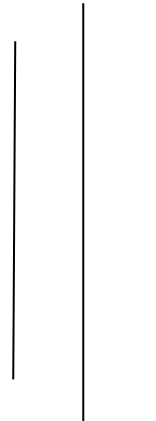


INDRESHWOR CAMPUS  
PANAUTI-7KAVREPALANCHOK  
ESTD:2058



ANNUAL REPORT  
FISCAL YEAR - 2075/2076

2076/08/13

The Programme Director  
University Grants Commission  
Sanothimi, Bhaktapur

Sub: Letter of Submission of Annual Report

Dear Sir,

It is to inform you that we have been able to submit Annual Report as duly mentioned. It includes the detail information of the Campus with its financial and academic details.

It is truly a great honour to be a part of this project.

Regards

.....

Gunas Shrestha  
Acting Campus Chief  
Indreshwor Campus  
Panauti, Kavre

## **1. Background**

Education is probably one of the core elements that contribute to the holistic development of a person. It is defined as the process of developing a person's knowledge, skill and character by going through a learning process drafted by an educator. Education in its broadest sense is any act or experience that has a formative effect on the mind, character or physical ability of an individual and in its technical sense, education is the process by which society deliberately transmits its accumulated knowledge, values and skills from one generation to another through institutions.

The only institution which has a glorious history of transmitting accumulated knowledge, values and skills is Indreshwor Campus which is standing in the heart of the historically, culturally and naturally beautiful place, Panauti. It is in Kavrepalanchok district and Bagmati zone of Nepal.

It is a non-profitable social organization which aims in embracing all the Nepali citizens under the roof of education cum knowledge. Its main goal is to educate the deprived and economically poor students who can/may become one of the leading personnel of the society/nation. It is a public institution so everyone in the society takes keen interest about the academic performance of this institution. Till now it is satisfying the needs of the students, parents, social members and other stakeholders. It is the organization running through various supports of Local Governmental Body, Tribhuvan University and other various NGOs and INGOs. It is even affiliated under TU.

Indreshwor Campus was formally established in 2058 B.S. The first academic programme it ran was Bachelor of Business Studies, and then Bachelor in Education. After then Bachelor in Arts. At present it is running Master in Business Studies also. These all academic programmes prove that how much this institution is concerned towards the needs of the students, society and the nation. The sole aim for running all these programmes is to meet the national goals of education. And till present it is considered as the institution with clear objectives and clean image. To

fulfill the changing needs, this glorious institution is planning for further programmes to be launched in the near future.

### **1.1 Our Aims and Objectives**

The main aim of this institution is to provide standard formal education to the students that would enable them to compete in this competitive world to attain the goals they have targeted. Beyond this it has the following objectives:

- To educate and uplift the living standard of the deprived and economically background groups.
- To help in uplifting the inborn innate talents of the students
- To provide quality education in affordable and reasonable price
- To help in instilling the moral characters and civics sense
- To help them learn and respect the value of truth, beauty and goodness
- To prepare globally competent human resources who are creative, co-operative, hardworking and industrious
- To equip them with the latest knowledge and technology
- To let them enjoy university education

### **1.2 Our Special Features**

- Historical public academic institution
- Able to develop efficient, effective and competent manpower for the country
- Quality education in reasonable and affordable price
- Classes from highly qualified and experienced lecturers
- Learner centred teaching and learning activities
- Various tests and pre-board examinations
- Conduction of various co-curricular and extra-curricular activities
- Special scholarship quotas for genuine, needy, dalit , marginalized and others
- Proper guidance and counseling for further studies
- Frequent use of multimedia and others
- Library facility
- Interaction programmes between lecturers, students, administration and management committee
- Visiting, tours and excursions

## 2. Academic Progress

### 2.1 Students' Enrollment of the Last Three Years      Students' Enrollment in 2073

Program	Year	No. of Stud	Male	Female	EDS
BBS	First	69	17	52	08
	Second	57	14	43	08
	Third	49	11	36	04
	fourth	-	-	-	-
<b>Total</b>		<b>174</b>	<b>42</b>	<b>131</b>	<b>20</b>
B.Ed	First	13	02	11	01
	Second	07	02	05	01
	Third	14	03	11	05
<b>Total</b>		<b>34</b>	<b>07</b>	<b>27</b>	<b>07</b>
BA	First	08	04	04	02
	Second	05	02	03	-
	Third	04	02	02	-
<b>Total</b>		<b>17</b>	<b>15</b>	<b>09</b>	<b>-</b>
MBS	First	19	00	19	03
	Second	10	04	06	02
<b>Total</b>		<b>29</b>	<b>04</b>	<b>25</b>	<b>05</b>

### Students' Enrollment in 2074

Program	Year	No. of Stud	Male	Female	EDS
BBS	First	60	15	45	9
	Second	38	10	28	9
	Third	41	15	26	13
	fourth	41	6	34	9
<b>Total</b>		<b>180</b>	<b>46</b>	<b>133</b>	<b>40</b>
B.Ed	First	11	03	8	08
	Second	9	03	06	03
	Third	8	02	06	03
<b>Total</b>		<b>28</b>	<b>08</b>	<b>20</b>	<b>14</b>
BA	First	10	06	04	
	Second	05	03	02	
	Third	07	03	04	04
<b>Total</b>		<b>22</b>	<b>12</b>	<b>10</b>	<b>04</b>
MBS	First semester	09	01	08	01
	Second	15	8	07	01
<b>Total</b>		<b>24</b>	<b>09</b>	<b>15</b>	<b>02</b>

### Students' Enrollment in 2075

Program	Year	No. of Stud	Male	Female	EDS
BBS	First	17	8	9	6
	Second	60	15	45	9
	Third	38	10	28	9
	fourth	41	15	26	13
<b>Total</b>		<b>156</b>	<b>48</b>	<b>108</b>	<b>37</b>
B.Ed	First	14	3	11	8
	Second	11	03	8	08
	Third	9	03	06	03
<b>Total</b>		<b>34</b>	<b>9</b>	<b>25</b>	<b>19</b>
BA	First	21	10	11	2
	Second	10	06	04	
	Third	05	03	02	
<b>Total</b>		<b>36</b>	<b>19</b>	<b>17</b>	<b>2</b>
MBS	First semester	11	7	4	
	Third semester	06	0	06	0
<b>Total</b>		<b>17</b>	<b>7</b>	<b>10</b>	

### 2.2 Students' Pass Rate of the Last Three Years

#### Level-wise Passed students in 2073

Program	Year	No. of Stud	Male	Female	EDS
BBS	First	68	05	08	04
	Second	57	07	11	05
	Third	49	11	10	03
	fourth	-	-	-	-
<b>Total</b>		<b>174</b>	<b>23</b>	<b>29</b>	<b>12</b>
B.Ed	First	13	01	05	01
	Second	07	02	03	01
	Third	14	01	07	02
<b>Total</b>		<b>34</b>	<b>04</b>	<b>15</b>	<b>04</b>
BA	First	08	01	02	01
	Second	05	01	01	-
	Third	04	00	02	-
<b>Total</b>		<b>17</b>	<b>02</b>	<b>05</b>	<b>-</b>
MBS	First	19	00	05	01
	Second	10	02	04	01
<b>Total</b>		<b>29</b>	<b>02</b>	<b>14</b>	<b>02</b>

### Level-Wise Passed Students in 2074

Program	Year	Total No. of Students	Total Passed Students	Total No. of Passed Male Studs.	Total No. of Passed Female	Total No. of Passed EDS
BBS	First	51	03	01	02	
	Second	56	06	01	05	
	Third	45	11		11	
	fourth	37	18	3	15	
<b>Total</b>		<b>189</b>	<b>38</b>	<b>5</b>	<b>33</b>	
B.Ed	First	11	-	-	-	
	Second	08	-			
	Third	7				
<b>Total</b>		<b>26</b>				
BA	First	10	2	1	1	
	Second	07	1	1		
	Third	5	5	2	3	
<b>Total</b>		<b>22</b>	<b>8</b>	<b>4</b>	<b>4</b>	
MBS	First	19				
	Second	10	1		1	
<b>Total</b>		<b>29</b>	<b>1</b>		<b>1</b>	

### Level-Wise Passed Students in 2075

Program	Year	Total No. of Students	Total Passed Students	Total No. of Passed Male	Total No. of Passed Female	Total No. of Passed EDS
BBS	First	49	6	3	3	
	Second	36	2	-	2	
	Third	41	6	-	6	
	fourth	55	22	6	16	
<b>Total</b>		<b>181</b>	<b>36</b>	<b>9</b>	<b>27</b>	
B.Ed	First	9	-	-	-	-
	Second	9	-	-	-	-
	Third	8	-	--	-	-
<b>Total</b>		<b>26</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
BA	First	7	3	3	-	
	Second	05	1		1	
	Third	07	2	2		
<b>Total</b>		<b>22</b>	<b>5</b>	<b>5</b>	<b>1</b>	
MBS	First sem	09	4	-	4	-
	second	15	2	1	1	
<b>Total</b>		<b>24</b>	<b>6</b>	<b>1</b>	<b>5</b>	

## 2.3 Graduated Students' of the Last Three Years

### Graduated Students

Program	Year	Total Graduated Students	Total No. of Male Graduates	Total No. of Female Graduates	Total No. of Graduated EDG
BBS	2073	06	02	04	01
	2074	7	4	3	
	2075	18	6	12	
B.Ed	2073	07	01	06	04
	2074	6		6	
	2075	3	2	1	
BA	2073	03	01	02	
	2074	3	3		3
	2075	2	1	1	
MBS	2073	02	02	-	
	2074	8	2	6	
	2075	5		5	2

### 2.4 Programmes

Indreshwor Campus has been running four major programmes: Bachelor in Business Studies (BBS), Bachelor in Education (B.Ed), Bachelor in Arts (BA) and Master in Business Studies (MBS).

### 2.5 Educational Pedagogy

Teaching learning is such an activity where one delivers the knowledge and the other perceives it. It can either inductive or deductive, or can be teacher-centred or learner-centred. Most of the activities of our campus are lecture method, but we even include various student centred activities including project works and others.



### 3. Physical progress

#### 3.1 Infrastructural Development

Indreshwor Campus has a five storied building with twenty rooms of big and small sizes. There is a campus hall at the top of the building. It has library room, staff room, administrative room, Management Committee room, and even a small canteen attached with the building. We have water, electricity, latrine and security facilities too.

Fixed assets of Indreshwor Campus from the day of its establishment till present (2074/2075)

S.N	Particulars	No. of items
1	Land (Plot No. 136)	0-8-1-1
2	Building (five storeyed)	1
3	Furniture	501
4	Desktop computer	22
5	Laptop	6
6	Projector	5
7	Books	2624
8	Tap	1
9	Electricity facility	1
10	Internet facility	1
11	Canteen	1
12	Racks	21
13	Toilet	2
14	Printer	2

### 3.2 Educational Aids

#### 3.2.1 Library

It has a small library from where the students can be benefitted for their studies. The lists of items available in the library are:

S.N	Particulars (Books)	No.	Remarks
1	Management	142	Bachelor+Master
2	Education	711	Bachelor only
3	Humanities	71	Bachelor
Total		2624	

#### 3.2.2 Furniture and Accessories

The list of the furniture and other accessories are as follows:

S.N	Particulars	No.	Remarks
1	Desks	12	
2	Benches	215	
3	Chairs	200	Wooden and plastic
4	Hand chairs	40	
5	Student desk	30	
6	Desktop table	2	
7	Sofa	4	
8	Invertor Batteries	1	
9	Generetor	1	
10	Dace	1	
11	Racks	21	Steel
12	Dustbin	1	

### 3.3 Financial Progress

#### 3.3.1 Analysis of Financial Resources (Last Three Years)

##### 3.3.1.1 Self-Generated Resources/Income

S.N	Particulars	073/074	074/75	2075/76	Remarks
1	Students fee and others	28,65,500.00	29,65503.0	25,40,500.	Internal
2	Bank interest	44,014.00	50,341.50	72,734.1 8	Internal
Total		40,92,589.00	30,15,844.50	72,734.18	

##### 3.3.1.2 Grants from Government Sources and Others

S.N	Particulars	073/074	074/075	075/076	Remarks
1	UGC Grants Regular Grants SHEP	11,83,075.00	877625 .00 25200.00	11,12,550.0 3,45,000.0	
2	Education development director State 3 grants for Computer	-	-	14,95,990.0	
3	Panauti Municipality grants	-	-	15,00,000.0	
4	Scholarship from DDC	-	-		
5	Sports Council	-	-		
6	For Teaching Practice from T.U	-	-		
Total		11,83,075.00	9,02,825.00	44,53,540.0	

#### 3.3.2 Expenditure Analysis of the Last Three Years

### 3.3.2.1 Recurrent Expenses Salary and allowance

S.N	Particulars	073/074	074/075	075/076
1	Salary + Allowance	25,23,996.00	20,95,048.00	21,24,284.0
	Total	25,23,996.00	20,95,048.00	21,24,284.0

#### Others

##### A. Office Management Expenses

S.N	Particulars	073/074	074/075	075/076
1	Advertisement	-	48501.00	64,840.0
2	Water, electricity and communication	19,823.00	18291.00	28,406.00
3	Repair and Maintenance	9,031.00	3000.00	44,856.00
4	Rent and wage	30,650.00	34570.00	1,11,310.00
5	Printing and photocopy	56,264.00	26115.00	36,915.00
6	Miscellaneous	58284.00	62063.00	
7	Other goods(computer laptop, projector)	1097.00		14,00,395.00
8	Goods for office	-	30957.00	
9	Stationery		24842.00	40,034.00
10	Newspaper			10,900.00
	Total	673811.00	248339.00	17,37,656.00

##### B. Evaluation (Examination) Expenditure

S.N	Particulars	073/074	074/075	075/076
1	Examination and exam. Allowance	477319.04	571972.00	1,11,290.00
2	Registration form	24000.00	30000.00	15,000.00

3	T.U service charge	48000.00	28602.00	
4	Exam Fee		511240.00	4,51,545.00
5	Bank Interest Tax		4016.19	
Total		549319.04	634588.19	5,77,835.00

### C. Other Expenditures

S.N	Particulars	073/074	074/075	075/076
1	Auditing	10000.00	10000.00	10,000.00
2	Newspaper & Books for library	12200.00	49608.00	22,323.00
3	T-shirt	-	22500.00	
4	Tea and others and annual programme	118005.00	48960.00	58,816.00
5	Tax			19845.00
6	Financial aid	22495.00		
7	Bank Interest tax	3591.00		6,360.03
8	Tax on purchase	40635.00	20217.00	14,454.00
9	Educational tour	37590.00		1,57,020.00
9	Others	53800.00	27499.00	47,256.00
10	Toilet		171922.00	
Total		298316.00	350706.00	9,09,132.03

Total Expenditure (Others)

S.N	Particulars	073/074	074/075	075/076
A	<b>Office Management Expenses</b>	673811.	248339.00	17,37,656.00
B	<b>Evaluation (Examination) Expenditure</b>	549319.04	634588.19	5,77,835.00
C	<b>Other Expenditures</b>	298316.00	350706.00	9,09,132.03
<b>Total</b>		1521446.04	1233633.19	

**3.3.2.2 Capital Expenditures**

**Major Infrastructures Development**

S.N	Particulars	073/074	074/075	075/076
1	<b>Construction of Building</b>	-	-	-
<b>Total</b>		-	-	

**Minor Infrastructures Development**

S.N	Particulars	073/074	074/075	075/076
1	<b>Construction wall and building</b>	292821.00		573058.00
2	<b>Construction of Toilet</b>		171922.0	
<b>Total</b>		292821.00	171922.0	5,73,058.0

## Equipment

S.N	Particulars	073/074	074/075	
1	<b>Computer lab, with furniture</b>	498662.60	-	14,00,395.00
<b>Total</b>		498662.60	-	14,00,395.00

## Book

S.N	Particulars	073/074	074/075	075/076
1	<b>Books</b>	74238.00	49608.00	22,323.00
<b>Total</b>		74238.00	49608.00	22,323.00

### 3.3.3 Audit Observation of the Last Year

The audit report of the fiscal year 2075/076 was accomplished by Shree Bikram and Associates of Dhulikhel, Kavrepalanchok. The association had the following conclusion on the academic and financial transactions of Indreshwor Campus:

1. Main Accounting Policies and Comments
  - a. Financial transactions had been managed on the basis of present accounting principles.
  - b. Income/Expenditure, balance sheet, cash deposit transactions are done appropriately.
  - c. Daily collections were deposited in the bank on the respective day.
  - d. The campus has been seen conducting all the educational activities as per the code of conduct of Tribhuvan University.
  - e. There wasn't any misuse of code of conduct of Campus Management Committee and Office Personal Management.

Our respected auditor of Shree Bikram and Associates has raised some vital issues of our campus which has really been the points to be considered.

We really feel that we were unable to keep detail records of the overall activities whether it was financial or academic. We realized that it was

most to be done for reflective transaction, so from this year we have tried to keep detail record of each transaction we perform.

### **3.4 Social Programs**

#### **3.4.1 Campus' Involvement in Social Activities**

This Indreshwor Campus is a public organization, so it must have good relationship with various organizations. It actively takes part in various activities whether it is academic or financial, ECA or CCA, felicitation or condolence. It truly supports every activity performed in the society and tries to get benefit with the complements given by them.

#### **3.4.2 Society's Contributions for Campus**

This campus is also a part of a society. Every good or bad activity performed in the society has directly or indirectly affected the overall activities of the campus. Various stakeholders take deep interest in the overall activities of the campus. Even the land where the campus has been set up registered in the name of Indreshwor Campus because of the efforts of the social members. We are getting various financial, technical and academic supports from the people.

#### **3.4.3 Plan for Campus' Contribution**

As usual Indreshwor Campus is planning to include all the Citizens to attain Higher Education. It is running various faculty wise programs to meet the need and demand of the students and the nation. It aims to increase its academic programme with various scholarship schemes for deprived, underprivileged and disadvantaged groups. Beside these, it is planning to organize blood donation program, health camps and various other awareness programmes.

#### **3.4.4 Plan for Increased Involvement of Society in the Campus**

In absence of society, every institution would be like a village without any villagers. This Indreshwor Campus is also an integral part of the society. It always aim of involving the various stakeholders of the society. It tries to include them in the management committee, decision making programmes, and various internal and external affairs of the campus.

### **3.5 Issues and Challenges**



### **3.5.1 Short Term**

- Provision of knowledge to the latest science and technology
- Use of modern student-centred teaching-learning methodologies
- Insufficient working permanent teaching and non-teaching staffs
- Lack of stable staffs
- Punctuality
- Involvement of the students in examination
- Regularity of the students
- Weak social relationship
- Traditional library
- Lack of computer lab
- Lack of reasonable salary and other benefits

### **3.5.2 Long Term**

- Political interference
- Lack of visionary leaders
- Insufficient area
- Difficulty in maintaining quality education due to lack of fund, qualified and skilled professors and others.
- Difficulty in incorporating multi-dimensional programmes as per the necessity of the students and the nation.

### **3.5.3 Mitigating Measures Taken to Address the Issues and Meet the Challenges**

- We have become the member of HERP programmes intending to improve the academic, physical, economical and other aspects. We have developed five year strategic plan which aims on improve the overall performance of the campus.
- Use of OHP and Internet facilities for teaching learning activities.
- Planning to increase the number of permanent teaching and non-teaching staffs.
- There is reasonable increment in salary.
- Use of digital attendance system (finger print)
- Regular tests and examination system
- Regular attendance of the students
- Conduction of various programmes and meetings to improve social relationship
- Balance relationship with all the political parties

### **3.5.4 Plan for Addressing the Issues and Challenges**

- Run our academic programmes and other activities as per the five yearly strategic plan.
- Strengthening the socio-political relationship
- Increase the campus' area
- Skill and intelligent staffs with handsome salary and other benefits
- Search of regular sources of fund from various NGOs and INGOS.
- Planning to increase vocational educational programmes
- Develop efficient and able students providing various scholarships and opportunities
- Establish Indreshwor Campus as the leading academic institution in the nation.