

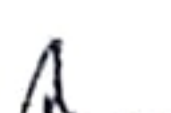

Second Higher Education Project (SHEP)
TRIBHUVAN UNIVERSITY PROJECT IMPLEMENTATION OFFICE
Terms of Reference for Consultant on
Plan for TU Examination Reforms (Team Leader)

1. Background

- 1- Tribhuvan University Project Implementation Office (TU-PIO) has received a grant from the International Development Association (IDA) toward the cost of the Second Higher Education Project (SHEP). The project aims to enhance quality and relevance of higher education and research through a set of incentives for promoting effective management and sustainability of academic institutions and the system capacity strengthening of TU.
- 2- TU has taken a number of initiatives to overcome the impeding challenges and gear the system in the path of development, but it suffers from weak management system. To overcome it, the First Higher Education Project (1997-2002) funded by the World Bank introduced the management reform process by inculcating decentralized and participatory system in Tribhuvan University. The Second Higher Education Project (SHEP), started in February 2007 is scheduled to complete by June 2014, took the reform process further by extending opportunities and use their capabilities to the fullest extent and enhance the sense of ownership and commitment.
3. Programs run by the Institute like Medicine, Engineering, Forestry, Agriculture, Master level in Science & Technology and Faculty of Management launching four years Bachelor Programs (professional courses) are operating following their own academic calendar. However, the examinations of Bachelor and Master level programs operating through TU Controller of Examinations are facing some slippages in the implementation of calendar. Thus, improving efficiency of TU Controller of Examinations is essential in order to meet the requirement to complete annual all Master and Bachelor level academic programs within the prescribed academic calendar of one year (12 months).

2. Objective

The objectives of the proposed assignment are to prepare recommendations for: i. revisions of TU Guidelines to facilitate for the adherence of academic calendar in four faculties and IoST programs; and further strengthening the accreditation system including expansion of its coverage.



5. Consultant's Qualifications and experience

(i) Good understanding about the TU Examination System with substantial knowledge and experience of TU Controller of Examination at Balku. (ii) Capable of developing good interpersonal relationship with the TU managements including teachers, administrative staff and students.

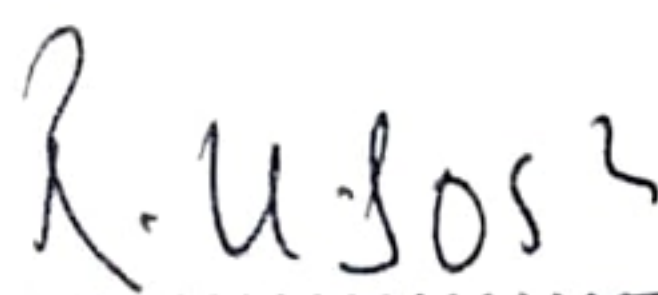
6. Payment Modality

To be paid in multiple installments as: 20 percent on submission of inception report, 40 percent on submission of draft report, and rest 40 percent after submission of final report.

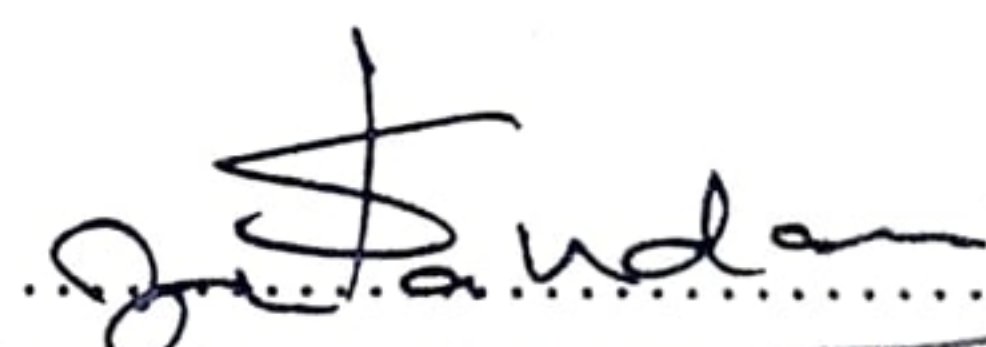
7. Others

- (i) The total working days of the contract will be 23 days within the contract period of May 27 to June 25, 2014. Contract amount will be Rs 4000 (Four Thousand) per day subject to tax deduction as per Government of Nepal.
- (ii) TU-PIO will be responsible for administering this contract along with logistic support and associated travel expenses as per TU PIO guide lines.

For
Consultant


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Mr. Rames Kumar Joshi
Associate Prof.,
Trichandra Multiple Campus, Ghantaghar

For
Second Higher Education Project
Implementation Office, TU.
Kirtipur


.....
Mr. Shankar Prasad Bhandari
Coordinator

Date : May 26, 2014

3. Scope of Work

- Plan and proceed the study/review of TU exam. reforms under the supervision of Prof. Krishna Manandhar (Higher Education Specialist, WB) and as per the scope of the work.
- Take lead in the study/review and as a team leader, supervise and guide other team members as per their scope of work.
- Reviewing and documenting the existing TU System Guidelines related with academic calendar: these would include mainly the provisions on student admission, days of class occurrence, exam conduction, result publication, actual and planned (matrix representation)
- Recommending revision of above Guidelines to complete all Master and Bachelor level **annual programs** academic calendar in one year (12 months)
- Compiling and reviewing academic calendars of programs of all Institutes and Faculties of TU
- Recommending timeline of activities, responsible agencies of TU to complete the revision by December
- Reviewing and recommending exam reforms of programs conducted by the Dean's office (Semester system)
- Identifying annual programs that can be converted into a semester system and decentralized to the Dean's offices
- Meeting with key officials and stakeholder consultations
- Report submission

4. Tasks / Outputs

The tasks/outputs of the consultants are:

- (i) Submit a brief work plan: by June 3, 2014.
- (ii) First draft of the reports: by June 20, 2014.
- (iii) Provide comments to the first draft (Bank team's suggestion also to be incorporated): by June 23, 2014.
- (iv) Final reports submitted: by June 25, 2014

