/074	6249148	6797115	625937		56165	113757	13842122.
2074/075	5591298	6334339				145921	11925607

(MID=Major Infrastructures Development, MiID= Minor Infrastructures Development)

4.3 Audit observation/Issues

- Audit kept in case basic.
- audit kept in general principles .
- Finance & particular in general principles.
- Economic states kept in universal audit principles

Chapter: Four

Social Progress

Chautara Multiple Campus of Chautara, Sindhupalchok is one of the leading public campus of the district. Therefore, the main aim of the campus is bringing positive change in the society by providing quality education. Frequently, campus has been actively involving in the social activities of this location. There is the provision of sending students in the different functions organized by different bodies like; DDC (District co-ordination committee) Municipality, District Agriculture Office etc. on the especial occasions such as: World Environment Day, Republican Day. Similarly, whole body of the campus also participates in the different rallies organized by the different local governmental bodies.

This location is badly affected by the devastating earthquake of 2015. Both the lecturers and students contributed in helping injured people, providing psycho-social activities and helping them for treatment. Likewise, as a community college of the mountainous region, the Management Committee has formed in every three years from the different areas of personality. The campus has planned to increase the numbers of permanent members in the assembly. In every year, the numbers from society take the membership for college assembly. In 2066, the campus organized "Mahayagyna Saptaha" in which public had contributed a noticeable amount to run the campus and its programmes. They provided both cash and land to the campus. In the coming days, campus has planned to send up qualitative graduates who will serve as a good manpower in the different field of society. As the wings of Youth Red Cross circle, campus mobilizes the students in sanitation programs in the bazaar areas. In the district, a lot of NGOs and INGOs are working in the different areas. When they open the vacancies at that time campus collect the notices or advertisements and encourage the students to apply for the different posts.

CMC has 748 life members and 200 general members. Recently, Campus Management Committee has made a plan to increase its general memberships. so it has planned to increase the general membership up to 500 memberships.

Issues and Challenges

Short Term Challenges

- Increasing enrolment of the students.
- Orientation on existing problems of the campus to the community.
- Conducting Master Degree Program
- Increasing number of books in library.
- Library automation and promotion.
- Promoting computer lab.
- Establishment of play ground.

Long Term Challenges

- Construction of hostel
- Construction of quarter for staffs.
- Maintaining compound wall.
- Teacher's grading and permanency.

Mitigation Measures Taken to Address the Issues and Meet the Challenges

The campus is applying different mitigation measures in order to address the issues and meet the challenges of the campus. They are as follows:

- Conducting different campaign program to increase the enrolment of the students in the coverage area of the campus.
- Conducting awareness program on existing problems of the campus to the community.
- Consulting with stakeholders of the campus to run the master degree program.

- The computer lab with Wi-Fi connection has been established.
- Consulting with stakeholders to make the play ground for the students.

Plan for Addressing the Issues and Challenges

The campus is making plans to address the issues and challenges of the campus. Constructing hostel is one of the major challenges of the campus. The campus is going to submit the proposal in District Development Committee and other sectors to construct the hostel in the campus. Likewise, constructing of quarter for staffs is another challenge of the campus. Because of the devastating earthquake of 2014 there is the shortage of accommodation to the lecturers of the college. Therefore, it is highly required to construct the quarter for staffs but the college does not have sufficient fund so the college is searching the donation for the establishment of quarter for staffs. Because of the massive earthquake of 2015 the compound wall of the campus has been damaged so it is required to maintain as soon as possible. For this the campus is consulting with the stakeholders of the campus. Teacher's grading and permanency is another challenges of the college. There is the excessive trend of teachers drop out because of the feeling of unsecure which has directly affected in the teaching learning activities of the students. So, it is highly required to initiate teacher's grading and permanency. For this campus has formulated one committee which is working out as per the rules and regulations of TU.

Annual Work Plan and Budget Allocation
Fiscal Year 2075/076

S.N.	Planned Activities	Duration		Budget Allocation	Responsible Unit/Person	Remarks (approved by CMC- 'Yes' and if not - 'No')
		Starting Date	Completion Date			
1	M.ED. Program	12075.4.1	2076.7.29	700000	CC, CMC	Yes
2	Library Promotion	During Year		500000	CC, CMC	Yes
3	Science Lab Promotion	During Year		400000	CC, CMC	Yes
4	Scholarships and Financial Support	2075.8.1	2076.3.29	300000	CC, CMC	Yes
5	Instructional Materials	2075.5.1	2076.3.29	100000	CC, CMC	Yes
6	Play Ground Construction	2075.9.28	2076.3.30	5000000	CC, CMC	Yes
7	Compound wall Construction	2075-10.1	2076-.3.30	1500000	CC, CMC	Yes
8	Audience Stage Construction	2075-10.1	2076-.3.30	1500000	CC, CMC	Yes
9	ICT Equipment	2075.4.1	2076.3.29	150000	CC, CMC	Yes
10	LCD Projector Purchase	2075.5.1	2075.7.29	100000	CC, CMC	Yes
11	Extra/Co-curricular activities	2075.4.1	2076.3.29	100000	CC, CMC	Yes
12	Advertisement and Journal	2075.5.1	2075.8.29	100000	CC, CMC	Yes
13	Awareness Programme	During Year		100000	CC, CMC	Yes
14	Active Teaching (ATL)	2075.9.1	2076.10.29	200000	CC, CMC	Yes
			Total	10750000		

Annual Work Plan and Budget Allocation

Fiscal Year 2076/077

S.N.	Planned Activities	Duration		Budget Allocation	Responsible Unit/Person	Remarks (approved by CMC- 'Yes' and if not - 'No')
		Starting Date	Completion Date			
1	M.B.S. Program	2076.4.1	2076.7.29	600000	CC, CMC	Yes
2	Library Promotion	During Year		500000	CC, CMC	Yes
3	Science Lab Promotion	During Year		500000	CC, CMC	Yes
4	Scholarships and Financial	2076.8.1	2077.3.29	350000	CC, CMC	Yes
5	Instructional Materials	2076.5.1	2077.3.29	200000	CC, CMC	Yes
6	Field Trip	2076.8.1	2076.8.29	250000	CC, CMC	Yes
7	Research and Seminar	2076.4.1	2077.3.29	150000	CC, CMC	Yes
8	LCD Projector Purchase	2076.5.1	2077.7.29	100000	CC, CMC	Yes
9	Extra/Co-curricular activities	2076.4.1	2077.3.29	100000	CC, CMC	Yes
10	Advertisement and Journal	2076.5.1	2077.8.29	100000	CC, CMC	Yes
11	Awareness Programme	During Year		100000	CC, CMC	Yes
12	Active Teaching (ATL)	2076.9.1	2077.10.29	200000	CC, CMC	Yes
13	Website Update	2076.10.11	2076.12.25	300000	CC, CMC	Yes
			Total	3450000		

Annual Work Plan and Budget Allocation

Fiscal Year 2077/078

S.N.	Planned Activities	Duration		Budget Allocation	Responsible Unit/Person	Remarks (approved by CMC- 'Yes' and if not - 'No')
		Starting Date	Completion Date			
1	M.B.S. Program	2077.4.1	2078.7.29	800000	CC, CMC	Yes
2	Library Promotion	During Year		700000	CC, CMC	Yes
3	Science Lab Promotion	During Year		600000	CC, CMC	Yes
4	Scholarships and Financial	2077.8.1	2078.3.29	350000	CC, CMC	Yes
5	Instructional Materials	2077.5.1	2078.3.29	200000	CC, CMC	Yes
6	Field Trip	2077.8.1	2078.8.29	250000	CC, CMC	Yes
7	Research and Seminar	2077.4.1	2078.3.29	150000	CC, CMC	Yes
8	LCD Projector Purchase	2077.5.1	2078.7.29	100000	CC, CMC	Yes
9	Extra/Co-curricular activities	2077.4.1	2078.3.29	100000	CC, CMC	Yes
10	Advertisement and Journal	2077.5.1	2078.8.29	100000	CC, CMC	Yes
11	Awareness Programme	During Year		100000	CC, CMC	Yes
12	Active Teaching (ATL)	2077.9.1	2078.9.29	100000	CC, CMC	Yes
13	Website Update	2077.10.11	2078.11.25	300000	CC, CMC	Yes
		Total				