

POKHARA UNIVERSITY
Action Plan (Revised 2016)

Year	Action No	Action	Priority	Authority/ Implementing Agency	Expected Output	Remarks
Year One	1.01	Carry out the SWOT analysis of present management system in various offices	P1	Office heads	Feedback for reorganizing or restructuring the internal structure of various Units	Respective head will do the SWOT analysis of their respective organization. Deans, Directors, Librarian, Programme Coordinator, Controller of Examinations, Directorates, Department Heads.
Year One	1.02	Review and revise the internal organization structure of Dean Office, Central Office, Office of the Controller of Examinations, School/College and Library, Directorates	P1	Registrar	New modified internal organization structure of Dean Office, Office of the Controller of Examinations	Executive Council will form a committee to study the present status under the leadership of management experts
Year One	1.03	Revision of existing university regulations	P1	Registrar	Revised university regulation	Executive Committee will form a committee to review the regulations
Year One	1.04	Continue the policy for the regular dissemination of information through the appropriate mass media	P1	Registrar	Information disseminated among stakeholders and interested persons	
Year One	1.05	Develop the policy on enhancing local participation in the university infrastructure development	P1	Vice Chancellor	Policy on the local participation	Executive council will form the committee under the leadership of the Head of Planning Division. Local leaders will be included in the committee
Year One	1.06	Develop the standard of job/job description and setup a controlling mechanism	P1	Registrar	Job description of each and every academic and administrative staff prepared	Executive council will constitute the committee under the leadership of Registrar containing the expert to review the past works on the job description

Year One	1.07	Review and update the policy on the monitoring and supervision	P1	Vice Chancellor	Policy on the monitoring and supervision of the affiliated and constituent programmes revised	
Year One	1.08	Strengthen monitoring and supervision	P1	Vice Chancellor	Regular supervision and monitoring of affiliated and constituent programmes	The concerned Dean Office and the Planning Division will regularly monitor the programmes run by the affiliated and constituent colleges.
Year One	1.09	Establish Public Relations Office in the Central Section of the University	P1	Registrar	Smooth flow of information to the stakeholders and concerned parties	A Public Relations Section will be established.
Year One	2.01	Strengthening institutional structure	P1	Vice Chancellor	Structure of the institution	Continued with Action 01.01 and 01.02
Year One	3.01	Revision of the of existing Master Plan and Preparation of new Master Plan for new locations of the University	P1	Registrar	Master Plan of the University revised	
Year One	3.02	Prepare property management system of the University	P1	Registrar	The university property management system is established and property managed	A Property Management Committee will be established which will monitor and supervise property management
Year One	3.03	Addition of one story to the Faculty of Humanities and Social Sciences building	P1	Registrar	Construction of third floor in the existing building completed	This construction will just be sufficient for the running programmes under the Faculty
Year One	3.04	Addition of two stories to the Cafeteria building	P1	Registrar	Construction of the second and third floors in the existing building completed	This construction will just be sufficient for the running nursing programme

Year One	3.05	Addition of two stories to the Health Centre building	P1	Registrar	Construction of the second and third floors in the existing building completed	
Year One	3.06	Addition of one story to the Library building	P1	Registrar	Construction of third floor in the existing building completed	This construction will just be sufficient for next five years
Year One	3.07	Construction of Central Office Building to accommodate all offices/ Directorates/ Departments/Divisions/ Units	P1	Registrar	New administrative complex constructed	
Year One	3.08	Teaching hospital	P1	Registrar	A well-facilitated teaching hospital complex started	
Year One	3.09	Construction of Medical/Health Science Academic building	P1	Registrar	Construction of a specialized academic complex started	The academic complex would be constructed in Musetunda, Lekhnath 12
Year One	3.1	Construction of playground	P1	Registrar	A basic playground constructed	This playground be improved regularly
Year One-Two	3.11	Land acquire in Pokhara, Kathmandu, Butwal, Chitwan-Gaidakot for the construction of contact offices and constituent programmes	P1	Registrar	Land is to be made available in major centres of academic programme concentration outside Lekhnath/Pokhara	
Year Two	3.12	Building construction for Law programme	P1	Registrar	Basic physical infrastructure for LLB programme completed	
Year Two	3.13	Construction of Faculty/ Staff Housing (10 units)	P1	Registrar	Construction of faculty/staff housing started	Additional houses to be constructed regularly
Year Two	3.14	Construction of Electronic Library Entry & Exist Gate	P1	Registrar/ Library	A secured system	

Year Two	3.15	Building for Graduate programme (PhD/MPhil/Master) programmes	P1	Registrar	Building construction started	A separate Graduate Programme building is necessary for smooth operation of these programmes
Year Two	3.16	School of Engineering Building Complex	P2	Registrar	Basic physical infrastructure for the School of Engineering	New Engineering Complex will be constructed in Shyaltara
Year Three	3.17	Building for additional undergraduate programmes	P1	Registrar	Building ready for operating classes	
Year Three	3.18	Building Pokhara University International Centre (PUIC)	P1	Registrar	Construction of PUIC with 5 units of suit rooms and 15 units of studio completed	International partners will be approached to fund this project
Year Three	3.19	Building for the Mountain Studies Centre	P1	Registrar	Building for the Mountain Studies Centre constructed	International partners will be approached to fund this project
Year Four	3.2	Building construction for the Sport programme	P1	Registrar	Basic physical infrastructure for the Sports programme completed	
Year Four	3.21	Construction of Pokhara University Auditorium/Conference Hall	P1	Registrar	Conference hall constructed and large and small conferences organized	
Year Four	3.22	University authority residence	P2	Registrar	Construction of university authority residence started	
Year Four	3.23	Construction of PU graduate student dormitory	P2	Registrar	Construction of 50-unit graduate student dormitory started	
Year Four	3.24	Building of Male Dormitory (Boy's Hostel)	P3	Registrar	Construction of 50 units male dormitory started	Additional dormitory building to be constructed regularly
Year Four	3.25	Building for Herbal Research Centre	P2	Registrar	Herbal research centre established	Site to be identified

Year Five	3.26	Addition of two story to the Girl's Hostel building	P2	Registrar	Additional 60 seats for girl's accommodation completed	
Year Five	3.27	Construction of indoor sports and multiuse building	P2	Registrar	The first indoor and multiuse building completed	
Year One	4.01	Development of a basic guidelines for strengthening existing programmes	P1	Deans	Faculty and staff start using guidelines for strengthening existing programmes	
Year One-Five	4.02	Teaching materials	P1	Dean Offices/ Schools/Colleges	Sufficient teaching materials available	
Year One-Five	4.03	Laboratories	P1	Deans Offices/ Schools	Quality of laboratories improved	Additional equipment/instruments regularly be added
Year One-Five	4.04	Training and qualification enhancement of teachers	P1	VC / Deans	No of qualified teachers increased	
Year One-Five	4.05	Sport materials	P1	Schools	Sport materials suffice to the students	
Year One-Five	4.06	Quality of physical infrastructure	P2	Registrar	Quality of physical infrastructure improved	Integrated sports management system established
Year One	5.01	Policy design on how to launch new programmes under different faculties, schools and joint programmes	P1	Academic Council	Policy guidelines on the new programmes	Joint programmes under appropriate Centres will be promoted
Year One	5.02	Doctoral/ MPhil programmes	P1	Doctoral Programme Office	Student enrolled in Doctoral programme in accordance of ready fields of studies	The Doctoral programme will be operated under the Council for Doctoral Studies

Year One	5.03	Library resources: E-library	P1	Library	Access to library established and improved	
Year One	5.04	Library resources: Audiovisual Section	P1	Library	Access to library improved	
Year One	5.05	Master in Public Health	P1	FST/SHAS	Student enrolled in this programme	
	5.06	MSc in Medical Microbiology	P1	FST/SHAS	Student enrolled in this programme	
Year Two	5.07	MBBS	P1	Faculty of Medical Sciences	Student enrolled in this programme	Appropriate working relations will be established with other hospitals
Year Two	5.08	MSc Public Medical Biochemistry	P1	FST/SHAS	Student enrolled in this programme	
Year Two	5.09	MSc Medical Lab Technology	P1	FST/SHAS	Student enrolled in this programme	
Year Two	5.1	BE in Computer Engineering	P1	FST/SOE	Student enrolled in this programme	
Year Two	5.11	Master of Development Studies	P1	Faculty of Hum. and Soc. Sciences	Student enrolled in this programme	
Year Two	5.12	Master of Public Policy		Faculty of Hum. and Soc. Sciences	Student enrolled in this programme	
Year Two	5.13	Master of Applied Economics	P1	Faculty of Hum. and Soc. Sciences	Student enrolled in this programme	Preferred location is Kathmandu
Year Two		Master of Applied Statistics	P1	Jointly FST/FHSS	Student enrolled in this programme	
Year Three		Master of Finance	P1	Faculty of Management	Student enrolled in this programme	
Year Three	5.14	Mountain Studies Centre	P1	Joint Faculty Programme	Student enrolled and research started under this centre	Jointly with other universities and/or institutions

Year Three	5.15	Masters in Electrical Engineering	P1	FST/SOE	Student enrolled in this programme	
Year Three	5.16	Masters in Geotechnical Engineering	P1	FST/SOE	Student enrolled in this programme	
Year Three	5.17	Masters in Transportation Engineering	P1	FST/SOE	Student enrolled in this programme	
Year Three	5.18	Masters in Electrical and Electronics Engineering	P1	FST/SOE	Student enrolled in this programme	
Year Three	5.19	Bachelor of Sports	P1	Faculty of Hum. and Soc. Sciences	Student enrolled in this programme	Programme will be run in Bhandardhik In collaboration with other university
Year Three	5.2	Bachelor in Urban and Regional Studies	P1	Faculty of Hum. and Soc. Sciences	Students enrolled in this programme	
Year Three	5.21	Masters in Structural Engineering	P1	FST/SOE	Student enrolled in this programme	
Year Three	5.22	Masters in Water Resources Engineering	P1	FST/SOE	Student enrolled in this programme	
Year Three	5.23	Continuing Education Centre	P1	Academic Council/CEdC	Regular training programmes operated	
Year Three	5.24	Distance education	P1	Academic Council/VC	Selected PU academic programmes access through distance learning	
Year Four	4.25	BE Mechanical Engineering	P5	School of Engineering	Student enrolled in this programme	
Year Four	5.26	Bachelor of Electronics and Communications	P1	School of Engineering	Student enrolled in this programme	
Year Four	5.27	Bachelor of Biomedical Science	P5	School of Engineering	Student enrolled in this programme	
Year Four	5.28	Master in Water Resources Management	P5	Faculty of Science & Tech	Student enrolled in this programme	
Year Four	5.29	Bachelor of Basic Sciences	P5	Faculty of Science & Tech	Student enrolled in this programme	

Year Four	5.3	MSc in Nursing	P1	FST/SHAS	Student enrolled in this programme	
Year Five	5.31	Bachelor of Alternative Medicine	P2	Faculty of Medical Sciences	Students enrolled in this programme	The land for the School of Alternative Medicines may be acquired at Lane Aahal, Lekhnath
Year Five	5.32	Herbal Research Centre	P1	Dean, FST	Research centre with modern research laboratory facilities	University may start the centre before the scheduled time if finance can be secured and human resources managed.
Year Five	5.33	BN (geriatric / Oncology)	P1	FST/SHAS	Students enrolled in this programme	
Year Five	5.34	Physiotherapy	P1	FST/SHAS	Students enrolled in this programme	
Year One	6.01	Formulate the Guidelines on institutional collaborative research		Academic Council/PURC		
Year One	6.02	Formulate policy on research grants to Doctoral students	P1	Senate/PURC	Policy on PhD student research grants formulated	Vice Chancellor will assign the Director of Research Centre prepare a new policy on the research grants to be submitted to the Senate.
Year One	6.03	Publish abstract of PURC research	P1	PURC-ED		
Year Two	6.04	Publication of peer reviewed journals regularly	P1	PURC-ED	Publication of peer reviewed journal (both online and hard copy)	Abstract of faculty and student research works also will be published in the journals
Year Two	6.05	Formulate policy on intellectual property rights on scientific research	P2	Senate/ PURC	Policy on the intellectual rights developed	
Year Two	6.06	Develop Centre of Health Science Research Management Cell of Western Development Region	P1	PURC-ED	Research on health sciences strengthened	

Year Three	6.07	Develop Central Research Laboratory for health and allied sciences	P2	PURC-ED	Hi-Tech and Sophisticated laboratory for health and allied sciences developed	
Year Two	7.01	Formulate Continuing Education Policy of the University	P1	Senate/Vice Chancellor	Continuing education policy ready for implementation	Various regular training responsibility goes to Continuing Education Centre
Year Two	7.02	Formulate policy on the institutional consultancy services	P2	Senate/Registrar	Policy on the institutional consultancy developed	The Research Committee will review the existing policy and suggest for new policy
Year One	8.01	Strengthen the International Centre	P1	VC / Director IC	The International Centre strengthened	
Year Two	8.02	Establish relationship with international companies	P1	VC / Director IC	Scope of academic programmes expanded and strengthened	
Year One - Five	8.03	Explore new institutions for new relations with foreign universities and institutions.	P1	VC / Director IC	Relationship with new universities and institutions established	
Year One - Five	8.04	Strengthen the existing relations with foreign universities and institutions.	P1	VC / Director IC	Relationship with foreign universities and institutions strengthened	
Year One - Five	5-Aug	Flagship program with international partner universities/institutions	P1	VC / Director IC	Joint programmes with foreign universities and institutions strengthened	
Year One	9.01	Revise and update necessary policies, rules and regulations for affiliation, monitoring, and supervision	P1	Planning	Policy on the monitoring, affiliation and supervision	Vice Chancellor will formulate the committee
Year One	9.02	Strengthen the appropriate criteria to execute policies on affiliation, supervision and monitoring	P1	Vice Chancellor/ Planning	Affiliation, monitoring and supervision criteria revised and strengthened	

Year One	9.03	Undertake monitoring and supervision function regularly	P1	Dean/Planning	Academic qualities and facilities regularly monitored and supervised	Dean will constitute a committee including external experts for monitoring and evaluation.
Year One	9.04	Provide affiliation to new college as per the capacity of the University and need of the country	P1	VC Office/ Planning Division	About 12,000 students added at PU system during the next five years	
Year Two	9.05	Ranking schools/colleges and programmes	P2	Dean	Schools/Colleges listed on ranking	
Year Two	9.06	Collaborative programmes with other institutions		Dean Offices/ Schools/ Colleges/ Research Centre	Collaborative programmes started	A policy should be formulated incorporating flagship approach and work with one-institution-one flagship programme
Year One-Five	10.01	Review the curriculum periodically	P1	Deans/CDC	Curriculum made more relevant to the market requirement	The concerned Dean and CDC will formulate the policy on the review of the curriculum.
Year One	10.02	Install EMIS in examinations system and develop proper mechanism	P1	Registrar/ Controller of Examinations	Result published according to predetermined schedule	
Year Two	10.03	Revision of existing enrolment policy	P1	Deans/Exam	Objective and transparent enrolment policy developed	
Year Two	10.04	Course orientation for new faculties	P1	Deans/CDC	New faculty members oriented for teaching at PU	
Year Two	10.05	Course orientation for new programmes	P1	Deans/CDC	All faculty members oriented for teaching new courses	
Year Two	10.06	Revisit the evaluation and examination system	P2	Academic Council/ Controller of Examinations	Evaluation and examination system revised	

Year Two	10.07	Formulate/Revise the policy on entrance examination system	P2	Academic Council	Timely admission and quality check in intake attained	Academic Council will constitute the committee to recommend the policy on the centralized examination entrance examination system.
Year Two	10.08	Formulate the policy on extension service of the University	P2	Senate	Policy on the linking the University with the community	
Year Three	10.09	Formulate/Review the criteria for intake capacity	P2	Academic Council	Appropriate capacity of various programmes/ classrooms identified	It will create better learning environment
Year Three	10.1	Define the norms for laboratory facilities	P2	Academic Council/ Subject Committee	Standard laboratory facilities established according to the standard required for specific programme	Norm for laboratory facilities will be defined by Academic Council on the recommendation of the concerned subject committee in the framework of the concerned professional council.
Year Four	10.11	Revise norms for library use	P2	Academic Council	Standard for library facilities to run the specified programme	Academic council will define the library facilities for affiliation of any programme.
Year Five	10.12	Formulate policy on pedagogical norms (programme-wise)	P2	Academic Council	Teaching and evaluation process improved	
Year One-Five	11.01	Orientation of new faculty	P1	EC / VC Office/ Dean	New faculty members oriented with PU working style, values and norms	Regularly when new faculty recruited.
Year One - Five	11.02	Orientation of new staff	P1	Registrar	New staff members oriented with PU working style, values and norms	Regularly when new staff recruited.
Year One - Five	11.03	In-service training for faculty & staff	P1	Registrar	Faculty and staff are trained	Regular training will be operated
Year One - Five	11.04	Staff of the month selection	P1	Registrar	Staff of the month selected for each month	

Year Two	11.05	Review and revise the policy and plan on human resource development	P1	Registrar	Revised HRD plan which will improve the HR efficiency	
Year Two	11.06	Revise policy for performance evaluation and career development		Executive Council	Faculty and staff performance is evaluated scientific	
Year Two	11.07	Revise and update the faculty workload policy	P1	EC / VC Office Deans	Scientific workload system of the faculty implemented	Workload should include teaching, research, publication and academic services.
Year Two	11.08	Develop and revise policy of consultancy service and off-the-campus assignment	P1	Registrar	Improved policy on consultancy service and off-the-campus job	
Year Two	11.09	Develop policy on teacher exchange and deputation	P1	Registrar/Dean	Concerned policy developed	
Year One	12.01	Recruitment of internal auditor	P1	Registrar	Internal auditor recruited and work started	
Year One	12.02	Resource mobilization strategies	P1	Registrar	Sources of financing are identified and resources mobilization	
Year One	12.03	Establishment of Pokhara University Endowment Fund (PUEF)	P1	Registrar	PUEF established and fund collected	
Year Two	12.04	Review the present financial policy	P1	Registrar	Financial policy revised and implemented	
Year Three	12.05	Review and revise the financial management system	P1	Registrar	Revised and computerized Financial Management System implemented	
Year Three	12.06	Formulate the cost recovery enrolment policy	P1	Registrar/Dean	Strengthened cost recovery system in programme operation	The Deans will help to set cost-recovery fees for programmes
Year One	13.01	Update the overall plan of EMIS	P1	Registrar/ Controller of Examinations	Plan for the EMIS Software updated	

Year One	13.02	Install the EMIS Software	P1	Registrar/ Controller of Examinations	EMIS Software installed and operational	
Year One	13.03	Develop and install PU Internet Station with advanced Intranet system	P1	Registrar	PU Internet Station established and high- speed Intranet in operation	Financing to be secured from SHEP
Year One- Five	13.04	Strengthen EMIS operation	P1	Registrar/ Planning	EMIS strengthened	
Year One	14.01	Formulate dormitory/hostel related policy	P1	Registrar	Dormitory/Hostel policy developed and implemented	
Year One	14.02	Finalize the student union regulations	P1	Registrar	Student Union election held and student representatives started working	
Year Two	14.03	Revise and strengthen the policy on student assistantship to Dalit, remote area, backward, Janajati and women students	P1	Registrar	Access of students from weaker segment of the society to higher education increased	
Year One	15.01	Review scholarship policy and revise it	P1	Scholarship Committee	More realistic scholarship policy developed	Committee will periodically review the scholarship procedures so that scholarship can be awarded to the genuine students from the target section of the society.
Year One- Five	15.02	Establishment of constituent colleges in major cities and district HQs	P2	VC/Registrar/ Deans	Constituent colleges in major cities and district HQs started	
Year Two	16.01	Develop guidelines for strategic alliance		VC Office	Guidelines for strategic alliance developed	
Year Two	16.02	Formulate SR policy and Guidelines for School/Colleges	P1	Registrar/ Deans	Organized SR activities implemented	

Year Three	16.03	Review the existing policy and reformulate the policy regarding the community participation in the PU development	P1	Registrar	Policy on the community participation in the infrastructure development	
Year Three	16.04	Formulate strategy on how University-community relations strengthened	P1	Registrar/ Deans	University-community relations strengthened	

POKHARA UNIVERSITY
Action Plan for the Second Five-Year Plan

01. Institute Building

Year	Action No	Action	Priority	Authority/ Implementing Agency	Expected Output	Remarks
Year One/ Four	1.01	Carry out the SWOT analysis of present management system in various offices	P1	Office heads	Feedback for reorganizing or restructuring the internal structure of various Units	Respective head will do the SWOT analysis of their respective organization. Deans, Directors, Liberian, Programme Coordinator, Controller of Examinations, Directorates, Department Heads.
Year One/ Four	1.02	Review and revise the internal organization structure of Dean Office, Central Office, Office of the Controller of Examinations, School/College and Library, Directorates	P1	Registrar's Office	New modified internal organization structure of Dean Office, Office of the Controller of Examinations	Executive Council will form a committee to study the present status under the leadership of management experts
Year One/ Four	1.03	Revision of existing university regulations	P1	Registrar's Office	Revised university regulation	Executive Committee will form a committee to review the regulations
Year One/ Four	1.04	Continue the policy for the regular dissemination of information through the appropriate mass media	P1	Registrar's Office	Information disseminated among stakeholders and interested persons	Information Office will publish bulletin, web page, annual report and post university notices regularly
Year One/ Four	1.05	Develop the policy on enhancing local participation in the university infrastructure development	P1	Vice Chancellor Office	Policy on the local participation	Executive council will form the committee under the leadership of the Head of Planning Division. Local leaders will be included in the committee
Year One/ Four	1.06	Develop the standard of job/job description and setup a controlling mechanism	P1	Registrar Office	Job description of each and every academic and administrative staff prepared	Executive council will constitute the committee under the leadership of Registrar containing the expert to review the past works on the job description
Year One/ Four	1.07	Review and update the policy on the monitoring and supervision	P1	Vice Chancellor Office	Policy on the monitoring and supervision of the constituent and affiliated programmes revised	
Year One/ Four	1.08	Model/Modality building for effective monitoring and evaluation	P1	Vice Chancellor's Office	Modal/modality prepared for effective monitoring and evaluation	The concerned Dean Office and the Planning Division be involved in the model/modality building
Year One/ Four	1.09	Strengthen monitoring and supervision	P1	Vice Chancellor's Office	Regular supervision and monitoring of affiliated and constituent programmes	The concerned Dean Office and the Planning Division will regularly monitor the programmes run by the affiliated and constituent colleges.
Year One/ Four	1.10	Establish Public Relations Office in the Central Office of the University (Information Officer)	P1	Registrar's Office	Smooth flow of information to the stakeholders and concerned parties	A Public Relations Section will be established.

POKHARA UNIVERSITY
Action Plan for the Second Five-Year Plan

02. Structural Rearrangement

Year	Action No	Action	Priority	Authority/ Implementing Agency	Expected Output	Remarks
Year One/ Four	2.01	Strengthening institutional structure	P1	Vice Chancellor's Office	Structure of the institution strengthened	Continued with Action 01.01 and 01.02

POKHARA UNIVERSITY
Action Plan for the Second Five-Year Plan

3. Infrastructure Development and Property Management

Year	Action No	Action	Priority	Authority/ Implementing Agency	Expected Output	Remarks
Year One/ Four	3.01	Revision of the of existing Master Plan and Preparation of new Master Plan for new locations of the University	P1	Registrar's Office	Master Plan of the University revised	
Year One/ Four	3.02	Prepare property management system of the University	P1	Registrar's Office	The university property management system is established and property managed	A Property Management Committee will be established which will monitor and supervise property management
Year One	3.03	Addition of one story to the Faculty of Humanities and Social Sciences building	P1	Registrar's Office	Construction of third floor in the existing building completed	This construction will just be sufficient for the running programmes under the Faculty / Completed
Year One	3.04	Addition of two storeyed to the Cafeteria building	P1	Registrar's Office	Construction of the second and third floors in the existing building completed	This construction will just be sufficient for the running nursing programme / Completed and used for Nursing Programme
Year One	3.05	Addition of two storeyed to the Health Centre building	P1	Registrar's Office	Construction of the second and third floors in the existing building completed	Completed and used for Nursing Programme
Year One	3.06	Addition of one storeyed to the Library building	P1	Registrar's Office	Construction of third floor in the existing building completed	This construction will just be sufficient for next five years / Completed and to be
Year One	3.07	Construction of Central Office Building to accommodate all offices/ Directorates/ Departments/Divisions/ Units	P1	Registrar's Office	New administrative complex constructed	Completed and to be used soon
Year One/ Four	3.08	Teaching hospital	P1	Registrar's Office	A well-facilitated teaching hospital complex started	Various modalities including PPP will be adhered to develop the facility
Year One/ Five	3.09	Construction of Medical/Health Science Academic building	P1	Registrar's Office	Construction of a specialized academic complex started	The academic complex would be constructed in appropriate site in Lekhnath 12
Year One/ Three	3.10	Construction of playground	P1	Registrar's Office	A basic playground constructed	This playground be improved regularly

Year One- Two/ Four- Five	3.11	Land acquire in Pokhara, Kathmandu, Butwal, Chitwan-Gaidakot for the construction of contact offices and constituent programmes	P1	Registrar's Office	Land is to be made available in major centres of academic programme concentration outside Lekhnath	
Year Two/ Five	3.12	Building construction for Law programme	P2	Registrar's Office	Basic physical infrastructure for LLB programme completed	
Year Two/ Four	3.13	Construction of Faculty/ Staff Housing (10 units)	P1	Registrar's Office	Construction of faculty/staff housing started	Additional houses to be constructed regularly
Year Two/ Four	3.14	Construction of Electronic Library Entry & Exist Gate	P1	Registrar's Office/ Library	A secured system	
Year Two/ Five	3.15	Building for Graduate programme (PhD/ MPhil/Master) programmes	P2	Registrar's Office	Building construction started	A separate Graduate Programme building is necessary for smooth operation of these programmes
Year Two/ Four	3.16	School of Engineering Building Complex	P1	Registrar's Office	Basic physical infrastructure for the School of Engineering	New Engineering Complex will be constructed in Shyaltara/Musetunda
Year Three/ Four	3.17	Annex building for additional undergraduate programmes	P1	Registrar's Office	A three storeyed building construction started	
Year Three/ Five	3.18	Building for Pokhara University International Centre (PUIC)	P2	Registrar's Office	A design to construct PUIC with 5 units of suit rooms and 15 units of studio started	International partners will be approached to fund this project
Year Three/ Five	3.19	Building for the Mountain Studies Centre	P1	Registrar's Office	Construction for the building of the Mountain Studies Centre started	International partners will be approached to fund this project
Year Four/ Five	3.20	Building construction for the Sport programme	P1	Registrar's Office	Basic physical infrastructure for the Sports programme started	
Year Four/ Five	3.21	Construction of Pokhara University Auditorium/ Conference Hall	P1	Registrar's Office	Construction of Pokhara University Conference hall started	
Year Four/ Five	3.22	University authority residence	P2	Registrar's Office	Construction of university authority residence started	
Year Four/ Five	3.23	Construction of PU graduate student dormitory	P3	Registrar's Office	Design for the construction of 50-unit graduate student dormitory started	
Year Four/ Five	3.24	Building of Male Dormitory (Boy's Hostel)	P3	Registrar's Office	Design for the construction of 50 units male dormitory started	Additional dormitory building to be constructed regularly
Year Four/ Five	3.25	Building for Herbal Research Centre	P1	Registrar's Office	Design for the construction of Herbal Research Centre prepared	Site to be identified
Year Five	3.26	Addition of two storey to the Girl's Hostel building	P2	Registrar's Office	Construction of additional 60 seats for girl's accommodation Started	
Year Five	3.27	Construction of indoor sports and multiuse building	P2	Registrar's Office	Construction of the first indoor and multiuse building conceptualized	
Year One/ Four	3.28	Health Centre building		Registrar's Office		

Year One/ Four	3.29	Construction of PU gate at Prithwi Highway entrance	P1	Registrar's Office	Gate is ready	
Year One/ Four	3.3	Culvert at PU access road	P1	Registrar's Office	Culvert is ready for passage	To be coordinated with Lekhnath Municipality
Year One/ Four	3.31	Convocation stage	P1	Registrar's Office	A stage with basic facilities and accommodation for 4000 seats is ready	
Year Two/ Four	3.32	School of Business Building Complex	P1	Registrar's Office	Basic physical infrastructure for the School of Business	New Complex will be constructed at appropriate location
Year Two/ Four	3.33	Centra Office Gate	P1	Registrar's Office	A gate in the central office complex is ready to use	
Year Four/ Five	3.34	Renovation of existing workshop building	P1	Registrar's Office	Better workshop availed for students	
Year Four/ Five	3.35	Construction of materials testing laboratory	P2	Registrar's Office	Material testing services started	To provide consulting services for material testing
Year Four/ Five	3.36	Construction of engineering laboratory block	P3	Registrar's Office	Laboratory with better facilities started	

POKHARA UNIVERSITY
Action Plan for the Second Five-Year Plan

04. Strengthening Existing Programmes

Year	Action No	Action	Priority	Authority/ Implementing Agency	Expected Output	Remarks
Year One	4.01	Development of a basic guidelines for strengthening existing programmes	P1	Dean's Office	Faculty and staff start using guidelines for strengthening existing programmes	
Year One-Five	4.02	Teaching materials	P1	Deans' Offices/ Schools/Colleges	Sufficient teaching materials available	
Year One-Five	4.03	Laboratories	P1	Deans' Offices/ Schools	Quality of laboratories improved	Additional equipment/instruments regularly be added
Year One-Five	4.04	Training and qualification enhancement of teachers	P1	VC's Office/ Deans' Offices	No of qualified teachers increased	
Year One-Five	4.05	Sport materials	P1	Schools	Sport materials suffice to the students	
Year One-Five	4.06	Quality of physical infrastructure	P2	Registrar's Office	Quality of physical infrastructure improved	Integrated sports management system established

POKHARA UNIVERSITY
Action Plan for the Second Five-Year Plan

05. New Programmes

Year	Action No	Action	Priority	Authority/ Implementing Agency	Expected Output	Remarks
Year One/ Four	5.01	Policy design on how to launch new programmes under different faculties, schools and joint programmes	P1	Vice Chancellor's Office	Policy guidelines on the new programmes	Joint programmes under appropriate Centres will be promoted
Year One/ Four	5.02	Doctoral/ MPhil programmes	P1	Doctoral Programme Office	Student enrolled in Doctoral programme in accordance of ready fields of studies	PhD programme started as planned. The MPhil programme will be operated under the Council
Year One/ Four	5.03	Library resources: E-library	P1	Library	Access to library established and improved	
Year One/ Four	5.04	Library resources: Audiovisual Section	P1	Library	Access to library improved	
Year One/ Three	5.05	Master in Public Health	P1	FHS/SHAS	Student enrolled in this programme	Students enrolled from 2016
Year One/ Four- Five	5.06	MSc in Medical Microbiology	P1	FHS/SHAS	Student enrolled in this programme	
Year One/ Five	5.07	MBBS	P1	Faculty of Health Sciences	Student enrolled in this programme	Appropriate working relations will be established with other hospitals
Year One/ Five	5.08	MSc Public Medical Biochemistry	P1	FHS/SHAS	Student enrolled in this programme	
Year One/ Five	5.09	MSc Medical Lab Technology	P1	FHS/SHAS	Student enrolled in this programme	
Year One/ Five	5.10	BE Computer	P1	FST/SOE	Student enrolled in this programme	
Year Two/ Five	5.11	Bachelor of Law	P1	Faculty of Hum. and Soc. Sciences	Student enrolled in this programme	
Year Two/ Three	5.12	Master of Development Studies	P1	Faculty of Hum. and Soc. Sciences	Student enrolled in this programme	Student enrolled from 2016
Year Two/ Five	5.13	Master of Public Policy	P2	Faculty of Hum. and Soc. Sciences	Process for the launching of the programme will be started	

Year Two/ Five	5.14	Master of Applied Economics	P2	Faculty of Hum. and Soc. Sciences	Student enrolled in this programme	Preferred location is Kathmandu
Year Two/ Five	5.15	Master of Applied Statistics	P2	Jointly FST/FHSS	Student enrolled in this programme	
Year Four	5.16	MBA in Finance	P1	Faculty of Management	Student enrolled in this programme	
Year Four/Five	5.17	Mountain Studies Centre	P1	Joint Faculty Programme	Process started for student intake and research conducted	Jointly with other universities and/or institutions
Year Four-Five	5.18	Masters in Electrical Engineering	P1	FST/SOE	Programme is initiated	
Year Four-Five	5.19	Masters in Geotechnical Engineering	P1	FST/SOE	Programme is initiated	
Year Four-Five	5.20	Masters in Transportation Engineering	P1	FST/SOE	Programme is initiated	
Year Four-Five	5.21	Masters in Electrical and Electronics Engineering	P1	FST/SOE	Programme is initiated	
Year Five	5.22	Bachelor of Sports	P1	Faculty of Hum. and Soc. Sciences	Student enrolled in this programme	Programme will be run in Bhandardhik In collaboration with other university
Year Five	5.23	Bachelor in Urban and Regional Studies	P1	FHSS/SDSE	Programme is initiated	
Year Four-Five	5.24	Masters in Structural Engineering	P1	FST/SOE	Programme is initiated	
Year Four-Five	5.25	Masters in Water Resources Engineering/Hydropower Engineering	P1	FST/SOE	Programme is initiated	
Year Four-Five	5.26	Continuing Education Centre	P1	Vice Chancellor's Office/CDC	Regular training programmes operated	
Year Five	5.27	Distance education/open education	P3	Vice Chancellor's Office	Selected PU academic programmes access through distance learning	
Year Four-Five	5.28	BE Mechanical	P5	School of Engineering	Programme is initiated	
Year Five	5.29	BE Electronics and Communications	P1	School of Engineering	Programme is initiated	

Year Five	5.3	Bachelor of Biomedical Science	P5	School of Engineering	Programme is initiated	
Year Five	5.31	Master in Water Resources Management	P5	Faculty of Science & Tech	Programme is initiated	
Year Five	5.32	Bachelor of Basic Sciences	P5	Faculty of Science & Tech	Programme is initiated	
Year Five	5.33	MSc in Nursing	P1	FHS/SHAS	Programme is initiated	
Year Five	5.34	Bachelor of Alternative Medicine	P2	Faculty of Health Sciences	Students enrolled in this programme	The land for the programme may be acquired at Lane Aahal,
Year Four/ Five	5.35	Herbal Research Centre	P1	Dean, FHS/SHAS	Research centre with modern research laboratory facilities	
Year Five	5.36	BN (geriatric / Oncology)	P1	Dean, FHS/SHAS	Programme is initiated	
Year Five	5.37	Physiotherapy	P1	Dean, FHS/SHAS	Programme is initiated	
Year Four	5.38	Executive MBA	P1	Faculty of Management	Students enrolled in this programme	
Year Four	5.39	MBA Job Holders	P1	Faculty of Management	Students enrolled in this programme	To be perated at the city-centre
Year Four	5.40	Bachelor of Technical Communications/English	P1	FHSS/SDSE	Students enrolled in this programme	
Year Four/ Five	5.41	B.E. Health	P1	FST/SOE	Students enrolled	
Year Four/ Five	5.42	Master of Disaster Management	P1	FST/SOE	Programme is initiated in the fourth year and students enrolled in the fifth year	
Year Five	5.43	ME Earthquake	P1	FST/SOE	Programme initiated	

POKHARA UNIVERSITY
Action Plan for the Second Five-Year Plan

06. Research and Publication

Year	Action No	Action	Priority	Authority/ Implementing Agency	Expected Output	Remarks
Year One/ Four	6.01	Formulate the Guidelines on institutional collaborative research		Pokhara University Research Council (PURC)		
Year One/ Four	6.02	Formulate policy on research grants to Doctoral students	P1	PURC	Policy on PhD student research grants formulated	Vice Chancellor will assign the Director of Research Centre prepare a new policy on the research grants to be submitted to
Year One/ Four	6.03	Publish abstract of PURC research	P1	PURC-ED	Abstract published	Published and continued to be published
Year Two/ Four	6.04	Publication of peer reviewed journals regularly	P1	PURC-ED/ Schools	Publication of peer reviewed journal (both online and hard	Hard copy of various journals are being published
Year Two/ Four	6.05	Formulate policy on intellectual property rights on scientific research	P2	PURC	Policy on the intellectual rights developed	
Year Two	6.06	Develop Centre of Health Science Research Management Cell of Western Development Region	P1	PURC-ED	Research on health sciences strengthened	
Year Two/ Four	6.07	Establish Research Management Cell (RMC) in each School	P1	School Directors/ Deans	Research Management Cell established and researchers started using RMC	RMC started in the School of Development and Social Engineering (SDSE), FHSS and
Year Three/ Five	6.08	Develop Central Research Laboratory for health and allied sciences	P2	PURC-ED	Hi-Tech and Sophisticated laboratory for health and allied sciences developed	

POKHARA UNIVERSITY
Action Plan for the Second Five-Year Plan

07. Continuing Education and Consultancy Services

Year	Action No	Action	Priority	Authority/ Implementing Agency	Expected Output	Remarks
Year Two/ Four	7.01	Formulate Continuing Education Policy of the University	P1	Vice Chancellor's Office	Continuing education policy ready for implementation	Various regular training responsibility goes to Continuing Education Centre in colaberation
Year Two/ Four	7.02	Formulate policy on the institutional consultancy services	P2	Registrar's Office	Policy on the institutional consultancy developed	The Research Committee will review the existing policy and suggest for new policy
Year Five	7.03	Formulate policy on the School of Engineering consultancy services	P2	FST/SOE	Ready to provide consulting services in the School of Engineering	

POKHARA UNIVERSITY
Action Plan for the Second Five-Year Plan

08. International Relations

Year	Action No	Action	Priority	Authority/ Implementing Agency	Expected Output	Remarks
Year One	8.01	Strengthen the International Centre	P1	VC / IC Offices	The International Centre strengthened	Completed
Year Two	8.02	Establish relationship with international companies	P1	VC / IC Offices	Scope of academic programmes expanded and	
Year One - Five	8.03	Explore new institutions for new relations with foreign universities and institutions.	P1	VC / IC Offices	Relationship with new universities and institutions established	Ongoing
Year One - Five	8.04	Strengthen the existing relations with foreign universities and institutions.	P1	VC / IC Offices	Relationship with foreign universities and institutions strengthened	Ongoing
Year One - Five	8.05	Flagship program with international partner universities/institutions	P1	VC / IC Offices	Joint programmes with foreign universities and institutions strengthened	
Year One - Five	8.06	Flagship program: Partnership with Handong Global University, the Republic of Korea	P1	VC / IC / School Offices	A joint programme for technology innovation started	Project launched and ongoing from 2016

POKHARA UNIVERSITY
Action Plan for the Second Five-Year Plan

09. Affiliation

Year	Action No	Action	Priority	Authority/ Implementing Agency	Expected Output	Remarks
Year One	9.01	Revise and update necessary policies, rules and regulations for affiliation, monitoring, and supervision	P1	Planning Division	Policy on the monitoring, affiliation and supervision	New criteria for affiliation have been prepared. Vice Chancellor will formulate the committee to further
Year One	9.02	Strengthen the appropriate criteria to execute policies on affiliation, supervision and monitoring	P1	Vice Chancellor/ Planning	Affiliation, monitoring and supervision criteria revised and strengthened	
Year One	9.03	Undertake monitoring and supervision function regularly	P1	Dean's Office /Planning Office	Academic qualities and facilities regularly monitored	Dean will constitute a committee including
Year One	9.04	Provide affiliation to new college as per the capacity of the University and need of the country	P1	VC Office/ Planning Division	About 12,000 students added at PU system during the next five years	Affiliation provided to 9 colleges.
Year Two/ Five	9.05	Ranking schools/colleges and programmes	P2	Dean's Office	Schools/Colleges listed on ranking	
Year Two/ Five	9.06	Collaborative programmes with other institutions		Dean Offices/ Schools/Colleges/ Research Centre	Collaborative programmes started	A policy should be formulated incorporating flagship approach and work

POKHARA UNIVERSITY
Action Plan for the Second Five-Year Plan

10. Quality Assurance

Year	Action No	Action	Priority	Authority/ Implementing Agency	Expected Output	Remarks
Year One- Five	10.01	Review the curriculum periodically	P1	Deans' Offices/CDC	Curriculum made more relevant to the market requirement	Review of curriculum have been undergoing. The concerned Dean and CDC will formulate the policy on the review of the curriculum.
Year One/ Four	10.02	Install EMIS in examinations system and develop proper mechanism in other units	P1	Registrar's Office/ Office of the Controller of Examinations	Result published according to predetermined schedule	
Year Two/ Four	10.03	Revision of existing enrolment policy	P1	Deans' Offices /OCE	Objective and transparent enrolment policy developed	
Year Two	10.04	Course orientation for new faculties	P1	Deans' Offices/CDC	New faculty members oriented for teaching at PU	Activities ongoing
Year Two	10.05	Course orientation for new programmes	P1	Deans' Offices/CDC	All faculty members oriented for teaching new courses	Activities ongoing
Year Two/ Four	10.06	Revisit the evaluation and examination system	P2	Deans' Offices / Office of the Controller of Examinations	Evaluation and examination system revised	
Year Two/ Four	10.07	Formulate/Revise the policy on entrance examination system	P2	Deans	Timely admission and quality check in intake attained	Academic Council will constitute the committee to recommend the <u>policy on the centralized</u>
Year Two/ Four	10.08	Formulate the policy on extension service of the University	P2	Vice Chancellor's Office	Policy on the linking the University with the community	
Year Two/ Five	10.09	Formulate/Review the criteria for intake capacity	P2	Deans' Offices/ Vice Chancellor's	Appropriate capacity of various programmes/	It will create better learning environment

Year Two/ Five	10.10	Define the norms for laboratory facilities	P2	Faculty/Schools	Standard laboratory facilities established according to the standard required for specific programme	Norm for laboratory facilities will be defined by Academic Council on the recommendation of the concerned subject committee in the framework of the concerned
Year Two/ Five	10.11	Revise norms for library use	P2	Central Library	Standard for library facilities to run the specified	Academic council will define the library facilities for affiliation of
Year Two/ Five	10.12	Formulate policy on pedagogical norms (programme-wise)	P2	Deans' Offices	Teaching and evaluation process improved	

POKHARA UNIVERSITY
Action Plan for the Second Five-Year Plan

11. Human Resources

Year	Action No	Action	Priority	Authority/ Implementing Agency	Expected Output	Remarks
Year One-Five	11.01	Orientation of new faculty	P1	EC / VC's Office/ Dean's Offices	New faculty members oriented with PU working style, values	Regularly when new faculty recruited.
Year One - Five	11.02	Orientation of new staff	P1	Registrar's Office	New staff members oriented with PU working style, values	Regularly when new staff recruited.
Year One - Five	11.03	In-service training for faculty & staff	P1	Registrar's Office	Faculty and staff are trained	Regular training will be operated
Year One - Five	11.04	Staff of the month selection	P1	Registrar's Office	Staff of the month selected for each month	
Year Two/ Five	11.05	Review and revise the policy and plan on human resource development	P1	Registrar's Office	Revised HRD plan which will improve the HR efficiency	
Year Two/ Five	11.06	Revise policy for performance evaluation and career development	P1	Registrar's Office	Faculty and staff performance is evaluated scientific	
Year Two/ Four	11.07	Revise and update the faculty workload policy	P1	Deans' Office / VC's Office	Scientific workload system of the faculty implemented	Workload should include teaching, research, publication
Year Two/ Four	11.08	Develop and revise policy of consultancy service and off-the-campus assignment	P1	Registrar's Office	Improved policy on consultancy service and off-the-campus job	
Year Two/ Four	11.09	Develop policy on teacher exchange and deputation	P1	Registrar's Office/ Dean's Offices	Concerned policy developed	
Year Two/ Four	11.10	Transfer of staff members	P2	Registrar's Office	Staff transferred in a regular basis	
Year Two/ Four	11.11	Faculty & Staff award	P2	Registrar's Office/ Dean's Offices	Faculty & Staff awarded based on their performance	

POKHARA UNIVERSITY
Action Plan for the Second Five-Year Plan

12. Financial Management

Year	Action No	Action	Priority	Authority/ Implementing Agency	Expected Output	Remarks
Year One/ Four	12.01	Recruitment of internal auditor	P1	Registrar's Office	Internal auditor recruited and work started	
Year One/ Four	12.02	Resource mobilization strategies	P1	Registrar's Office	Sources of financing are identified and resources mobilization	
Year One/ Four	12.03	Establishment of Pokhara University Endowment Fund (PUEF)	P1	Registrar's Office	PUEF established and fund collected	
Year One/ Four	12.04	Review the present financial policy	P1	Registrar's Office	Financial policy revised and implemented	
Year Three/ Five	12.05	Review and revise the financial management system	P1	Registrar's Office	Revised and computerized Financial Management System implemented	
Year Three/ Four	12.06	Formulate the cost recovery enrolment policy	P1	Registrar's Office/ Dean's Office	Strengthened cost recovery system in programme operation	The Deans will help to set cost-recovery fees for programmes

POKHARA UNIVERSITY
Action Plan for the Second Five-Year Plan

13. Information and Communication Technology

Year	Action No	Action	Priority	Authority/ Implementing Agency	Expected Output	Remarks
Year One/ Four	13.01	Update the overall plan of EMIS	P1	Registrar's Office/ Office of the Controller of Examinations	Plan for the EMIS Software updated	
Year One/ Four	13.02	Install the EMIS Software	P1	Registrar's Office/ Office of the Controller of Examinations	EMIS Software installed and operated	
Year One/ Five	13.03	Develop and install PU Internet Station with advanced Intranet system	P1	Registrar's Office	PU Internet Station established and high-speed Intranet in operation	Financing to be secured from HERP
Year One/ Five	13.04	Strengthen EMIS operation	P1	Registrar's Office/ Planning Division	EMIS strengthened	

POKHARA UNIVERSITY
Action Plan for the Second Five-Year Plan

14. Student Affairs

Year	Action No	Action	Priority	Authority/ Implementing Agency	Expected Output	Remarks
Year One/ Three	14.01	Formulate dormitory/hostel related policy	P1	Registrar's Office	Dormitory/Hostel policy developed and implemented	Completed
Year Two/ Four	14.02	Revise and strengthen student assistantship the policy according to national policy on underprivileged groups	P1	Registrar's Office	Access of students from weaker segment of the society to higher education increased	
Year Four	14.03	Student affairs management	P2	Vice Chancellor's Office	Student affairs managed on time, systematically	
Year Four	14.04	Student counselling	P3	Vice Chancellor's Office	Students counceled regularly	

POKHARA UNIVERSITY
Action Plan for the Second Five-Year Plan

15. Accessibility to Pokhara University Education

Year	Action No	Action	Priority	Authority/ Implementing Agency	Expected Output	Remarks
Year One/ Four	15.01	Review scholarship policy and its revision	P1	Registrar's Office	More realistic scholarship policy developed	Committee will periodically review the scholarship procedures so that scholarship can be awarded to the genuine students from the target
Year One- Five	15.02	Establishment of constituent colleges in major cities	P2	VC's/Registrar's/ Deans' Offices	Constituent colleges in major cities and district HQs started	

POKHARA UNIVERSITY
Action Plan for the Second Five-Year Plan

16. Partnership with Community and Other Stakeholders

Year	Action No	Action	Priority	Authority/ Implementing Agency	Expected Output	Remarks
Year Two/ Four	16.01	Develop guidelines for strategic alliance	P1	VC's Office	Guidelines for strategic alliance developed	
Year Two/ Five	16.02	Formulate SR policy and Guidelines for Schools/Colleges	P1	Registrar's/ Deans' Offices	Organized SR activities implemented	
Year Three/ Five	16.03	Review the existing policy and reformulate the policy regarding the community participation in the PU development	P1	Registrar' Office	Policy on the community participation in the infrastructure development	
Year Three/ Four	16.04	Formulate strategy on how University-community relations strengthened	P1	Deans' Offices	University-community relations strengthened	
Year Three/ Four	16.04	Formulate strategy on how University-industry/business relations established and strengthened	P1	Deans' Offices	University-community relations strengthened	