

University Grant Commission (UGC), Nepal
Nurturing Excellence in Higher Education Program(NEHEP)
Quality Enhancement

Name of the Institution: Mid-West University School of Management, Surkhet
Programs Offered: BBA, MBA
Applied Indicator:1.1/1.2/1.3/1.4/1.5/1.6/2.1/2.2/2.3/2.4/2.6/3.1/3.2/3.3/3.4/3.5/3.6/3.7/4

SN	Performance Indicator	The Weightage	Description	Documents Required (after first verification)
Teaching and Learning (T&L) Outcome				
1.1	Result Quality Improvement	10	<p>Results under the grading system should be at least A-10%, B-20 %, C-30 %, D-30%, and at least E-10%.</p> <p>The result under percentage based annual system: HEIs attaining more than 80% pass rate with maintained over last three years.</p> <p>Results under the grading system should be at least A-10%, B-20 %, C-30 %, D-30%, and at least E-10%.</p> <p>The result under percentage based annual system: HEIs attaining more than 80% pass rate with maintained over last three years.</p>	<p>Provide List of Graduates of Last 3 years and Result Analysis Report</p> <p>Also, provide data as provided for BBA Result of 2076 batch.</p> <p>Annex A: List and result analysis</p>

1.2	Non-credit courses aligned with climate change (employment/entrepreneurship oriented professional courses)	8	At least one duly formulated non-credit course should be implemented. The duration of the course shall follow the GRID approach with at least 40 hours. Teachers and students will develop the non-credit course.	1. Non-credit Course approved by Governing body 2. Completion Report (Background, Objectives, Detail Schedule, Methodology, Conclusion/ Recommendation, photograph, experts/ resource person, participants list/attendance etc.) No course attached with credit hour/ Not clear
1.3	Extension services such as specialized training/ camps provided to the local community by faculties and students/ graduates for same activity in same year)	7	Microfinance, entrepreneurship, health camps, indigenous knowledge enhancement, alternative energy promotion, climate adaptation and mitigation, social issues, etc. (Institutions shall either conduct training programs, organize camps or adapt mixed approach. For this, a comprehensive work plan has to be developed along with training courses in hand. May it be training or a camp, it should be at least for a 3 days and a three event.)	• Work Completion report on specialized training/Camp provided to the local community by faculties and students/ graduates for same activity in same year (Background, Objectives, Detail Schedule, Methodology, Conclusion/ Recommendation, photograph, experts/ resource person, participants list etc.) Only one day program conducted by Student Welfare Council on Donation fund raising to School. It shall be training or a camp, which should be at least for a 3 days or a three event. Annex B : MUSOM conducts training camp for each semester and batch the own sample training camp report is provided here.
1.5	Curriculum feedback system in place and functioning	5	Faculties and students will be engaged in the periodic review of the curriculum in consultation with the business community and other stakeholders. The review report will be submitted to the concerned entities as feedback.	• Workshop on curriculum review participating stakeholders as per LMDP guideline• LMDP Program Report guideline submitted to UGC/ no any minutes or approved document/ meeting minutes of curriculum feedback collection. Annex C: As per LMDP policy the review process and plan attached here.

1.6	Academic Calendar	4	Constituent/ Affiliated HEIs will implement a duly approved academic calendar. Additionally, internal assessments will be conducted, and remedial measures to boost the pass rate will be one of the key aspects of the system.	<ul style="list-style-type: none"> Evidences of Internal Assessment and remedial classes (Decision& student attendance) MUSOM provides rematerialize classes as demanded by the students. Annex D: Evidence documents.
Research, Development and Innovation (RDI) Outcome				
2.1	Publication of articles in peer reviewed journals by full time faculties (at least 40% of faculty members of the HEIs)	6	<p>The standard should be above QAA indicators</p> <p>(This indicator seeks for the faculty members' competency in research and promotion. The competency is judged through the faculty members' strength on academic publication. To be eligible to apply for this indicator, at least 40% of full time faculties (which should be at least 60% of total faculty number) should have published research article minimum in Peer Reviewed Journal)</p>	<p>1. Issue on hyperlink on list of Full time faculty member. Mention either the faculty member is full time or part time. As per the information provided in 1.10 (Section A) No. of FT and PT faculty members contradict to each other. There exist 6 PT and 9 FT in the list. Also, provide appointment letter of all the faculty members including renewal of appointment of contract FT faculty members as if the valid dates are expired in the provided annexes.</p> <p>Annex F: Appointment letters of full time faculty members.</p>
2.3	At least 5% full time faculties received academic research grants from funding national/international agencies	5	At least one related to climate change	<p>No Hyperlink/No Evidence</p> <p>Annex G: MGT 453 environmental studies (Fifth Semester)</p>

2.4	Dissemination and application of research findings in community welfare/ national welfare/ student knowledge enhancement	4	Knowledge sharing and application	No Hyperlink/No Evidence It will be provided after 3 months.
2.6	Promotion of research and innovation through internally funded research projects conducted by at above 5% full time faculties (this is in addition to item #2.3)	3	Selection of the projects for funding should be as per the guidelines prepared by the HEI	<ul style="list-style-type: none"> • Research Guidelines • Notice published for internal research projects • RMC or Equivalent body's decision regarding selection of proposals for mini-research • Selection notice • MOU between HEI and Faculties. <p>Action plan doesn't show the plan for calling Mini Research. Also attach Annual Budget of FY 2080/81 and FY 2081/82.</p> <p>Annex H: Section V: Department of Research, Innovation and Entrepreneurship (Drie) guidelines and procedures Pages(38-41) Annex I: Notice and plan for Research. Annual Research Budget see the highlighted.</p>
Governance				

3.1	Student Support and graduate tracking system on employability and academic progress	5	<ul style="list-style-type: none">• No of the graduates increased• Increased placement services• The percentage increased in progress on further studies	<ul style="list-style-type: none">• Provisions related to placement service• Other Tracer study report beside 2023 is not hyperlinked• Summary report from EMIS for last 3 years (Graduate, placement, further Studies)• Minutes and related other documents <p>Tracer study with trend Analysis/ EMIS report with trend and other documents</p> <p>1. Provide data as followingforlastthreeyears :</p> <table><tr><th>Program</th><th>Year</th><th>Graduates</th><th>Placement</th><th>% of placemnet</th><th>Remarks</th></tr><tr><td>X</td><td></td><td></td><td></td><td></td><td></td></tr><tr><td></td><td></td><td></td><td></td><td></td><td></td></tr><tr><td>XX</td><td></td><td></td><td></td><td></td><td></td></tr><tr><td></td><td></td><td></td><td></td><td></td><td></td></tr><tr><td>XXX</td><td></td><td></td><td></td><td></td><td></td></tr><tr><td></td><td></td><td></td><td></td><td></td><td></td></tr><tr><td colspan="6">add rows as required</td></tr></table> <p>Annex J: Tracer Study Report for the year 2078-2079 Tracer Study Report for the year 2079,80- 2080,81 Annex K: EMIS Report-2024 Placement and last 3 years placement report will be provided with in 2 months.</p>	Program	Year	Graduates	Placement	% of placemnet	Remarks	X												XX												XXX												add rows as required					
Program	Year	Graduates	Placement	% of placemnet	Remarks																																															
X																																																				
XX																																																				
XXX																																																				
add rows as required																																																				
3.2	Faculty Members evaluation by students	4	Students’ confidential evaluations will be used in teachers' performance evaluations at the end of each academic calendar. The markings from the evaluation will be embedded in the promotions and other benefits for faculty members	<ul style="list-style-type: none">• Provision of performance appraisal on HRM/HRD plan (Separate or incorporated in SP)• Performance appraisal report Missing <p>Only sample forms attached.</p> <p>Annex L: MUSOM Performance appraisal system Sec-iii pages(33) Annex M: HR Plan</p>																																																

3.3	Internal quality assurance assessment conducted by IQAC annually and corrective measures planned and implemented	3	Related Report	<p>Annex N: IQAC policy and provisions</p> <ul style="list-style-type: none"> • Plan and progress status of plan implement <p>Annex O: Assessment report of 2024 IQAC and CMC decision minutes</p> <p>Annex P: Attached Internal Quality Academic Audit report of 2022 and 2023. However, attached report is not validated with authorized signature and also not addressed through IQAC and governing body.</p>
3.4	Merit based student enrolment system in place	2	The number of students appearing in the entrance exam is 30% more than the enrolling students	<ul style="list-style-type: none"> • Admission call notice • Entrance examination notices • Notice on result publication • Admission record <p>Annex Q: All required documents file.</p>
3.5	Merit based faculties/staff recruitment	2	HEI faculty member/staff recruitment criteria should not be less than the affiliated university specific minimum qualification	<p>Annex R: Recruitment policy and provision aligned with affiliating University</p> <p>Annex S: Recruitment committee's minutes (Hyperlink not linked to required document)</p> <ul style="list-style-type: none"> • Selection notice • Appointment letter
3.6	Audit observation(s) of the previous FY settled and publicly disclosed (governance & transparency)	2	Comparison of the audit report with preceding years' audit reports and management responses	<ul style="list-style-type: none"> • Decision regarding settlement of irregularities FY 2079/80 and FY 2080/81. • Audit report of FY 2079/80 (Auditor's observation) <p>Annex T: Audit Report Financial Report</p>

3.7	Physical infrastructure developed/progressing as per the pre-designed master plan and annual/strategic plan	2	With the provision of climate change adaptation and mitigation activities at HEI level	<p>Annex U: Master plan's drawing</p> <ul style="list-style-type: none"> • SP regarding infrastructure in current FY (Only four page SP attached) • Construction progress status (Review Report on Achievement of Master Plan Till date) <p>Annex V: BID Response Document</p> <p>Hostel DPR will be send as soon as possible</p>
-----	---	---	--	--