

PRE-PRT VISIT RESPONSE REPORT



Submitted to

**UNIVERSITY GRANTS COMMISSION
HIGHER EDUCATION QAA COUNCIL
QAA DIVISION, SANOTHIMI, BHAKTAPUR**

Submitted by

**Madan Bhandari Memorial College
New Baneshwor, Kathmandu**

September 2024

(B) 24



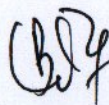
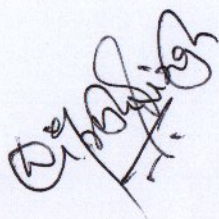
1. Background

Madan Bhandari Memorial College (MBMC) was founded in 2001 AD with the vision of "Excellence in Leadership for Transformation". The transformation is a catchword implying positive material and intellectual changes for the betterment of humanity; the leadership is an all-inclusive term referring to the inspiring quality in a person to lead the human civilization ahead; the excellence implies the cultivation of good qualities in high degrees. Thus, the college aims to produce a high-quality workforce capable of leading all professional and amateur sectors, thereby bringing about noticeable progressive changes for the humanity and nation.

The college formulates its periodical strategic plan with set goals, objectives, strategies and time-bound targeted actions to realize its vision. The college strives to ensure enhanced and assured quality education through conscious, meaningful and result oriented implementation of its policies, programs, strategies and action plans with self-evaluation system in place.

MBMC offers wide range of Bachelor's and Master's level academic programs at reasonable fees in Science and Technology, Management and Humanities & Social Sciences. The college serves around 1000 full-time students in different disciplines it offers. The modern, adequate and equipped infrastructure; qualified and experienced faculties and administrative staff; regular and innovative teaching learning pedagogical practices and students' performance evaluation system; effective student support mechanisms; periodical audit, monitoring and evaluation activities; active stakeholders and community engagement; robust educational management and public information management systems are some of the major milestones of the college.

MBMC is deeply committed to quality assurance and enhancement across multiple dimensions, ensuring that governance, teaching and learning, research, and infrastructure meet the highest standards. Governance frameworks are rigorously implemented to uphold transparency and accountability, fostering an environment conducive to academic excellence. In teaching and learning, college prioritizes the development of innovative curricula and pedagogical approaches that enhance student engagement and outcomes. Research and innovation are bolstered through dedicated funding, support structures, and collaboration opportunities, driving advancements and academic contributions. Infrastructure and learning resources are continually upgraded to support modern educational needs, providing state-of-the-art facilities and comprehensive resource access. The efficient management of Educational Management Information Systems (EMIS) and public information systems ensures accurate data handling and transparency, thereby, facilitating informed decision-making and open communication with stakeholders. Collectively, these conscious efforts underscore the college's dedication to maintaining and elevating the quality of education and institutional effectiveness.



2. Purpose of the Report

MBMC submitted its Self Study Report (SSR) in 2076 BS upon which, HEQAAC/ UGC issued feedback regarding the SSR's improvements. Nonetheless, there was significant lag in the submission of revised SSR because of misunderstandings and inconsistent grasp of the QAA implications among the stakeholders. Notwithstanding the issues and challenges, the college made its utmost effort to go through quality assurance and accreditation process. In line with which, the college submitted its revised SSR on 2080/11/23 BS at UGC, which was approved by HEQAAC/ UGC on 2080/12/12 BS. Upon the formation of the college's Peer Review Team (PRT) by HEQAAC/ UGC on 2081/01/20 BS, Pre-PRT assessment team visited the college during 2081/03/16 - 18 BS. The team conducted the assessment regarding the parameters defined by the QAA system during its visit to the college. Based on the interactions with students, academic leaders, faculties, non-teaching staff, parents, community, alumni, employers and other mechanisms including the observations of the facilities and inspection of the documents, the team issued assessment report that comprises recommendations for improvements. Thus, MBMC has prepared this progress report in response to the recommendations enlisted in the assessment report provided by the Pre-PRT team.

3. Process of Report Preparation

Immediately after the completion of Pre-PRT visit, the following actions were undertaken to prepare this report:

- The college's Internal Quality Assurance Committee (IQAC), including the Self Assessment Team (SAT) held discussion sessions to make a common understanding on the recommendations put forward by the assessment team.
- After the discussion, the SAT prepared an action matrix to fulfill the gaps as recommended by the assessment report. The activities to be conducted were identified including the relevant testimonials that need to be documented and annexed with the response report. The task-wise responsibilities were assigned with presumed deadlines. The action matrix was disseminated to all the concerned so that the activities would be completed within the stipulated time seamlessly.
- The activities were carried by the concerned, with the facilitation of IQAC and SAT. After completing each task to meet the specific recommendation, the SAT composed the response report and annexed the pertinent testimonies. Similarly, every suggestion was met with the response write-up and the testimonies.
- The SAT shared draft of the response report among the members of the IQAC for finalization. The suggestions provided by the IQAC was incorporated in the report to finalize it. The final response report was shared to the CMC, college administration, student body, faculties, non-teaching staff and all the concerned. It was decided to submit the response report to HEQAAC/ UGC with everyone's consent.



4. Responses/Action Taken

The following table illustrates the actions and activities undertaken by the college in order to respond the recommendations put forward by the Pre Preparatory PRT visit. The annexes are hyperlinked to the concerned testimonials and are synced with the Self Study Report (SSR).

Criteria	Recommendations	Actions Taken/ Activities Done	Annex
I Policy & Procedures	1.1 Separate the Plus Two program totally from the college's administrative management system (Library, Laboratory, Accounts, Administration, and Management) before submitting the response report	The Plus Two program has been separated from the Higher Education program complying the recommendation. For this, there are distinct management committees, accounts, libraries, and laboratories. The administrations of the two categories of the programs have also been segregated with separate set of staff composition. There are three blocks of buildings in the college premise. The Block A and C are allocated for the higher education programs. While, the Block B is allotted for Plus Two program.	Annex 6, Annex 84, Documents Related to Separation of Higher Education and +2 Programs
	1.2 Properly follow the college policies and procedures when making decisions	The decisions are based on the policy and procedural documents. For example, the committees are formed according to the structures defined by the relevant policy documents. Additionally, the working procedures have been revised in order to address the gaps and also to adhere to the organizational structure.	For instance, Volume 6, Annex 60, Appointment Letters and ToRs of Faculties and Staff
	1.3 Reorganize the organizational structure by minimizing unnecessary layers and maintaining a flat organizational structure which will help in working	The college had hired an expert to conduct Organizational and Management (O&M) Survey of the college in order to revise the organizational structure based on the recommendations provided by the survey. The CMC has approved O&M survey report. According to the recommendations of the survey, the reorganization of the college structure will be carried out from the next session.	Volume 6, Annex 80, O&M Survey Report
	1.4 Maintain the 60 percent full-time faculty ratio. Submit a declaration letter for	At present, the college has employed 64 faculties in total which include 40 full time faculties whereas, 24 are part timers. Henceforth, the percentage of the full time	Volume 6, Annex 60, Appointment Letters and

Dep. Secy



BD

Criteria	Recommendations	Actions Taken/ Activities Done	Annex
	each faculty member and college verification to ensure they are not employed full-time at any other institution	faculties against the part time faculties is 62.5. The college has collected the declaration letter from each full time faculty to ensure that they are not employed full time at other institutions.	<u>ToRs of Faculties and Staff; Volume 6, Annex 62, List of Faculties and Staff</u>
	1.5 Revise the working procedure of the Quality Enhancement Committee/ IQAC in accordance with the UGC's IQAC directive of 2077, ensure uniformity in its nomenclature, and strengthen QEC/IQAC as the college's quality control mechanism	The work procedure for the Internal Quality Assurance Committee has been revised accommodating the provisions prescribed by the UGC's IQAC directives 2077. Further, the terminology for the committee has been standardized as IQAC and stated in its working procedures. The provisions and procedures included in work procedures of IQAC confirms the strengthening of the committee in terms of its role of quality assurance mechanism within the college. Besides, the IQAC has formulated annual action plan for 2081-082. The actions stated in the plan will be conducted within the due time and reviewed periodically to make the committee more effective.	<u>Volume 1, Annex 4, IQAC Work Procedure; Volume 3, Annex 21, IQAC Minutes</u>
	1.6 Revise and expand the working procedures of the Research Management Unit to include provisions and procedures for all research initiation and promotion activities of the college	The work procedures of Research Management Committee (RMC) has been revised incorporating provisions and procedures for all research initiation and promotion activities of the college. Some notable amendments are: structure of the committee; detailing of functioning mechanisms; inclusion of research schemes and accordingly the funding support models, including the appending of consultancy policy.	<u>Volume 1, Annex 5, Research Management Committee Work Procedure</u>
	1.7 Merge cells and committees of similar nature and revisit their working procedures as	Initially there were 19 committees and cells for the operations of various activities within the college. In response to the recommendation, the number of cells and	<u>Volume 1, Annex 1, College Statute;</u>

Signature



Signature

Criteria	Recommendations	Actions Taken/ Activities Done	Annex
	necessary. The Student Council and SQC should also be merged	committees has been downsized to 11 in compliance to the college statute. Further, the work procedures for the cells and committees have been revised and/ or formulated accordingly. The College Management Committee has decided to merge the Student Quality Circle in the Student Council since the council is the older and established student body.	<u>Volume 3,</u> <u>Annex 19,</u> <u>Minutes of</u> <u>CMC</u>
	1.8 Develop a five-year human resources development plan by analyzing the professional needs of both teaching and non-teaching staff, and implement it gradually	The Strategic Development Plan 2024-2028 has explicitly stated the five year strategies for the capacity development of faculties and staff. Additionally, the college has prepared a five-year human resource development plan focusing on prudent actions for enhancing knowledge, skills and abilities of faculties and non-teaching staff. The strategies and action plan will be implemented according to the stated timeline.	<u>Volume 2,</u> <u>Annex 9,</u> <u>Strategic</u> <u>Development</u> <u>Plan 2024-</u> <u>2028;</u> <u>Volume 6,</u> <u>Annex 82,</u> <u>HRD Plan</u> <u>2024-2028;</u> <u>Volume 3,</u> <u>Annex 19,</u> <u>Minutes of</u> <u>CMC</u>
	1.9 Conduct external academic audit on a regular basis	The college has requested Tribhuvan University to conduct academic and administrative audit highlighting the commitment of the college in maintaining and upgrading quality standards. For this, a request letter has been dispatched to the Registrar Office of the university. The college will follow-up the university for external academic audit.	<u>Volume 4,</u> <u>Annex 23,</u> <u>Academic</u> <u>Administrative</u> <u>Audit Reports</u>
2 Curricular Aspects	2.1 Organize regular training/ workshops to orient faculty on curriculum changes, instructional practices, evaluation systems, and recent trends in	The college understands the importance of curriculum-related trainings with topics such as instructional strategies, assessment frameworks, and contemporary pedagogical practices which would improve faculty performance in terms of instruction, learning,	<u>Volume 5,</u> <u>Annex 38,</u> <u>Documents</u> <u>related to</u> <u>Trainings and</u> <u>Workshops for</u>

[Handwritten Signature]



[Handwritten Signature]

Criteria	Recommendations	Actions Taken/ Activities Done	Annex
	higher education pedagogy.	and assessment. For this, the college has organized such trainings in the past. The college will conduct such specific trainings/workshops on a regular basis as recommended.	<u>Faculties and Staff</u>
	2.2 Design and implement non-credit courses to support academic programs and meet the needs of the market.	The college frequently organizes non-credit courses to support the academic programs. In 2080, a non-credit course of total 40 hours covering the topics viz. Tally, Graphics Designing, Digital Marketing, Business Communication, Report Writing, CV Preparation/ Mock Interview was conducted by the department of Management. Recently, the college has formulated a policy for effective and sustainable implementation of non-credit courses. Additionally, the CMC has approved three non-credit courses to be implemented in near future.	<u>Volume 5, Annex 37, Documents related to Trainings, Workshops and Non-Credit Courses for Students;</u> <u>Volume 3, Annex 19, Minutes of CMC</u>
3 Teaching Learning and Evaluation System	3.1 Maintain records of school/ department activities in a formal manner and prepare annual progress reports for all schools/ departments.	The academic as well as the administrative departments have initiated maintaining signed and approved documents in both hard and softcopies. Each academic department has prepared and submitted their annual report of 2080-081 to the campus chief.	<u>Volume 6, Annex 80 Departmental Progress Reports</u>
	3.2 Student satisfaction survey and evaluation on teacher's performance should be conducted on regular basis	The college has adopted a policy to conduct Students satisfaction survey including evaluation of faculties by students at regular intervals. The college conducted satisfaction survey and evaluation by students in the last academic year. The college has planned to conduct student satisfaction survey for the year 2081-082. Likewise, evaluation of faculties by students has also been planned. The process will commence soon.	<u>Volume 4, Annex 27, Students' Perception Survey;</u> <u>Volume 6, Annex 63, Evaluation of Faculties by Students;</u> <u>Volume 3, Annex 19, Minutes of CMC</u>



Criteria	Recommendations	Actions Taken/ Activities Done	Annex
	3.3 Formalize and regularly conduct the 360-degree performance appraisal of teaching and non-teaching staff, integrating it with the performance-based reward system.	Previously, the performance appraisals of teaching and non-teaching staff were conducted at regular intervals. However, based on the pre-visit team's recommendation, the College Management Committee has decided to initiate mechanism for 360 ⁰ appraisal system. The college shall implement the evaluation system as per the schedule. The appraisal will be integrated with the reward system for the current year and the years to follow.	<u>Volume 6, Annex 61, Faculties and Staff Appraisal Documents; Volume 3, Annex 19, Minutes of CMC</u>
	3.4 Provide refresher training to the library staff.	The library chief Ms. Pushpa Bastola has joined a three-months training course on library and information management organized by Nepal Library Association. The training course commenced from Shrawan 15, 2081.	<u>Annex 6, Annex 66, Documents related to Library</u>
	3.5 Prepare a plan for need-based professional training for both teaching and non-teaching staff. Provide training to some staff before submitting the response report.	A five-years human resource development plan has been prepared incorporating presumed need-based professional trainings for teaching and non-teaching staff. Recently, the college conducted a survey to identify professional training needs of the faculties and non-teaching staff. A plan is prepared based on the information of the survey. Similarly, the college organized a training on public procurement for the academic leaders and non-teaching staff.	<u>Volume 6, Annex 82, HRD Plan 2024-2028; Volume 5, Annex 38, Documents related to Trainings and Workshops for Faculties and Staff</u>
4 Research, Consultancy and Extension	4.1 Fulfill the requirements as per the revised research framework set by the EQAAC (http://www.ugcnepal.edu.np/division/44).	Apart from other research initiatives, the college has begun fulfilling the research criteria to be complied before PRT visit as prescribed by EQAAC/ UGC. The following are the details: a) 3 research related trainings for faculties and 1 for students have been completed recently. One of the trainings were conducted under grants support of UGC.	<u>Volume 5, Annex 38, Documents related to Trainings and Workshops for Faculties and Staff; Volume 5, Annex 37,</u>

[Handwritten Signature]



[Handwritten Initials]

Criteria	Recommendations	Actions Taken/ Activities Done	Annex
		<p>b) 3 of the full time faculties have published research article in the peer review journal published by the college</p> <p>c) 2 faculty researches proposals by the full time faculties have been accepted for funding and the process of releasing first installment of the grants has been initiated.</p> <p>d) RMC annual action plan 2081-82 has been approved and in implementation phase.</p> <p>e) 3 faculty-student collaborative research proposals have been accepted for grants support and the first installment has been issued.</p> <p>f) Consultation with different academia regarding MoU for research and other collaborations have been initiated.</p>	<p><u>Documents related to Trainings, Workshops and Non-Courses to Students;</u></p> <p><u>Volume 5, Annex 32, Journal of Productive Discourse (ProD);</u></p> <p><u>Volume 5, Annex 39, Documents related to RMC</u></p>
	4.2 Develop a plan to motivate faculties in research activities by providing opportunities to participate in research-related training, workshops, seminars, and conferences, as well as offering seed money for mini-research.	<p>The RMC of the college has prepared a plan to motivate and engage its faculties in research and related activities incorporating activities pertaining to the opportunities for the faculties to participate in research related trainings, workshops, seminars, and conferences.</p> <p>Further, funding mechanism to faculties and students for conducting researches has been initiated.</p>	<p><u>Volume 5, Annex 39, Documents related to RMC; Volume 1, Annex 5, Research Management Committee Work Procedure</u></p>
	4.3 Prepare the annual plan of the ECA committee, including all ECA/ CCA extension and outreach activities, and implement it in coordination with the	<p>The ECA committee has prepared the annual action plan for 2081-082, comprising all the ECA/ CCA, extension and outreach activities with estimated budget. The plan was prepared in consultation with the faculties, non-teaching staff and the students. The committee plans to execute the actions in</p>	<p><u>Volume 5, Annex 47, Documents related ECA</u></p>

[Handwritten signature]



[Handwritten signature]

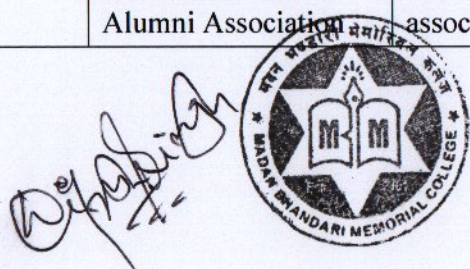
Criteria	Recommendations	Actions Taken/ Activities Done	Annex
	Student Council and SQC.	active participation and coordination of the members of the Students Council.	
	4.4 Develop a proper consultancy policy.	A consultancy policy has been formulated by the college. The policy has been appended to the RMC Work Procedure. Additionally, the provisions and procedures related to the consultancy policy has been disseminated to the faculties to institutionalize consultancy activities of the college.	<u>Volume 1, Annex 5, Research Management Committee Work Procedure</u>
	4.5 Encourage faculty members to publish research papers and articles by providing financial and academic support.	The college aims to augment its research capacity through its faculties. For this, the college has adopted a policy of supporting faculties through funding and also providing them adequate research capacity development initiations like trainings and workshops. Additionally, the college has allocated budget for research funding for the FY 2081-081 which intends to encourage faculty members to publish research papers and articles. Thus, the process of research funding has been initiated.	<u>Volume 1, Annex 5, Research Management Committee Work Procedure;</u> <u>Volume 2, Annex 15, Budget 2081-082</u>
5 Infrastructure and Learning Resources	5.1 Initiate the implementation of the infrastructure master plan by managing resources.	The college has instigated execution of infrastructure master plan. The policy and programs 2081-082 mentions the priorities regarding the augmentation of various infrastructure of the college. Likewise, appropriate allocations have been made under the capital expenditure category in the budget of FY 2081-082.	<u>Volume 2, Annex 12, Master Plan;</u> <u>Volume 2, Annex 15, Budget 2081-082</u>
	5.2 Redesign the canteen layout and interior to make it more conducive and comfortable. Provide more food options at reasonable prices for day-shift students as well.	The college has prepared a plan to change the layout and the interior of the canteen according to the recommendation. The furniture, fixtures, kitchen and other related facilities will be adjusted accordingly. Moreover, weekly routine of the daily food items has been ensured. The college regularly monitors the canteen facility to confirm that	<u>Volume 3, Annex 20, Minutes of Executives</u>

[Handwritten signature]

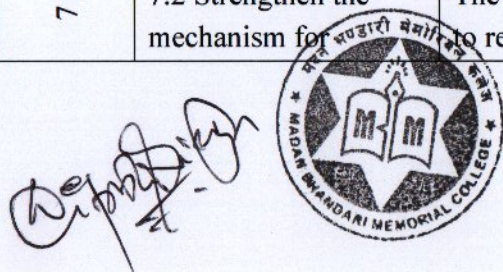


[Handwritten initials]

Criteria	Recommendations	Actions Taken/ Activities Done	Annex
		it is operated in the acceptable standards and in the rates affordable to the students.	
	5.3 Increase the number of login IDs for the e-library of TUCL to at least match the number of master's, BCA, and BSc-CSIT students.	The college has added 111 login IDs of TUCL's e-library additional to the previous 64 IDs. The IDs have been dispatched to the faculties and students of the programs at the Master's level including to those of semester programs viz. BCA, BSc CSIT and BBM. The login IDs shall be gradually increased in order to accommodate more number of faculties and students. Further, the library has planned to provide orientation to the new users.	<u>Volume 6, Annex 66, Documents related to Library</u>
	5.4 Plan to increase the sports facilities to include football, cricket, and other indoor sports.	The policy and programs 2081-082 explicitly mentions the plan to proliferate the existing sports facilities including the extension of the facilities. Additionally, the college has signed an MoU with a sports facility to use its sports grounds during outdoor events specifically for football and/or cricket tournaments.	<u>Volume 2, Annex 15, Budget 2081-082;</u> <u>Volume 6, Annex 55, MoUs and Contracts</u>
6 Student Support and Guidance	6.1 Arrange a designated room/ space to encourage students to use their leisure time constructively.	A well furnished and equipped room has been allotted for students so that they may use the facility in their leisure time. The facility has been equipped with high bandwidth WiFi. It is utilized by the students for socializing and recreational activities of their own choice.	<u>Volume 6, Annex 76, Photographs of Facilities and Services</u>
	6.2 Establish formal relationships and collaborations between academia, industries, and other relevant institutions to improve the placement prospects of college graduates.	The college seeks opportunities to establish formal relationships for meaningful and effective collaborations with different academia, industries, employers, research centers and other similar entities so that the opportunities of job placement of graduates increase substantially. For this, the college has planned to identify and ascertain formal relationships with such institutions.	<u>Volume 5, Annex 46, Documents related to Student Counseling and Placement Information Cell</u>
	6.3 Activate the Alumni Association	The college encourages its alumni association to indulge into active and	<u>Volume 6,</u>



Criteria	Recommendations	Actions Taken/ Activities Done	Annex
	by updating the registration and constitution. Prepare an annual action plan and provide office space for the association on the college premises.	effective actions so that the students, graduates and the college could draw optimum benefits from the initiations. For now, the college has formed an ad-hoc alumni committee to mobilize the association for its activities, among others, registration and revision of the statute. The committee will conduct necessary activities in support of the college to fulfill the gaps of the alumni association. Additionally, an office room is allocated for the association within the college premises.	<u>Annex 72.</u> <u>Documents</u> <u>related to</u> <u>Alumni;</u> <u>Volume 6.</u> <u>Annex 76.</u> <u>Photographs</u> <u>of Facilities</u> <u>and Services</u>
	6.4 To enhance the competency and salability of student provide soft skill training demanded by job setting.	The college focuses on strengthening the competency and salability of student at the job market by engaging them in various curricular, co-curricular and extra curricular activities. Recently, management students participated in a soft skills workshop on 'Case Analysis on Management and Business Issues,' led by Prof. Dr. Mahananda Chalise. Dr. Chalise emphasized the need for developing multiple plans to address problems and highlighted that management is a lifestyle. He also advised maintaining an open attitude and building strong relationships with stakeholders.	<u>Volume 5.</u> <u>Annex 37.</u> <u>Documents</u> <u>related to</u> <u>Trainings.</u> <u>Workshops</u> <u>and Non-</u> <u>Credit</u> <u>Courses for</u> <u>Students</u>
	6.5 Continue the tracer study.	The college has been conducting tracer study since 2016 AD. The recent study was of the graduate batch 2021 AD. The discontinued studies for the graduate batches of 2019 and 2020 have been conducted recently. The college will continue the study every year.	<u>Volume 4.</u> <u>Annex 26.</u> <u>Tracer Study</u> <u>Reports</u>
7 Information System	7.1 Update the data of board exam records in the software.	The EMIS and examination sections have updated the data related to the board examinations in its software named e-School. The records are readily accessible as and when required by the concerned.	<u>Volume 6.</u> <u>Annex 77.</u> <u>Screenshots of</u> <u>EMIS</u> <u>Software</u>
	7.2 Strengthen the mechanism for	The college regularly conducts survey studies to receive feedbacks from students and other	<u>Volume 4.</u>



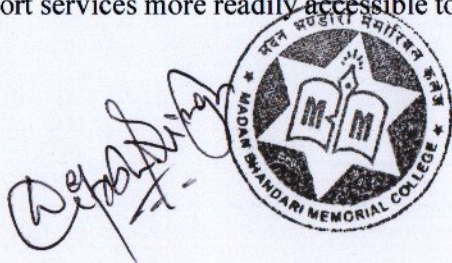
Criteria	Recommendations	Actions Taken/ Activities Done	Annex
	collecting feedback from stakeholders and students on college activities and performance.	stakeholders on academic, administrative as well as infrastructural aspects of the college. The findings and recommendations of such studies are keenly observed and discussed for undertaking future corrective measures. Moreover, the college has an email account-feedback@mbmc.edu.np through which stakeholders can send their feedbacks to the college conveniently.	<u>Annex 27.</u> <u>Students' Perception Survey;</u> <u>Volume 6.</u> <u>Annex 67.</u> <u>Stakeholders' Response</u>
	7.3 Conduct an impact analysis of EMIS data and publish its results on a regular basis for wider dissemination. Place it on the website for public display and reach.	The college has conducted a study on impact of EMIS data on decision making including various quality enhancement initiatives of the college. The findings and recommendations of the study have been well discussed at the different levels of the institution. The study report has been uploaded on the website. Such analysis shall be conducted periodically for the enhancement of the college's EMIS.	<u>Volume 6.</u> <u>Annex 81.</u> <u>Impact Analysis of EMIS and PIMS;</u> <u>Volume 6.</u> <u>Annex 78.</u> <u>Screenshots of Website and Social Media</u>
8 Public Information	8.1 Update the SSR with the latest information furnishing the relevant evidences and documents.	The Self Study Report (SSR) has been updated, incorporating the recent information on the decisions and institutional activities that occurred after the previous submission of SSR at UGC. The updated SSR has been annexed with the latest and relevant evidences, including documents submitted previously. Additionally, the annexes have been hyperlinked to specific set of information relevant to the questions.	<u>ssr.mbmc.edu.np</u>
	8.2 Regularize the feedback collection system from faculties, students, graduates, employers, community members, and other stakeholders.	The college has intensified its efforts on collecting feedback from faculties, non-teaching staff, students, graduates, guardians, employers, and the community members. The college has also amended its feedback survey tools incorporating mechanisms to collect information related to EMIS data and public information system.	<u>Volume 4.</u> <u>Annex 27.</u> <u>Students' Perception Survey;</u> <u>Volume 6.</u> <u>Annex 67.</u>



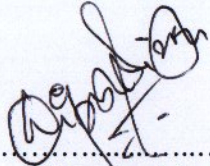
Criteria	Recommendations	Actions Taken/ Activities Done	Annex
			<u>Stakeholders Response;</u> <u>Volume 6,</u> <u>Annex 81,</u> <u>Impact Analysis of EMIS and PIMS</u>
	8.3 Update the website regularly; disseminate all the college activities in web page timely.	The EMIS section regularly updates the college website and its social media platforms with the latest information.	<u>Volume 6,</u> <u>Annex 78,</u> <u>Screenshots of Website and Social Media</u>
	8.4 Conduct a survey on the impact of public information on the public image of the college, quality enhancement, and student enrollment.	The college has conducted a survey to conduct analysis on the impact of the college's public information system on, among others, the public image of the college, quality enhancement initiatives and student enrollment.	<u>Volume 6,</u> <u>Annex 81,</u> <u>Impact Analysis of EMIS and PIMS</u>
	8.5 Communicate the intended learning outcomes of each academic program to students through the college website.	The intended learning outcomes of each academic program have been included in the college brochures and also, in the relevant page of the website. The revised brochures are available in the social media platforms of the college as well.	<u>Volume 6,</u> <u>Annex 78,</u> <u>Screenshots of Website and Social Media</u>

5. Conclusion

MBMC has perceived the QAA process as a prodigious opportunity to re-engineer the entire institution in order to identify any gaps that still remain, work on meaningful and effective improvements and achieve intended outcomes for the quality assurance and enhancement in a way that is sustainable. The college has made significant strides reforming its major facets, among others, streamlining policy and procedural systems; improving teaching learning and curricular including ECA, extension and outreach activities; applying additional efforts in research initiations and promotion to leverage impactful outcomes; enhancing infrastructural and other resources; strengthening of EMIS and public information system; making student support services more readily accessible to the students and engaging its stakeholders. MBMC



is committed to making constant efforts to improve and assure quality in order to fulfill its vision, mission, and goals and to help the country and society by imparting high-quality, pertinent higher education.



Prepared by
SAT Coordinator



Approved by
Campus Chief
(IQAC Coordinator)

Date: 17 Bhadra, 2081 BS (2 September, 2024 AD)