# Ragani Chandeshwori Campus

## Khijidemba-2, Ragani, Okhaldhunga

### Human Resource Management/ Development Plan

**Human Resource Management (HRM)** plan refers to the strategic approach to effectively managing an organization's workforce in different tasks. In the context of an educational institution, HRM involves recruiting, training, and retaining qualified educators, administrative staff, and support personnel while fostering a positive work environment conducive to achieving institutional goals. Human Resource Development (HRD) involves capacity building programs that enhance knowledge and develop skills to effectively carry out institutional works. Ragani Chandeshwari campus has prepared the following HRM/HRD plan to equip the faculties and non-teaching staff with skills require to perform the assigned tasks.

## Introduction

Ragani Chandeshwori Campus is a T.U. affiliated campus situated at Khijidemba -2, Ragani, Okhaldhunga in Koshi Province, nearly 250 kilometers away from Kathmandu. It was established initially by the financial, physical, and academic support of Shree Chandeshwori Secondary School Ragani. This campus is and later with such support of local government and other supporting bodies and agencies.

There has been significant support from the political parties, social workers, intellectuals and the local people for establishing and sustaining this campus. After passing various stages since 2067/068, this campus initially conducted three years Bachelor's degree in education specializing in Nepali, Mathematics, English, and Population Education when it received the approval for operation from Tribhuvan University. Now, it has been conducting four-year Bachelor's degree program since the academic session . The grants and supports from different institutions working in Likhu River belt have played significant role for the development of the campus.

Since the number of secondary schools is increasing gradually, this campus is catering to the needs of growing number of high school graduates. It expands its service to the students of western part of Okhaldhunga, northern part of Ramechhap, and some students from south western part of Solukhumbu.

This campus has been established to supply the academic human power to address the shortage of educational institutions and to provide higher education for those students who pass the 12th grade examination but cannot go the city centers for higher education. So far 110 students have graduated from this campus under the faculty of education.

Initially started from the premises of Chandeshwori High school, this campus has now its own building constructed under the auspicious support of University Grants Commission. Currently there is only education faculty working with working taechers on full time and part time basis .

## Vision

To educate and train the students to be efficient, empathetic and socially responsible individuals

## Mission

To impart character oriented and career oriented value education suitable to the needs of society, helpful in promoting creativity and sense of social responsibility and in creating a positive attitudes towards life leading to all round development of the students.

## Goals and Objectives
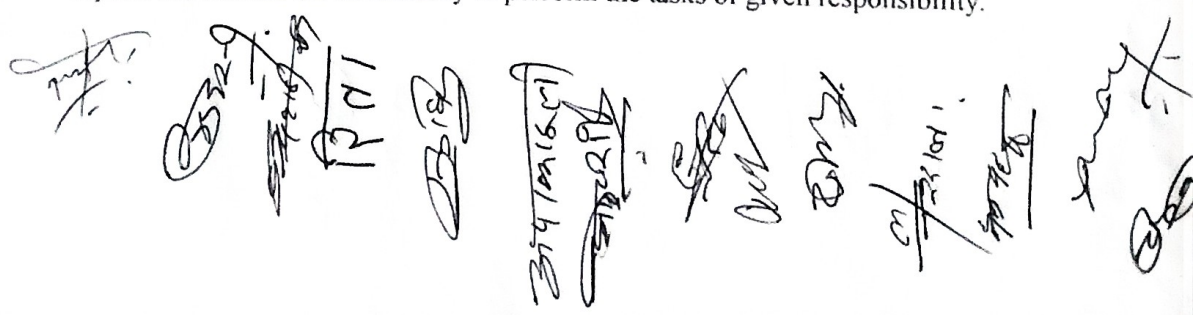### The following are the goals and objectives of the campus:

1. To provide platform to education seekers coming from varied backgrounds of the society for gaining value based learning with equal opportunity.
2. Cultivating critical and analytical thinking among students.
3. Enabling the students to be physically fit and mentally alert.
4. Equipping the learner with social sensitivity and responsibility.
5. To maximize the use of ICT and utilize resources optimally serve the society by all means.

## HRM/HRD Plan

Ragani Chandeshwori Campus is a community based and TU affiliated campus. UGC is the main source to conduct its regular education and other facilities. This campus has decided to enroll the following human resource management and development plans that has been facilitated by the UGC on the protocol of Equity Grants. An HRM/HRD plan for Ragani Chandeshwori Campus aims to optimize the recruitment, development, and retention of staff and faculty while creating a productive, innovative, and student-centric environment. Below is a detailed plan for campus operations:

(a) Selection, Recruitment, Promotion and Job Security

Ragani Chandeshwori Campus has a Campus Constitution (Bidhan) prepared by the Campus Assembly and approved by the concerned body of Tribhuvan University. It will manage the human resources as per the legal provisions:

- ❖ The Campus Management Committee (CMC) will create position for teachers and staff as per the needs of the campus.
- ❖ The Campus management committee will determine the services, groups and number of the administrative, academic and technical manpower required by the campus according to the rule.
- ❖ According to the requirements and conditions of the campus, the qualified person will be appointed to the designated position through examination or interview in partial, contract, salaried service of the campus.
- ❖ The staff will be promoted based on competence and performance regarding quality teaching and research.
- ❖ The working staff will not be dismissed from the job without an opportunity to explain the reasons for an inability to perform the tasks of given responsibility.

## (b) Knowledge Enhancement Activities

Knowledge Enhancement is the process of collecting, organizing, sharing, and analyzing knowledge to achieve organizational objectives. It involves the management of both **explicit knowledge** (documented information) and **implicit knowledge** (personal insights, expertise, and experiences) and link it to other purposes.

In today's dynamic and information-driven world, organizations recognize the critical role of knowledge as a strategic asset. Knowledge Enhancement (KE) programs are designed to systematically create, capture, organize, share, and leverage knowledge to improve efficiency, innovation, and decision-making within an organization. In this context, the campus will organize knowledge enhancement initiatives for educating the internal human resource from external experts.

By operating knowledge enhancement programs, the campus can get the following results:

- Centralized Knowledge Sharing: Ensures information to be accessible to all stakeholders.
- Improved Collaboration: Supports teamwork and cross-departmental coordination.
- Enhanced Learning Outcomes: Provides tools for personalized and self-paced learning.
- Research Support: Simplifies data management and increases research visibility.
- Administrative Efficiency: Reduces duplication of effort and supports decision-making processes.

## (c) Training Programs and Capacity building

- The campus will organize training programs for the development of pedagogical training, research methodologies, and leadership skills to the faculties.
- The campus will organize training programs for developing academic, personal, and professional skills among students.
- The campus will manage training programs like: technical skills and digitization skills to make its teaching and non-teaching staff new technology friendly.
- The campus will organize peer learning activities between the campuses and exchange knowledge, information, and experience.
- The campus will organize the Sustainability and Environmental Training.

## Key Benefits of Campus Capacity Building Programs

1. Skill Enhancement: Prepares faculties and non-teaching staff for modern challenges.

2. Career Readiness: Increases employability and entrepreneurial capabilities.
3. Research Excellence: Encourages innovation and academic contributions.
4. Leadership Growth: Fosters strategic thinking and administrative efficiency.
5. Sustainability Awareness: Promotes eco-friendly practices and social responsibility.

6. **Specific program**

The capacity building programs with dates and tentative budgets are as follows:

| S.N. | Name of capacity building programs | Estimated Date(Month) | Tentative budget |
|---|---|---|---|
| | Collaborative training for capacity building | | |
| 1. | Cognitive skills(online) | Phagun | R.s. 30000 |
| 2 | Socioeconomic skills (online) | Phagun | R.s. 30000 |
| 3 | Technical skills (online) | Phagun | R.s. 30000 |
| 4 | Digital/Digitization skills (physical) | Phagun | R.s. 60000 |
| 5 | Research methodology (Physical) | Phagun | R.s. 90000 |
| 6 | Workshop/seminar/conference (physical) | Phagun | R.s. 60000 |
| 7 | Peer learning with leading HEIs | Phagun | R.s. 120000 |
| 8 | Event Manager/ Facilitator | Phagun | R.s. 30000 |
| 9 | 360 degree evaluation | Phagun | R.s. 30000 |
| 10 | Students tracking system | Chaitra | R.s. 60000 |

**(d) Performance Evaluation System:**

A **Performance Evaluation System** in Ragani Chandeshwori Campus is designed to assess and improve the performance of **faculty**, **staff**, and **students** by aligning their efforts with institutional goals. It provides insights into strengths, areas for improvement, and opportunities for growth.

Some Performance Evaluation techniques are as follows:

- The campus will Use 360-degree feedback involving peers, supervisors, and subordinates.

- The campus will implement evaluation process among the students and other stakeholders will evaluate the faculties, non-teaching staff and the campus administration on both vertical and horizontal basis.

(e) **Miscellaneous :**

The campus will organize regular academic activities that enhance knowledge, build capacities and raise awareness about the impacts of climate change and ways to mitigate the adverse effects of natural calamities among the students, teachers, staff, and other stakeholders.