

Response Report On Policy and Procedures

Annex: Part One: Volume 1

(Criteria 1: Policy and Procedures)



Kathmandu Shiksha Campus
Chandragiri 10, Satungal Kathmandu

2022

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Annex 1. Revised five-year strategic plan (2077/078-081/082)

KSC has updated its Strategy Plan. Its has a separate file. It is attached in the annex part separately. The details of the document is available at www.ksc.edu.np .

Table1 : Strategy Plan Draft Committee

SN	Name	Post	Responsibility
1	Mr. Shatrughan Prasad Gupta	Campus Chief	QAA Focal Person
2	Mr. Basanta Kumar Baral	Member	Asst. Campus Chief
3	Mr. Guru Prasad Poudel	Member	Teacher
4	Mr. Bhim Prasad Sapkota	Member	Teacher
5	Ms. Minu Keshari Lama	Member	Admin. Officer

Table2. Strategy Plan Review Committee

SN	Name	Post
1.	Mr. Shatrughan Prasad Gupta	Campus Chief
2.	Mr. Basanta Kumar Baral	Member
3.	Mr. Guru Prasad Poudel	Member
4	Mr. Bhim Prasad Sapkota	Member

Annex 2. Working Procedures and TOR of IQAC

This is mentioned in the Integrated Guidelines.

काठमाडौं शिक्षा बहुमुखी क्याम्पस एकीकृत नियमावली संग्रह-२०७५



प्रकाशक:

एकीकृत नियमावली प्रकाशन समिति

अनुसन्धान व्यवस्थापन एकाई

काठमाडौं शिक्षा बहुमुखी क्याम्पस

यस संग्रहमा प्रकाशित नियमावली, विनियमावली, कार्यविधि तथा संलग्न अन्य दस्तावेजहरू विभिन्न मितिमा बसेको काठमाडौं शिक्षा क्याम्पसको क्याम्पस सञ्चालक समिति र क्याम्पस सभाको बैठकहरूबाट अनुमोदित क्याम्पसका निजी सम्पत्ति हुन ।

- सम्पादक मण्डल

काठमाडौं शिक्षा बहुमुखी क्याम्पस एकीकृत नियमावली - २०७९ / १

Introduction:

Internal Quality Assurance Committee (IQAC) is established according to the integrated regulations-2079 of Kathmandu Shiksha Campus (KSC) to ensure and promote the qualitative and holistic development of the Campus.

Purpose:

- To Step up the quality of education offered to the students by incorporating the use of technology along with implementation of effective teaching strategies.
- To assess the necessities of students by identifying their areas of weaknesses and strengths and planning effective remedial classes, guest lectures, workshops and seminars for them.
- To improve the infrastructure of the college.
- Seminars conducted by various Departments separately and in collaboration with other departments.
- Training programmes on soft skills, Personality Development, yoga, sports for students conducted by the College to help in their curricular work as well as to prepare them to face interviews for Placement, SEBI's seminar on certificate courses in finance; LIC's job opportunities in insurance, skill solutions on medical transcriptions were also conducted.

QAA at Glance

Functions: Some of the major functions of the IQAC at KSC are:

- Development and application of quality benchmarks/parameters for various academic and administrative activities of the Campus.
- Facilitating the creation of a learner-centric environment conducive to quality education and faculty maturation to adopt the required knowledge and technology for participatory teaching and learning process.
- Arrangement for feedback response from students, parents and other stakeholders on quality-related institutional processes.
- Dissemination of information on various quality parameters of higher education
- Organization of inter and intra institutional workshops, seminars on quality related themes and promotion of quality circles.
- Documentation of the various programmes/activities leading to quality improvement.
- Acting as a nodal agency of the Institution for coordinating quality-related activities, including adoption and dissemination of best practices.
- Development and maintenance of institutional database through EMIS for the purpose of maintaining /enhancing the institutional quality.
- Development of Quality Culture in the institution.

- Preparation of the Annual Quality Assurance Report (AQAR) as per guidelines and parameters of KSMC, to be submitted to KSMC.

Strategies: IQAC shall evolve mechanisms and procedures for:

- Ensuring timely, efficient and progressive performance of academic, administrative and financial tasks
- The relevance and quality of academic and research programmes
- Equitable access to and affordability of academic programmes for various sections of society
- Optimization and integration of modern methods of teaching and learning
- The credibility of evaluation procedures
- Ensuring the adequacy, maintenance and functioning of the support structure and services
- Research sharing and networking with other institutions all over the country and abroad

Benefits: It is assumed that following benefits will be achieved if the IQAC will functioning strategically:

- IQAC devises strategies to ensure clarity and focus in institutional functioning towards quality enhancement.
- It promotes the internalization of the quality culture.
- It strengthens the democratic and inclusive practices towards the holistic development of the Campus and provides a sound basis for decision-making to improve institutional functioning.
- It builds an organized methodology of documentation and internal communication.

IQAC Plan for Academic Year 2080/81

For the appropriate functioning, implementation and achievement of the above listed working strategies and benefits of the IQAC, IQAC of KSMC has developed an IQAC Plan for the academic year 2080/81 which is presented as follows:

Table 1. IQAC Annual Plan & Program-2080/2081

Months	I st Week	II nd Week	III rd Week	IV th Week
Baishakh 2080	Integrated Meeting with Officials and staffs, HODs, RMC for the formation of Annual Plan and Programs of IQAC.	Disseminations of Plan and Programs of IQAC with the stakeholders Meeting with Examination Committee	Meeting with Internal Audit Committee and Account, Admin staffs	Integrated Meeting with Departments
Jestha 2080	Meeting with Subject Committee Coordinators	Meeting with Faculties of Education Department	Motivational Training for Faculties and Staff	Meeting with Examination Committee
Asar 2080	Meeting with Executive Committee	Interaction with Parents and Teacher Staffs	Meeting with Non-teaching Staff	Meeting with RMC
Shrawan 2080			Meeting with Building	Meeting with Job Placement

			Construction Committee	and Counselling Committee
Bhadra 2080	Meeting with Examination Committee	Meeting with HODs	Meeting with Subject Committee Coordinators	Meeting with Health Club
Ashoj 2080	Meeting with Internal Audit Committee of Account and Administration	Meeting with Teacher staff Selection Committee	Meeting with ECA Committee	Interaction with Parents, Teacher and Staffs
Kartik 2080	Meeting with Tracer Study Team	Meeting with CMC	Meeting with Eco Club	Meeting with Non-teaching Staff
Mansir 2080	Meeting with HODs	Meeting with Teacher staff selection Committee	Meeting with RMC	Joint Meeting with Executive Committee, HODs and CMC
Poush 2080	Meeting with Subject Committee Coordinators	Interaction with Parents and Teacher Staffs	Guidance and Counselling Interaction	Meeting with Examination Committee
Magh 2080	Meeting with Faculties	Celebration of Campus Day and Releasing the annual activities of IQAC	Meeting with Health Club	Meeting with Examination Committee
Falgun 2080	Meeting with RMC	Meeting with Campus chiefs and Executive Committee members	Meeting with Library Committee	Meeting with Job Placement and Counselling Committee
Chaitra 2080	Meeting with ECA Committee	Meeting with Non-teaching/Administrative Staff	Meeting with Faculties of Management Department	Preparation of the Annual Progress report

Annex 4. Minutes of IQAC

(आज मिति २०६९।०३।१९ गते यत्र डा. कान्छा शिक्षा क्याम्पसको IQAC को बैठक सम्पन्न भयो। बैठकको अध्यक्षता श्री वसन्तकुमार बालको अध्यक्षतामा कियो। उक्त बैठकको उपस्थिति र निर्णयहरू यत्र पुष्प छैन।

उपस्थिति:	हस्तक्षर:
१. श्री वसन्तकुमार बाल (संयोजक)	
२. श्री सुरज कुमार विश्व (सदस्य)	
३. श्री अरवि देवदत्त (सदस्य)	
४. श्री श्रीम पुष्पशंकर (सदस्य)	
५. श्री दिलीपराज वैद्य (सदस्य)	
६. श्री भीम पुलाह सापका (सदस्य)	
७. श्री इन्दिरा शर्मा (सदस्य)	
८. श्री मिश्रेश्वर शर्मा (सदस्य)	

निर्णय नं. १. शिक्षा शास्त्र विभागात् अनुमोदनशालासि सिपारिस गर्दै कार्यको सम. ए. तह तैयार गर्ने निर्णयको अन्तर्गत मूलाङ्कनको प्रालम्भिक अनुमोदन गरियो। कार्यको उक्त अनुमोदनको प्रालम्भिक एवं प्रति छात्रोत्पत्ति परीक्षा आगाममा शाला र सञ्चालन छुट्टि २०६९।०३।२० गते भित्र डीन कार्यालयको परिपत्रको माध्यमबाट शिक्षा शास्त्र संकायको डीनको कार्यालयमा पठाई आगाममा लागि परीक्षा समितिलाई अनुरोध गर्ने।

निर्णय नं. २. सम. ए. तह सेमेस्टर प्रणालीको तैयारी अन्तर्गत २०७९।०३।२९ को विद्यार्थीको शोध कार्यलेख्य अभिलेखिकरण कार्यक्रमको मिति २०६९।०३।२९, ३० र ३१ गते जारी तिन दिन सुनिश्चित दिन दुई दिनको दरले सञ्चालन गर्ने सो को लागि पहिलो दिनका दुई सत्र पहिलो सत्र प्रशासनिक अभिलेखिकरण र दोस्रो सत्र साक्षात्कार वा (Overall) सत्रको रुपमा सञ्चालन गर्ने दोस्रो र तेस्रो दिनका लागि सम्बन्धित विभाग र विषय समितिलाई विज्ञापनको माध्यमबाट सञ्चालन गर्ने र विज्ञापनको माध्यमबाट सञ्चालन गर्ने अनुरोध गर्ने।



Annex 5. Letter of appointment of student representatives in IQAC



च.नं.
प.सं. ९०/०६९/८०
वर्ष

“गुणात्मक शिक्षाका लागि शिक्षक प्रशिक्षण”
काठमाडौं शिक्षा क्याम्पस
KATHMANDU SHIKSHA CAMPUS

Chandragiri Municipality-10, Satungal
(त्रि.वि. र राष्ट्रिय परीक्षा बोर्डबाट सम्बन्धन प्राप्त सामुदायिक क्याम्पस)



मिति : २०८०/०९/२९

श्री यूवक दाहाल
काठमाडौं शिक्षा क्याम्पस
सतुङ्गल, काठमाडौं ।

विषय : नियुक्ति सम्बन्धमा

उपरोक्त सम्बन्धमा यस क्याम्पसको आन्तरिक शैक्षिक गतिविधिको प्रवर्द्धन तथा त्यसको गुणस्तर सुनिश्चितता सम्बन्धी काम गर्ने गठित क्याम्पसको आन्तरिक सुनिश्चितता समिति IQAC मा तपाईंलाई विद्यार्थी प्रतिनिधिको रूपमा मनोनयन गरिएको छ ।

IQAC मा विद्यार्थी प्रतिनिधि मा मनोनयन हुनुभएकोमा हार्दिक बधाई छ । IQAC मा तपाईंको मनोनयनले क्याम्पसको आन्तरिक गुणस्तर प्रवर्द्धनमा ठोस टेवा पुग्ने विश्वास व्यक्त गर्दछु ।

वोद्यार्थ :

१. श्री प्रशासन
२. श्री लेखाशाखा प्रशासन

शम्भु प्रसाद गुप्ता
क्याम्पस प्रमुख

Annex 6. Academic audit report of 2078/79

The details of the report has attached separately at www.ksc.edu.np

**ACADEMIC AND ADMINISTRATIVE AUDIT
(AAA)- 2078-79**



**An Audit
Report on
the
for the year 2078/79 of
Kathmandu Shiksha Campus
Chandragiri Municipality-
10, Satungal
Date –October 30, 2022**

काठमाडौं शिक्षा बहुमुखी क्याम्पस

एकीकृत नियमावली संग्रह-२०७९



प्रकाशक:

एकीकृत नियमावली प्रकाशन समिति
अनुसन्धान व्यवस्थापन एकाई
काठमाडौं शिक्षा बहुमुखी क्याम्पस

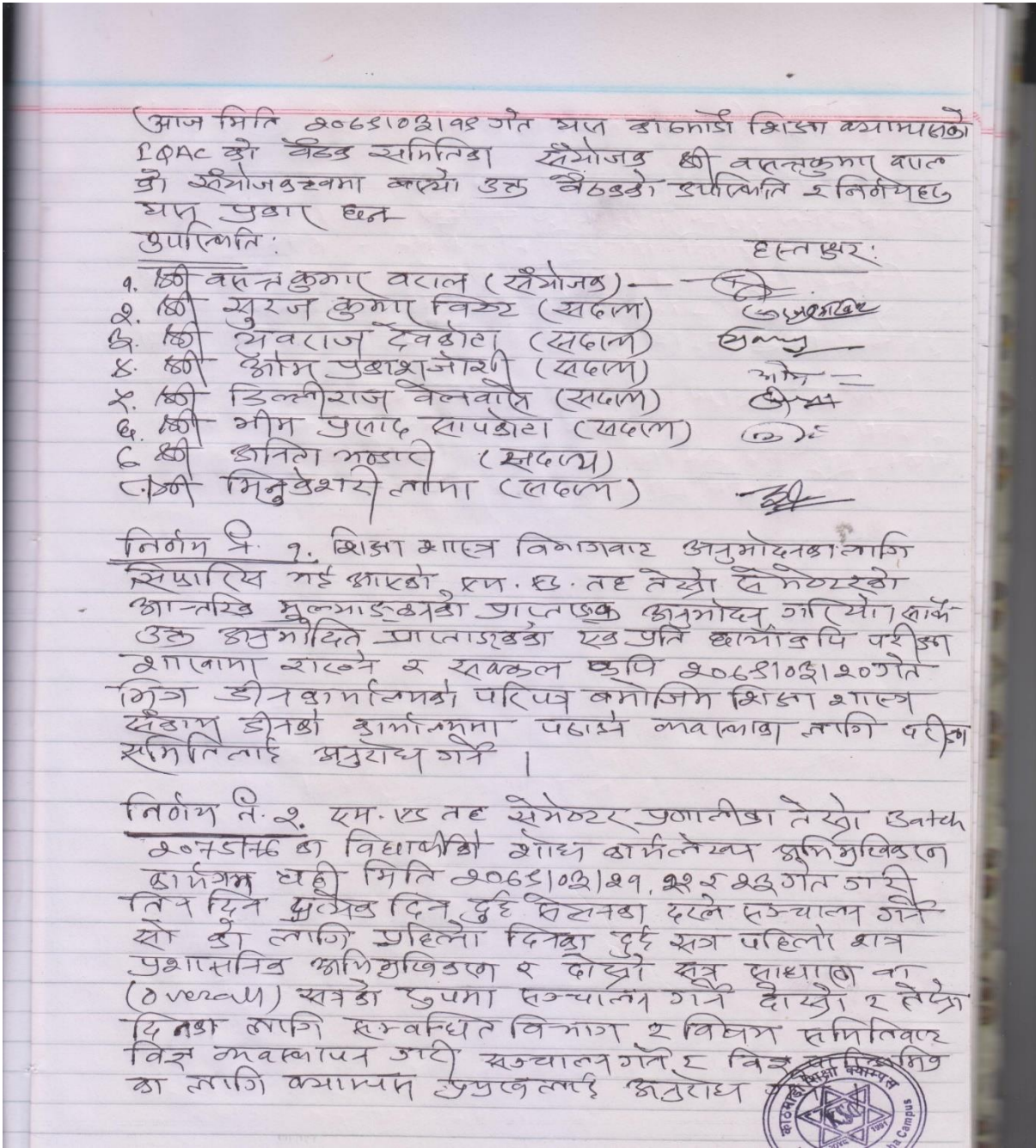
यस संग्रहमा प्रकाशित नियमावली, विनियमावली, कार्यविधि तथा संलग्न अन्य दस्तावेजहरू विभिन्न मितिमा बसेको काठमाडौं शिक्षा क्याम्पसको क्याम्पस सञ्चालक समिति र क्याम्पस सभाको बैठकहरूबाट अनुमोदित क्याम्पसका निजी सम्पत्ति हुन ।

- सम्पादक मण्डल

Annex 9. Working Procedures and TOR of IQAC

(See in Integrated Book of Policy and Procedures) available at www.ksc.edu.np

Annex 10. Minutes of IQAC Meetings



Annex 11. Academic audit report 2078/79

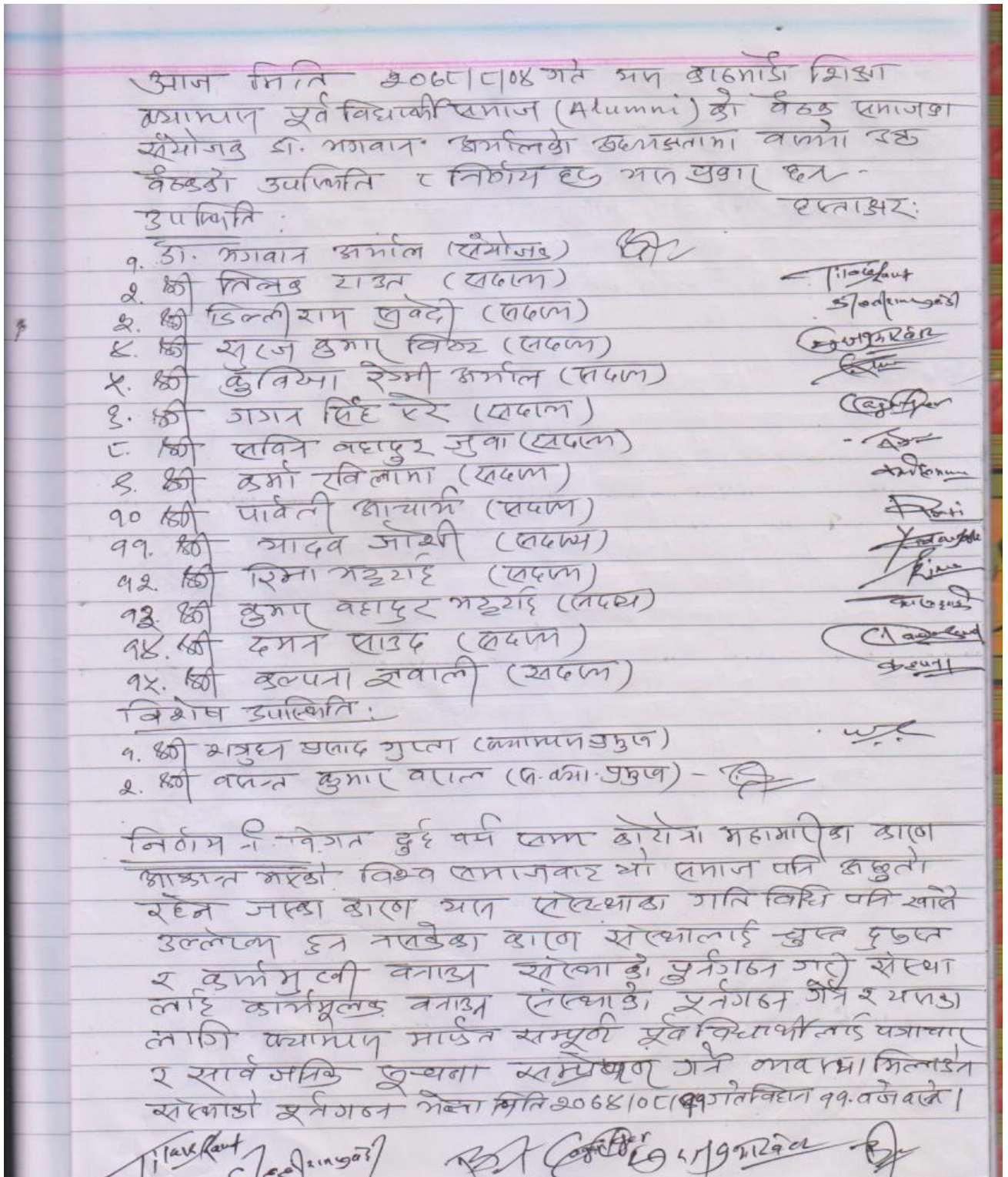
This report is available at www.ksc.edu.np

Annex 12. Minutes Copy of Alumni Association

All the activities including the minutes of the Alumni Association are available at www.ksc.edu.np

Annex 13. Room Allocation for alumni

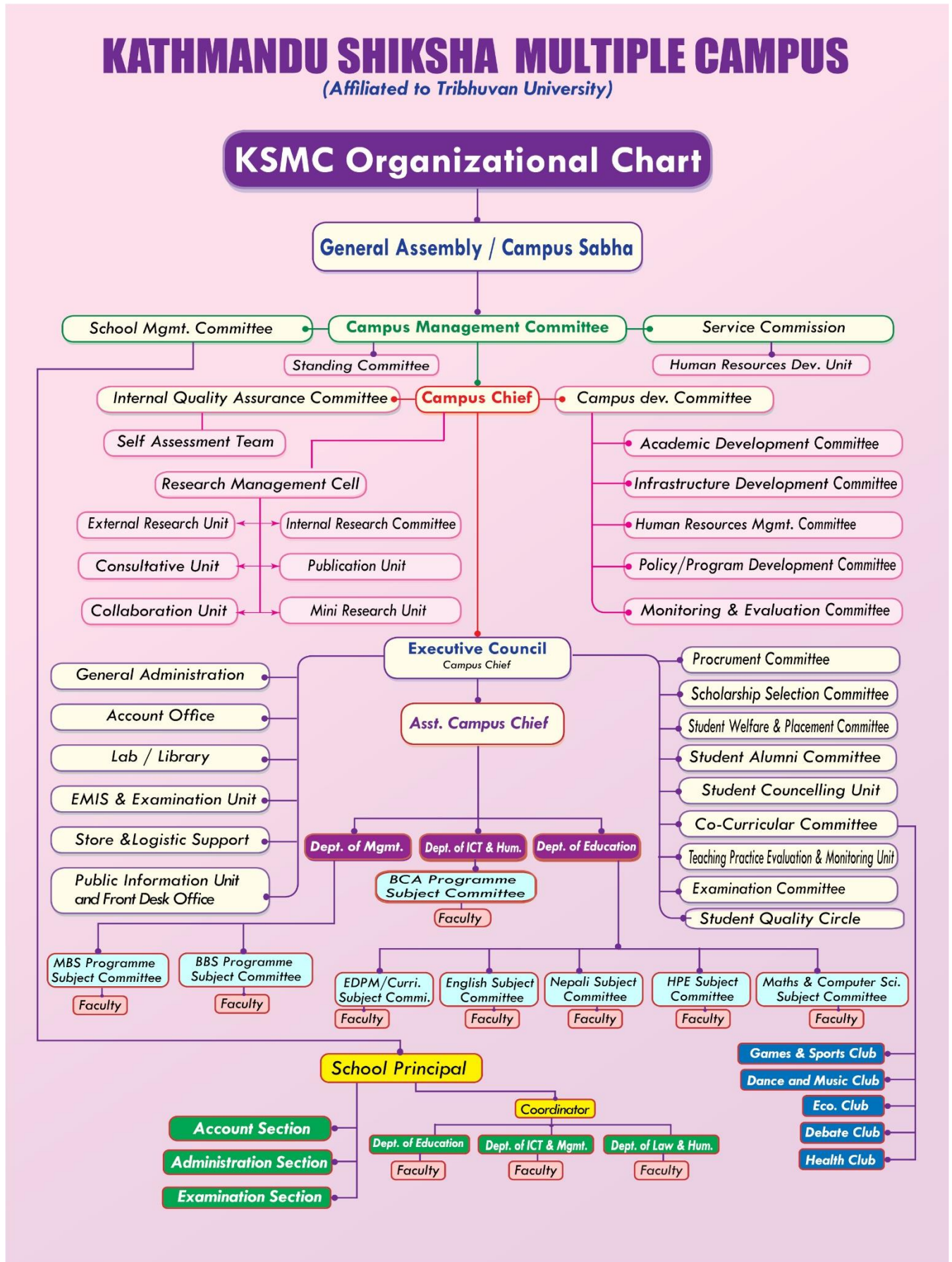
Currently, KSC is in the phase of construction. Due to the unavailability of the sufficient separate room official rooms, It has not been provided separately. Although an attempt has been made to provide the rooms for the Alumni Association.



Annex 14. The formation of Alumni Association

KSC has formed the alumni Association as per Campus regulations. It is governed by separate bylaws. See www.ksc.edu.np

Annex 15 and 16. The Organisational Structure of KSC and its photoes



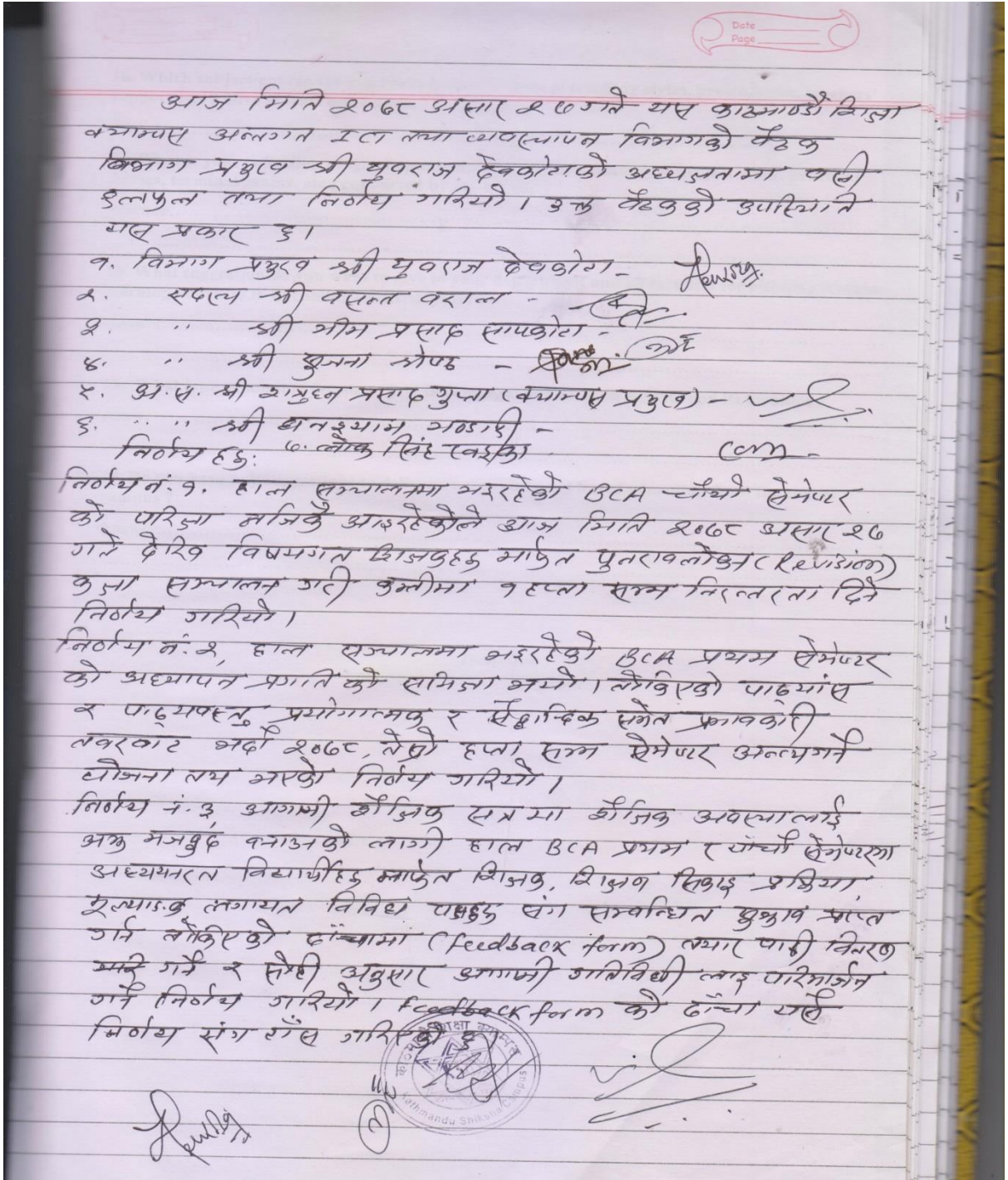
Annex 17. Minutes of the Departments

KSC has three departments. They are as follows:

1. Department of ICT and Humanities
2. Department of Management
3. Department of Education and Social Sciences

Each department has a separate room with full furnished and well equipped reference library.

Departments are functional and each has a separate minutes book not only in form but in substance.



आज मिति २०६९/०३/१२ गते धन द्वाकाको शिक्षा क्याम्पस
अर्न्तगत शिक्षा शास्त्र खंडाको विभागीय बैठक विभागाडा
पुपुल र्नी आफ्नै पुकांश जोशीको अध्यक्षतामा बलेो ।
उक्त बैठकको उपलिति र निर्णय हुनु भए पछि
उपलिति हस्ताक्षर:

- १. श्री आफ्नै पुकांश जोशी (अध्यक्ष) Adhary
- २. श्री बालन कुमार बाल (वि.सदस्य) —
- ३. श्री सुरज कुमार विश्व (वि.सदस्य)
- ४. श्री धनशमान मजारी (वि.सदस्य)
- ५. श्री शिवराज मड (वि.सदस्य) Shivraj
- ६. श्री धवण कुमार मजरा (वि.सदस्य)
- ७. श्री शाफा पोख्रेल (वि.सदस्य)
- ८. श्री शाफा क्षेत्री (वि.सदस्य)
- ९. श्री हरिकृष्ण शालेभगर (वि.सदस्य) Harikrishna
- १०. श्री यजु आचार्य (वि.सदस्य)
- ११. श्री युवर्णा खनाल (वि.सदस्य) Subarna
- १२. श्री सुभा लामिछाने (वि.सदस्य)

निर्णय नं. १. शिक्षकहरुको सुल्पाइव गर्ने आएको र्ना.
१९. तह तैय्यो गर्नेहरु Batch २०७६ को आन्तरिक सुल्पा-
इकाको सुल्पाइव अनुमोदन गरी सो को सुल्पाइव कपि
शिक्षा शास्त्र खंडाको डीनको उपनिवममा पहाइने गवल्पाडा
लगाि १००० र परीक्षा तथा पुकांशलाई इपुरोय गर्ने ।

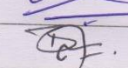
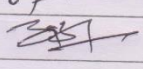
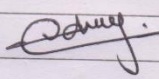
निर्णय नं. २ ४ वटा वि.स. तहमा अध्यापन विधापीडा
तैय्यो बसेको भौगर्जी शिक्षा, स्वास्थ्य तथा शारीरिक शिक्षा
जन्तरोल्पा शिक्षा सुल तथा मानव विद्यु र Maths सुल
विद्युको पुकांशमाउ परीक्षा घरी मिति २०६९/०३/२०
गते देखि सन्ध्यालय गते र सो का लागि सम्बन्धित
विधापी सम्पुर्का सन्धि पुकांशलाई इपुरोय
गने ।



आज मिति २०६९।०४।१९ गते धन क्याम्पसको व्यवस्थापन सँसलको विभागीय बैठक विभागीय उपमुख्य श्री डिल्लीराज वैलवासैको अध्यक्षतामा बस्यो । उक्त बैठकको उपस्थिति र निर्णय धन पृष्ठा ६ ।

उपस्थिति

हस्ताक्षर

१. श्री डिल्लीराज वैलवासै (वि. उपमुख्य)
२. श्री शत्रुघ्न प्रसाद गुप्ता (क्या. उपमुख्य)
३. श्री वल्लभ कुमार खराल (श. क्या. उपमुख्य) - 
४. श्री सुरज कुमार विष्ट (बालरूप संयोजक) 
५. श्री भाग्यशंकर शर्मा (MBS बालरूप संयोजक)
६. श्री शोभा प्रकाश जोशी (वि. उपमुख्य शिक्षाशास्त्र) 
- ७.

निर्णय नं. १. B.B.S. चौथो वर्षको उक्षा सञ्चालन Online + Physicall Blended mode माह सञ्चाल्य गर्ने । उक्षा सञ्चालन २०६९।०५।१९ गते देखि सुरु गरिने ।

निर्णय नं. २. B.B.S. तैयरी २ चौथो वर्षको प्रति कोष १०० युनिटको बराबर छद्ममापन गरेकापत पारिष्कमिड रु. १५,०००/- (पँचस्र हजार मात्र) क्याम्पसको उपलब्ध गराइने ।

निर्णय नं. ३. क्याम्पसको व्यवस्थापन सेवानुसारी उपमुख्य श्री डिल्लीराज वैलवासै र शिक्षा शास्त्र विभागाका विभागीय उपमुख्य श्री शोभा प्रकाश जोशी लाई १३ पिस्किड (दुईवटा विकय) छुट्टार काटेर २ रोडो क्याम्पसको आधारभूत तन्त्रमात्रको १३.२ (साँड १३ मरिना) पारिष्कमिड उपलब्ध गराइने । साथै उहाँहरूको विभागीय उपमुख्य नियुक्ति कुं नियुक्ति पत्र २०६९।०४।१९ गते देखि लागू हुने गरी नियुक्ति पत्र उपलब्ध गराइने ।

निर्णय नं. ४. हाम्रो प्रकाशित B.C.A 1st Semester को नतिजाको शान प्रतिशान विद्यार्थी उत्तीर्ण गराउन लफल शिक्षकहरूलाई प्रोत्साहन स्वरुप देहायका नियुक्ति पत्र लाई देहायपुसा प्रोत्साहन रकमद्वारा सम्मानित गर्ने निर्णय गरिने ।



गरिष्ठे ह्ये ।

निर्णय नं. ८. क्याम्पसको संशुद्धि नियमावली स्वीकृत गरियो ।
शुद्धि नियमावली २०० प्रति दरिद्रता लागि आवश्यक जवाफा
मिलाउने

निर्णय नं. ९. चन्द्रागिरि नगरपालिका वडा नं. १० वाट क्याम्पसको
सहायता जडानका लागि जम्मा १० घान भित्रै पंङ्खा उपलब्ध
गराउनु भएकामा वडा नं. १० का वडा अध्यक्ष लगायत चन्द्रागिरि
नगरपालिका वडा नं. १० परिवारलाई हाकिम धन्यवाद स्थापन
गर्ने निर्णय गरियो ।

निर्णय नं. १०. विश्व विद्यालय अनुदान आयोगबाट उपदान हेर
QAA का लागि PRT वडि का समूहमा उक्त वडि का
Leader प्रो. डा. मन प्रसाद वाग्ले ले दिनुभएको सुझाव
वमोजिम क्याम्पसको अग्रभागमा निर्माण गराईको प्रशासिक
तथा पुस्तकालय भवनको पहिलो र दोस्रो तल्ला सम्पन्न
हुने बित्तिकै पुस्तकालय र क्याम्पसको चर्मेना गृहलाई
सुधारान्तरण गर्ने ।

निर्णय नं. ११. QAA प्रालिका लागि कुसाकोटामा Multi-
Media प्रोजेक्ट जडान गर्ने दिइएको सुझाव कार्यान्वयनका
लागि चन्द्रागिरि नगरपालिकालाई अनुरोध गर्ने र तल्लाका
लागि इतिप्रावश्यक देखिएका वडा कोठाका लागि जम्मा
तिन भन्ने MultiMedia प्रोजेक्ट शरिद्ध गर्ने ।

निर्णय नं. १२. विश्व विद्यालय अनुदान आयोगबाट उपदान हेर
QAA का लागि समूह क्याम्पसको PRT का Team leader
काट उपदान सुझावको कार्यान्वयनका लागि क्याम्पसको Computer
Lab मा Computer भण्डारणका लागि आवश्यक कारिष्ठ जवाफा
पत्रका लागि श्री चन्द्रागिरि नगरपालिका सँग अनुरोध भएकै
र दो को निर्णय आदेशा साथ योजना सम्झौता गरी कार्यान्वयन
गर्ने ।

निर्णय नं. १३. क्याम्पसमा क्रियाशिल शैक्षणिक विभागका
ज्ञानिविधिलाई अक्षुण्ण दुरुक्ष र प्रभावकारी बनाउन विभागीय
योजना निर्माण तथा कार्यान्वयन, विभाग क्षर्तगतका वार्षिक
तथा अत्रान्त पटीकाका तनिजा विश्लेषण जस्ता कार्यहरू
गर्ने गराउनु क्याम्पस प्रमुख मार्फत विभागीय प्रमुखहरू
लाई निर्देशन दिने ।

निर्णय नं. १४. क्याम्पसको IQAC मार्फत पेशभएको शैक्षणिक
वर्ष २०७३/८० को वार्षिक प्रोजेक्टलाई सम्पन्न गरियो ।
साथै क्याम्पसको अग्रभागमा निर्माणधिन भवनको निर्माण

वेब नं. 9

DATE: _____

आज मिति २०६९/०३/३१ गते यस काठमाडौं जिल्ला क्याम्पसको पहलमा चन्द्रागिरि नगरपालिकामा सञ्चालित इटा भन्डा हटाउ अभियानको बैठक स्थानीय इतिभावक समाज सैनी ~~सैनी~~ क्याम्पसका सभा सचिव श्री मुकुन्द घिमिरेको अध्यक्षतामा बस्यो। उक्त बैठकको उपलक्षित निर्णय यस प्रकार छन् -

उपस्थिति :


हस्ताक्षर :

१. श्री मुकुन्द घिमिरे (अध्यक्ष) इतिभावक *Mukund*
२. श्री रामकृष्ण अधिकारी (उपाध्यक्ष) इतिभावक
३. श्री अश्विन शिरोडारी (सचिव) इतिभावक *Ashwin*
४. श्री शंकर बहादुर शर्मा (सदस्य) इतिभावक
५. श्री सदन शर्मा (सदस्य) इतिभावक *Sadan*
६. श्री दान बहादुर महर्जन (सदस्य) इतिभावक
७. श्री जगन्नाथ महर्जन (सदस्य) इतिभावक
८. श्री शत्रुघ्न प्रसाद गुप्ता (क्याम्पस प्रमुख)
९. श्री वसन्त कुमारी (सदस्य क्याम्पस प्रमुख) *Vasant*

निर्णय नं. १. क्याम्पसको इटा भन्डाको प्रदूषणका कारण स्थानीय बसोबास र क्याम्पसको पढ्न पाठनमा समेत प्रतिकूल असर परेको कारण त्यस्ता प्रदूषण गर्ने इटा भन्डा हटाउनुको लागि इटा भन्डा ~~हटाउनु~~ उपलक्षित मूलसदस्य समितिको बैठक आगामी २०६९/०४/०६ गते शनिवार विहान ९:०० बजे क्याम्पसको सभाहलमा बस्ने।

निर्णय नं. २. काठमाडौं जिल्ला निर्वाचन क्षेत्र नं. १० को ~~निर्वाचन~~ ~~वडा नं. १०~~ सञ्चालित इटा भन्डा इतिभावकहरूको सन्धिमतमा मूल सदस्य समिति मार्फत इटा भन्डा हटाउने अभियान सञ्चालन गर्ने।

Mukund *Ashwin* *Sadan* *Vasant*



आज मिति २०६९/०४/०६ गते इत्यग्रहा पिडीत मूल सदस्य समितिको आयोजना र बाबमाडा डिङ्ग क्याम्पसको सहयोगमा आयोजित इत्यग्रहा पिडीत मूल सदस्य समिति र पिडीत क्षमिभावकहरूको बैठक सम्पन्न प्रपुषण नियन्त्रणमा नागरिकको भूमिका विषयबन्त कार्यक्रमको आयोजना हेदायनुया र हेको छ ।

उपस्थिति : सम्पूर्ड नै हस्ताक्षर

कृ. वि. नाथ घर

१. श्री मुकुन्द प्रसाद घिमिरे (सदस्य/अभिभावक)
२. श्री रामकृष्ण अधिकारी (उपाध्यक्ष/अभिभावक)
३. श्री अच्युत अधिकारी (सचिव/अभिभावक)
४. श्री शिवर वहादुर खड्का (सदस्य/अभिभावक)
५. श्री सुदन खड्का (सदस्य/अभिभावक) *55922209*
६. श्री दानवहादुर महर्जन (सदस्य/अभिभावक)
७. श्री जगन्नाथ महर्जन (सदस्य/अभिभावक)
८. श्री बाबुदेन उलाह गुप्ता (वि. वि. प्रमुख) - ९८२११२२१४८ - *W*
९. श्री वसन्त कुमा (बाल वि. वि. प्रमुख) - ९८४१२३२३९९ - *W*
१०. राजेन्द्र लामिछाने (वि. वि. प्रमुख) - १४५१०५११५ - *W*
११. रामकृष्ण अधिकारी (सदस्य/अभिभावक) ९८४५६६६०० - *W*
१२. युद्ध प्रसाद पुन्नी ९८२१२२३३४४ - *209*
१३. मङ्गल महर्जन - ९८४१४२३६८१ - *W*
१४. राम कृष्ण महर्जन ९८२१०९६०८६ - *W*
१५. शशा कुम्हार अधिकारी ९८२११११११३ - *W*
१६. राजेन्द्र जंग शिवा १४५१०५६६४११ - *W*
१७. चरित्र वा. खड्का १४५१०६७१२० - *W*
१८. रत्न नारायण सापकाठा ९८४६१८९९२२ - *W*
१९. तुलसीराम शर्मा ९८४१४३५६६९ - *W*
२०. तुलसीराम पाठ ९८५१०३०३३० - *W*
२१. सुदन खड्का मोहन तामाङ ९८२१२२२१०९ - *W*
२२. विपद लाल कायल १४५११४५५६ - *W*
२३. राजेन्द्र महर्जन ९६६४४८९८६ - *W*



Annex 20. Decision for providing scholarship to the students A Committee minutes of the Scholarship Selection committee are as follows

आज मिति २०७९-०७-२७ गते यस क्याम्पसको छात्रवृत्ति वितरण समितिको बैठक क्याम्पस प्रमुख तथा छात्रवृत्ति समितिको संयोजक श्री अजुइन प्रसाद गुप्ताको अध्यक्षतामा बस्यो उक्त बैठकको उपस्थिति र निर्णयहरू यस प्रकार छन् :-

उपस्थिति	हस्ताक्षर :
१) श्री अजुइन प्रसाद गुप्ता (संयोजक)	<i>[Signature]</i>
२) श्री जैश्री प्रसाद दुबाडी (सह-संयोजक)	<i>[Signature]</i>
३) श्री दिग्विजय राज बलवाने (सदस्य)	<i>[Signature]</i>
४) श्री अमर प्रकाश जोशी (सदस्य)	<i>[Signature]</i>
५) श्री सुबराज देवकोटा (सदस्य)	<i>[Signature]</i>
६) श्री सुबराज यहल (विद्यार्थी प्रतिनिधि)	<i>[Signature]</i>
७) श्री बसन्त कुमार बराल (सदस्य सचिव)	<i>[Signature]</i>

निर्णय नं. ५ यस क्याम्पसको कक्षा ११, १२ र १३ तर्फ तृतीय वर्षको प्रथम त्रैमासिक स्वयं B.C.A तृतीय सेमेस्टर र सातौं सेमेस्टर र १३ तर्फ प्रथम वर्षको प्रथम परीक्षामा उत्कृष्ट नतिजा सहित प्रथम स्थिति र तृतीय स्थान हासिल गर्ने सफल तपस्वि विद्यार्थीहरूको कक्षा अनुसार छात्रवृत्ति उपलब्ध गराउने निर्णय गरियो।

(क) कक्षा ११ व्यवस्थापन तर्फ :

- सुधाना जोशी - प्रथम (१९०) छात्रवृत्ति रु. ३०००/-
- किरण कुन्ड - द्वितीय (१८१) छात्रवृत्ति रु. २०००/-
- संजिता तामड र श्रीया पोखरेल (१७९) जनरल रु. १०००/-

सचिव

क) वि. वि. ए. तर्क (B.C.A.) तेले सेमेस्टर

- उषा जोतामे प्रथम (235) द्वाप्रवृत्ति रु. 3000/-
- मिराज बजाचाय द्वितीय (227) द्वाप्रवृत्ति रु. 2000/-
- रेजिना खनाल तृतीय (222) द्वाप्रवृत्ति रु. 1000/-

आर्तो सेमेस्टर तर्क:

- अरिता पाण्डे प्रथम (148) द्वाप्रवृत्ति रकम रु. 3000/-
- सिता इयनी द्वितीय (143) द्वाप्रवृत्ति रु. 2000/-
- विक्रम विशवन्मा तृतीय (124) द्वाप्रवृत्ति रु. 1000/-

निर्णय नं. 2 वि. वि. ए. प्रथम सेमेस्टर र पांचे सेमेस्टरमा त्रि. वि. द्वारा लिइएका सत्रान्त परीक्षामा ब्याचपस टप जाने समस्त प्रथम सेमेस्टर तर्क पुस्तक बाहाल र पांचे सेमेस्टर तर्क रचना गिरी लाई जनही रु. 5000/- द्वाप्रवृत्ति द्वारा सम्मान गर्ने निर्णय गरियो।

निर्णय नं. 3. वि. वि. ए. प्रथम सेमेस्टर - 2078 मा आन्तरिक परीक्षा (Mid-Term) प्रथम, द्वितीय, तृतीय स्थान हासिल गर्ने समस्त तपसिलुका विद्यार्थी एम. एडि देहाय अनुहार द्वाप्रवृत्ति प्रदान गर्ने।

Mid-Term तर्क

- लक्ष्मण कान्वा प्रथम - द्वाप्रवृत्ति रु. 3000/-
- रमण मगर द्वितीय - द्वाप्रवृत्ति रु. 2000/-
- पान्डी श्रेष्ठ र सुश्रिय श्रेष्ठ तृतीय द्वाप्रवृत्ति रु. 1000/-

प्रि-वोर्ड तर्क: 4.

- रमण मगर प्रथम द्वाप्रवृत्ति रु. 3000/-
- गोविन्द वि. क. द्वितीय द्वाप्रवृत्ति रु. 2000/-
- सुश्रिय श्रेष्ठ तृतीय द्वाप्रवृत्ति रु. 1000/-

व.सि.र. १९९९ सेमेस्टर प्रि.वॉर्ड तर्क:

- तसिता इयानी प्रथम द्वाजसूक्ति क. 3000 ₹
- सरिता पाण्डे द्वितीय द्वाजसूक्ति क. 2000 ₹
- विक्रम विश्वलभा तृतीय द्वाजसूक्ति क. 1000 ₹

वि.सि.र. दोलो सेमेस्टर प्रि.वॉर्ड तर्क:

- सुनील पुन मंगर प्रथम द्वाजसूक्ति क. 3000 ₹
- सौरभा मणि सहजान द्वितीय द्वाजसूक्ति क. 2000 ₹
- उसा जोताभे तृतीय द्वाजसूक्ति क. 1000 ₹

~~सुनील पुन मंगर~~

~~सौरभा मणि~~

(साज मिति २०६५।०९।२३ गते झल कान्छाई विद्या क्याम्पस
को छात्र प्रतिवितरण समिति को बैठक क्याम्पस प्रमुख
की शत्रुघ्न प्रसाद गुलाडी अध्यक्षतामा कक्षमा उक्त
बैठको उपस्थिति र निर्णय यल पुढा छ-

उपस्थिति :

हस्ताक्षर:

१. श्री शत्रुघ्न प्रसाद गुलाडी (सहस्रचक्र क्याम्पस प्रमुख)
२. श्री गौरी पलाय कवाडी (सफल)
३. श्री डिब्ली राज बेलवासे (सफल)
४. श्री ओम प्रकाश जोशी (सफल)
५. श्री युवक दाहाल (विद्यार्थी प्रतिनिधि)
६. श्री कसन कुमा (काल (सफल सचिव)
६. श्री सुरज कुमा (विद्यार्थी (सफल)

निर्णय नं. १ धर्मी मिति २०६५।०९।२४ गते देखि

स्नातक तह BCA VII sem को र BCA IIIrd sem को
Pre-Board परीक्षा, BCA 2nd sem को mid-term
परीक्षा र उक्त ११.१२ को दोस्रो त्रैमासिक परीक्षा
स्नातक B.B.S चौथो वर्ष, तृतीय वर्ष को परीक्षा
सञ्चालन गर्ने परीक्षा सञ्चालन गर्दा इतिवार्तित
प्लान गर्ने र विद्यार्थीलाई तह, वर्ष र संकायका
छात्रा Mixup गरी सञ्चालन गर्ने ।

निर्णय नं. २.

आज मिति २०७९-१०-१८ गते यम क्याम्पसको छात्रवृत्ति वितरण समितिको बैठक क्याम्पस पुस्तक तथा छात्रवृत्ति समितिको संयोजक श्री अनुहन पुसाफले गुप्ताको अध्यक्षतामा बस्यो। उक्त बैठकको उपस्थिति र निर्णयहरू यसप्रकार हरः-

उपस्थिति:

हस्ताक्षर

- १) श्री अनुहन पुसाफले गुप्ता संयोजक
- २) श्री जेरी पुसाफले देवाडा सह-संयोजक
- ३) श्री विमलराज बेलवाने सफत्य
- ४) श्री ओम पुसाफले जोशी सफत्य
- ५) श्री युवराज देवकोटा सफत्य
- ६) श्री सुरज कुमार विष्ट सफत्य
- ७) श्री युवक थाहाले (विद्यार्थी प्रतिनिधि)
- ८) श्री बलन्त कुमार बालु सफत्य सचिव

निर्णय नं. १ यम क्याम्पसको कक्षा ११, १२ र स्नातक तह तर्फ बी.बी.एस्, तेस्रो वर्ष, चौथो वर्ष, B.C.A, दोस्रो सेमेष्टर, तेस्रो सेमेष्टर र स्नातक सेमेष्टर को प्रि-वेड र दोस्रो जमासिक परीक्षामा उत्कृष्ट नतिजा सहित प्रथम, द्वितीय, र तृतीय स्थान हासिल गर्ने सफल तपश्चालक विद्यार्थीहरूलाई अनुसूचित नगरी छात्रवृत्ति उपलब्ध गराउन निर्णय गरियो।

(क) कक्षा ११ व्यवस्थापन तर्फ

- सुदाना जोतामे - प्रथम (३२५) छात्रवृत्ति रु. ३००००

- विरान गुमास - द्वितीय (२९८) छात्रवृत्ति रु. २००००

- संगिता तामाडा - तृतीय (२९५) छात्रवृत्ति रु. १००००

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(ब) लक्षा शिक्षा तथा सामाजिक तर्फ: (समाजशास्त्र)

- सुदिता झाडी - प्रथम (305) द्वात्रवृत्ति - फ: 3000/-

- सनम आले मगाड - द्वितीय (304) द्वात्रवृत्ति - फ: 2000/-

- योजना मण्डारी - तृतीय (294) द्वात्रवृत्ति - फ: 1000/-

ग) लक्षा वर व्यवस्थापन तर्फ

- सन्तोष लाली - प्रथम (303) द्वात्रवृत्ति - फ: 3000/-

- हेमन्त प्रताप जोशी - द्वितीय (261) द्वात्रवृत्ति - फ: 2000/-

- रमण बापा मगा - तृतीय (238) द्वात्रवृत्ति - फ: 1000/-

घ) लक्षा वर, शिक्षा तथा समाजशास्त्र तर्फ

- लविता खनाल - प्रथम (334) द्वात्रवृत्ति - फ: 3000/-

- मोनिष्ठा झाडी कपुरी (316) द्वात्रवृत्ति - फ: 2000/-

- प्रेम कुमारी जिरेल (268) द्वात्रवृत्ति - फ: 1000/-

ड) वि. वि. एल, चौथे वर्ष प्रि वेड तर्फ,

- पुनू केसरी लामा - प्रथम - 203 द्वात्रवृत्ति 3000/-

च) वि. वि. एल तेरो वर्ष प्रथम त्रैमासिक तर्फ

- अक्षय वि. व. प्रथम (270) द्वात्रवृत्ति 3000/-

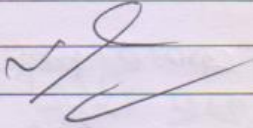
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इ) वी. सी. ए. दोस्रो सेमेस्टर, प्रथम त्रैमासिक

- कान्ही प्रश्न - प्रथम (२३७) छात्रवृत्ति ₹३०००/-

- सुद्विप प्रश्न - द्वितीय (२०६) छात्रवृत्ति ₹२०००/-

- शैलक व्याप - तृतीय (१४७) छात्रवृत्ति ₹१०००/-

(ज) 

क)

आज मिति २०८०-१-१० सुते यस क्याम्पसको
 छात्रवृत्ति वितरण समितिको बैठक क्याम्पस भवन
 तथा छात्रवृत्ति समितिको संयोजक श्री अग्रहण पाय
 गुप्ताको अध्यक्षतामा बस्यो । उक्त बैठकको उपस्थिति
 र निर्णयहरू यसप्रकार छः -

उपस्थिति:

हस्ताक्षर:

- १) श्री अग्रहण पाय गुप्ता (संयोजक)
- २) श्री जोशी प्रसाथ दुवाडी (सह-संयोजक)
- ३) श्री दिलिपराज बेल्लामे (सदस्य)
- ४) श्री सोम प्रकाश जोशी (सदस्य)
- ५) श्री युवराज केवलाय (सदस्य)
- ६) श्री सुरज कुमार बिष्ट (सदस्य)
- ७) श्री युवक दाहाल (विद्यार्थी प्रतिनिधि)
- ८) श्री वसन्त कुमार बराल (सदस्य सचिव)

निर्णय नं. १ यस क्याम्पसको लक्ष्मी ११ र १२
 प्रि-बोर्ड र स्नातक तह तर्फ वि.एड, वि.बि.एच
 र वि.पि.ए. प्रथम वर्ष, B.C.A, प्रथम र दोस्रो
 सेमेस्टर र त्रि.वि द्वारा लिइएका B.Ed
 प्रथम वर्ष (२०७६ Batch) अन्तर्गत वार्षिक
 प्रणालीमा परीक्षाका उत्कृष्ट नतिजा सहितको
 प्रथम, द्वितीय, तृतीय स्थान हासिल गत सभस
 तपछि विद्यार्थीहरू फेदाय अनुसार नगद छात्रवृत्ति
 उपलब्ध गराउन निर्णय गरियो।

(क) लक्ष्मी वर्ष व्यवस्थापन तर्फ (प्रि.बोर्ड)

i) सुधाना जोशी - प्रथम (७२%) छात्रवृत्ति रु. ३०००

ii) विरन गुम्डा - द्वितीय (६६%) छात्रवृत्ति रु. २०००

iii) श्रेया पेरबोल - तृतीय (६५%) छात्रवृत्ति रु. १०००

Kathmandu Shiksha Campus

Chandragiri-10, Satungal

Exam held on: Chaitra, 2079

(Pre-Board Result)

Grade XII - 2079 Batch (Management)

Full Marks: 75

Pass Marks: 28

Result Published Date: 2080/01/06

S.N	Student Name	Com. English (0031)		Com. Nepali (0011)		Social Studies (0051)		Account (1031)		Economics (3031)		Computer (4271)		Business (2151)		Total Marks	Obtain Marks	Percentage	Grade	Rank
		TH	Pass	TH	Pass	TH	Pass	TH	Pass	TH	Pass	TH	Pass	TH	Pass					
1	Hemanta Prasad Joshi	36	56	56	66	68	57	30	0	42.5	313	70	B	First						
2	Santosh Karki	48	48	60	60	62	57	36	0	42.5	311	69	B	Second						
3	Bisahal Marisine	45	51	60	60	48	46	28	0	42.5	278	62	B	Third						

Kathmandu Shiksha Campus

Chandragiri-10, Satungal

Exam held on: Chaitra, 2079

(Pre-Board Result)

Grade XII - 2079 Batch (Education)

Full Marks: 75

Pass Marks: 28

Result Published Date: 2080/01/06

S.N	Student Name	Com. English (0031)		Com. Nepali (0011)		Social Studies (0051)		HPE (4431)		Population (2231)		Opt English (3331)		Opt Nepali (3311)		Total Marks	Obtain Marks	Percentage	Grade	Rank
		TH	Pass	TH	Pass	TH	Pass	TH	Pass	TH	Pass	TH	Pass	TH	Pass					
1	Kabita Khanal	45	67	58	61	59	0	69	0	450	359	80	B+	First						
2	Manika Shahi Thakuri	50	62	48	58	56	0	55	0	450	329	73	B+	Second						
3	Prem Kumari Jirel	41	49	35	52	57	0	50	0	450	284	63	B	Third						

ख) कक्षा 9 व शिक्षा तथा मानविकी तर्क : (प्रि. बोर्ड)

i) योजना कण्डारी प्रथम - (76%) छात्रवृत्ति रु. 3000/-

ii) सनम आड़े द्वितीय - (74%) छात्रवृत्ति रु. 2000/-

iii) शलिता चारु (तृतीय) (72%) छात्रवृत्ति रु. 1000/-

ग) वि. वि. एन, प्रथम वर्षको पहिलो त्रैमासिक तर्क :

i) मन्जिता उपेती प्रथम (74%) छात्रवृत्ति रु. 3000/-

ii) शोभा राना मगड द्वितीय (70%) छात्रवृत्ति रु. 2000/-

iii) विन्कु अर्जुन तृतीय (68%) छात्रवृत्ति रु. 1000/-

घ) वि. एड, प्रथम वर्षको पहिलो त्रैमासिक तर्क :

i) रक्षा जबाली प्रथम (62%) छात्रवृत्ति रु. 3000/-

ii) जमुना खनाल द्वितीय (58%) छात्रवृत्ति रु. 2000/-

iii) सरस्वती कपारवती तृतीय (55%) छात्रवृत्ति रु. 1000/-

ड) वि. एड, प्रथम वर्षको (2076 Batch) त्रि. वि. द्वारा लिइएको बाकि परीक्षा तर्क :-

i) जगां चारु. प्रथम (344) छात्रवृत्ति रु. 3000/-

[Signature]

Result Published Date:2080/01/06

Grade XI - 2079 Batch(Education)										Pre-Board Result			Full marks: 75			Pass Marks: 28				
S.N	Student Name	Com.Engli sh (0031)		Com.Nepal (0011)		Social Studies (0051)		HPE (4431)		Population (2231)		Opt English (3331)		Opt Nepali (3311)		Total Marks	Obtain Marks	Percenta ge	Grade	Rank
		TH	TH	TH	TH	TH	TH	TH	TH	TH	TH	TH	TH							
1	Yojana Bhandari	64	60	60	57	61	53	0	53	0	50	50	50	50	50	450	343	76	B+	First
2	Sanam Ale	62	62	60	60	54	0	0	54	0	50	50	50	50	50	450	333	74	B+	Second
3	Yafisha Tharu	53	59	64	64	56	54		56	56	54	54	54	54	54	450	326	72	B+	Third

Kathmandu Shiksha Campus
Chandragiri-10,Satungal

Exam held on: Chaitra, 2079

Grade XI - 2079 Batch(Management) (Pre-Board Result) Full Marks: 75 Pass Marks:28

S.N	Student Name	Com.Engli sh (0031)	Com.Nepal (0011)	Social Studies (0051)	Account (1031)	Economics (3031)	Computer (4271)	Business (2151)	Total Marks	Obtain Marks	Percentage	Grade	Rank
1	Suhana Gautam	63	45	49	59	48	0	60	450	324	72	B+	First
2	Kiran Gurung	51	60	55	58	47	27	0	425	298	66	B	Second
3	Shreeya Pokharel	61	52	53	33	37	0	53	450	289	64	B	Third

Kathmandu Shiksha Campus

BBS 1st Year (Pre-Board Result)

Exam held on: Chaitra, 2079

Result Published Date:2080/01/06

S.N	Student Name	Account	English	Stat.	Economi c	POM	Total Marks	Obtain Marks	Percentage	Rank
1	Manjita Upreti	91	56	75	73	76	500	371	74	First
2	Shova Rana Magar	81	58	81	67	61	500	348	70	Second
3	Bindu Arjel	94	41	85	60	58	500	338	68	Third

(च) वि. सी. ए. प्रथम सेमेस्टरको पहिलो
सैमासिक तर्क :-

i) विनेश राई प्रथम (3.32 GPA) छात्रवृत्ति रु. 3000/-

ii) नेहा थापा द्वितीय (3.31 GPA) छात्रवृत्ति रु. 2000/-

iii) गजुन थापा तृतीय (3.23 GPA) छात्रवृत्ति रु. 1000/-

(ङ) वि. सी. ए. दोस्रो सेमेस्टरको प्रि. बोर्ड तर्क :-

i) लक्ष्मण राव्य प्रथम (GPA 3.00) छात्रवृत्ति रु. 3000/-

ii) बान्दी प्रेष्ठ द्वितीय (GPA 3.00) छात्रवृत्ति रु. 2000/-

iii) सुदिप प्रेष्ठ तृतीय (GPA 3.00) छात्रवृत्ति रु. 1000/-

(ञ) लक्षा 92 व्यवस्थापन प्रि. बोर्ड तर्क :-

i) हेमन्त प्रसाद जोशी प्रथम (70%) छात्रवृत्ति रु. 3000/-

ii) सन्तोष कार्की द्वितीय (69%) छात्रवृत्ति रु. 2000/-

iii) विशाल सरावनी तृतीय (62%) छात्रवृत्ति रु. 1000/-

(झ) लक्षा 92 शिक्षा तथा मानविकी प्रि. बोर्ड तर्क :-

i) कविता खनाल प्रथम (80%) छात्रवृत्ति रु. 3000/-

ii) मोमिना खादी ठकुरी द्वितीय (79%) छात्रवृत्ति रु. 2000/-

iii) प्रेम लुमारी भिरेल तृतीय (63%) छात्रवृत्ति रु. 1000/-

आज मिति २०८०/०९/१० गते यस काठमाडौं शिक्षा
 क्याम्पसको क्याम्पस सञ्चालक समितिको बैठक क्याम्पस
 सञ्चालक समितिको अध्यक्ष प्रा. डा. माधव भट्टराईको
 अध्यक्षतामा बस्यो। उक्त बैठकको उपस्थिति र निर्णय यस
 प्रकार छन् -

- उपस्थिति
- हस्ताक्षर:
 मान्य
१. प्रा. डा. माधव भट्टराई (अध्यक्ष)
 २. प्रा. डा. हेमाङ्गराज अधिकारी (उपाध्यक्ष)
 ३. प्रा. डा. प्रेमनारायण खर्काल (सदस्य)
 ४. श्री हरि विरोद अधिकारी (सदस्य)
 ५. प्रा. डा. वाशुदेव डाफले (सदस्य)
 ६. श्री गौरी प्रसाद देवाडी (सदस्य)
 ७. श्री घनश्याम गिरी (सदस्य)
 ८. श्री शिव कुमार महर्जन (सदस्य)
 ९. श्री घनश्याम लुईटेले (सदस्य)
 १०. श्री राजेन्द्र विक्रम वानीशा (सदस्य)
 ११. डा. डान्ता भट्टराई (सदस्य)
 १२. डा. कुशुमला आचार्य (सदस्य)
 १३. श्री वसन्तराज शत्री (सदस्य)
 १४. श्री वसन्तकुमार बराल (सदस्य)
 १५. श्री सुकुन्द प्रसाद घिमिरे (सदस्य)
 १६. श्री सि. वि. पुष्पिते (सदस्य)
 १७. श्री देवेन्द्र प्रधान (सदस्य)
 १८. मा. रमा आले मगर (सदस्य)
 १९. श्री शत्रुघ्न प्रसाद गुप्ता (सदस्य सचिव)
- को.ता. भट्टराई
- शत्रुघ्न प्रसाद गुप्ता

प्रस्तावहरू :

- (१) क्याम्पसको ३२औं वार्षिक दिवस समारोह सम्बन्धमा
- (२) ३२औं वार्षिक दिवस समारोहमा सम्मान गर्ने व्यक्तित्वको
- (३) PAA को PRT सम्बन्धमा
- (४) सरस्वती मन्दिर निर्माण सम्बन्धमा
- (५) कम्प्युटर तथा उपकरण खरिद उपस्थिति गहन सम्बन्धमा
- (६) च. न. पा. बलबिडिया आचार्यारा विनियोजित रकमको सम्झौता सम्बन्धमा
- (७) पुस्तकालय तथा प्रशासनिक भवनको भुक्तानि माग सम्बन्धमा
- (८) अन्य विविध

मान्य

निर्णय नं. (C) प्रस्ताव नं. C अन्तर्गत कलकल गर्दी क्याम्पसमा
बोर्डिङ वर्ष २०६१/८० मा बोर्डिङ्ग लगायत अन्य अतिरिक्त
डियाउलापु सम्चालनमा उत्कृष्ट कार्य सम्पादन गरेकापत
धन वर्ष प्रोत्साहन स्वरूप उप-प्राध्यापक वि. डि. खेत आले मगा
लाई नगद पुरस्कार रु. १०,०००/- (दश हजार मात्र) ले सम्मान गर्ने
निर्णय भयो ।

[Handwritten signature]



Annex 22. Daily call records to absenteeism students

Absent Students' Follow up Record.

S. no	Students' Name	Level/class	Contact No.	Reason for Absent.
1.	Aayushma Nepal	BCA	9863206951	Today he has fever and
2.	Rakshit Gautam	BCA	9840177199	Due to work at home
3	Adhip Karki	BBS	9810844667	I could not come to the campus today
4	Amit Lama	BBS	9823297970	because my father was ill. I am sick today.
5	Dhiraj Lama	BCA	9808590960	Take home the essentials.
6.	Karan Chaudhary	BBS	9874793857	Due to work at home
8)	Anju Gyawali	MED.	9868257180	Due to work at home.
9.	Dewi Kujishi	MED	9848584475	Because you have to go home.
10)	Chakra Sami	T2	9828846994	Due to work at home.
11)	Binita Suwar	B.ed.	9891239167	Today he has fever and.
12)	Bikindramaji	B.ed	9823605928	I am sick today.
13	Aarati Gyri	B.ed	9822808935	sick today.
14)				



Annex 24. A Policy for the professional development of the teaching and non-teaching staffs

Policies for Faculty Development at Kathmandu Shiksha Campus

The goal of this policy is to further the institutional goals in education and dissemination of knowledge through the following:

- Fostering the development and continuance of excellence among the faculty.
- Aiding the administration of the Campus in understanding the motivations, strengths, accomplishments, goals, and plans of individual faculty members.
- Furtherance of communication and understanding between the faculty and the Campus administrations.

General Principles

- Having an administrative hierarchy which fosters understanding of the faculty's motivations, strengths, interests and plans as thoroughly and explicitly as practicable is a desirable goal in that it will help long range planning at the department and Campus levels reflect those motivations, strengths, interests and plans.
- It is the responsibility of senior faculty to encourage and facilitate the development of junior faculty members as they strive to achieve excellence in research, teaching, and service to the institution.
- The present policy and its implementation cannot be coercive or violate the freedom of each faculty member to pursue those goals he or she has set as an individual.

Implementation:

a) Planning process:

The Campus Chief will hold regular faculty development planning meetings with head of Departments, Chairperson of the Subject Committee and even with the concerned faculty Members of this campus. These meetings are to be scheduled in the beginning of new academic year. In preparation for the said meeting with the HODs and Chairpersons are requested to write a retrospective and prospective document giving an overview of the faculty member's work and their developmental plans including research, teaching, assessment and service. The HODs may address any issues of particular interest. This document will serve as at least a partial basis for discussion in the meeting. Additional issues may be broached by either the HODs or the Chairman of the Subject Committee.

b) Department responsibility:

Each department in institution will formulate a process for mentoring and development of faculty which is consistent with the above goals and principles. While details of the process will be determined by each department, responsibilities include holding regular meetings with faculty members. These informal discussions should emphasize how best the department can support the faculty member's efforts to achieve high level contributions to teaching, assessment, research, and service. These discussions should also provide feedback to the faculty member as to his or her progress in achieving these goals

c) Individual Faculty Development Plans

An individual Faculty Development Plan is fundamental to a faculty member's Professional growth and successful performance in teaching, scholarly activity, and service. This plan should respond to the missions, goals, and objectives of the Department and Campus.

In consideration of the individual faculty member's priorities for professional growth and development, all academic faculty shall prepare and submit to the Department Head annual development plans that specify personal priorities in teaching or librarianship, scholarly activity, and service, as well as personal plans for promotion and participation in faculty development programs. The Chairs of the concerned subject committee shall submit these plans to their Head of Department before start of new academic year.

D. Additional communications

Department heads will annually review the annual reports of all faculty in their department and will provide appropriate feedback. The Chairperson of the concerned subject committee will be informed by department heads of developments in each department and the impact of these developments on long range planning.

d) Faculty Exchanges

Faculty are eligible to participate in KSC faculty exchange programs as these may be arranged. Positive recommendation by the Department Head is required. Provisions and conditions for faculty exchanges are contained in the policy for the KSMC Faculty Exchange program, which can be found in the KSMC faculty exchange committee TOR.

F). Continuous Professional Competency

The aim of continuous Professional Competency is to help faculty manage their own learning and growth throughout the career. It is important that faculty continue to learn and develop to keep their skills and knowledge up to date and ensure continue to work safely, legally and effectively. Every week a faculty member will present in CPC, special emphasis will be given to their teaching skills and communication skills. Conducting and attending CPC will carry marks in promotion of faculty.

g) Attendance in conferences:

Faculty will be allowed and facilitated to attend national level conferences and workshops for their capacity building and better learning experiences. However due to resource constraints, institution cannot facilitate international conferences and workshop's, though faculty will be allowed to apply for leave and attend the international conferences and workshop's on their own expanses.

H) Workshops and training opportunities for faculty within institution:

Institution will arrange workshops time to time for capacity building of faculty upon recommendation from Heads of departments. These workshops will be arranged on need base. Separate budget will be allocated for it while facilitation and organization will be done by Department of ICT.

New faculty orientation:

Every year in summer break, the newly appointed faculty will be given a training session on teaching and assessment strategies.

Coping with new challenges in curriculum:

There is shift of curriculum from traditional system to integrated modular system. The faculty may need assistance in coping with new system. Department of Education will help, facilitate and support the faculty in coping with those challenges.

Grants for MPhil/ Ph.D programs:

KSMC will provide the special grants for joining MPhil programs for faculty to achieve higher qualification in their respective subjects and areas in Nepal and abroad. Faculty of KSMC will be given Special grants for achieving its higher studies.

TORs for study leave and Grants:

- Study leave aims at applying for leave for acquiring higher education in the related areas, the Institution will provide the special grants for M.Phil and Ph.D studies in Nepal and the abroad.
- The applicant applying for the study leave must be the faculty of KSMC, in the capacity of lecturer. (Basic salary Holders), Assistant Professor & above that level of teaching category.
- The Chairman of the concerned subject Committee should recommend his faculty members to the Concerned HODs with clear remarks that acquisition of the said degree in question would greatly enhance the academic portfolio of the department.
- The HODs will make sure that after acquiring higher education the applicant must serve the same institution at least for three years after their completion of studies and would not apply for the same/higher post to other institution via proper undertaking/affidavit.
- The applicant should have prior approval of the said course from the related institution with stipulated time frame and any monetary benefits thereof.
- HODs will forward the letter for the grant of study leave to the Campus Chief including all the above cited guarantees & related documents.

Annex 25. A format of the job descriptions of Public Relation Officer

Work Summary

Directs and coordinates the various public affairs programs of the **Kathmandu Shiksha Campus (KSC)** as a **Public Relation Officer (PRO)** falling under the Campus Chief. Integrates the Campus's communications and public relations programs and initiatives into a cohesive effort that conveys a consistent message in support of its mission, strategic goals, and objectives of the Campus. Serves as a senior officials of the Campus with respect to communications and public affairs initiatives.

Duties and Responsibilities

1. Initiates and supervises the establishment of integrated strategies, plans, and programs designed to ensure that all communication and public relations efforts are cohesive, consistent, and effective in supporting the mission and improvement goals of the campus.
2. Plans, develops, directs, and coordinates comprehensive communication programs, to include media, public affairs and publications, in close collaboration with other institutional communications and/or public relations activities.

3. Provides direct and proactive advice, consultation, and assistance to senior officials, as well as the Campus community, regarding public information matters, to include providing direct assistance in researching, providing information and developing messages.
4. Serves as the designated Public Relation Officer (PRO) for the campus.
5. Coordinates surveys, evaluations and assessments of external communications activities in order to determine the effectiveness of the communications plans.
6. Assures quality and appropriateness of institutional communication programs and initiatives, whether internally or externally produced.
7. Represents the Campus to various institutional divisions as well as externally to governmental agencies, UGC, TU, Bagmati Province, Chandragiri Municipality, vendors, students and their parents, and the general public.
8. Recommends and participates in the development of Campus policies and procedures; may serve on Campus planning and policy-making committees.
9. Establishes and implements short- and long-range organizational goals, objectives, strategic plans, policies, and operating procedures; monitors and evaluates programmatic and operational effectiveness, and effects changes required for improvement.
10. May supervise personnel which typically includes recommendations for hiring, firing, performance evaluation, training, work allocation, and problem resolution.
11. May develop and manage annual operating budget and provides fiscal direction to the unit(s) of oversight.
12. Performs miscellaneous job-related duties as assigned.

Minimum Job Requirements

Bachelors' degree; at least 5 years of experience directly related to the duties and responsibilities as specified above.

Knowledge, Skills and Abilities Required

1. Ability to establish and implement cohesive communication and public relations strategies and plans on an institutional basis.
2. Knowledge and understanding of the mission, goals, and objectives of a major educational and research institution.
3. Skill in examining and re-engineering operations and procedures, formulating policy, and developing and implementing new strategies and procedures. Strong strategic planning and management skills.
4. Knowledge of communication principles, media, and public relations techniques.
5. Outstanding interpersonal and community relations skills and the ability to communicate and work effectively within a diverse community. Employee development and performance management skills.
6. Ability to analyze complex problems, interpret operational needs, and develop integrated, creative solutions.
7. Organizational planning, structuring, and staffing skills.
8. Skill in financial planning and fiscal management.
9. Ability to use independent judgment and to gather, manage and impart information to the media and various other internal and external audiences.
10. Experience communicating with the press and other media.
11. Strong knowledge of local and regional media contacts and/or a proven ability to develop such relationships quickly.

12. Ability to provide effective advice and counsel on strategic and/or critical communication issues and to exercise effective judgment.
13. Ability to write executive-level communications for internal and external audiences.
14. Demonstrated ability to maintain confidentiality.

Conditions of Employment

- Employees in this job title are subject to the terms and conditions of an employment contract. Employment contracts are typically subject to review and renewal on an annual basis.
- Employees who provide services or work in patient care or clinical areas are required to be in compliance with the Campus's infection vaccination requirement.

Authorized Signature

On the Employee	On the Campus
Sujana Shrestha	Shatrughan Prasad Gupta
Public Relation Officer	Campus Chief

Annex 26. List of teaching and non-teaching staffs FY 2080

SN	Name of the Faculty	Appointment	Gender	Qualification	Status	Full /Part	Subject
1	Ashik Singh	2073	Male	M.Ed	Permanent	FT	Edu
2	Akhelesh Yadav	2076	Male	ME	Temporary	PT	Com
3	Anil Panday	2079	Male	MBA	Permanent	FT	Mgmt
4	Apsara Adhikari	2079	Female	Med	Permanent	FT	Nep
5	Anand Acharya	2078	Male	MA	Permanant	FT	Eco
6	Basant Kumar Baral	2069	Male	M.Ed	Permanent	FT	Heal
7	Bhakta Bahadur Shahi	2073	Male	M.Phil	Permanent	FT	Edu
8	Bhanu Bhakta Sharma	2075	Male	Mphil	Temporary	PT	Mgmt
9	Bhim Sapkota	2076	Male	M.Phil	Temporary	PT	Eng
10	Binod Thapa	2079	Male	ME	Permanent	FT	Com
11	Bishnu Ku Adhikari	2071	Male	M.Ed	Temporary	PT	Heal
12	Buddhi Sagar Parajuli	2077	Male	MBS	Temporary	PT	Mgmt
13	Chola Raj Panday	2079	Male	MA	Permanent	FT	Maths
14	Dilli Raj Belbase	2064	Male	MBS	Permanent	FT	Mgmt
15	Dr. Bhagwan Aryal	2068	Male	Ph.D	Temporary	PT	Heal
16	Dr. Shiva Raj Bhatta	2076	Male	Ph.D	Temporary	PT	HPE
17	Gagan Singh Ayer	2070	Male	M.Phil	Permanent	FT	Eng
18	Guru Prasad Poudel	2070	Male	M.Phil	Temporary	PT	Eng
19	Kiran Poudel	2076	Male	ME	Permanent	FT	Com
20	Krishna Ale Magar	2076	Male	M. A	Permanent	FT	Nep
21	Malati Oli	2078	Female	MED	Permanent	FT	Nep
22	Manoj Bhandari	2070	Male	M.Ed	Temporary	PT	Edu
23	Maya Kumari Air	2078	Female	M.Ed	Permanent	FT	Soc
24	Monika Poudel	2076	Female	MPA	Permanent	FT	Mgmt
25	Muna Lamichhane	2064	Female	MSC	Temporary	PT	Pop
26	Om Prakash Joshi	2074	Male	M.Ed	Permanent	FT	Hea
27	Prakash Nauraila	2074	Male	M.Ed	Permanent	FT	Edu
28	Prem Singh Shrestha	2073	Male	M.Phil	Permanent	FT	Edu
29	Rajendra Pokheral	2073	Male	M.Ed	Permanent	FT	Edu
30	Ram Babu Mandal	2078	Male	M.Ed	Temporary	PT	Edu
31	Ramesh Adhikari	2079	Male	M.Ed	Temporary	PT	Nep
32	Ranju Dabadi	2075	Female	MBS	Permanent	FT	Mgmt
33	Sabina Maharjan	2077	Female	MBS	Permanent	FT	Fin
34	Sanju Acharya	2078	Female	MA	Permanent	FT	Edu
35	Santosh Acharya	2075	Male	MA	Permanent	FT	Eco
36	Santosh Pangiyar	2079	Male	ME	Temporary	PT	Com
37	Sharda Pokheral	2075	Female	M.Ed	Permanent	FT	Edu
38	Sharda Shrestha	2074	Female	MA	Permanent	FT	Eng
39	Shatrughan Pd Gupta	2053	Male	M.Phil	Permanent	FT	Maths
40	Shiv Prasad Timilisina	2071	Male	M.Ed	Temporary	PT	Nep
41	Shrawan Ku Mandal	2062	Male	M.Ed	Permanent	FT	Eng
42	Sujana Shrestha	2075	Female	MA	Permanent	FT	Soc
43	Suraj Kumar Bista	2076	Male	M.Ed	Permanent	FT	Hea
44	Tilak Bahadur Raut	2073	Male	M.Ed	Permanent	FT	Nep
45	Yub Raj Devkota	2075	Male	ME	Permanent	FT	Com

Summary of the Staffs

Sn	Descriptions	Number	SN	Descriptions	Number
1	Ranges of the Appointment	2053-2079	12	Professors	0
2	Males	32	13	Readers	1
3	Females	11	14	Lecturers	
4	Education	24	15	Mphil	
5	Huminities	7	16	Ph.D	
6	Management	7	17	English	
7	Permanent	30	18	Nepali	
8	Temporary	13	19	Computer	8
9	Contract		20	Health	
10	FT	30	21	Social	
11	Part Time	13	22		

Annex 27. Appointment letter and name list of non- teaching staffs

Table 4. Name list of the Non Teaching Staffs of Kathmandu Shiksha Campus

Non Teaching Staffs of Kathmandu Shiksha Campus					
Chandragiri Municipality-10, Satungal					
Sn	Name	Date of Appointment	Nature	Responsibility	Status
1	Anita Bhandari	2074	Permanent	Administration	FT
2	Minu Keshari Lama	2077	Permanent	Account/ EMIS	FT
3	Bikram Bishwokarma	2079	Permanent	Library	FT
4	Saru Sharma	2075	Permanent	Support	FT
5	Ratna Bahadur Khatri	2079	Permanent	Gate - Security	FT
6	Ramji Sharma	2075	Permanent	Support	FT
7	Durga Shrestha	2079	Permanent	Exams	FT



काठमाडौं शिक्षा क्याम्पस

(त्रि.वि.बाट सम्बन्धन प्राप्त)

चन्द्रागिरि -१०, सतुङ्गल काठमाडौं ।

KATHMANDU SHIKSHA CAMPUS

(Affiliated to Tribhuvan University)

Chandragiri-10, Satungal Kathmandu

प.सं./ च.न ०७५/०७६

मिति : २०७६।१।२०

श्री मिनु केशरी लामा

ईन्द्रसरोवर-६, मकवानपुर ।

विषय : नियुक्ति गरिएको सम्बन्धमा ।

उपर्युक्त सम्बन्धमा यस काठमाडौं शिक्षा क्याम्पसको नियमावली २०४९ को अनुच्छेद ६.१.२ को ख बमोजिम तपाईंलाई यस क्याम्पसको पुस्तकालय साहायकको रूपमा नियुक्त गरिएको छ । यस क्याम्पसमा पुस्तकालय साहायकको रूपमा नियुक्त हुनु भएकोमा धन्यवाद दिदै क्याम्पसका प्रशासन प्रमुखको निर्देशन तथा समन्वयमा रही आफ्नो जिम्मेवारी वहन गर्नुहुन अनुरोध छ । तपाईंको सेवा सुविधा क्याम्पसको नियमानुसार हुने जानकारी गराइन्छ ।

बोधार्थ :

- १) श्री लेखा शाखा, काठमाडौं शिक्षा क्याम्पस
- २) श्री प्रशासन शाखा, काठमाडौं शिक्षा क्याम्पस

(शत्रुघ्न प्रसाद गुप्ता)
क्याम्पस प्रमुख



काठमाडौं शिक्षा क्याम्पस

(त्रि.वि.वाट सम्बन्धन प्राप्त)

चन्द्रागिरि -१०, सतुङ्गल काठमाडौं ।

KATHMANDU SHIKSHA CAMPUS

(Affiliated to Tribhuvan University)

Chandragiri-10, Satungal Kathmandu

प.सं./ च.न ०७६/०७७/१०३

dc



मिति : २०७६/०४/०९

श्री रामजि शर्मा

सतुङ्गल काठमाडौं ।

विषय : नियुक्ति गरिएको सम्बन्धमा ।

उपर्युक्त सम्बन्धमा यस काठमाडौं शिक्षा क्याम्पसको नियमावली २०४९ को अनुच्छेद ६.१.२ को ख बमोजिम तपाईंलाई यस क्याम्पसको मालिको रूपमा नियुक्त गरिएको छ । यस क्याम्पसमा बगैचा रेखदेख गर्ने मालिको रूपमा नियुक्त हुनु भएकोमा धन्यवाद दिदै क्याम्पसका प्रशासन प्रमुखको प्रत्यक्ष निर्देशन तथा समन्वयमा रही आफ्नो जिम्मेवारी वहन गर्नुहुन अनुरोध छ । तपाईंको सेवा सुविधा क्याम्पसको नियमानुसार हुने जानकारी गराइन्छ ।

बोधार्थ :

- १) श्री लेखा शाखा, काठमाडौं शिक्षा क्याम्पस
- २) श्री प्रशासन शाखा, काठमाडौं शिक्षा क्याम्पस

(शत्रुघ्न प्रसाद गुप्ता)
क्याम्पस प्रमुख

