



Shri Vile Parle Kelavani Mandal's
**MITHIBAI COLLEGE OF ARTS, CHAUHAN INSTITUTE OF SCIENCE &
 AMRUTBEN JIVANLAL COLLEGE OF COMMERCE AND ECONOMICS**
 (AUTONOMOUS)



NAAC Reaccredited 'A' Grade, CGPA:3.57 (February 2016)
 Granted under RUSA for Research, Innovation and Quality Improvement
 Granted under FIST-DST & Star College Scheme of DBT, Government of India
 Best College (2016-17), University of Mumbai.

**Minutes of the 2nd Meeting of the Governing Body held on
 Friday, 12th October, 2018 at 3.00 pm in the Conference Room,
 Ground Floor**

Members Present:

	Chairman:
1	Shri Amrish Patel, President, SVKM
	Member:
2	Shri Shalin Divatia, Hon. Jt. Secretary, SVKM
3	Shri Asoke Basak, CEO, SVKM
4	Dr. M.N. Welling, Advisor to the President-SVKM & Chancellor-NMIMS
5	Mr. Deepak Ghaisas, Chairman, Gencoval Strategic Services Pvt. Ltd.
6	Dr.(Mrs.) Nupur Mehrotra, Vice-Principal, Unaided Courses
7	Smt. Nilima Desai, Associate Professor, Department of Chemistry
	University Nominee:
8	Dr. Ancy Jose, Principal, Nagindas Khandwala College
	Ex-Officio:
9	Dr. Rajpal Shripat Hande, Principal
	Special Invitee:
10	Ms. Sonali Chatterjee, HoD-Business Economics
11	Dr. Mahesh Bhagwat, HoD-Political Science
12	Shri M.R. Jain, HoD-Accountancy

Note: The name of the nominee of the State Government on the Governing Body was yet to be received.

Shri Amrish R. Patel, President-SVKM was in the Chair.

The Agenda wise detailed deliberations & decisions taken thereon are as follows:

Sr. No.	Item	Remarks
1	Welcome & Introductory remarks by the Chairman.	Principal and ex-officio Secretary Dr. Rajpal Shripat Hande welcomed the Chair and all the members present in the house. Before the regular business was taken up, he sought the permission of the house to inform about the following major developments:



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		<ul style="list-style-type: none"> The college proposal for award of CPE (Colleges with Potential for Excellence) Grant of Rs.1.5 Crores (Rupees One Crore Fifty Lakhs only) was recommended & forwarded by the Scrutiny Committee appointed by the Hon'ble Vice Chancellor, University of Mumbai, to the UGC for further process. Appreciation letter was received by the college from Dr. Prof. Suhas Pednekar, Vice Chancellor of University of Mumbai, on receiving financial grant of Rs.5 Crores (Rupees Five Crores only) from RUSA for academic excellence of the college. As per the decision of the Governing Body, Finance & Accounts Officer in the college was appointed and the appointee had already taken charge of the post. A meeting of Principals of Autonomous Colleges was convened by the Vice Chancellor, University of Mumbai on 8th October 2018. Amongst other issues discussed was also the issue of Ph.D. degree program. The Pre Entrance Test (PET) for admission to Ph.D. is conducted by University of Mumbai; it was felt that the colleges should select the students on the basis of this exam outcome. <p>Regarding RRC (Research & Recognition Committee), the colleges may not have teachers of professor grade, so the autonomous colleges could have a member of the University RRC on their respective RRC.</p>
2	Leave of Absence, if any	Leave of absence was granted to Dr. Latha Pillai, UGC Nominee (Adviser-NAAC).
3	To confirm the minutes of last meeting of Governing Body held on 1 st August 2018.	<p>Suggestions for correction in the draft minutes were given as under:</p> <ul style="list-style-type: none"> At page 2, point 3, first line word 'four' be replaced by a word 'five' At page 2, point 3, 2nd last line 'Mr. Ashish Apte as permanent invitee', be read as "Mr Ashish Apte as regular member" At page 3, 1st para, last three lines, sentence 'She further advised that institutes need to make efforts to educate the University officials about the spirit of autonomy as per UGC norms' be deleted



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		<ul style="list-style-type: none">• At page 3, last para last line, after the sentence ended by word 'system', words "as well as progression of students." be added• At page 4, 3rd last para, in the last sentence before word 'book' a word "open" be added• At page 5, last para, in last sentence word 'where' be replaced by a word "wherever". <p>It was resolved that the minutes be confirmed and signed, after incorporating the necessary corrections as noted above.</p>
4	Detailed Project Report submitted & presented to MHRD, RUSA (Rashtriya Uchchar Shiksha Abhiyan) Grant of Rs.5 Crores (Component 8 : Enhancing Quality and Excellence in select Autonomous Colleges) at the consultative meeting held on 4 th October 2018 at New Delhi, for information.	<ul style="list-style-type: none">• Principal, Dr. Rajpal Hande informed the house of the budgetary allocations provided for, as per guidelines, which were submitted at the consultative meeting on 4th October 2018 at New Delhi for RUSA grant of Rs.5 Crores.• He stated that the Centre for Holistic Wellness was well received and appreciated by the MHRD Jt. Secretary. <p>It was inquired as to whether any changes in the budgetary allocations may be allowed later. The Principal informed about the mandate by the MHRD Joint Secretary and further added that re-appropriation can be allowed within the framework and as per conditions laid down.</p>
5	To approve the report of Sub-Committees appointed by the Governing Body- This item was taken up sub-committee wise as below:	
	a)To approve the Examination Cell, Examination Committee & System and their role.	It was informed that the examinations had been started with new system of barcoding. The Chair congratulated all concerned for the same. However, the Chair felt that conduct of examinations & other related processes like paper setting, assessment of answer books, moderation, results etc. were very important aspects in an educational institution. So, they had to be handled with utmost care and therefore a very experienced and knowledgeable person with long experience in the examination work was appointed as Controller of Examinations.



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		<p>It was opined that we should have a plan of action prepared in case of any emergency situation during the conduct of examinations.</p> <p>The members gave their unanimous approval to the creation of the Examination Cell, setting up of the Examination Committee set up as well as to the processes laid down.</p> <p>The Principal gave report of the Committee set up for deciding the modalities of Examination System under the directions of the Governing Body. The same was approved unanimously.</p>
	b)To approve the Guidelines of Examination & Evaluation Processes.	<p>Certain changes in the Guidelines for conduct of exam were placed before the members for approval.</p> <p>After some deliberation it was suggested as under:</p> <ul style="list-style-type: none">• the guidelines are in the purview of the Academic Council and should be discussed there first.• As regards adopting guidelines of NMIMS, it was informed that the same should be suitably modified to cater to the specific needs of the college.• Guidelines should have check list, with logical flow of processes.• Guidelines should be checked thoroughly word by word, should be without ambiguity and be logical, as the same may attract legal proceedings. <p>In view of corrections to be incorporated in the Guidelines presented to the house, it was RESOLVED that the Guidelines of Examination & Evaluation Processes be placed again before the Academic Council for approval as per the Autonomy Notification of February 2018.</p>
6	To approve the Panel of External Examiners, Moderators & Paper-Setters recommended by the Academic Council.	<p>The Panel of External Examiners, Moderators & Paper-Setters was presented to the Governing Body for ratification and approval.</p> <p>The members after some discussion, RESOLVED that the Panel of External Examiners, Moderators & Paper-Setters be placed before the Board of Studies (BOS), and the list so recommended by the BOS be then placed before the Academic Council for approval as per the autonomy regulations of</p>



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		February 2018 to be subsequently placed before the Governing Body.
7	Principal's review of the activities & major events.	<p>The Principal presented a review of activities & major events in the college. The salient feature mentioned by him are mentioned below:</p> <ul style="list-style-type: none">• Proposal of the College for recognition as College with Potential for Excellence (CPE) was recommended & forwarded by the University of Mumbai to University Grants Commission (UGC)• NAAC, Bangalore nominated Mithibai College as a Mentor for 10 NAAC non-accredited colleges in the vicinity for providing guidance.• Principal of Mithibai College nominated as 'Representative of Autonomous Colleges' to coordinate activities of autonomous colleges with University of Mumbai• 'Home away from Home' for counselling of outstation students• A one day workshop on "PBAS, API, Online process of CAS as per new amendments in the UGC Act & Affiliation and Continuation of Courses (online)"-was conducted on 26th July, 2018• The College students won the following laurels -<ol style="list-style-type: none">(i) Overall 1st Prize at St. Xaviers College Cultural fest 'Malhar'.(ii) Overall 1st Runners Prize at NM College's Cultural fest 'Umang'(iii) "Music Trophy" this year at the 51st Youth Festival organised by the University of Mumbai.(iv) 1st prize in Kiran, the cultural fest of KC College.• Intercollegiate cultural festival Kshitij celebrated 'Suraksha Bandhan' to express gratitude towards the real heroes of our city-The Mumbai Police.• The NSS Unit of the College was awarded a trophy at the hands of Hon'ble Vice Chancellor, University of Mumbai, Dr. Suhas Pednekar on 8th August 2018 for

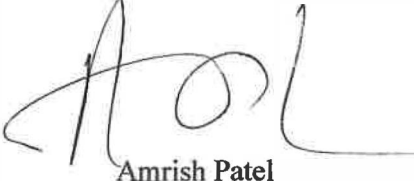


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		<p>collecting 476 blood units in the year 2015-16, which is the second highest in Western Zone.</p> <ul style="list-style-type: none">• Joy of Giving Week, held from 4th Sept to 12th Sept 2018. Received donations from more than 250 donors and distributed among ten registered NGOs.• The Chancellor's Challenge 2018 a competition to promote innovation and start-up culture was launched on the Mithibai Campus on 29th August 2018.
8	Any other item with the permission of the Chair.	<p>Information was given to the house about the following:</p> <ul style="list-style-type: none">• Faculty Development Program (FDP) was initiated with 8 faculty members of self-financed courses. The faculty members will visit for 16 Saturdays (weeks) to equip themselves with the newer ideas of teaching-learning process thereby enhancing the quality of education• Another FDP wherein 30 teachers will participate would be arranged and the same will be conducted by the School of Business Management of NMIMS. <p>Following important suggestions were also made:</p> <ul style="list-style-type: none">• to send students to industry/market to get knowledge thereby equipping them to try out for successful entrepreneurship.• Visits (rounds) be made by Shri Shalin Divatia & other members of the college to collect students' feedback on the autonomous status of the college and the curriculum implemented.• To put efforts to improve delivery of lectures.
		<p>As there were no other matters for discussion, the meeting concluded with vote of thanks to the Chair.</p>


Dr. Rajpal Shripat Hande
Ex-Officio-Governing Body
(Principal)


Amrish Patel
Chairman, Governing Body
