

Extended RESPONSE REPORT



SUBMITTED BY

MID-WEST UNIVERSITY SCHOOL OF MANAGEMENT (MUOSM)

BIRENDRANAGAR, SURKHET

January 24, 2024

SUBMITTED TO

UNIVERSITY GRANTS COMMISSION

HIGHER EDUCATION QAA COUNCIL

QAA DIVISION, SANOTHIMI, BHAKTAPUR

1. Context

Mid-West University School of Management (MUSOM), an autonomous institution of Mid-West University, Surkhet, is dedicated to imparting practical and skills-based education. This report includes further details to clarify and answer questions asked by UGC QAA division.

2. Purpose of the Report

To ensure that MUSOM is committed to improve its academic process and outputs and provide evidences as being expected by UGC.

3. Responses/Action Taken

S N	Criteria	Recommendations	Actions Taken/ Activities Done	Documents in the Annex	Annex No.	Page No.
1	Policy and Procedure	<ul style="list-style-type: none">• Prepare the action plan for HR development	<ul style="list-style-type: none">• HR Plan of Action 2024-2028	Human Resource Plan of Action 2024-2028	1-1	1-2
4	Research, Consultancy, and Extension	<ul style="list-style-type: none">• Allocate 5% of the total annual operating costs to research to meet the requirement set by the EQAAC and prepare the annual action plan of research activities along with budget for each activity.	<ul style="list-style-type: none">• 5% of the total annual operating costs to research is allocated and Annual Action Plan for Department of Research, Innovation, and Entrepreneurs hip-2023/2024 is prepared	<ul style="list-style-type: none">• Annual Budget 2080 /081• Annual Action Plan for Department of Research, Innovation, and Entrepreneurs hip-2023/2024	4-1 4-2	1-3 1-4

5	Infrastructures and Learning Resources	<ul style="list-style-type: none"> • Provide the photo of the boundary wall 	<ul style="list-style-type: none"> • Wall is going to be completed soon. 	A photo of the wall	5-1	1
		<ul style="list-style-type: none"> • Letter of using whole building for BHM 	<ul style="list-style-type: none"> • Building is already handed over to MUSOM for BHM program. 	<ul style="list-style-type: none"> • A letter from university 	5-2	1
6	Student Support and Guidance	Survey	Student satisfaction survey is under way.	Student satisfaction survey form Analysis	6-1	1-28
7	Information System	Conduct impact analysis of EMIS and publish its result on regular basis for wider dissemination.	Google form is uploaded for survey.	Screenshot of Google form and link Analysis	7-1	1-8
8	Public Information	Conduct survey on the impact of public information on school image, quality enhancement, and enrollment	Google form is created, uploaded for survey	Screenshot of google form Analysis	8-1	1-12

5. Conclusion

MUSOM strives to enhance its academic excellence with full engagement in research, HR development and teaching-learning.



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Date: January 24, 2024

6. Annex

Annex 1-1: HR Plan of Action 2024-2028

Annex 4.1: Annual Budget 2080/081

Annex 4.2: Annual Plan of Action for Department of Research, Innovation and Entrepreneurship

Annex 5.1: Boundary Wall Photo

Annex 5.2: Letter from university for Building

Annex 6.1: Student Satisfaction Survey

Annex 7.1: EMIS survey

Annex 8.1: Impact of Public information on the school