EMIS

EDUCATION MANAGEMENT INFORMATION SYSTEM

Biratnagar Nursing Campus, TU, IOM

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Forward

The University Grants Commission (UGC), Nepal is currently undertaking Higher Education Program (HERP, 2014-2020) which is a national priority program supported by the World Bank for facilitating implementation of the higher policy framework of Nepal. Ever since the establishment of Tribhuvan Universities the number of institutions offering higher education in the country has increased. The national higher educational policy framework emphasizes on systematic development of higher education in the country. More importantly, the quality of higher education and its relevance to market and national priority has been concern. Currently, a total of eleven universities, four health academies and 1,425 higher education institutions associated (constituent or affiliated) with them are providing mainstream higher education in the country. For the success of the policy implementation, it is imperative that the system is capable with reliable Education Management Information System (EMIS). One of the important aspects of the EMIS is to publish it in the form of report annually.

The UGC is aiming to build a comprehensive and coordinated EMIS extending from UGC to the universities and to their campuses, made open and accessible to the concerned authorities. Biratnagar Nursing Campus is also developing EMIS. The main strategy is to develop a web-based compatible EMIS system. The campus is developing web based EMIS. There are many challenges in developing comprehensive EMIS in the campus because the software purchased by the campus in yet to deliver its output because it is in the phase of data entry.

The EMIS Report lists the information related to the academic programs, students, faculty members, research, publications, and financing. The data are disaggregated by important variables and analyzed to provide important issues based on the indicators derived from various sources. It is expected to benefit the researchers and its stakeholders. The campus would like to request the readers to provide constructive feedback and suggestions for further improvement of the report in the future.

EMIS Team

The Education Management Information System (EMIS) is used by the TUIOM, Biratnagar Nursing Campus to collect, analyze and report on educational information, including:

institutions, students, and staff. The EMIS is also used by other function as administrative, financial, examination and library. EMIS information is used to monitor key performance of institution as proper system and to manage the allocation of educational resources and services. The main purpose of an EMIS is to take responsibility for the day-to-day administration as well as management and integrate information related to the management of educational, administration, financial and library activities.

Membership: The Education Management Information Committee consists of following members

1. Ms Menuka Bhandari, - Chair Person
2. Mr Dinanath Dahal officer finance– Member
3. Saraswati Lama: staff examination section-Member
4. Pawan Dhakal Administrative staff- Member
5. Ms. Bandan Dhakal, Head Assistant General administration – Member secretary

EMIS Report Preparation Team

1. Ms. Tulasha Dahal
2. Ms. Bandana Dhakal

Acknowledgement

We are thankful to Biratnagar Nursing Campus administration for providing information and responding to the EMIS unit in the course of preparing this report. Especially, we would like express our gratitude from the inner core of our heart to Ms. Menuka Bhandari, Campus Chief, for support, guidance and suggestion to prepare this report.

We would also like to thank all teaching and non-teaching staff of the campus for cooperation and response for helping us to provide necessary information to make this report possible. Similarly, we acknowledge the students of this campus for responding to the queries of our team members.

ABBREVIATIONS/ ACRONYM

CDC	Curriculum Development Centre
BNC	Biratnagar Nursing Campus
BNS	Bachelor of Nursing Science
CIA	Continuous Internal Assessment
DDC	Dairy Development Corporation
EMIS	Education Management Information System
HEI	Higher Education Institution
ICT	Information Communication Technology
IQAC	Internal Quality Assurance Committee
LOI	letter of intention
MIDSON	Midwifery Society of Nepal
MOE	Ministry of Education
MoU	Memorandum of Understanding
PCL	Proficiency Certificate Level
PG	Postgraduate
PRT	Peer Review Team
QAA	Quality Assurance and Accreditation
SAT	Self-Assessment Team
SSR	Self-Study Report
SWOC	Strengths, Weaknesses, Opportunities, and Challenges
TU	Tribhuvan University
UG	Undergraduate
UGC	University Grants Commission

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Executive Summary

This annual EMIS report 2018/2019, the first edition, shows the status of higher education in Biratnagar Nursing Campus (BNC). BNC an academic institution for higher studies comprises of one faculties and institute and one program. It is the constitute Campus of TU, IoM in Nepal. It has different unit to carry out academic and administrative work. It is offering both proficiency certificate and bachelor level program as in faculty. The total number of student enrolled were 70 in the year. Out of the students enrolled, in bachelor level 100% were female and in proficiency certificate level 85% female and 15% were male students.

The total number of graduates for the year were almost 100%. The total number of graduates for the year was 70. Out of which bachelor level 25 and 45 proficiency certificate level.

The total budget allocated for the year was 49732000. The capital expenditure is 13410000. The total number of faculty in the campus as full time teacher is20 and part time teachers according to need and subject is 15. Most of the teachers in the campus have achieved master's degree in different faculties. Non-teaching staffs is 25. Among them, 3 are officers, 9 are non-officers and remaining 13 are supporting staffs. BNC focus on research and publication activities. Research activities are carried out in the campus along with students. Faculties also received grants in research by different organization as faculty research, mini research and Research development and innovation. Recently, BNC is planning to provide mini research grant to the faculties and students report writing support grant and students are benefited from such grants.

SECTION 1

Introduction

Tribhuvan University Institute of medicine is one of the pioneer college. Tribhuvan University, Biratnagar Nursing Campus is one of the historical constituent campus in province 1. It has its own land with College building, Hostel building, Administrative building, Teachers and employee quarter, separate visiting hall. Koshi Hospital, the major clinical area of campus located nearby in walking distance. There is MOU between the TU IOM and Ministry of Health. His Majesty's Government of Nepal, Ministry of Health established ANM training school in the year 2023 BS at Biratnagar. Later in 2029 BS, this programme was handed over to Tribhuvan University, the institute of Medicine. From 2037BS, Proficiency Certificate Level Nursing programme was started. In 2068/69, this campus began the Bachelor in Nursing Programme. Now this programme is upgraded into 3 years Bachelor in nursing science (BNS). Biratnagar Nursing Campus has an outstanding history of being ranked as the number of college of Nepal. It has record of cent percent pass result in PCL and BNS programme. Both programme are lunched in annual system. Now it is established as a well-known Campus in Province one in terms of quality production.

The Biratnagar Nursing Campus has undertaken the task of publishing basic statistical information about the higher education (bachelors) through its annual publication in the form EMIS report. This report presents information about the higher education in the campus though comprehensive data. It is expected that the information in this report will be useful for planning, policy making, designing programs and projecting resources of the higher education with special reference to Biratnagar Nursing Campus.

Biratnagar Nursing Campus established an Education Management Information System (EMIS) under the higher education project in 2020 A.D. It aims to provide updated information of the education system in the campus. This is our first attempt to bring out such a comprehensive report of statistical information. The main purpose of this volume is to provide adequate, accurate, timely and reliable data related to the education. This report comprises information about higher education institution (BN Campus), student enrollment,

pass graduates, gender parity index (GPI), teaching and non-teaching staffs, academic department and programs.

Objectives of EMIS:

1. To manage and monitor the day-to-day implementation of the EMIS at all levels of the system in the Organization
2. To administer appropriate processes to ensure EMIS data security
3. To publish the notice of campus through authorized website of organization
4. To prepare EMIS report and publish information to stakeholders
5. To expand of electronic governance in the organization by installing the appropriate software

1.1 Organization of the Report

There are ten sections in the report; first section provides introduction of the report, second section provides background information on faculty and departments of the campus. Section three gives student's enrollment status. Section four provides information on financial aspects of the campus. Section five presents information about land description of campus. Section six provides the details of teaching and non-teaching staff. Section seven presents information students-teacher's ratio and workload for faculty. Section eight gives the information about research and publications of faculty. Section nine gives the information about brief description of campus. The last section ten gives information regarding detail of ICT report of the campus.

1.2 Methodology

This report was prepared through the direct or indirect contribution of the institute/faculty and department, different division, administrative section within BNC. The data were collected from the administrative sections of the campus. The data obtained are presented in a simple table and figure as and when necessary. Data collection process is very time consuming as the campus is still to maintain a web based database. Descriptive statistics are used for the analysis of data.

SECTION 2

FACULTY AND DEPARTMENTS

Biratnagar Nursing Campus has 1 Faculty and 1 Institute. Each offers excellent teaching learning and research environments in a wide-ranging various nursing fields. Its academic offers excellence across disciplines and around the country. We are recognized as a leader in higher

education due to the outstanding quality of our departments that offer over one program and over 32 Courses.

The college has two academic programs (PCL & BNS). Both program duration of course is three years. In each program there is year wise coordinator. For the establishment of departments, two departments are in progress i.e. Adult Nursing and Midwifery Nursing according to rules of TU, IOM.

Academic Programs	**Title of the Programs**	**Number of program**
Certificate course (PCL 3 years	Proficiency Certificate Program	**1**
Bachelors	Bachelors of nursing program	**1**
Bsc Nursing	Generic Bachelor of Science in Nursing	**1**

List the Departments in the Institution (faculty-wise)

The college has two academic programs (PCL & BNS). Both program duration of course is three years. In each program there is year wise co-coordinator. For the establishment of departments, two departments are in progress i.e. Adult Nursing and Midwifery Nursing according to rules of TU, IOM.

Midwifery Department

In midwifery department there are altogether five teachers who have done master in Women Health and Development which fulfills the criteria for departments. So campus has forwarded letter for approval of department head to the Dean Office.

Adult Departments

Likewise, in adult nursing there are altogether five teachers who have done master in Adult Health which fulfills the criteria for departments. So campus has forwarded letter for approval of department head to the Dean Office.

Course Offered

The objectives of the program of this campus is to produce middle and higher level nursing care providers, Managers and leaders who are capable of independent judgment, functioning in a leadership positions in the hospital and community; teaching the junior students and conduct research in areas of nursing.

Bachelor of Nursing Program (BNS)

First Year	**Second Year**	**Third Year**
1.Integrated Basic Health Sciences I (Th) 2. Integrated Basic Health Sciences II (Th) 3. Integrated Basic Health Sciences (Pr) 4. Nursing Concepts and Principles (Th) 5. Adult health Nursing I (Th) 6. Adult health Nursing I (Pr) 7. Child health Nursing I (Th) 8. Child health Nursing I ((Pr) 9. Geriatric Nursing (Th) 10. Geriatric Nursing (Pr) 11. Comprehensive English 12. Computer Application	1. Social Science Applied to Nursing (Th) 2. Community Health Nursing I (Th) 3. Community Health Nursing I (Pr) 4. Midwifery I (Th) 5. Midwifery I (Pr) 6. Psychiatric Nursing I (Th) 7. Psychiatric Nursing I (Pr) 8. Teaching and Learning (Th) 9. Teaching and Learning (Pr) 10. Health Economics & Nursing (Th)	1. Leadership and Management (Th) 2. Management (Pr) 3. Research Applied to Nursing (Th) 4. Research (Pr) 5. Major Subjects (Elective) • Adult Health Nursing II (Th) • Child health Nursing II (Th) • Community Health Nursing II (Th) Major Subjects (Elective) • Adult Health Nursing II (Pr) • Child health Nursing II (Pr) • Community Health Nursing II (Pr)

2. Generic B.Sc. Nursing Program

First year	Second year	Third year	Fourth year
1. Integrated Health Sciences I (Th) 2. Integrated Health Sciences II (Th) 3. Integrated Health Sciences (Pr) 4. Fundamentals of Nursing (Th) 5. Fundamentals of Nursing (Pr) 6. Community Health Nursing I (Th) 7. Community Health Nursing I (Pr) 8. Nutrition & Diet Therapy (Th)	1. Adult Nursing I 2. Adult Nursing II 3. Geriatric Nursing (Th) 4. Adult & Geriatric Nursing (Pr) 5. Psychiatric Nursing (Th) 6. Psychiatric Nursing (Pr) 7. Nursing Concepts (Th) 8. Social & Behavioral Science (Th)	1. Midwifery Nursing I (Th) 2. Midwifery Nursing I (Pr) 3. Midwifery Nursing II (Th) 4. Midwifery Nursing II (Pr) 5. Child Health Nursing (Th) 6. Child Health Nursing (Pr) 7. Family & Reproductive Health Nursing (Th) 8. Family & Reproductive Health Nursing (Pr	1. Management & Health Economics (Th) 2. Management (Pr) 3. Educational Science (Th) 4. Educational Science (Pr) 5. Research & Biostatistics (Th) 6. Research Practicum (Pr)

3. Certificate Nursing Program

First year	Second year	Third year
Integrated science Related to Health (Th) Fundamentals of Nursing((Th) Fundamentals of Nursing (Pr) Community Health Nursing(Th) Community Health Nursing(Pr) English (Th) Nepali (Th)	Nursing care of Adult I (Th) Nursing care of Adult I (Th) Nursing care of Adult I (Pr) Nursing care of Children (Th) Nursing care of Children (Pr) Community Health Nursing(Th) Community Health Nursing(Pr) Behavioral Science (Th) Nepal Parichaya (Th)	Midwifery and Gyn. Nursing I (Th) Midwifery and Gyn. Nursing I (Pr) Midwifery and Gyn. Nursing II (Th) Midwifery and Gyn. Nursing II (Pr) Midwifery and Gyn. Nursing III (Th) Midwifery and Gyn. Nursing III (Pr) Leadership and Management

		(Th) Leadership and Management (Pr)

SECTION 3

ENROLLMENT IN THE CAMPUS

Biratnagar Nursing Campus always emphasizes about quality education, maximum hospital exposures and clinical skill developments as their commitment during admission at the beginning of session. This campus always devoted toward to assist learners to attain theoretical as well as essential skills and approaches allied with nursing practice. For incoming students, success while at the campus often depends on identifying personal pathways through their undergraduate experience. Toward that end, the campus ensure that students have early and ongoing interaction with faculty, as well as structured access to opportunities for engaging in research and professional development. This defining characteristic should be protected and nourished. Finally, the campus will enable students to take a leading role in transforming their own experience through opportunities for fostering friendships, personal and intellectual growth, and community pride. Yearly system has been adopted for admission in different programs. More Details about student's enrollment are as follows:

Regional profile of the students enrolled in the institution for the current academic

No. of Students Enrollment From	**PCL**		**BNS**	
	F	T	F	T
Same district where the institution is located	6	7	6	6
Other districts	38	38	17	17
SAARC countries	0	0	0	0
Other countries	0	0	0	0
Disadvantaged/Janajatis	18	19	8	8

F= Female, T= Tota

Table:1 Students enrollment in different level

Level	Students				
	Male	Female		Male	Female
PCLN	5	128	BNS	0	62
Percentage	3.75%	96.25%	Percentage		100%

According to table one 3.75% of the male students are involved in the college since last 2years and since the quota of BNS is 25, the enrollment of students is low than PCL Nursing.

Gender Parity Index Table 2

	Male	Female
Number	5	190
Percentage	2.56%	97.43%

According to table 2 majority (97.43%) of the female students are enrolled and 2.56% of the students are male.

Table 3 GPI in different level of education

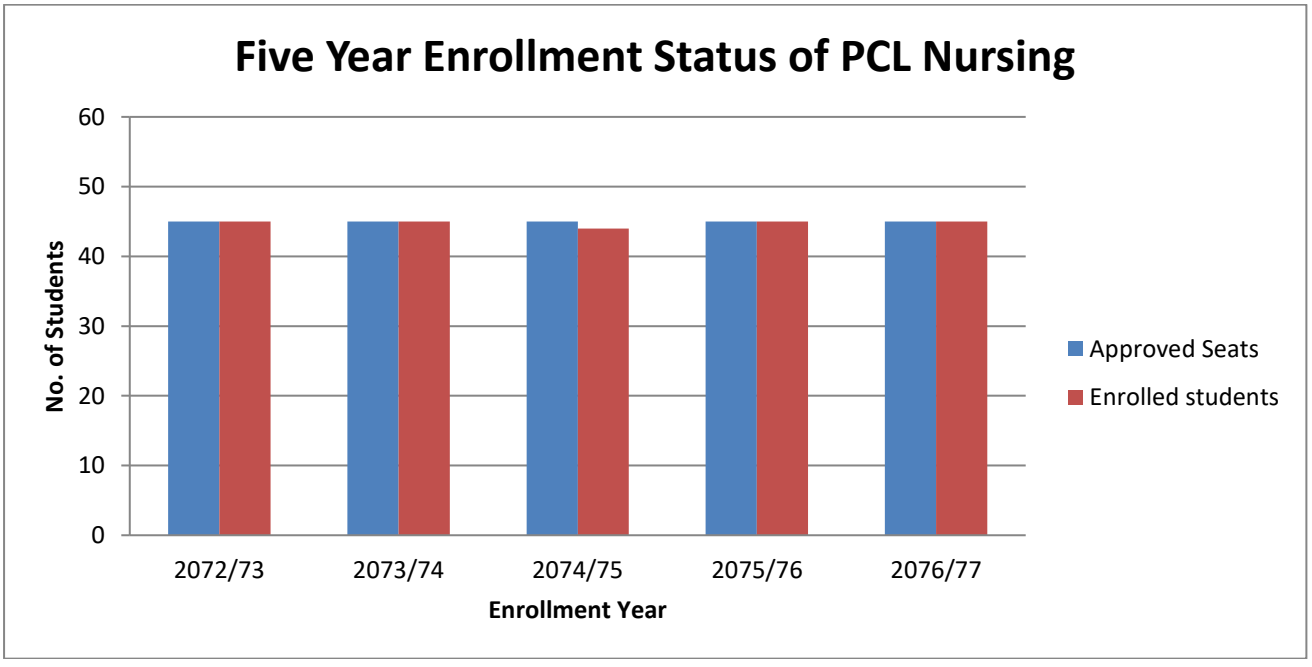
Level	Male	Female	GPI
PCLN	5	128	25.6
BNS	0	62	0
Total	5	190	

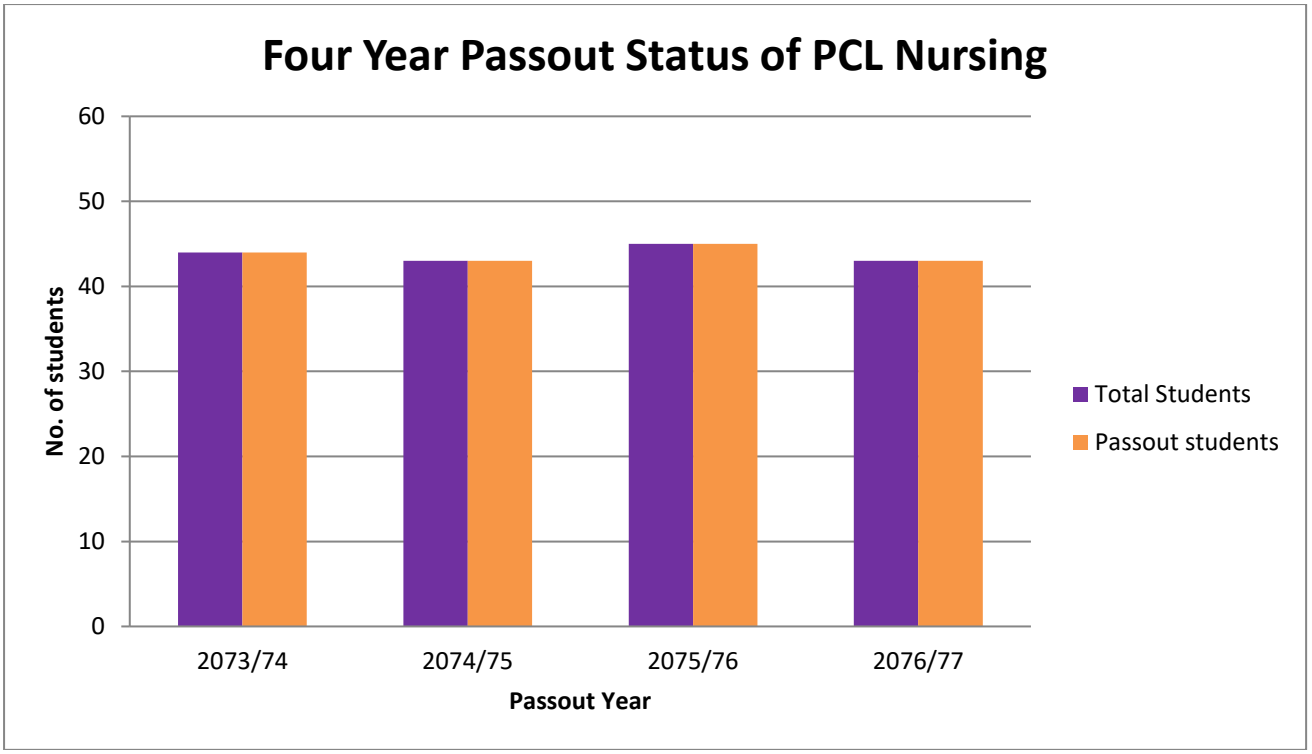
Table shows 3, GPI in different level of study in the campus. Bachelor level of Student has 0, GPI and Proficiency level of student has 25.6. In PCL of study GPI is greater than 1 which reflects disparity in favor of girls. However, bachelor level GPI is less than PCL.

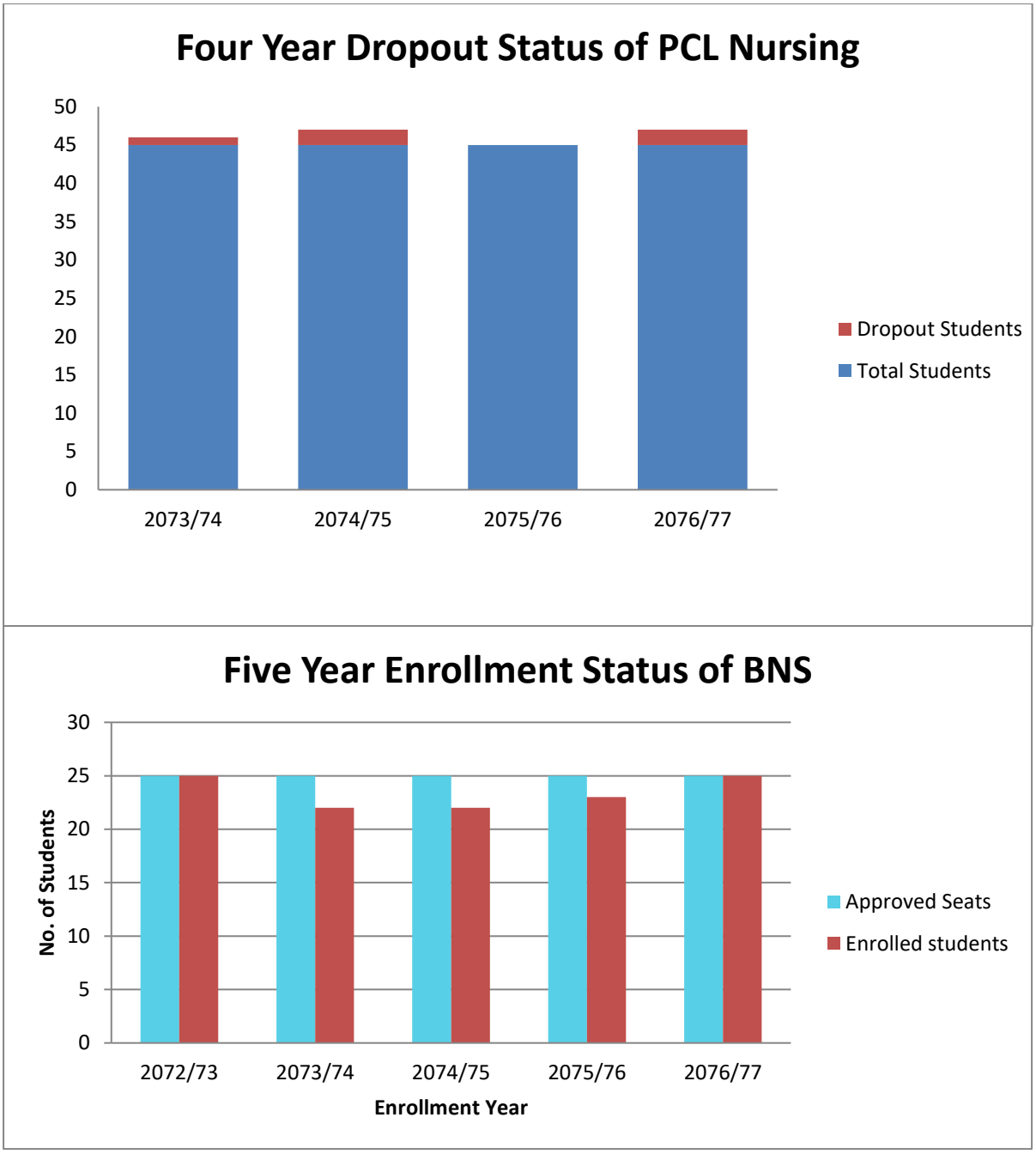
Table 4 Details of the last two batches of students:

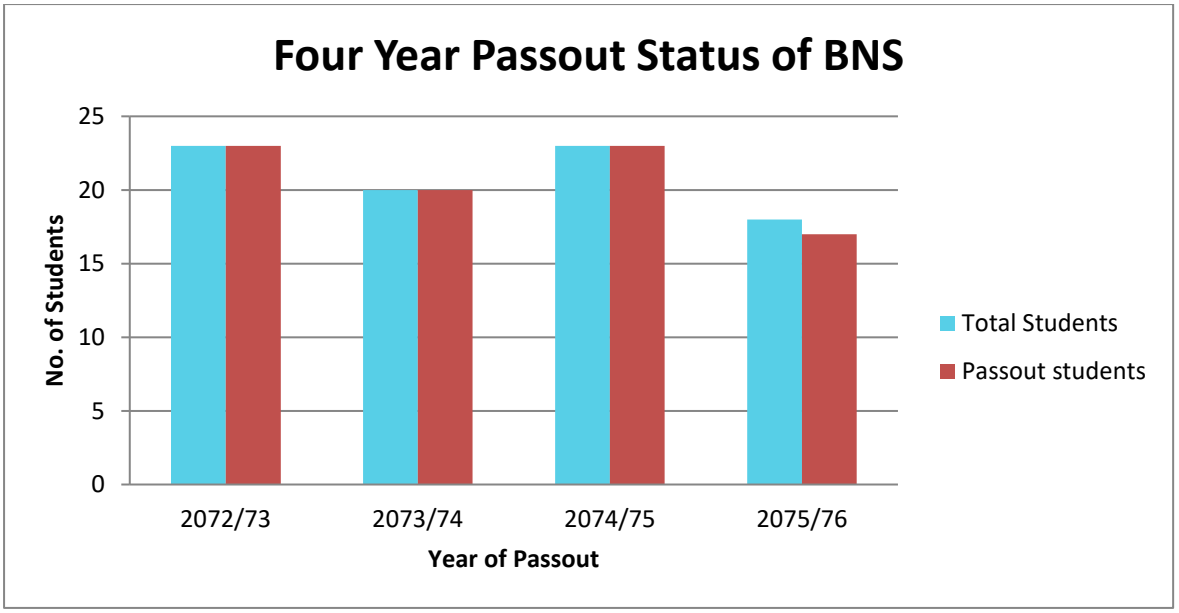
Particulars	Batch I			Batch II		
	Year: 2074			Year: 2075		
	PCL	BNS	Total	PCL	BNS	Total
Admitted to the program	45	21	64	45	23	68
Drop- out						

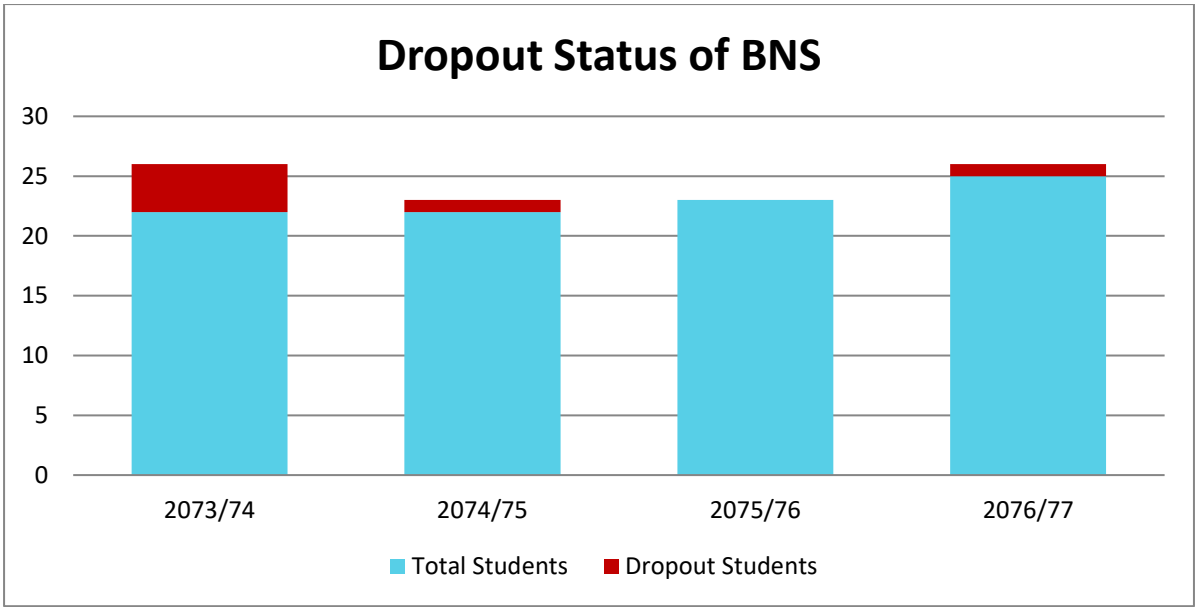
a)Within four months of joining	-	-	-	-	-	-
b)Afterwards	2	1	3	-	1	1
Appeared for the final year examinations	44	20	64	45	23	68
Passed in the final examinations	43	20	63	45	23	68
Pass % of number appeared (Total)	97.73	100		100	100	
Pass % with distinctions	34.09	35.00		24.44	39.13	
Pass % with first class	63.64	65.00		75.56	60.87	48
Pass % with second class	-	-		-	-	-
Pass % with third class	-	-		-	-	-
Number of students expelled from examination hall if any	-	-		-	-	-

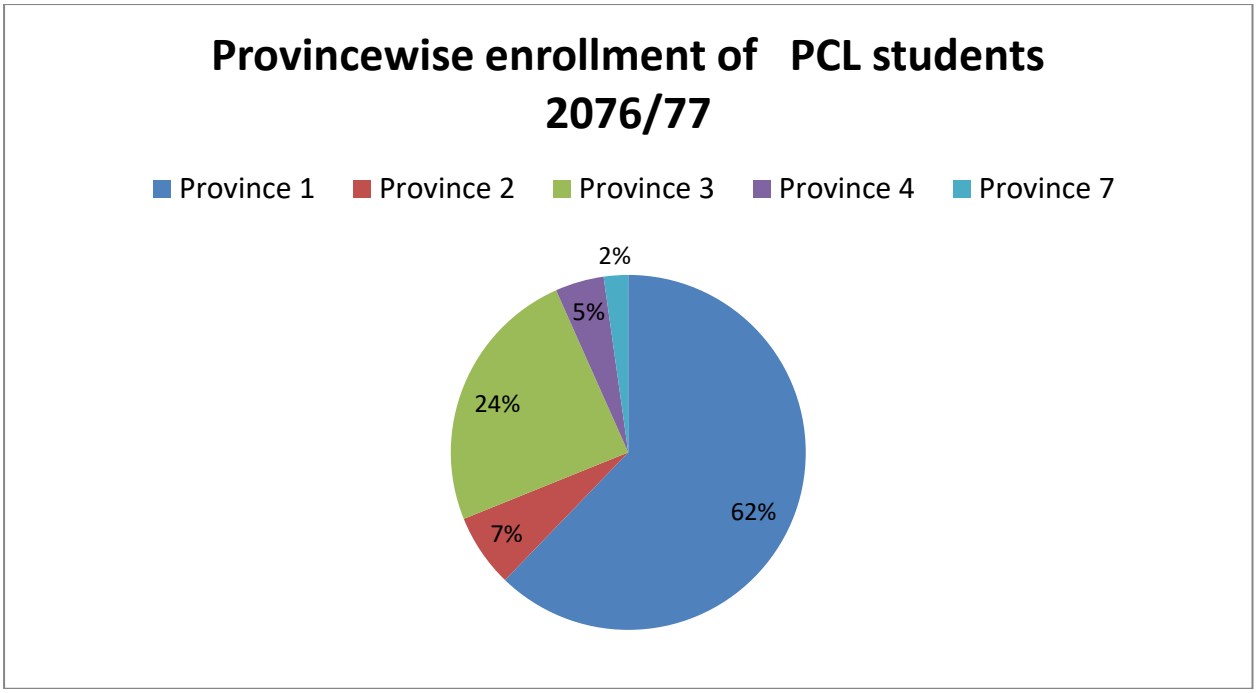


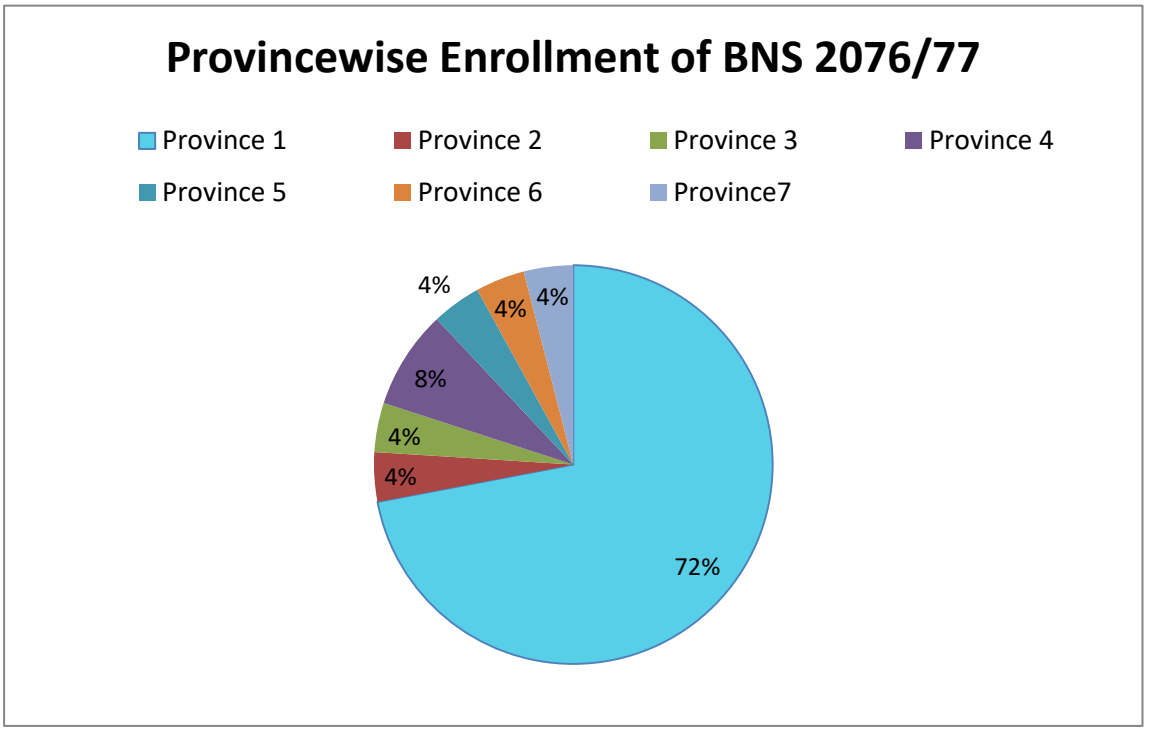

Four Year Passout Status of PCL Nursing
60
50
40
30
20
10
0
No. of students
2073/74
2074/75
2075/76
2076/77
Passout Year
Total Students
Passout students


Four Year Dropout Status of PCL Nursing
50
45
40
35
30
25
20
15
10
5
0
2073/74
2074/75
2075/76
2076/77
Dropout Students
Total Students
Five Year Enrollment Status of BNS
30
25
20
15
10
5
0
No. of Students
2072/73
2073/74
2074/75
2075/76
2076/77
Enrollment Year
Approved Seats
Enrolled students


Four Year Passout Status of BNS
No. of Students
25
20
15
10
5
0
2072/73
2073/74
2074/75
2075/76
Year of Passout
Total Students
Passout students


Dropout Status of BNS
30
25
20
15
10
5
0
2073/74
2074/75
2075/76
2076/77
Total Students
Dropout Students


Provincewise enrollment of PCL students 2076/77
Province 1
Province 2
Province 3
Province 4
Province 7
2%
5%
24%
62%
7%


Provincewise Enrollment of BNS 2076/77
Province 1
Province 2
Province 3
Province 4
Province 5
Province 6
Province7
4%
4%
4%
8%
4%
4%
72%

SECTION 4

Financial report of campus

In present scenario, various educational scopes have covered wide area in several sectors. There are numerous ongoing research and study activities on medical and nursing sciences paradigm that has reached certain peak. In order to blossom our nation with national and international level highly skilled and competent manpower in the field of nursing sciences, this Biratnagar Nursing Campus has been established as a constituent campus of Institute of Medicine, Tribhuvan University. This campus has been conducting the two programs of graduate level of Bachelor in Nursing (BNS) and Bachelor Science in Nursing along with PCL nursing program. The legal provision for conducting the program, scholarship of 75% of students and full payment of 25% of students with joint coordination among National Medical Education Commission, Ministry of Health and Population, Ministry of Education and Technology and Institute of Medicine (TU) has been regulated since the 2076/2077 academic year, and our college has gotten the opportunity to take the responsibility of those students. If financial condition of the Campus were sound, all the academic, administrative and research activities could be operated smoothly. Maximum part of the budget has to be used for salaries, scientific tools and equipment, repair and maintenance, Telephone and internet charges, electricity charges and so on. University provides the grant only for salaries and provident fund.

University provides the grant only for salaries and provident fund. All the academic, administrative and infrastructure expenses are borne by internal sources. From this fiscal year, National Medical Education Commission of Nepal government has provided the grant to those 75% students selected for the scholarship which equals to the expenses of those students admitted with full payment.

Particulars	Land Area occupied by the institution	Total built up area	Starting date of functioning of Institution at present location
Its own land/building	3995.40 sqm		
Donated By	2 bigga (TU, PG Campus)	**Plan to make own hospital**	Area is separated with boundaries

Unit Cost of Education (FY: 2075 /2076)

Total Amount of budget: **= Rs. 4,97,32,000.00**

Amount of development budget: **Rs.1,34,10,000.00**

Capital Expenditure: **Rs. 57,48,994.00**

$$\text{Unit Cost} = \frac{\text{total annual expenditure budget}}{\text{number of students}} = \frac{\text{,686.00}}{} = \textbf{Rs. 2,31,311.21}$$

Unit cost calculated excluding salary component:

$$= \frac{\text{total annual expenditure budget - salary}}{\text{number of students}} = \frac{\text{3,94,16,693.00}}{\text{195.00}} = \textbf{s. 2,02,136.88}$$

Income Expenditure of the Institution for the last three years

S.N.	Fiscal Year	Total Income	Total Expenditure
1.	2073/074	**Rs. 2,25,80,807.90**	**Rs. 3,91,65,581.90**
2.	2074/075	**Rs. 1,94,25,453.83**	**Rs. 3,56,09,132.97**
3.	2075/076	**Rs. 2,05,12,894.18**	**Rs. 4,51,05,686.38**

Table 4.1 Capital Budget and Expenditure for the ended F.Y.2076/207

S N.	Budget Head	Standard Budget Rs	Actual Budget	Actual Expenditure Rs.
1	Building	70,00,000	13060000	8880842
2	Furniture	246000	946000	873710
3	Water and electricity	-	4,00,000	95802
4	Others construction	-	840000	245540
5	Scientific and Academic Equipment	762000	1402000	853776
6	Books and Journal	-	328000	10960
7	Office Equipment	8,00,000	1631300	1631273
8	Miscellaneous	-	567400	567330
	Total amount	8808000	19174700	13159233

Table 4.2 Operating Budget and Expenditures

S N.	Budget Head	Standard Budget Rs	Actual Budget	Actual Expenditure Rs.
1	Teaching Salaries	9896900	10016900	9719808
2	Extra and Visitors Salaries	-	1100000	780680
3	Non-Teaching Salaries	10365164	11398432	11268763
4	Allowances and Incentives	2644000	76384000	10101617
5	Employees Provident fund expense	1358500	1358500	1230924
6	Gratuity and Pension fund Expenses	-	634300	616561
7	Exam conduct	4,00,000	4,00,000	217730
8	Water and Electricity Expenses	-	9,00,000	496966
9	Telephone and Internet Expenses	--	450,000	137887

10	Maintenance and Repair expenses	-	1930800	1471373
11	Fuel Expenses(Vehicle)	5,00,000	5,00,000	305471
12	Advertisement expenses	-	125000	64327
13	Bank charges expenses	-	9000	60
14	Printing and Stationary	-	-	-
15.	News paper	-	50,000	20,000
16	Travelling Expenses	-	8,00,000	292850
17	Celebrating expenses	-	250,000	39044
18	Guest Expenses	-	150,000	113690
19	Meeting Allowances	-	-	-
20	Office Misc. expenses	-	19,00000	1396523
21	Student Welfare expenses	-	635500	635429
22	Research and development expense	-	350000	35000
23	Student scholarship expenses	-	100000	-
24	Academic Material expenses	-	3,00,000	-
25	Training and Development	150,000	300,000	150300
	Total	25314564	107142432	39095003

SECTION 5

Institution's Land area in Ropanees/Bighas (Katthas)/Square Meters: 3995.40 sqm

There is "Procurement and Construction Committee" that makes plans for the construction and maintenance of the campus infrastructure. The campus is located near the Koshi Hospital of Biratnagar Metropolitian City occupying 11katthas 16 dhur land. Campus owns land infrastructure with its own documents from dated 2065/4/27. With the approval from T.U. registrar, T.U. Post Graduate College of Biratnagar has provided 2 bigahas land for the campus for academic purpose to build new buildings for further program on o72/05/24. BNC in its ownered land has started renovation in the existing buildings with focus in laboratories (midwifery, demonstration, fundamentals), parking area, extension and maintenance of dining hall, waste/drainage system management, Maintenance of top floor of hostel, painting of teacher's room and meeting hall, extension of parking, maintenance of teachers and administrative staff quarters, etc. with the decision of the committee and recently store room, permanent Reverse Osmosis Water Plant system, QAA unit (Research Management Cell-RMC office, SAT office, IQAC room) has been constructed. Similarly, to commence BSc Nursing program in future (program proposal submitted to TU IOM Dean office, TU Kirtipur on 2075/8/10), the committee has prepared a procurement plan with Engineer Consultancy to construct 3 storeyed multi-purpose BNC with main entrance, departments like- faculties room, administration sections, classroom, library, laboratories, garden area, parking, playground, visting area, auditorium hall, library extension with study rooms, canteen, hostel, toilet/bathroom, etc. Recently, ground, first and second floor is under construction and the future plan also includes constructing compound wall on the land donated by PG campus.

SECTION-6

TEACHING AND NON-TEACHING STAFFS DETAILS

Number of Full timer and Part timer teaching staff at present:

Teaching Staff of Biratnagar Nursing Campus

SN	Education	Full Time	Post	Part Time
1	Masters in Nursing	Menuka Bhandari	Campus Chief	Ms.Sita Gadtaula
2		Sabitra Subedi	Lecturer	Dr. Ragin Kathet
3		Deepika Khadgi	Lecturer	Dr. Anil Pokhrel
4		Saraswati Basnet	Lecturer	Dr. Y.R. Pathak
5		Namita Yangden	Lecturer	Ms. Shanti Tandon
6		Tulasha Dahal	Instructor	Dr. Rajan Dutta
7		Anju Kumari Mahato	Instructor	Dr. Jaybindra Yadav
8		Punam Kumari Mandal	Instructor	Mr. Yuyutsu Banjara
9		Suvekshya Silwal	Instructor	Dr. Amit Sharma
10		Pratiksha Chapagain	Instructor	Ms Manju Yadav
11		Munawatee Rai	Teaching Assistant	Gaurav Agrahari
12		Bidhya Basnet	Teaching Assistant	Subash Karki
13		Saraswati Neupane	Instructor	Dinesh Subedi
14	Bachelor in Nursing	Bhumika Rai	Instructor	Bikash Kumar Shah
15		Achala Niroula	Instructor	Pranav Kumar Yadav
16		Ranjeeta Khanal	Instructor	Kailash Khaki Shrestha
17		Karishma Khadgi	Instructor	
18		Shanti Tandon	Teacher	**Volunteer Teacher**

Description of Non-Teaching Staffs

Non-Teaching Staff of Biratnagar Nursing Campus

SN	Name	Post	Section
1	Mr. Hemraj Adhikari	Administrator	General/Employee
2	Mr. Ramhari Shrestha	Deputy Controller	Finance Administration
3	Mr. Dinanath Dahal	Section Officer	Finance Administration
4	Mr. Saraswati Kr. Lama	Head Office Assistant	Finance Administration
5	Ms. Bandana Dhakal	Head Technical Assistant	General Administration
6	Ms. Rambhi singh	Office Assistant	Store Section
7	Mr. Satis Shah	Office Assistant	Exam section
8	Mr. Montu Mandal	Account Assistant	Finance Section
9	Ms. Nirmala Adhikai	Office Assistant	Academic Section
10	Ms. Mina Karki	Office Assistant	Hostel
11	Ms. Puspa Subba	Office Assistant	Hostel
12	Mr. Bijaya Chanda Thapa	Office Assistant	Library
13	Mr. Shibu Dhami	Technical Assistant	Electronic Section
14	Mr. Pawan Dhakal	Library Assistant	Library
15	Mr. Thir pd Timsina	Office Helper	Office of Campus Chief
16	Mr. Bandelal Mandal	Guard	Campus /Hostel
17	Ms. Mina Wagle	Office Helper	Kitchen
18	Mr. Shovananda Gothiya	Guard	Campus/Hostel
19	Mr. Lakh Bdr. Tamang	Office Helper	Office of Campus Chief
20	Mr. Pamod Kr. Rout	Office Helper	Campus/Hostel
21	Mr. Jhuna Mehattar	Office Helper	Hostel
22	Mr. Krishna Bdr.Wagle	Office Helper	Kitchen
23	Mr.Sandeep Koirala	Driver	Campus Chief
24	Ms. Bhima Magar	Office Helper	Kitchen

25	Dipesh Poudel	Office Helper	Kitchen

SECTION-7

STUDENT-TEACHER RATIOS

Student-Teacher Ratio (STR) measures the average number of students per teacher. It is calculated by total number of students divided by total number of teachers. In this section, STR of the campus and STR of the campus of the faculty and institute are presented.

Faculty/Institute	Students	Teachers	STR
BNS	62	6 (Full timer)+ 7(Part timer)	4.8
PCL N	133	13(Full timer)+4 (Part timer)	7.9
Total	195	30	12.7

Table 8.1 shows STR of the campus overall and on the basis of faculty/ institute. The overall STR of the campus is 12.7 indicating that on average one teacher is allocated to 13 students.

SECTION 8

Research and Publication

Research Management Cell in the Campus performs the work of research and publication through its Committee. The Research Management committee (RMC) manages the research program and assures ongoing assessment of all projects in order to provide recommendations to the IQAC regarding research priorities and budget allocations. The RMC reports to the IQAC Chair.

Currently, the cell has a separate well-furnished office and a seminar hall. It possesses an office at the corner of the hall with computers, and a printer (multi-functional). This cell was established as a center to serve the faculty members and students to enhance their academic and research capabilities and to provide resources for conducting research activities. In addition, the cell coordinates, supervises and evaluates research activities of the faculty members and students.

Recently, Biratnagar Nursing Campus has provided faculty grants for mini research for each faculty worth Rs 20,000 respectively. Similarly, it has also provided workshop for students for reference and citation which help students for research activities and enhance their knowledge and practice. As well as the faculties members of Biratnagar Nursing Campus also very

dedicated towards research and publication. They are published their articles in different national and international journal

Research Management Committee

As per IQAC decision the work assigned to the Research Committee in the Campus Regulation has been transferred to the Research Management Cell. The composition of cell is as follows:

1. Chairperson: Ms Menuka Bhandari, Campus Chief
2. Member: Ms Saraswati Basnet, Lecturer
3. Member: Ms Sabitra Subedi, Lecturer
4. Member: Ms Poonam Kumari Mandal, Instructer
5. Member: Ms Suvekshya Silwal, Instructor
6. Member: Ms Tulasha Dahal Instructor
7. Member: Ms Bidhya Basnet, Teaching Assistant
8. Member Secretary: Ms Deepika Khadgi, Lecturer

S.N.	**Research Article and Name of Journal**
1.	Basnet, S.B. (2014). Evaluation, Analysis, critique of Nursing Theories and Research.*Up to Date Research Journal*,Vol. 1 .No.2, 2392-4225.
2.	Basnet, S.B. (June, 2015) Diabetes its Complication*Up to Date Research Journal*.Vol. 2.No.3,
3.	Basnet, S.B. (Nov. 25, 2015) Factors Associated With Hypertension among Adult Patients in Pokhara*INTERNATIONAL JOURNAL OF TECHNOLOGY ENHANCEMENTS AND EMERGING ENGINEERING RESEARCH,*VOL 3, ISSUE 11 4 ISSN 2347-428,(Peer Review).
4.	Basnet,S.B.(2017)Meta-Analysis of Physical activity, Smoking, Alcoholism Dietary Habits and Obesity: Major Risk Factors among Nepalese hypertensive People. *"BOUDDHIK ABHIYAN" Multidisciplinary Research Journal* ISSN 2505-0915, ISSUE NO: 4
5.	Basnet, S, Owasti H.(2018)Knowledge on Early Screening of Breast Cancer among nurses in Biratnager*Journal of Midwifery Association of Nepal*, Vol.1, Issue1, ISSN: 2631-1968.(Peer Reviewed).

6.	Bhandari M. (2007). Existing Knowledge among Nursing Personnel regading Cardio-Pulmonary Resuscitation at Kanti Children Hospital. *Koshi Zonal Hospital, Biratnagar, Smarika 2007, page no 57-62.*
7.	Bhandari M. (2017).Anxiety and Depression among Adolescent students at Higher Secondary School. ***BIBECHANA,*** *A Multidisciplinary Journal of Science, Technology and Mathematics, Volume 14(2017), page no103-109.* Journal homepage: http://nepjol.info/index.php/BIBECHANA
8.	Bhandari M. (2016). Assessment of Health and Social Needs of Elderly in Selected Old Age Home of Biratnagar Municipality. ***URDHWAMUKHI,*** *A Multidisciplinary Bilingual Research Journal, Volume 2(2016), September, Page no 127-.141.*
9.	Bhandari M. (2017). Brain Drain: A Global Concern. ***BOUDDHIK ABHIYAN****, A Multidisciplinary Research Journal, Issue 4 (2017) April, page no 86-95.*
10.	Bhandari M. (2018). Assessment of Knowledge, Practice on Nutrition and Nutritional Status of School Children in a Private School of Biratnagar Metropolitan**. *BOUDDHIK ABHIYAN, A Multidisciplinary Research Journal, Issue 5 (2018)*** *April, page no 86-95.page no 101-107.*
11.	Dahal T. (2014). Client satisfaction on Institutional delivery Services. The Journal of Knowledge and Innovation, ISSN: 2350-8884(P), Vol. 2, No. 1, Issue February 2014.
12.	Dahal T. (2018). Awareness Regarding Breastfeeding among the Mothers attending Maternal Child Health Clinic of Morang District. The Journal of Knowledge and Innovation, A Peer Reviewed Journal, M. M.A.M. Campus. Biratnagar, ISSN: 2350-8884(P), Vol-7, No. 1, Issue August 2018.
13.	Dahal T. (2018). Maternal and Fetal Outcome Among Teenage Mothers, Journal of Tribhuvan University Teachers' Association (TUTA, A Peer

	Reviewed Journal) Journal, ISSN 2350-8892 (P), Vol. 8, No.1, Issue August 2018.
14.	Kadel M., Bhandari M. (2018). Factors Intend to Brain Drain among Nurses Working at Private Hospitals of Biratnagar, Nepal.Volume 16 (2018);Issues ,Page no 213-220. Journal homepage:http://nepjol.info/index.php/BIBECHANA
15.	Khadgi, D. (2014). Risk Factors of Cleft Malformation in Children. Journal of Institute of Medicine (JIOM), ISSN 1993-2979, Vol.36, Issue 2; 51-56 (www.jiom.com.np)
16.	Khadgi, D. (2017). Elderly in Nepal: Physiological Changes and Issues (A Literature Review). BouddhikAbhiyan, Multidisciplinary Research Journal, ISSN 2505-0915, Issue 4; 24-35
17.	Khadgi, D. (2018). Awareness on Menopausal Syndrome among Women of Selected Community in Birtanagar. Journal of Midwifery Association of Nepal, ISSN 2631-1968, Vol 1, Issue 1; 25-29 (www.midson.org.np)
18.	Khadgi, D. (2018). Problems Faced by Family Members during Hospitalization of Patients in Selected Wards of a Zonal Hospital. BouddhikAbhiyan, Multidisciplinary Research Journal, ISSN 2505-0915, Issue 5; 45-52
19.	Mandal,P.K. (2018). Factors Associated with under Nutrition of Children admitted in Koshi Zonal Hospital. Nutritional Rehabilitation Home. TU Journal. Centre for Research Tribhuwan University, Kathmandu , Nepal. ISSN: 2091-0916: *2*(32). 12.2018.
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22.	Mandal P.K.(2012), Radiation and Health, *The Paradox an Annual Magazine of Physics*,Vol.I,page:49
23.	Mandal P.K.(2065)Post exposure prophylaxis of HIV(PEP) for health care workers , *Smarika an Annual Magazine, Bir Hospital Nursing campus*,NAMS ,page 35
24.	Mandal, P.K., (2066) Awareness of post exposure prophylaxis among nurses working on BPKIHS,Dharan, *Smarika an Annual Magazine, Bir Hospital Nursing Campus*,NAMS,page no 37
25.	Rijal, E., Silwal, S., Thapa, S., Basnet, S. & Bhagat. S. Original Article. Nurses Knowledge on Management of Patient Receiving Spinal Anaesthesia in a Government Hospital. JKAHS | VOL 2 | NO.2 | ISSUE 5 | MAY-AUG, 2019. https://jkahs.org.np/jkahs/index.php/jkahs/article/view/92 (JKAHS, indexed, internationally peer-reviewed).
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30.	Subedi, S.(2017). Adolescence Pregnancy and its Consequences (A Literature Review. BouddhikAbhiyan, Multidisciplinary Research Journal, ISSN 2505-0915, Issue 4; 113-117
31.	Subedi, S. (2017). Knowledge of Abortion among Higher Secondary Level Students of a School in Itahara, Morang. Dundubhi, A Multidisciplinary Research Journal, ISSN 2362-1079(P), Volume 4 Issue 4

SECTION 9

Brief description of Campus

Tribhuvan University, Biratnagar Nursing Campus is one of the historical constituent campus in province 1. It has its own land with College building, Hostel building, Administrative building, Teachers and employee quarter, separate visiting hall. Koshi Hospital, the major clinical area of campus located nearby in walking distance. There is MOU between the TU IOM and Ministry of Health. There is good relationship between campus and hospital. His Majesty's Government of Nepal, Ministry of Health established ANM training school in the year 2023 BS at Biratnagar. Later in 2029 BS, this program was handed over to Tribhuvan University, the institute of Medicine. From 2037BS, Proficiency Certificate Level Nursing program was started. In 2068/69, this campus began the Bachelor in Nursing Program. Now upgraded into 3 years Bachelor in nursing science (BNS) Program. Biratnagar Nursing Campus has an outstanding history of being ranked as the number of college of Nepal. It has record of cent percent pass result in PCL and BNS program. Both programme are lunched in annual system. Now it is established as a well-known Campus in Province one in terms of quality production. Hundred percent theoretical classes are held according to Master Calendar of Operation. Clinical practice site is Koshi Hospital; quality practices are carried out in different department of KH. Memorandum of Understanding (MOU) has been done between Ministry of Health and Population (MoHP) and the institute of Medicine (IOM).

Biratnagar nursing campus has separate buildings for administration, academic purpose and hostel for students. There are three separate buildings for residential purpose. Among them campus chief quarter is completely damaged and other two are in use by maintenance. There are 4 separate laboratories for student skill development namely fundamental lab, skill lab, biochemistry lab and community lab.

Biratnagar Nursing Campus has become one of the pioneer educational institutes in Nepal since its establishment. Nursing profession is mainly centralized in female gender. So it has also key role women empowerment and self-reliance. The products are engaged in renounced institute/hospital /NGO/INGO inside the country and abroad with attractive payment. In addition to educational activities, nursing students take part actively in extracurricular activities in indoor and outdoor competitive games. Different health related days are celebrated in campus and hospitals.

SECTION 10

INFORMATION AND COMMUNICATIONS TECHNOLOGY

Introduction Information and Communications Technology (ICT) is technology that is used to handle communications processes such as telecommunications, broadcast media, intelligent building management systems, audiovisual processing and transmission systems, and network-based control and monitoring functions. ICT in education has been identified as an innovative and effective methods of teaching and learning in Biratnagar Nursing Campus. Campus is using EMIS software for data collection and smooth running of campus activities. Students as well as staff of the Biratnagar Nursing Campus can easily obtain an email id with domain name tuiombnc.edu.np. Besides that, Tribhuvan University also has provided TU official email accounts for every teacher, student and staff. Biratnagar Nursing Campus has a total dedicated bandwidth of 80 Mbps. Campus is providing fully dedicated wired and wireless internet facility to the hostels, all the departments. Every student in the hostel has their own username and password for internet access. EMIS Software Biratnagar Nursing Campus is using EMIS software for data collection and smooth running of campus activities. It is a web based system so that users can access it using their account from any place where the internet is available. All the data in the system is highly secured in the cloud applying the best security policy. All the academic information related to students and staff is recorded in software. Financial work is done through the system where all the fee information of students is stored. The system is also

running in the Library where all the information like Book records, book received & delivered by students and teachers are stored. Smart barcode system is used for proper functioning in the Library. Moreover, campus administrative as well as stock information can be stored in this system. E-attendance The attendances of all the teaching and non-teaching staffs are maintained by the use of Biometric Attendance This device is linked with our EMIS system on campus for the attendance report. All the leaves and holidays are systematically arranged in the system which made it very easy to keep the attendance log. Computer & Accessories This is the era of technology. Biratnagar Nursing Campus gives more priority to technology for a better education system. Every department in the campus uses computers for their regular work. Campus has about 22 computers, 14 laptops and 12 printers which are currently in use. Projectors are well equipped in every class as well as in the meeting hall. Overall campus has about 8 projectors in our campus.

Website Campus has its own dynamic website (www.tuiombnc.edu.np) where information and notice regarding campus are updated. IT part of the campus is regular update and proper maintenance of the website. It provides the information related to courses offered, faculty & staff, resources, gallery, association, events, publications, sports, news & notice, downloads, and contacts. Online Class Campus also provides online virtual class service for the students. Campus uses a licensed account of Zoom and Microsoft Teams for online class. Official email account has been provided by TU to every teacher and students of the campus for online class and other campuses.

Tribhuvan University's Rector Office issued a notice thanking institutions who were conducting online classes and requested others to follow suit. Similarly, the Registrar's Office also issued a notice on April 24 and requested institutions to conduct online classes other than practical courses following the decision of the Executive Council of TU. As per the Executive Council's decision on April 22, the Office of the Academic Council of TU decided to recognize online classes as formal ones. TU has issued a guideline for conducting online classes as the going lockdown has made it impossible to conduct physical classes regularly. The guideline also contains a code of conduct and 28 provisions for action. TU has warned to take action if students, teachers, and staff violate the code of conduct. Then, Campus Chief of Biratnagar Nursing Campus called the virtual meeting of faculties and decided to start online classes for bachelor level and PCL level students from. At first, general orientation on Zoom meeting was

given to all the faculties and classes were smoothly running to all levels of the program. TU provided the email ID and password to each of the faculties and staff as well as students of Biratnagar Nursing Campus for using Microsoft Team programme. On 22-23 June, 2020, Tribhuvan University organized the virtual training regarding use of Microsoft team for academic purpose to all the faculties of Biratnagar Nursing Campus and admin training for two personnel i.e. one administrative staff and one faculty. After that, various teams were created for each class and subjects, and general training was given to all the students.