

Lumbini Banijya Campus
Reaccredited by UGC, Nepal
Butwal-11, Devinagar, Rupandehi, Nepal

Annual Report–2078

Campus Name: Lumbini Banijya Campus

Full Address: Butwal-11, Devinagar, Rupandehi, Lumbini Province, Nepal

Established Date : 6th Falgun, 2038

Report Publication Date : 10th Magh, 2078

Report Preparation Team

S.N.	Name	Position
1.	Prof. Dr. Tara Prasad Upadhyaya	Patron
2.	Mr. Puna Ram Ghimire	Co-ordinator
3.	Mr. Ranjan Gyawali	Member
4.	Mr. Puskar Bhusal	Member

Endorsed by Management Committee: 30th Poush, 2078

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Executive Summary

Lumbini Baniyja Campus (LBC), a community based reaccredited college in Lumbini Province of Nepal, has been imparting business and management education since its establishment in 2038 BS. To address the ubiquitous needs of highly demandable courses of Management for businesses, corporate world and government sector, LBC focuses on education excellence by enabling its students to achieve their high potentials and embrace successful careers as managers and entrepreneurs by instilling state-of-the-art management knowledge and techniques in an empirical and application-oriented learning environment. Due to adept human resources, state-of-the-art infrastructure, strong financial base and placement of pass-out students, LBC has proven as the best community campus among many others. The glorious moment of having been awarded with the "Best Community Campus – 2075" on the auspicious occasion of National Education Day has fueled the campus team to do more to maintain the same reputation and to recognize the campus globally. Similarly, the Campus also received the State Academic Award Second in 2076 B.S. by the State Government of Lumbini Province. The flow of student is increasing every year. As backed by all necessary requirements, LBC is also practicing autonomy in examination and curriculum development of Masters of Business Administration in Banking and Finance (MBA-BF) since 2017 A.D., Bachelor of Business Administration in Finance and Accounting (BBA-FA) since September, 2019, Master of Business Studies in Finance (MBS-F), Bachelor of Business Management-Applied (BBM-A) and Bachelor of Management Studies (BMS) since 2020 AD. from Tribhuvan University (TU). Furthermore, the Campus also has a plan to introduce other autonomous programs such as Bachelor in Information Technology and Management (BITM) and Master of Management Studies (MMS) in the near future. Apart from this, LBC is preparing itself for Deemed to be University.

1. Background

1.1 Lumbini Banijya Campus: A General Background

Located at the mid swathes of the country, Butwal Sub- metropolitan city has been emerging as one of the sophisticated cities of Nepal in terms of infrastructure, trade, finance, education and many more. Butwal, being the largest city of Lumbini Province and situating at mid-point of Siddhartha and Mahendra Highway, has become a hub city due to its location advantage. Realizing the need of adept skilled human resources in the arena of businesses, corporate world, government and non-government sectors, Lumbini Banijya Campus (hereafter called LBC) was formally established in 1982 (AD). Butwal Sub-metropolitan, Butwal Chamber of Commerce and Industries (BUCCI), different educationalists and social workers played a pivotal role in the establishment of the campus with an objective of further development in the field of management education.

The political revolution in 1980 (AD) and its effects in the field of education inspired the sensible people to establish a campus to start management education institution in Butwal. The constituent campuses of Tribhuvan University (TU) were facing the problem of overcrowding since 1981 (AD) and to manage this TU releases a policy of affiliation to public and private sector colleges.

In retrospect, LBC started PCL classes with 136 students, five part time teachers, one office assistant and a peon in Kanti Secondary School since 1981 (AD). The application submitted for affiliation by LBC in 1981 was approved from the academic session of 1982. So, the students who were admitted in the session of 1981 got appeared in the examination as private students.

Similarly, in 19 February 1982, LBC was formally inaugurated by contemporary Vice President of National Planning Commission, Dr. Mohan Man Saiju in the building of Butwal Municipality ward No. 3 to conduct PCL classes in morning shift. Security amount of Rs. 80,000 (rupee eighty thousand) in TU was borrowed from Butwal Municipality. To cover all expenses apart from students' fee, 0.15 percent tax was collected from all the goods carried in Butwal in agreement with Butwal Municipality and Butwal Chamber of Commerce and Industries. It continued until its new building was constructed at Butwal Municipality, Devinagar in 1983. Later Navin Industrial Primary School provided 2-5-0 area of land and the same area of public land were added, and then B.Com Classes commenced by 1986. In the beginning, there were only 42 students in B.Com. First Year. Later, PCL level started in the day shift too. According to the demand of time, Computer Classes were started in 1994 as additional subject. LBC got approval from TU to conduct MBS classes in 2001 phasing out the PCL classes. BBS and MBS classes of TU are properly running facing all ups and downs in rapid speed. As being one of the pioneer institutions in imparting management education in western part of Nepal, LBC started Bachelor of Business Management (BBM) class from 2014, as semester system class. LBC is able to generate top class performance in BBM semester exams. In almost the entire university level semester exam, it has dominated the university top level position, being topper in most of the semester exams. Lumbini Banijya Campus is the only academic institution at Butwal that concentrates merely in management discipline. Situated at the heart of Butwal Municipality, Lumbini Banijya Campus was established in 1982 A.D. During its initial phase, the campus had run Proficiency Certificate

Level (PCL) of Commerce in the morning shift which was supported by Butwal Municipality. In 1986 A.D., Lumbini Banijya Campus received affiliation to run Bachelor of Commerce (B. Com.) in from Tribhuvan University. Afterwards, Proficiency Certificate Level (PCL) classes were conducted in the day shift. In the course of expansion, this campus succeeded to introduce further two programs viz. Master of Business Studies (MBS) in 2001 A.D. & Bachelor of Business Management (BBM) in 2014 A.D. The campus never let its enthusiasm fade away and decided to run Master of Business Administration- Banking and Finance (MBA-BF) as an autonomous program and has successfully been running MBA-BF since 2017 A.D. Currently, LBC has successfully been running five autonomous programs viz. MBA-BF, BBA-FA, MBS-F, BBM-Applied, and BMS in the same to solidify its dream to convert the campus into a deemed university.

In imparting world-class education, the Campus has also paid its attention in the construction of the physical infrastructures and proper management of the internal academic environment in order to upgrade teaching and learning process more effective, relevant, practical and demanding.

1.2 Recognition of LBC's Academic Excellence

LBC is one of the leading institutions among the nation's community colleges in Nepal. Numerous awards and honors received so far are our evidences. We are especially proud of our selection by the University Grant Commission (UGC) as one of the nine community campuses first selected for accreditation. On April 12, 2012, LBC got its accreditation from UGC Nepal. Due to the untiring and unflagging endeavours of teaching and non-teaching staffs, LBC has got reaccredited by UGC on 17 June, 2018 and has also received an accolade of ***Best Community Campus by the Ministry of Education on the occasion of National Education Day-2075***. Similarly, in the same year, the campus also got reaccredited by University Grants Commission due to the campus's excellent performance in quality assurance. Likewise, the Campus also received the ***State Academic Award-Second by State Government of Lumbini Province in 2076***.

1.3 Our Motto

Quality Education for Quality Manpower

1.4 Our Vision

Our Vision is to make Lumbini Banijya Campus a renowned community based college with exceptional and outstanding educational opportunities for students. It will be a student oriented college concentrating on research activities to develop academic community. The ultimate vision of the college will be to develop as Deemed University.

1.5 Our Mission

The mission of the college is to acquire and develop dedicated, laborious, qualified and socially renowned faculties for delivering quality education to the students. We will advance the intellectual and social condition of the people of the community and country through the quality program of teaching, research and services.

1.6 Quality Policy

Our objective is to provide Quality Education to the students according to the demand of society that enables the students to develop problem solving, leadership and team work skills along with value of commitment to quality, ethical behavior, society and respect for one another.

1.7 Quality Initiatives of IQAC

- Mentorship
- Result analysis
- Assist in Strategic Planning
- Events Scheduling
- Publications and paper presentation
- Delegating faculty members for seminar and workshop
- Organizing guest lecturers
- Student counseling
- Interdepartmental interaction
- Organization of discussions, workshops, seminars, training programs
- Organization of teachers training programs
- Self-appraisal
- Performance appraisal
- Peer appraisal
- Initiating department for best practice
- Student feedback system and analysis
- Placement and internship
- Introduction of value added courses
- Establishment of Research and Development cell
- Developing national/international linkages

2. Academic Progress

2.1. Enrollment Trend Analysis

Bachelor Level, Year 2076 (B.S)

<i>Level</i>	<i>Total</i>	<i>Female</i>	<i>EDJ</i>	<i>Dalit</i>
<i>BBS 1st Year</i>	930	520	81	46
<i>BBS 2nd Year</i>	865	506	92	48
<i>BBS 3rd Year</i>	712	425	81	35
<i>BBS 4th Year</i>	527	328	48	22
<i>BBM 1st Semester</i>	88	61	19	0
<i>BBM 3rd Semester</i>	68	35	33	0
<i>BBM 5th Semester</i>	57	37	7	0
<i>BBM 7th Semester</i>	51	32	1	0
<i>Total</i>	3298	1944	362	151

Bachelor Level, Year 2077 (B.S)

<i>Level</i>	<i>Total</i>	<i>Female</i>	<i>EDJ</i>	<i>Dalit</i>
<i>BBS 1st Year</i>	1125	557	78	63
<i>BBS 2nd Year</i>	930	520	81	46
<i>BBS 3rd Year</i>	865	506	92	48
<i>BBS 4th Year</i>	712	425	81	35
<i>BBA-FA 1st Semester</i>	88	64	15	2
<i>BBM 1st Semester</i>	64	44	12	2
<i>BBM 3rd Semester</i>	88	61	19	0
<i>BBM 5th Semester</i>	68	35	33	0
<i>BBM 7th Semester</i>	57	37	7	0
<i>Total</i>	3997	2249	418	196

Bachelor Level, Year 2078 (B.S)

<i>Level</i>	<i>Total</i>	<i>Female</i>	<i>EDJ</i>	<i>Dalit</i>
<i>BBS 1st Year</i>	824	329	61	54
<i>BBS 2nd Year</i>	1125	557	78	63
<i>BBS 3rd Year</i>	930	520	81	46
<i>BBS 4th Year</i>	865	506	92	48
<i>BBA-FA 1st Semester</i>	88	67	1	0
<i>BBA-FA 3rd Semester</i>	88	64	15	2
<i>BBM-A 1st Semester</i>	88	32	1	2
<i>BBM 3rd Semester</i>	64	44	12	2
<i>BBM 5th Semester</i>	88	61	19	0
<i>BBM 7th Semester</i>	68	35	33	0
<i>BMS 1st Semester</i>	107	62	6	7
<i>Total</i>	4335	2277	399	224

The number of students' enrollment has increased in 2078 in comparison to previous years. It is because of increasing number of passed students in plus two exams and students migration from neighboring districts to Butwal city. Similarly, the number of Female students is slightly in increasing trend in every year and the number of EDJ is almost stable whereas the number of Dalits has increased significantly in comparison to previous years.

Masters Level, 2076

<i>Level</i>	<i>Total</i>	<i>Female</i>	<i>EDJ</i>	<i>Dalit</i>
<i>MBS 1st Semester</i>	225	129	49	1
<i>MBS 3rd Semester</i>	138	94	25	1
<i>MBA-BF 1st Semester</i>	35	25	0	0
<i>MBA-BF 3rd Semester</i>	35	20	1	1
<i>Total</i>	433	268	75	3

Masters Level, 2077

<i>Level</i>	<i>Total</i>	<i>Female</i>	<i>EDJ</i>	<i>Dalit</i>
<i>MBS 1st Semester</i>	245	141	48	6
<i>MBS 3rd Semester</i>	225	129	49	1
<i>MBS-F 1st Semester</i>	78	46	10	2
<i>MBA-BF 1st Semester</i>	35	19	2	0
<i>MBA-BF 3rd Semester</i>	29	13	3	2
<i>Total</i>	612	348	112	11

Master Level, 2078

<i>Level</i>	<i>Total</i>	<i>Female</i>	<i>EDJ</i>	<i>Dalit</i>
<i>MBS-F 1st Semester</i>	36	14	3	3
<i>MBS-F 3rd Semester</i>	78	46	10	2
<i>MBA-BF 1st Semester</i>	27	18	2	0
<i>MBA-BF 2nd Semester</i>	19	10	1	0
<i>MBA-BF 3rd Semester</i>	35	19	2	0
<i>MBS 3rd Semester</i>	245	141	48	6
<i>Total</i>	440	248	66	11

Enrollment of students in Masters Level Programs almost remains the same in every year due to limited seats available and the structured selection process of applicants.

2.2 Exam Appear Analysis

Bachelor Level, Year 2076 (B.S)

<i>Level</i>	<i>Total</i>	<i>Female</i>	<i>EDJ</i>	<i>Dalit</i>
<i>BBS 1st Year</i>	930	520	81	46
<i>BBS 2nd Year</i>	865	506	92	48
<i>BBS 3rd Year</i>	712	425	81	35
<i>BBS 4th Year</i>	527	328	48	22
<i>BBM 1st Semester</i>	88	61	19	0
<i>BBM 3rd Semester</i>	68	35	33	0
<i>BBM 5th Semester</i>	57	37	7	0
<i>BBM 7th Semester</i>	51	32	1	0
Total	3298	1944	362	151

Bachelor Level, Year 2077 (B.S)

<i>Level</i>	<i>Total</i>	<i>Female</i>	<i>EDJ</i>	<i>Dalit</i>
<i>BBS 1st Year</i>	1125	557	78	63
<i>BBS 2nd Year</i>	930	520	81	46
<i>BBS 3rd Year</i>	865	506	92	48
<i>BBS 4th Year</i>	712	425	81	35
<i>BBA-FA 1st Semester</i>	88	64	15	2
<i>BBM 1st Semester</i>	64	44	12	2
<i>BBM 3rd Semester</i>	88	61	19	0
<i>BBM 5th Semester</i>	68	35	33	0
<i>BBM 7th Semester</i>	57	37	7	0
Total	3997	2249	418	196

Bachelor Level, Year 2078 (B.S)

<i>Level</i>	<i>Total</i>	<i>Female</i>	<i>EDJ</i>	<i>Dalit</i>
<i>BBS 1st Year</i>	824	329	61	54
<i>BBS 2nd Year</i>	1125	557	78	63
<i>BBS 3rd Year</i>	930	520	81	46
<i>BBS 4th Year</i>	865	506	92	48
<i>BBA-FA 1st Semester</i>	88	67	1	0
<i>BBA-FA 3rd Semester</i>	88	64	15	2
<i>BBM-A 1st Semester</i>	88	32	1	2
<i>BBM 3rd Semester</i>	64	44	12	2
<i>BBM 5th Semester</i>	88	61	19	0
<i>BBM 7th Semester</i>	68	35	33	0
<i>BMS 1st Semester</i>	107	62	6	7
Total	4335	2277	399	224

The number of students' appeared the exam in 2078 has increased in comparison to previous years. It is because of COVID-19 and the students were prevented to go for abroad study in other countries. Similarly, the number of Female students is slightly in increasing trend in every year and the number of EDJ is almost stable whereas the number of Dalits has increased significantly in comparison to previous years.

Masters Level, 2076

<i>Level</i>	<i>Total</i>	<i>Female</i>	<i>EDJ</i>	<i>Dalit</i>
<i>MBS 1st Semester</i>	225	129	49	1
<i>MBS 3rd Semester</i>	138	94	25	1
<i>MBA-BF 1st Semester</i>	35	25	0	0
<i>MBA-BF 3rd Semester</i>	35	20	1	1
<i>Total</i>	433	268	75	3

Masters Level, 2077

<i>Level</i>	<i>Total</i>	<i>Female</i>	<i>EDJ</i>	<i>Dalit</i>
<i>MBS 1st Semester</i>	245	141	48	6
<i>MBS 3rd Semester</i>	225	129	49	1
<i>MBS-F 1st Semester</i>	78	46	10	2
<i>MBA-BF 1st Semester</i>	35	19	2	0
<i>MBA-BF 3rd Semester</i>	29	13	3	2
<i>Total</i>	612	348	112	11

Master Level, 2078

<i>Level</i>	<i>Total</i>	<i>Female</i>	<i>EDJ</i>	<i>Dalit</i>
<i>MBS-F 1st Semester</i>	36	14	3	3
<i>MBS-F 3rd Semester</i>	78	46	10	2
<i>MBA-BF 1st Semester</i>	27	18	2	0
<i>MBA-BF 2nd Semester</i>	19	10	1	0
<i>MBA-BF 3rd Semester</i>	35	19	2	0
<i>MBS 3rd Semester</i>	245	141	48	6
<i>Total</i>	440	248	66	11

The trend of attending examinations is almost constant in Masters Levels. There is slightly increasing in trend of EDJ and Dalit students in Masters Levels.

2.3 Pass Rate Trend Analysis

Bachelor Level, Year 2076

Year	Total	Female	EDJ	Dalit
<i>BBS 1st Year</i>	130	76	6	7
<i>BBS 2nd Year</i>	167	96	20	5
<i>BBS 3rd Year</i>	122	73	8	4
<i>BBS 4th Year</i>	239	155	16	4
<i>BBM 1st Semester</i>	66	50	13	0
<i>BBM 3rd Semester</i>	61	31	1	0
<i>BBM 5th Semester</i>	54	37	8	0
<i>BBM 7th Semester</i>	45	28	1	0
Total	884	546	73	20

Bachelor Level, Year 2077

Year	Total	Female	EDJ	Dalit
<i>BBS 1st Year</i>	123	58	16	12
<i>BBS 2nd Year</i>	133	63	18	9
<i>BBS 3rd Year</i>	224	79	23	16
<i>BBS 4th Year</i>	283	73	19	14
<i>BBM 1st Semester</i>	66	49	14	0
<i>BBM 3rd Semester</i>	58	30	1	0
<i>BBM 5th Semester</i>	53	35	7	1
<i>BBM 7th Semester</i>	51	32	1	0
<i>BBA-FA 1st Semester</i>	48	32	18	0
Total	1039	451	117	52

Bachelor Level, Year 2078

Year	Total	Female	EDJ	Dalit
<i>BBS 4th Year</i>	280	161	31	7
<i>BBM 1st Semester</i>	38	25	3	1
<i>BBM 3rd Semester</i>	70	41	12	0
<i>BBM 5th Semester</i>	64	36	2	0
<i>BBM 7th Semester</i>	57	31	6	1
<i>BBM-A 1st Semester</i>	37	17	2	1
<i>BBA-FA 2nd Semester</i>	37	25	2	0
<i>BMS 1st Semester</i>	32	23	2	2
Total	615	359	60	12

The number of passed students in Bachelor Level has been impacted due to the Pandemic COVID-19. However, in the semester-based programs, the percentage of passed students is higher than the students of annual system.

Masters Level (MBS), Year 2076

<i>Year</i>	<i>Total</i>	<i>Female</i>	<i>EDJ</i>	<i>Dalit</i>
<i>MBS 1st</i>	65	41	9	2
<i>MBS 3rd</i>	18	11	3	1
<i>Total</i>	83	52	12	3

Masters Level (MBS), Year 2077

<i>Year</i>	<i>Total</i>	<i>Female</i>	<i>EDJ</i>	<i>Dalit</i>
<i>MBS 1st Semester</i>	125	53	7	4
<i>MBS 3rd Semester</i>	91	26	5	2
<i>Total</i>	216	79	12	6

Masters Level (MBS), Year 2078

<i>Year</i>	<i>Total</i>	<i>Female</i>	<i>EDJ</i>	<i>Dalit</i>
<i>MBS 2nd Semester</i>	92	48	6	2
<i>MBS 4th Semester</i>	86	57	2	2
<i>MBS 1st Semester</i>	46	23	3	0
<i>Total</i>	224	128	11	4

Masters Level (MBS-F), Year 2077

<i>Year</i>	<i>Total</i>	<i>Female</i>	<i>EDJ</i>	<i>Dalit</i>
<i>MBS-F1st Semester</i>	46	23	3	0
<i>Total</i>	46	23	3	0

Masters Level, Year 2076 MBA-BF

<i>Year</i>	<i>Total</i>	<i>Female</i>	<i>EDJ</i>	<i>Dalit</i>
<i>MBA-BF 1st Semester</i>	29	19	0	0
<i>MBA-BF 3rd Semester</i>	33	20	1	1
<i>Total</i>	62	39	1	1

Masters Level, Year 2077 MBA-BF

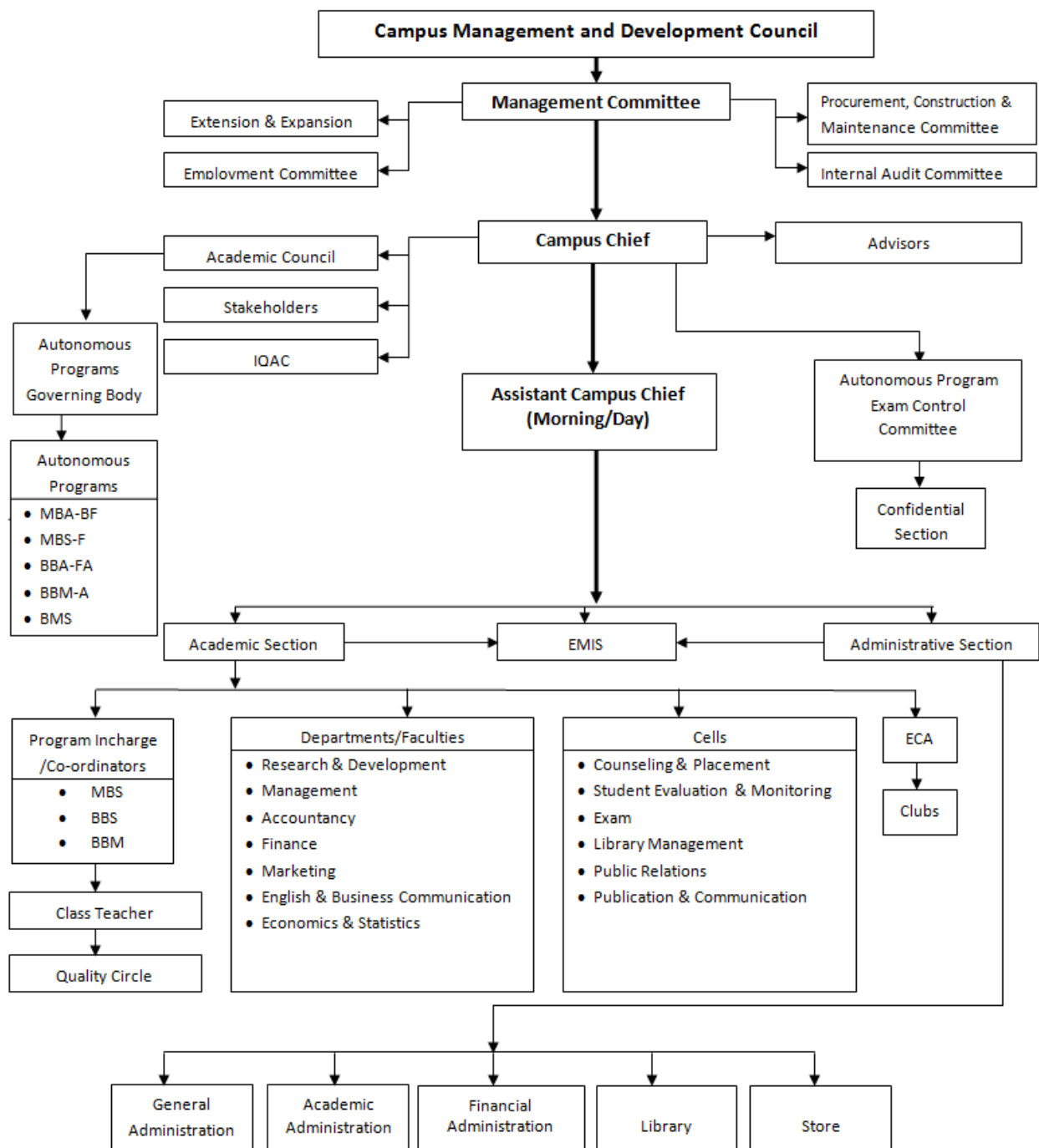
<i>Year</i>	<i>Total</i>	<i>Female</i>	<i>EDJ</i>	<i>Dalit</i>
<i>MBA-BF 1st Semester</i>	20	11	0	0
<i>MBA-BF 3rd Semester</i>	32	22	0	0
<i>Total</i>	52	33	0	0

Masters Level, Year 2078 MBA-BF

<i>Year</i>	<i>Total</i>	<i>Female</i>	<i>EDJ</i>	<i>Dalit</i>
<i>MBA-BF 2nd Semester</i>	32	17	1	0
<i>MBA-BF 4th Semester</i>	29	15	1	1
<i>Total</i>	61	32	2	1

The number of passed students in Master Levels has been found satisfactory. However, the Campus has to do a lot of efforts to improve the pass percentage.

Structure of the Campus



2.5 Wings of the Campus

Campus Management and Development Council

S. N.	Name	Designation
1	Mr. Moti Lal Pandey	Chairman
2	Mr. Rajendra Prasad Ojha	Immediate Past Chairman
3	Mr. Surendra Prasad Shrestha	Vice- Chairman
4	Mr. Shivaraj Subedi (Mayor-Butwal)	Member (Ex-officio)
5	Mr. Ujjwal Kasaju (Chairman-BuCCI)	Member
6	Mr. Ramchandra Chhetri (Chairman Ward No.-11)	Member (Ex-officio)
7	Mr. Khimananda Neupane (Campus Chief- Butwal Multiple Campus)	TU Representative Member (Ex-officio)
8	Mr. Dwarika Gautam (Chairman-Public Campus Teachers' Association- LBC Unit)	Member (Ex-officio)
9	Mr. Maheswor Prasad Shrestha (Founder Campus Chief)	Member
10	Prof. Dr. Ishwor Gautam (Ex-Campus Chief)	Member
11	Mrs. Bhagwati Pandey (Lady Member)	Member
12	Mr. Lokraj Sharma, Chairperson, Teacher-Guardian Association, LBC	Member
13	Prof. Sudarsan Prasad Nepal (Ex-Campus Chief)	Member
14	Prof. Krishna Gautam (Ex-Campus Chief)	Member
15	Mr. Gopal Rana, Representative, Parliamentary Member Hon'able Bishnu Prasad Poudel	Member
16	Hon'able Lila Giri, Member, State Assembly of Lumbini Province	Member
17	Mr. Ekraj Bishwokarma, Chairman, District Co-ordination Committee, Rupandehi	Member
18	Mr. Khem Prasad Luitel, Representative, District Co-ordination Committee	Member
19	Mr. Yam Prasad Pandey, Chairman, Western Transportation Management Committee	Member
20	Mr. Dadhiram Kharel, Chairman, Western Nepal Bus Entrepreneurs' Pvt. Ltd.	Member
21	Mr. Mahesh Kumar Raj Bhandari, Ex-Chairman	Member
22	Mr. Kush Prasad Malli, Ex-Chairman	Member
23	Mr. Arjunman Saiju, Ex-Chairman	Member
24	Mr. Nirmal Prasad Lacoul, Ex-Chairman	Member
25	Mr. Khim Bahadur Hamal, Representative, BuCCI	Member
26	Mr. Dinesh Prasad Shrestha, Representative, BuCCI	Member
27	Mr. Babu Ram Bohara, Chairman, Rupandehi Industry Association	Member

28	Mr. Durga Subedi, Chairman, Ward No.-12, Butwal Sub-Metropolitan City	Member
29	Mr. Ram Prasad Regmi, Chairman, Ward No.-16, Butwal Sub-Metropolitan City	Member
30	Assoc. Prof. Bishnu Joshi, Assistant Campus Chief	Member
31	Mrs. Radha Pantha (Subedhi), Chairperson, Employees' Association Unit Committee, LBC	Member
32	Prof. Ram Lal Shrestha	Member
33	Mr. Pradip Kumar Shrestha	Member
34	Er. Kusum Gyawali	Member
35	Mrs. Laxmi Khanal (Bhattarai)	Member
36	Mr. Anil Prasad Shrestha, Chairperson, Alumni, LBC	Member
37	Prof. Dr. Tara Prasad Upadhyaya, Campus Chief	Member Secretary

Campus Management Committee

S.N.	Name	Designation
1	Mr. Moti Lal Pandey	Chairman
2	Mr. Rajendra Prasad Ojha	Immediate Past Chairman
3	Mr. Surendra Prasad Shrestha	Vice- Chairman
4	Mr. Shivaraj Subedi (Mayor-Butwal)	Ex-Officio Member
5	Mr. Ujjal Prasad Kasaju (Chairman-BuCCI)	Member
6	Mr. Ramchandra Chhetri (Chairman Ward No.-11)	Member
7	Mr. Khimananda Neupane (Campus Chief- BMC)	Member
8	Mr. Dwarika Gautam (Chairman-Public Campus Teachers' Association- LBC Unit)	Member
9	Mr. Maheswor Prasad Shrestha (Founder Campus Chief)	Member
10	Prof. Dr. Ishwor Gautam (Ex-Campus Chief)	Member
11	Prof. Krishna Gautam	Member
12	Mrs. Bhagawati Pandey (Lady Member)	Member
13	Prof. Dr. Tara Prasad Upadhyaya (Campus Chief)	Member-Secretary

Public Campus Teacher's Association- LBC Unit

S.N	Name	Designation
1	Mr. Dwarika Gautam	President
2	Mr. Bidur Gyawali	Vice-President
3	Mr. Ranjan Gyawali	Secretary
4	Mr. Suraj Acharya	Joint-Secretary
5	Ms. Inju Gyawali	Treasurer
6.	Mr. Suresh Sapkota	Member
7	Mr. Pitambar Sapkota	Member
8	Mr. Tulsi Bhusal	Member
9	Mr. Tank Prasad Neupane	Member

Public Campus Employees' Association- LBC Unit

S.N	Name	Designation
1	Mrs. Radha Pantha (Subedi)	President
2	Mrs. Laxmi Pokhrel Khanal	Immediate Past President
3	Mr. Puskar Bhusal	Vice-President
4	Mr. Deepak Bhattarai	Secretary
5	Ms. Jyoti Shrestha	Treasurer
6	Mr. Mohan Poudel	Member
7	Mr. Durga Prasad Aryal	Member
8	Mr. Shiva Raj Adhikari	Member
9	Mr. Parbati Khamcha	Member

Academic Committee

S. N	Position in Campus	Designation
1	Campus Chief	Chairman
2	Assistant Campus Chief	Member
3	Program In charges	Member
4	HODs	Member
5	Coordinator IQAC	Member
6	Coordinator EMIS	Member
7	Project Coordinator	Member
8	Program Coordinators	Member
9	Coordinator R&D	Member
10	Cell Coordinators	Member
11	University Representative	Member
12	Two experts recommended by TU	Member
13	Representative from Parents Association who passed Masters Level	Member
14	Masters level passed industrialist recommended by Management Committee	Member
15	Other two persons nominated by management committee	Member

Academic Standing Committee

S.N.	Position in Campus	Designation
1	Campus Chief	Chairman
2	Assistant Campus Chief	Member
3	Program In charge	Member
4	Chairman Teachers' Union	Member
5	TU Representative	Member
6	Nominated by Management Committee	Member
7	Nominated Lecturer by Management Committee	Member

2.6 Programs

Bachelor of Business Studies (BBS)

Bachelor of Business Management (BBM)

Bachelor of Business Administration in Finance and Accounting (BBA-FA) – Autonomous Program

Bachelor of Business Management–Applied (BBM-A) – Autonomous Program

Bachelor of Management Studies (BMS) – Autonomous Program

Master in Business Studies (MBS)

Master in Business Administration- Banking Finance (MBA-BF) – Autonomous Program

Master in Business Studies - Finance (MBS-F) – Autonomous Program

Proposed Autonomous Programs

Master of Management Studies (MMS)

Bachelor of Business Administration in Information Technology (BBA IT)

2.7 Educational Pedagogy

Class Presentation

Campus focuses on the use of class presentation in order to have students practice all language system areas (vocabulary, grammar, discourse and phonology) and skills (speaking, reading, writing, use of technology, listening and answering). It also builds confidence, and presenting as a skill that students need to have. It is expected that students will be able to present their idea in structured way after completion of course.

Case Study

Among various teaching methods, Campus emphasizes in using case study method both in bachelor and master level classes. Case studies are real stories that are used as a teaching tool to show the application of a theory or concept to real situations. Dependent on the goal they meant to fulfill, cases can be fact- driven and deductive where there is a correct answer, or they can be context driven where multiple solutions are possible. The instructors can create their own cases or can find cases that already exist in order to enhance the students' learning through active participation. It largely enhances problem solving and decision making skills of students.

Group Discussion

Another teaching tool adopted by Campus is group discussion where students debate in particular issue in structured way. They create and discuss on possible solutions and their effects on certain issues. Sometime, articles are reviewed before starting discussion. It enhances conceptual and communication skills.

Article Review

Under this method students are provided articles related to their syllabus, they study it and present to each other. Presentation, discussion and idea generation is centered to particular article. Instructor searches and provides relevant articles from different journals.

Lecture

Lectures continue to be one of the most commonly used teaching methods in higher education. Now campus has converted traditional lectures into students and problem focus lectures. It creates in-depth understanding in subject matters.

Role Play

Teachers are trained to use role play method to make learning effective and interesting. This method could be used along with group discussion, where students give ideas from the view point of particular character only, with article review and lecture. It enhances expression skill in different way.

Educational Tour

Educational tours are regularly organized for students and academicians as well where they can meet different people and situation. Such tours are combined with study and research activities of students as well.

Online Teaching

The Campus has set up the IT Studio in order to ease the online teaching and learning process during the pandemic COVID-19 and linked up with the various virtual platforms such as MS Teams, ZOOM, MOODLE etc. for the continuous teaching and learning activities.

3. Physical Progress

3.1 Infrastructure Development

Description	Number
Building	11

S.N	Description (Furniture & Others)	Total
1	Student chair with written	249
2	Office chair with form in karma	1
3	Steel Chair	4
4	Employee's Filing Cabinet	1
5	Easy Chair	4
6	One side book desk Table	2
7	Executive Desk	1
8	Filling Cabinet (Wood)	5
9	Filling Cabinet (Steel)	7
10	Lecturer Stand Desk	18
11	Bench	3
12	Stool	3
13	sf&sf] cfndf/L	1
14	Steel Daraj	9
15	b/fh 5 g+=	1
16	l^ Table	9
17	Table with Drawer	4
18	Simple Chair	8
19	Counter Library	3
20	Table for Staff	1
21	Daraj with Gharra	1
22	Bench wood for student	47
23	Desk wood for student	43
24	Open Rack (Wood)	2
25	Notice Board	4
26	Sofa Set	11 Pcs.
27	Steel Open Rack	1
28	Steel Table	1
29	Revolving Chair	40
30	S. Model Chair	5
31	Office Steel Table	1
32	Steel Rack	12
S.N	Description (Furniture & Others)	Total
33	Daraj with wood (Saff Room)	1
34	Book Rack	19
35	Desk + Bench	372
36	White Board	69
37	Rostorm	7
38	Pillo R Chair	4

39	Computer Revolving Chair	6
40	Office Table	8
41	Table Sada	2
42	Pipe Chair	2
43	Almari	2
44	Demonstrative Rack	2
45	Library Rack	1
46	Table Bamboo Ply with both side box	1
47	Wood Chair	24
48	Book Kesh Daraj	13
49	Chair Wood	40
50	Table Wood	4
51	Table Wood	6
52	U Size Table	1
53	Steel Daraj (18 Locker)	2
54	Library Revolving Chair	2
55	Plastic Dolphin Chair	39
56	Computer Table	48
57	T.V. Cabinet	1
58	Gate	200 Kg
59	Office Table+ Dept White	31
60	Counter Plywood	4
61	Aluminium Partation (Help-Desk)	1 Pcs
62	Aluminium Partation	478.54 Sq.mtr
63	Almunium	324.97 Kg.
64	Office chair	2
65	Computer Chair	35
66	Daraj (Widribe)	4
67	Hydrolic Chair	49
68	FRP Dustbin	8
69	Book Stand	39
70	Bench Desk Set (FRP)	18 set
71	Chair With Desk (FRP) 3 Seater	310
72	Bench with Desk (3 Seater FRP)	310
73	Chair (5 Seater) FRP	60
74	Stool For Photocopy	1
75	Book Rack (Display)	1
76	Chair Wood	325
77	Table	9
78	Meeting Table	8
79	VIP Office Table (L Size)	1
80	Podium Plane	19
81	Podium with Locker	5
82	Podium with Box	15
83	Counter Round	1
84	Counter	2

85	Book Stand (Small size)	10
86	Book Stand (Big size)	39
87	SofaSet Combadly	11 Pcs.
88	Sofa (5 Seater Gudraj)	2 Set
89	Lo Bed	7
90	FRP Door	55.57 Sq.Ft.
91	Sound System	1
92	Microphone	1
93	Stand	1
94	Computer Table	8
95	File Rack	1
96	Garden Nirman	1
97	Toilet Nirman	1
98	Renovation of Old Academic Building	1
99	Nala Nirman	1
100	Toilet Door	1
101	Steel Daraj	1
102	Ply wood	249 Sq.Ft.
103	Satter Cover	1
104	Bharayang (Iron)	60 Kg. (1 Pcs)
105	Pipe Stage	450 K.G
106	Grill (Canteen),(Jitgadhi)	433 KG
107	Iron for Table (Canteen)	545.45
108	Liminited Seet	505 Sq. ft.
109	19mm Green Super Ply	78 Sq.ft
110	Marble	2122 kg
111	Willion wax	5
112	Poonatile 180 gm.	5
113	Stone Clips	124
114	Pipe	108 Kg
115	FRP Chair with Desk (Single)	70
116	Office Cabinet	1
117	Box	1
118	Khat	1
119	Thela	1
120	Trust Fiber (Reception)	1
121	Carpet	17.19sq.me.
122	Safty Tank Nirman	1
123	Notice Board wood	4
124	Pipe Stool	15
125	Round Table	1
126	3 sitler metal chair	1
127	Wooden cabin locker	7
128	wooden round table	6
129	Magazine stam	4

S.N	Description (Computer Materials)	Total
1	Systematic Software	1
2	Computer	95
3	Printer	16
4	Scanner	1
5	Steplizer	12
6	Harddisk	8
7	UPS	20
8	Server	1
9	Barcode Reader	1
10	Barcode Software	1
11	Land Card	4
12	512 MB Ram	5
13	Geaser	2
14	HP Prodesk Computer	36
15	ADSL Wireless	1
16	8 port Hub	1
17	RJ Connector	10
18	Networking Wire	140 Mtr.
19	DVR/W (PATA)	1
20	DUR System 16 channel with Harddisk	1
21	DUR Adopter	2
22	DUR Jacj and Cable	1
23	Router	7
24	Wireless Device	3
25	Labtop	5
26	1 GB RAM	3
27	Mobile	1
S.N	Description (Office Materials)	Total
1	Cash Box	1
2	Photocopy Machine	4
3	Projector	41
4	Phone Set	36
5	Attendance Machine	2
6	CCD Camera	26
7	Camera	2
8	T.V	2
9	Sharp VCD	2
10	Fax Machine	1
11	Battry Exide	3
12	Doormate Iron	1
13	Lamination Machine	1
14	Vaccum Cleanner	1
15	Soft Board	1
16	Steel Tank + Plastic Tank	2
17	Speaker	7

18	Tin Box	1
19	LED TV 85"	1
20	Web Camera	1
21	Wheat Machine	1
S.N	Description (Electric Materials)	Total
1	Fan Wall	5
2	Fan Celling	237
3	Exhaust Fan	1
4	Electric Filter	3
5	Power Cable for 3 phase	116 mtr
6	Transformer 150 kva	1
7	Stand Fan	2
8	Air Condition	21
9	Inverter	1
10	Intercome Telephone Machine	2
11	Pannel Board	3
12	Three fase wire	410m
S.N	Description (Travel Materials)	Total
1	Scarpio Jeep	1
2	Gard (Back Side)	1
3	Gard (Front Side)	1
S.N	Description (Machine Materials)	Total
1	Grass Cutting Machine	1
2	Generator	2
3	Iron	1
4	Change Over	2
5	Freeze	1
6	Water Cooler	3
7	Water Dispenser	3

4. Social Progress

College involvement in social activities

- Blood donation program (at least once a year)
- Donation to temple building (Rs. 1 Lakh)
- Traffic awareness program (Quarterly)
- Financial assistance to different disease victims
- First aid box providing program to selected villages
- Cleaning campaign of campus and its surrounding by CSR club of LBC
- Financial assistance to flood victims
- Cloth donation program to street children
- Educational materials distribution to the destitute children
- Financial assistance to Dhurmus and Suntali Foundation for the construction of Stadium
- Food and cash donation program for orphanage home in Butwal

4.1 Society Contribution for College

- Regular support by providing suggestions in teacher guardian meeting
- At initial level stage various social and government organizations provided financial support and in present scenario with various intellectual support through college development council and management council.
- support from business community in terms of idea sharing with students, signing MOU regarding placement and participation in fares and exhibitions.

4.2 Plan of college contribution to society

- College is planning promoting home stay in Gajedi VDC of Rupandehi District with collaboration of BUCCI.
- Construction of the Green Park
- College will continue all above mentioned social programs.
- Plan to increase involvement of Society in the College
- College has plan to get idea of business community regarding syllabus design, academic and non-academic program conduction and fulfilling market needs in terms of business, entrepreneurship and management.
- College is planning to involve Management Committee, academic council members, local business and political leaders and others in various socio-economic discussion and solution finding in various social problems.

5. Financial Progress

Particulars	<i>FY 2075-76</i>	<i>FY 2076-77</i>	<i>FY 2077-78</i>
Self-generated Income			
Fee Income	85,251,330.00	77,512,135.00	69,753,077.00
Total	85,251,330.00	77,512,135.00	69,753,077.00
Other Income			
Grant Received	16,856,640.00	38,075,931.62	46,849,874.38
Other Income	3,930,630.00	3,769,131.20	4,093,030.87
Bank Interest	22,295,807.37	22,222,804.13	21,472,701.30
Total	43,083,077.37	64,067,866.95	72,415,606.55
Grand Total	128,334,407.37	141,580,001.95	142,168,683.55
Expenses			
Depreciation	8,300,531.46	8,521,384.37	11,023,556.58
Operating Expenses	62,735,922.20	71,345,661.07	65,306,611.97
Administrative Expenses	10,415,597.00	8,270,432.95	7,587,409.00
Total	81,452,050.66	88,137,481.39	83,917,577.55
Balance Amount	46,882,356.71	53,442,523.56	58,251,106.00

6. Issues and Challenges

6.1 Short Term

- Proper management of online classes due to COVID-19
- Conduction of internal exams and timely result publication of internal exams
- Discipline maintenance, regular classes, and exam, academic and non-academic programs.
- Absence of students during exam, low final exam appearance.
- Keeping records of students completely and clearly.

6.2 Long Term

- Construction of required physical infrastructures
- Cent percent placement of graduates
- Dysfunctional decentralization practice
- Upgradation of Education Management Information System
- Poor implementation aspect of strategies
- High rate of students' dropouts
- Difficulty in adding programs to fulfil the demand of the community

6.3 Mitigation measures

- Arrangement of strong database and storage system for online classes
- Connection of high speed internet to manage online classes
- Upgrading recent MIS with advanced MIS and if possible using Enterprise resource planning in the campus premises so that single software system can inter-connect all the departments.
- Upgrading internet facilities with high speed internet in the campus premises for all the students and faculties.
- Regular monitoring of students within college premises and contact with parents.
- Conducting need based training program to faculties and staffs to improve academic quality and learn new methods of teaching.
- Structured decentralization authority to be provided to each department
- Transparent Policies related to human resource development and Promotion.
- Regular internal examination.
- Digital conference hall should be developed for effective training program and seminar.
- Transportation facilities should be provided to the student for their ease and comfort.
- Hostel and Quarter Facilities should be provided to the students and faculties who stay far away from the campus.

6.4 Plan for addressing the issues and challenges

- Campus is setting up IT Studio for regular recording and delivery of online classes by making the students easy access to them at any time.

- Campus is establishing e-Library for online resources.
- Campus is planning to upgrade Management Information System
- Campus is planning revise policies related to human resource development and Promotion to motivate its employees.
- Campus is providing different research based training to the faculties and is planning more to provide rigorous workshop training package to develop knowledge and skills among employees.
- Campus has installed high speed internet recently and is planning to install more upgraded version of internet so as to facilitate each student and faculties with high speed internet.
- Campus is planning to facilitate students and faculties by providing sufficient space in library so that peaceful study environment can be made.
- Campus is planning to provide transportation facilities in 6 route covering Butwal, Bhairahawa, Nawalprasi and Kapilvastu.
- Campus is planning to construct hostel and faculty quarter within 2025 A.D as per the five year plan (2020 A.D. to 2025 A.D.)
- Effective monitoring for the implementation of strategic plan.

7. Faculties

Department of Research and Development

Name	Designation
Prof. Dr. Tara Prasad Upadhyaya	Patron
Assoc. Prof. Rajendra Lamsal	HOD
Assoc. Prof. Bishnu Joshi	Member
Assoc. Prof. Bharat Bhusal	Member
Lecturer Indra Chapai	Member
Lecturer Madhukar Sharma	Member
Lecturer Maya Acharya	Member
Lecturer Dr. Bhagawati Prasad Chaudhary	Member
Lecturer Nabraj Bhandari	Member
Lecturer Tank Prasad Neupane	Member

Department of Accountancy

Name	Designation
Assoc. Prof. Ram Lal Joshi	HOD
Prof. Dr. Tara Prasad Upadhyaya	Member
Lecturer Madhav Prasad Nepal	Member
Lecturer Lalit Man Shrestha	Member
Lecturer Bidur Gyawali	Member
Lecturer Tulshi Prasad Bhusal	Member
Lecturer Puskar Bhusal	Member
Lecturer Mitra Lal Chapagain	Member

Department of Statistics & Economics

Name	Designation
Lecturer Nawaraj Kharel	HOD
Assoc. Prof. Bishnu Joshi	Member
Lecturer Rajendra Malla	Member
Lecturer Maya Acharya	Member
Lecturer Nava Raj Kharel	Member
Lecturer Suraj Acharya	Member
Lecturer Pitamber Sapkota	Member
Lecturer Narayan Prasad Kafle	Member
Lecturer Sharada Chapagain	Member

Department of English and Business Communication

Name	Designation
Lecturer Hiranya Panthi	HOD
Assoc. Prof. Yagya Prasad Dixit	Member
Lecturer Madhukar Sharma	Member
Lecturer Laxman Prasad Bhandari	Member
Lecturer Rom Sharma	Member
Lecturer Puna Ram Ghimire	Member

Department of Finance

Name	Designation
Lecturer Dhan Bahadur Pun	HOD
Assoc. Prof. Rajendra Lamsal	Member
Lecturer Mahesh Chaudhary	Member
Lecturer Indra Chapai	Member
Lecturer Inju Gyawali	Member
Lecturer Barun Gyawali	Member
Lecturer Madhav Kumar Poudel	Member
Lecturer Narayan Gautam	Member

Department of Management and Marketing

Name	Designation
Lecturer Gopal Prasad Pandey	HOD
Assoc. Prof. Bharat Bhusal	Member
Lecturer Ranjan Gyawali	Member
Lecturer Dr. Bhagawati Prasad Chaudhary	Member
Lecturer Supuspa Bhattarai	Member
Lecturer Suresh Sapkota	Member
Lecturer Niraj Gautam	Member
Lecturer Rajesh Shahi	Member
Lecturer Megh Nath Khanal	Member
Lecturer Tank Prasad Neupane	Member

General Administration Staff

S.N	Name	Designation
1	Ms. Sabita Shakya	Deputy Administrator
2	Mr. Kapil Gautam	Asst. Administrator
3	Mr. Deepak Khanal	Account Officer
4	Ms. Laxmi Pokhrel	Asst. Administrator
5	Ms. Radha Panth (Subedi)	Asst. Administrator
6	Mr. Puskar Bhusal	Head Assistant
7	Mr. Deepak Bhattarai	Office Assistant
8	Mr. Shyam Kunwar	Office Assistant
9	Mr. Uzar Bahadur Ghimire	Office Assistant
10	Ms. Jyoti Shrestha	Office Assistant
11	Mr. Chiranjivi Gautam	Office Assistant
12	Mr. Mohan Poudel	Office Assistant
13	Mr. Durga Prasad Aryal	Assistant Accountant
14	Mr. Shiva Raj Adhikari	Office Assistant
15	Ms. Sadhikshya Subedi	ANM
16	Mr. Ratan Giri	Office Helper (Head)
17	Mr. Bhim Bdr. Chhetri	Office Helper
18	Mr. Kesh Bdr. Thapa	Office Helper
19	Mr. Man Bdr. Balal	Office Helper
20	Mr. Thaman Singh Saru	Sweeper
21	Ms. Chandra Kumari Shahi	Office Helper
22	Mr. Ganga Bahadur Chhetri	Office Helper, Driver
23	Mrs. Parbati Kumari Thapa	Sweeper
24	Ms. Asha Tharu	Sweeper
25	Mr. Shyam Lal Pandey	Gardener

8. Annual Plan 2021-22 (2078/79)

Activities	Action recommended	Responsible authority	Time frame	Remarks
1. Forwarding monthly library data to EMIS	Soft copy	Head, Library	Monthly	
2. Reporting to IQAC by library cell (monthly)	Soft copy	Head, Library Cell	Monthly	
3. Assessing existing human resource inventory (quantity and quality both)	Collection of data from different department	Coordinator, EMIS	Bi-annually	
4. Identification and approval of human resource need annually	Decision from board and sub-committee	Member Secretary	Annually	
5. Maintaining records of recruitment, selection, promotion and retirement	Data entry	Coordinator, EMIS	Regular	
5. Maintaining records of human resource performance (accessible to authority only)	Using 360 degree appraisal	Head, IQAC	Annually	
6. Applicants data and intake information	Data entry	Head, Examination	Regular	
7. Internal evaluation of the students	Attendance, class test, term exam, project work, GD, etc.	Subject teacher, Class teacher and Coordinator	Regular	
8. External evaluation of students	Final examination result	Head, Examination	Regular	
9. ECA related skills	Formation of clubs and conducting events	Head, ECA and Concerned Club	Regular	
10. Numbering of electronic devices, furniture, installations and vehicles, building and blocks	Assignment to painter	Store keeper	31 March, 2021	
11. Recording of software and operating supplies	Data entry	Store keeper	15 April, 2021	
12. Personal information of campus	Developing form and collecting data	Head, IQAC	28 February,	

council			2021	
13. Personal information of campus management committee	Developing form and collecting data	Head, IQAC	28 February, 2021	
14. Recording of meeting	Data entry regarding of number, date of meetings, and members' attendance	Coordinator, EMIS	7 April, 2021	
15. Recording details of different sub-committees of the board	Data entry regarding of number, date of meetings, and members' attendance	Coordinator, EMIS	7 April, 2021	
16. Revision and Publication of bylaws regarding R&D	Formation of review team by Management Committee	Chairperson	31st November, 2021	
17. Research article	Training for teachers and students	Head, R&D	15 April, 2021 and then Annually	
18. Journal publication	Collecting, selecting, editing and finalizing articles	Head, R&D	June and December	
19. Broadening the exposure	Workshop and seminars	Head, R&D	At least 1 in a year	
20. Interaction program	Visiting and drawing attention of local community and concerned	Head, R&D	31st February, 2021	
21. Joint applied research	Identifying labor need through Focus Group Discussion	Head, R&D	15th February, 2022	
22. Repairing campus building	As per public procurement policy guidelines	Coordinator, Construction and Procurement Sub-committee	Regular	
23. Furniture maintenance	As per public procurement policy guidelines	Assistant Campus Chief	Regular	
24. Construction of garden, park and	As per public procurement policy guidelines	Coordinator,	31st April,	

parking space		Construction and Procurement Sub-committee	2021	
25. Undergrounding of 3-Phase electricity	As per public procurement policy guidelines	Coordinator, Construction and Procurement Sub-committee	10th March, 2022	
26. Multimedia projector	As per public procurement policy guidelines	Coordinator, Construction and Procurement Sub-committee	As per requirement	20 Nos
27. Air Conditioner	As per public procurement policy guidelines	Coordinator, Construction and Procurement Sub-committee	As per requirement	5 Nos @ 1.5 tons
28. Computer and Laptop	As per public procurement policy guidelines	Coordinator, Construction and Procurement Sub-committee	As per requirement	50 Computer and 5 Laptops
29. Water Dispenser	As per public procurement policy guidelines	Coordinator, Construction and Procurement Sub-committee	As per requirement	2 Nos
30. Equipment for meditation hall	As per public procurement policy guidelines	Coordinator, Construction and Procurement Sub-committee	As per requirement	DTS sound system, carpets, chakati, Guru sofa, etc.
31. Office and student furniture	As per public procurement policy guidelines	Coordinator, Construction and	As per requirement	As per demand of the program

		Procurement Sub-committee		
32. Restructuring of IQAC	Reformation of IQAC through general meeting	IQAC Coordinator	March 1st, 2021	
33. Conducting monthly meeting by department, cell and quality circle	Heads of department, cell and quality circle.	IQAC	Regular	
34. Conducting refreshment program to the faculty and staffs	By organizing refreshment programs and trainings to upgrade faculties	IQAC	Regular	
35. Size of the classroom	By limiting the No. of students in class as per T.U. rules.	Campus administration	Regular	
36. Improvement of results	• Adoption of advanced teaching learning approach • Attracting students for consulting library and websites • Motivating good performers with scholarship • Conducting remedial classes • By rewarding students for outstanding performance	Campus administration, IQAC and program coordinator	Regular	
37. Preparation of departmental annual plan based on the calendar of operation	Interaction with Teacher and Staff	HODs of respective department	Regular	
38. Monitoring and supervision of course plan/lesson plan	As per copy submitted to IQAC	IQAC	Regular	
39. Regularization of co and extracurricular activities along with departmental meetings.	As per copy submitted to IQAC	IQAC	Regular	
40. Introducing need-based curriculum and developing examination system	• Feasibility study • SWOT analysis • Submission of letter of interest for	Campus Administration	Upon TU decision	* The LBC council, Management

	autonomy • Organizing training to the staffs • Upgrading the faculties • Upgradation, addition and management of physical facilities • Dialogue and interaction with stakeholders • Collection of experts' opinion			Committee, and General Meeting of teaching and non-teaching staffs have already decided to convert LBC into autonomous campus ** Feasibility study and SWOT analysis have already been completed.
41. Bridging gap	Gathering information on job avenues and placements available in different institutions/corporate houses/industrial houses etc. through – • Interaction with the potential employers • Introducing skill development programs • Providing training related to Government job • Encouraging students for self-employment	Head, Counseling, Placement and Tracer Study	Regular	
42. Preparation of Tracer Report	• Data collection from pass out students • Date entry • Data editing and analysis	Head, Counseling, Placement and Tracer Study	Regular	

	Preparing report			
43. Formation of sub-committee for academic policy	A sub-committee led by one of the members of Campus Management Committee incorporating President (Teachers' Association) and President (Employee Association) will be formed for reviewing the policy of the campus.	Member Secretary	3rd April, 2020	Sub-committee completes its works within one month of formation.
44. Ensuring fair appointments of teachers	According to campus by-laws	Member Secretary	Regular	
45. Ensuring fair appointments of administrative employees	According to campus by-laws	Member Secretary	Regular	
46. Feedback from students	Accommodating students' and guardians' constructive inputs	Head, IQAC and Teacher-Guardian Association	Regular	After formation of policy
47. Erection of Citizen Charter	A flex board of Citizen Charter is being affixed on the wall or hanged on the visible place	Campus Administration	Amendment regularly	
48. Job analysis	Determining job description and job specification, and evaluating job and performance to take corrective action	Head, IQAC (Approval by Management Committee)	Regular	Performance evaluation as per Campus By-laws
49. Students' intake	Enrollment of students based on merit and score obtained in entrance exam	Coordinator, Examination Cell	During Admission Session	
50. Appointment of candidates	As per campus by-laws with reference to university rules	Selection commission	When deemed necessary	
51. Budgeting and resource allocation	Preparation of program-based budget in the transparent manner using bottom-up approach	Management committee (Approval by Campus Council)		
52. Internal and final audit	Formation of 3-member internal audit	Management	Before the	Quarterly

	committee	committee	beginning of Fiscal Year	reports to be submitted to Management Committee
53. Disclosure of final audit report	Announcing the final audit report in campus anniversary and in campus management and development council	Member Secretary	Annual	
54. Procurement and construction	Procurement and construction committee headed by one of the members of Management Committee	Coordinator, Procurement and Construction Committee	When deemed necessary	As per by-laws of campus based on Government Procurement Policy
55. Utilization of donation	As per the agreement with donor agency	Management Committee	Regular	
56. Measuring the quality of teaching and learning practices through both students perspective and supervisor's perspective	Through implementing peer evaluation, self-evaluation, supervisor's evaluation and student evaluation mechanism	Head, IQAC	Annual	
57. Initiating socially responsible activities towards the community	Helping people to develop their village as a model	Coordinator, Public Relation Cell	Regular	
58. Grievance handling	Managing complaint box, complaint book, and appealing to put grievances	Coordinator, Grievance Handling Committee	Regular	
59. Conducting local and international seminar and workshop	Participation and involvement of research scholars, employers and people from local community	Head, Research and Development	Annual	
60. Amendment of existing curriculum	Suggesting the concerned university for revising existing curriculum	Head, All Departments	Regular	
61. Labor market need identification	Inviting guest lecturers from universities and other professionals such as CEOs,	Coordinator, Placement and Counseling Cell	During academic	

	Government officials and successful entrepreneurs		sessions	
62. Adopting the best practices	Benchmarking the best practices of accredited colleges and universities	Head, IQAC	Annual	
63. Enhancing research exposures of students	Involving students in mini research programs	Head, Research and Development	During academic sessions	
64. Launching co-curricular and extra-curricular activities for overall development of students	Organizing training programs and forming different clubs such as volley ball club, football club, basket ball club, cricket club, table tennis club, cultural club.	Coordinator, ECA and HODs	Regular	
65. Visiting different universities	Organizing a visit program in QAA universities and colleges of Nepal and abroad	Administration	Once in three years	
66. Involving management committee in project works	Inviting members of Management Committee when the project works are presented	Administration	At the time of presentation of project works	
67. Health and hygiene	Conducting health camp	Administration	Annual	
68. First aid services	Managing first aid box, students suffering within campus premises will be taken to hospital after primary treatment	Administration	Whenever needed	
69. Joint insurance policy	Renewal of joint insurance policy for staffs and students	Administration	Regular	

9. Annual Budget: 2078/079

लुम्बिनी वाणिज्य क्याम्पस, बुटवल आ.व. ०७८/०७९ को अनुमानित बजेट (आम्दानी)

सि.नं.	विवरण	आ.व.०७७/०७८ को अनुमानित आय	०७८ जेष्ठ १५ गते सम्मको वास्तविक आय	आ.व.०७८/०७९ को अनुमानित आय
आन्तरिक स्रोत :				
१	भर्ना शुल्क, अनुसूची १	२८,४३०,०००।००	२१,९४८,११०।००	३१,८५४,०००।००
२	शिक्षण शुल्क, अनुसूची २	१५,८३१,०००।००	८,६५२,६००।००	२१,५१०,०००।००
३	सेमेष्टर शुल्क, अनुसूची ३	८३,२३१,०००।००	३५,९८७,४१५।००	९४,९०७,५००।००
४	व्याज आम्दानी	२०,०००,०००।००	११,८६१,२८१।५०	२०,०००,०००।००
५	विविध आम्दानी	२,७००,०००।००	१,९२२,३५६।००	२,७००,०००।००
६	VIVA PREVIVA आम्दानी	१,५००,०००।००	१,२४८,६००।००	१,५००,०००।००
७	तालिम आम्दानी	२००,०००।००	४८,०००।००	२००,०००।००
८	फोटोकपीबाट आम्दानी	७०,०००।००	१८,४२२।००	७०,०००।००
९	क्यान्टिन भाडा	२६०,०००।००	४०,०००।००	२६०,०००।००
१०	टाई आम्दानी	९०,०००।००	१,५००।००	९०,०००।००
११	स्ववियु हल भाडा	२६२,१००।००	१५,०००।००	२६२,१००।००
१२	क्याम्पस परिक्षा केन्द्र सहयोग	३००,०००।००	(	३००,०००।००
जम्मा आन्तरिक स्रोत		१५२,८७४,१००।००	८१,७४३,२८४।५०	१७३,६५३,६००।००
बाह्य स्रोत :				
१३	वि.वि.अनुदान आयोग (Mobilization)	(	११,७४२,९६४।३८	४०,०००,०००।००
१४	वि.वि.अनुदान आयोग (Performance)	३७,३०५,०००।००	३१,७००,०००।००	३४,६५८,९००।००
१५	वि.वि.अनुदान आयोग (नियमित)	१,२६०,०००।००	(	२,५००,०००।००
१७	संस्थागत स्वायत्तता अनुदान/ मानित विश्वविद्यालय अनुदान	१००,०००,०००।००	(	१००,०००,०००।००
१८	नेपाल सरकार शिक्षा मं.अनुदान	१,०००,०००।००	(	१,०००,०००।००
२०	सामाजिक विकास डिभिजन कार्यालय, प्रदेश ५	३,०००,०००।००	२००,०००।००	३,०००,०००।००
२१	अन्तर्राष्ट्रिय सेमीनार आम्दानी	१,५००,०००।००	१,५००।००	१,५००,०००।००
२२	नगरपालिका अनुदान	५००,०००।००	(	५००,०००।००
२३	जि.स.स. अनुदान	३००,०००।००	(	३००,०००।००
२४	उद्योग वाणिज्य संघ	३००,०००।००	(	३००,०००।००
जम्मा बाह्य स्रोत		१४५,१६५,०००।००	४३,६४४,४६४।३८	१८३,७५८,९००।००
जम्मा		२९८,०३९,१००।००	१२५,३८७,७४८।८८	३५७,४१२,५००।००

लुम्बिनी वाणिज्य क्याम्पस, बुटवल
आ.व. २०७८/०७९ को अनुमानित बजेट (खर्च)

सि.नं.	विवरण	आ.व.०७७/०७८ को अनुमानित व्यय	०७८ जेष्ठ १५ गते सम्मको वास्तविक व्यय	आ.व.०७८/०७९ को अनुमानित व्यय
संचालन खर्च				
१	कर्मचारी तलब भत्ता खर्च(अनुसूची ४)	७८,५००,०००।००	४७,०९३,५२५।५७	८९,८००,०००।००
२	EMIS, विद्युतीय व्य.सु.प्रा.खर्च	९००,०००।००	६,०००।००	९००,०००।००
३	प्र.तथा सिप वि.तालिम तथा अनुसन्धान खर्च	४,०००,०००।००	२,१७३,१८५।००	४,०००,०००।००
४	दैनिक भ्रमण भत्ता खर्च	८००,०००।००	३२१,३१५।००	८००,०००।००
५	आन्तरिक परीक्षा खर्च	१,५००,०००।००	१,३८८,४८१।००	१,९००,०००।००
६	व्यवस्थापन खर्च	५००,०००।००	५६,९२५।००	५००,०००।००
७	अवलोकन भ्रमण खर्च	५००,०००।००	(	५००,०००।००
८	वार्षिक मुखपत्र/क्यालेन्डर/ब्रोसर छपाई	३००,०००।००	४३,०५३।००	३००,०००।००
९	वार्षिक उत्सव खर्च	३५०,०००।००	१८८,६६५।००	३५०,०००।००
१०	छात्रवृत्ति खर्च	१,९००,०००।००	७२४,६२५।००	२,४००,०००।००
११	शैक्षिक सामग्री खर्च	५०,०००।००	(	५०,०००।००
१२	क) ईन्धन खर्च (जेनेरेटर)	१००,०००।००	६६,२३३।००	१००,०००।००
	ख) ईन्धन खर्च (गाडी)	२५०,०००।००	८८,८९१।००	२५०,०००।००
१३	मसलन्द तथा छपाई खर्च	५००,०००।००	२१३,९९०।००	५००,०००।००
१४	स्वागत सत्कार खर्च	३००,०००।००	१३८,५५०।००	४००,०००।००
१५	मर्मत संभार खर्च	१,०००,०००।००	४६०,३३१।००	१,०००,०००।००
१६	लेखापरिक्षण शुल्क	३०,०००।००	३३,९००।००	५०,०००।००
१७	पत्र पत्रिका खर्च	२००,०००।००	४१,३२५।००	३००,०००।००
१८	बिज्ञापन खर्च	३५०,०००।००	११७,७२६।००	४५०,०००।००
१९	रंगरोगन खर्च	१,०००,०००।००	४३,९८९।००	२,०००,०००।००
२०	फोटोकपी खर्च	७५,०००।००	(	७५,०००।००
२१	अतिरिक्त क्रियाकलाप खर्च	२००,०००।००	१६,७५०।००	२००,०००।००
२२	विद्यार्थी कल्याणकारी खर्च	२००,०००।००	३४,३२६।००	२००,०००।००
२३	विमा खर्च	३५०,०००।००	१३४,९०४।००	५००,०००।००
२४	टेलिफोन महसुल/ईन्टरनेट खर्च	२५०,०००।००	१७५,३१०।००	३५०,०००।००
२५	विद्युत महसुल खर्च	८००,०००।००	३७८,५५६।००	८००,०००।००
२६	कार्यालय सजावट खर्च	१००,०००।००	(	१००,०००।००
२७	यूनिफर्म खर्च	५६२,५००।००	(	५६२,५००।००
२८	पब्लीक क्याम्पस संघ	५०,०००।००	(	५०,०००।००
२९	टाई खरिद खर्च	२००,०००।००	(	२००,०००।००
३०	अफिस फूटकर खर्च	१००,०००।००	९७,९३९।००	१००,०००।००
३१	भैपरि आउने खर्च	१००,०००।००	७३,४५५।००	१००,०००।००
३२	विविध खर्च	१००,०००।००	४६,७२६।००	१००,०००।००

३३	स्व.वि.यू.निर्वाचन खर्च	३००,०००।००	(	३००,०००।००
३४	औषधी उपचार खर्च	७००,०००।००	६३०,०३४।००	१,४००,०००।००
३५	विश्वविद्यालय स्थापना प्रारम्भिक. खर्च	५००,०००।००	३५,७२०।००	५००,०००।००
३६	अन्तराष्ट्रीय सेमीनार खर्च	१,५००,०००।००	(	१,५००,०००।००
३७	उद्यमशिलता नवप्रवर्तन खर्च	१००,०००।००	१३०,३१६।००	३००,०००।००
३८	PRE VIVA,VIVA भत्ता खर्च	१,०००,०००।००	९९६,००५।००	१,२००,०००।००
३९	MBA-BF दिक्षान्त समारोह खर्च	३००,०००।००	(	४७५,०००।००
संचालन खर्च जम्मा		१००,५१७,५००।००	५५,९५०,७५०।५७	११५,५६२,५००।००

पूँजीगत खर्च		आ.ब.०७७/०७८ को अनुमानित व्यय	०७८ असार मसान्त सम्मको वास्तविक व्यय	आ.ब.०७८/०७९ को अनुमानित व्यय
४०	अफिस समान	२५०,०००।००	४२,२००।००	२५०,०००।००
४१	स्ववियू भवन पुनःसंरचना	(	२,५५०,०००।००	१,५००,०००।००
४२	क्याम्पस बगैचा तथा बृहत वृक्षारोपण	५००,०००।००	(	५००,०००।००
४३	होस्टेल निर्माण	(	(	७०,०००,०००।००
४४	भूमिगत विद्युतिय तार	(	(	१,५००,०००।००
४५	भवन मर्मत सम्भार	३,०००,०००।००	(	३,०००,०००।००
४६	क्यान्टिन भवन निर्माण र Erection of Truss	७,०००,०००।००	(	७,०००,०००।००
४७	SEPTIC TANK निर्माण	(	(	१,०००,०००।००
४८	भलिबल ग्राउड निर्माण	१००,०००।००	(	१००,०००।००
४९	ग्राउड,सडक,नाला तथा सेड निर्माण	९००,०००।००	(	८,०००,०००।००
५०	क)एकेडेमी भवन निर्माण (II)	४७,५७९,६००।००	९०८,१७६।०७	२००,०००।००
५१	ख)एकेडेमी भवन निर्माण (III,IV&V Floor)	१००,०००,०००।००	(	१००,०००,०००।००
५२	नाला निर्माण	१,५००,०००।००	(	(
५२	क) फर्निचर खरिद (लाईब्रेरी भवन)	५,०००,०००।००	(	१,५००,०००।००
	ख) फर्निचर खरिद (एकेडेमी भवन)	१०,०००,०००।००	(	१०,०००,०००।००
	ग) फर्निचर खरिद (अन्य)	५००,०००।००	११०,०५२।००	५००,०००।००
५३	कम्प्युटर सामान तथा (MIS)	३,५००,०००।००	४८५,३०३।००	५,०००,०००।००
५४	सफ्टवेर खरिद	७००,०००।००	(	१,०००,०००।००
५५	प्रोजेक्टर खरिद	५००,०००।००	(	५००,०००।००
५६	एसि खरिद	१,५००,०००।००	(	१,५००,०००।००
५७	विद्युत सामान खरिद	२,०००,०००।००	१३४,८९६।५०	८००,०००।००
५८	पुस्तक खरिद	२,०००,०००।००	४४६,१७७।००	२,०००,०००।००
५९	गेट निर्माण	१,०००,०००।००	(	२,०००,०००।००
६०	जेनेरेटर खरिद	(	(	४,०००,०००।००
६१	जग्गा व्यवस्थापन तथा संरक्षण	१०,०००,०००।००	(	२०,०००,०००।००
पूँजीगत खर्च जम्मा		१९७,५२९,६००।००	४,६७६,८०४।५७	२४१,८५०,०००।००
संचीत				(
जम्मा		२९८,०३९,१००।००	६०,६२७,५५५।१४	३५७,४१२,५००।००

