



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 4th Meeting of the Governing Body held on Friday, 5th
July, 2019 at 11.30 am in the Conference Room at Hon'ble
President-SVKM's Office, 10th floor, NMIMS Building, Vile Parle
(West), Mumbai 400056**

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	Dr.(Mrs.) Nupur Mehrotra, HoD, Dept. of Biochemistry
	University Nominee:
6	Dr. (Ms.) Latha Pillai, Advisor, NAAC
	University Nominee:
7	Dr. Ancy Jose, Principal, Nagindas Khandwala College
	Ex-Officio:
8	Dr. Rajpal Shripat Hande, Principal
	Special Invitee:
9	Ms. Sonali Chatterjee, Associate Professor, Dept. of Economics
10	Dr. Mahesh Bhagwat, HoD-Political Science

Note: It was noted that the nominee of the State Government in 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 were as follows:



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Sr. No.	Item	Remarks
1	Welcome & Introductory remarks by the Chairman.	Principal & Ex-Officio Dr. Rajpal Shripat Hande welcomed the Chair and all the members present in the house.
2	Leave of Absence, if any	Leave of absence was granted to: 1) Shri Deepak Ghaisas, Chairman, Gencoval Strategic Services Pvt. Ltd. 2) Mrs. Nilima Desai, Associate Professor, Dept. of Chemistry 3) Shri M.R. Jain, Associate Professor, Dept. of Accountancy
3	To confirm minutes of the last meeting of the Governing Body held on 3 rd May, 2019	Suggestions for correction in the draft minutes were given as under: At page 1, 4 th last line, the sentence "Note: The name of the nominee of the State Government at the Governing Body was yet to be received" be replaced a sentence "It was noted that the nominee of the State Government in the Governing Body was yet to be received". At page 1, last line, "The Agenda wise detail deliberations & resolution took place, were as follows" be replaced by a line "The Agenda wise detailed deliberations & decisions taken place are as follows": At page 2, point 3, in remarks column, first line, after word were, words "given as under:" be added. At page 3, the sentence "RESOLVED that the minutes be confirmed and signed, after necessary corrections therein as noted above" be replaced by a sentence "RESOLVED that the minutes be confirmed and signed, after incorporating the necessary corrections mentioned above". At page 3, point 4, in remark column, the sentence "On the basis of Review, the following suggestions were made:" be replaced by a sentence, "The Principal presented a review of the major activities & developments since the last Governing Body meeting.



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There were discussions & deliberations on some of these points. The main suggestions which were made by the members of the Governing Body are as follows:"

At page 3, point 4, in remark column, at first bullet, the sentence "About research papers, it's SCOPUS indexed or otherwise as also its impact factor needs to be mentioned" be replaced by a sentence "About research papers, it was suggested that information as to the impact factor of the publication be mentioned."

At page 3, 2nd bulleted sentence after word mentoring the words "needs to be strengthen" be replaced by words "needed to be strengthened." Also, in 3rd bulleted sentence words "forth in" be replaced by a word "before".

At page 3, at 4th bullet, in 6th line, the word "package" be replaced by a word "packages".

At page 3, at 5th bullet, the sentence "It should be ascertained that more & more number of students under autonomy attain employability" be replaced by a sentence, "It was emphasized that more & more number of students should be appropriately employable.

At page 3, in 3rd last para, a word "like" between words devises & jammer be added, and at last sentence after the word "wish" be replaced by a word "wished".

At page 3, 2nd last para, the sentences "The Principal stated that earlier T.Y. cases of usage of unfair means were referred to University. Now all cases are dealt with the college Unfair Means Inquiry committee." be replaced by the sentences "The Principal informed that earlier cases pertaining to unfair means T.Y. examinations were referred to University. Now all cases are dealt with by the college Unfair Means Inquiry committee". Also at last line, words "such as half sleeves shirts, etc." be replaced by words "to prevent use of unfair means in examinations."

At page 4, A, in remark column, first sentence "With due respect to the Academic Council resolutions, it was observed that" be replaced by a sentence "The recommendations made in the Academic Council were discussed & the following observations

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were made--

At page 4, A, 4th bulleted sentence "At page 76, Prof. Shirvaikar and Prof. Ms. Khandeparkar are from Stats. and not from Maths." be deleted.

At page 4, A, in 5th bulleted sentence, the words "actually of 4½ year +" be replaced by a word 'including'.

At page 4, A, 6th bulleted sentence the word "attract strength of the" be replaced by words "provide strength to".

At page 4, A, 7th bullet the sentence "To come with more homework on launching new programs in next GB meeting, but the above said course be passed for implementation" be replaced by a sentence "To prepare proposals for launching new programs & place in next GB meeting".

At page 4, A, in 2nd last para, line no. 3, words "in view of autonomy, however, she opined on specifying learning outcomes" be replaced by words "in view of autonomy. However, she suggested that learning outcomes be identified & also documented." Also in the 5th line, word "to" be deleted.

At page 4, B, in remark column, 2nd last line, the sentence "TY level, a lot of diversity incorporated" be replaced by a sentence "TY level, a lot of diversity was incorporated". Also last line, the sentence "Program be purely unaided" be replaced by a sentence "Program to be purely unaided".

At page 5, first bulleted sentence "Lot of good work done or proper efforts are taken to introduce the courses, but delivery is not observed" be deleted.

At page 5, 4th bullet, the sentence "Need to be informed to University after GB meeting" be replaced by a sentence "Need to inform University after GB meeting approval".

At page 5, at 5th bulleted line, sentence "1st year B.Com. Special Batch started in academic year 2018-19 be continued as it is, as an aided program" be replaced by a sentence "1st year B.Com. Special Batch started in academic year 2018-19 be continued as an aided program till completion".

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At page 5, after 5th bullet, in first para, in first line, the words “still strengthen streamlining” be replaced by words “further strengthen and streamline”.

At page 5, the sentence “The Special Batch of B.Com. as well as B.Com. (Hons.) course which is passed through AC meeting, is RESOLVED to pass BCom. (Honours) one division to be started from academic year 2019-20 on unaided basis” be replaced by sentences “The Special Batch of B.Com. as well as B.Com. (Hons.) program was approved by the Academic Council. It is resolved to approve starting one division (60 students) of the B.Com. (Honours) program, from academic year 2019-20 on unaided basis.”

At page 5, B(i) in remark column, first two bulleted sentences i.e. “Corrections at consequential places in the document are not made. Attendance norms (at Page 88) to be ascertained” be deleted.

At page 5, B (i) in remark column, 3rd bulleted sentence “The Chair stressed to make 75% attendance overall & 70% per course, mandatory for both aided as well as unaided courses, except 70% attendance may be allowed under medical ground, cultural, etc.” be replaced by a sentence “The Chair stressed to make 75% attendance overall & 70% per course, mandatory for both aided as well as unaided courses, condonation of 5% attendance i.e. upto 70% may be allowed under medical ground, cultural, etc. by the Principal.”

At page 6, in 2nd last line of first para, the words “to put forth” be replaced by words “to be put”.

At page 6, point no.6, in remark column, in 4th para, a word “detail” be replaced by a word “detailed”

At page 6, point no.6, in remark column, in 4th para, the sentence “RESOLVED that-all the recommendations of the Finance Committee presented in the GB meeting be passed, except the change in revision in fees i.e. increase by additional Rs.3,000/- per year (F.Y., S.Y., T.Y.) in each of the self-financed courses such as B.M.S, B.F.M., B.A.F., B.B.I. & B.M.M. to be implemented from academic year 2019-20 onwards, be passed”

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be replaced by sentences "RESOVED that all the recommendations of the Finance Committee presented in the GB meeting be passed. About the fee structure recommended by the Finance Committee, the Governing Body members felt it inadequate since fee revision is done almost after 10 years, therefore it is further resolved that the fees be further increased by additional Rs.3,000/- per year (F.Y., S.Y., T.Y.) in each of the self-financed courses such as B.M.S., B.F.M., B.A.F., B.B.I. & B.M.M to be implemented from academic year 2019-20 onwards."

It was RESOLVED that the minutes be confirmed and signed, after incorporating the necessary corrections mentioned above.

It was suggested that-

- Action Taken Report (ATR) be placed as an item of agenda before the GB meetings in future.

The ATR was given by the Principal, as follows-

- Placement-The Officers concerned were called to give the report on placement.
- Curriculum revision for postgraduate (PG) course in Chemistry & Zoology was completed and passed in the AC meeting held on 21st June 2019.
- Complete structure of 5 years of Integrated Programs passed in the AC meeting along with details of 1st year of the integrated programs – It was informed that the same is in process.
- It was pointed out that in the minutes credit equivalence of lectures & practicals mentioned on page 6, 5th bulleted point, as-
"a) At UG 1.25 lectures = 1 Credit
b) At UG 1 practical = 2.5 lectures = 1 Credit
c) At PG 1 lecture = 1 Credit
d) At PG 1 practical = 2 lectures = 1 Credit."
were not clear.

As per suggestions given, corrections were carried out to make the relationship of lectures to credits clear beyond any doubt.

Principal Dr. Hande informed that a Committee has been formed under convener-ship of Vice Principal Dr. Meenakshi Vaidya



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		<p>with faculty Vice Principals and other concerned members, to frame the credit policy and have credit equivalence for all courses in Arts, Commerce & Science faculty. It was, therefore, suggested that till the final decision of the Committee was arrived at, following replacement in the draft minutes be made on page 6, 5th bulleted point i.e.</p> <p>“Undergraduate (UG) a) Theory : 1.25 lectures (48 minutes) is equivalent to 1 Credit b) Practical : 2.5 lectures (48 minutes) is equivalent to 1 Credit</p> <p>Post-graduate (PG) c) Theory : 1 lecture (60 minutes) is equivalent to 1 Credit d) Practical : 2 lectures (60 minutes) is equivalent to 1 Credit.”</p> <p>The final decision of the aforesaid Committee about Credit policy be brought as and when received for approval in the ensuing Governing Body meeting.</p> <ul style="list-style-type: none">• At UG, the lecture was for 48 minutes while at PG, 1 lecture is for 1 hour. It was further suggested by the house that Lecture be conducted for 60 minutes instead of 48 minutes as per current status, if permissible under the government norms, may be implemented from next academic year 2020-21.• Add-on certificate courses to be added further.• The house was informed that notification of introducing B.Com. Hons. program was communicated in writing to the University of Mumbai.
4	Principal's review of the activities & results	<p>Rankings:</p> <ul style="list-style-type: none">• The house congratulated the Principal and the college faculty & staff for the very good rankings awarded to the college. <p>Results:</p> <ul style="list-style-type: none">• It was informed that this was the first time that all the results of the college were declared under autonomous status.• It was suggested to present the results of previous year so as to compare it with the present year's results.• It was noticed that the passing results of TYBCom were as low as 67.74%. It was informed that the same was



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specifically due to internal assessment in Accountancy course.

- The President emphasized that the causes of such low results be introspected & examined, especially for finding out any lacuna in teaching-learning process. If same was observed, ways to remove such lacunae be put to action to get the desired outcome.
- The Principal informed that in most of the self-financed courses like TYBMM, FY/SY/TY Biotechnology the results were 100%.
- The Chair expressed concern over the fact that when the college admits students to degree programs having a high % like 80% & above, then how some students fail? He stressed on tightening the attendance by calling parents, so that students attend college classes regularly.
- It was also suggested to closely monitor the courses even where 100% results were observed. Moderators reports to be analysed and consequent feedback be given to faculty.
- It was suggested to ascertain that the workload of teachers of aided courses was not disturbed leading to government implications, as a consequence of departmental restructuring, which has been carried out.

RUSA grant:

- It was expressed that the grant of Rs.2.5 Crores released until now (out of Rs.5 Crores grant) should be fully utilized.
- The Principal informed that the utilization certificate was submitted to the concerned RUSA office.
- The Principal further informed with reference to MHRD meeting at Delhi that it was informed in the said meeting that the remaining grant of Rs.2.5 Crores will be released to the college by September 2019 and the entire grant of Rs.5 Crores to be utilized by the end of the financial year. It was also informed that the colleges which successfully utilise the grant under RUSA-2, will be eligible for RUSA-3, which will be five times of RUSA-2. Also the colleges would then be eligible under category of Standalone University. RUSA-3 is expected by May 2020 under five-year plan of 2020-2025.



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5	To consider recommendations of the Academic Council meeting held on 21 st June, 2019	Postgraduate (PG) Courses: <ul style="list-style-type: none">• The Principal informed that some PG departments have submitted requirement for increasing the intake capacity of students. Proposals received for increase in intake capacity of students from these departments are being sent to the University, to be implemented from next academic year 2020-21 after approval. In some other departments, depending upon the available laboratory space (case to case) request for intake increase were not found feasible.• With reference to syllabus revision of M.Sc. Zoology (accepted by the Academic Council) it was expressed to explore providing course/syllabus in aqua food processing, prawns culture and such other courses which were in high demand.• A system of monitoring PG students' progression should be put in place to overview what the students do after they pass the PG examinations.• The Principal informed that the program outcome/ course outcome as per the format of UGC/NAAC has been submitted by all the HoDs of respective departments. However, it was suggested to have certain pedagogy/evaluation tools for getting clarity about the outcome and the same be closely assessed.
6	To consider the revised Examinations & Evaluation Guidelines finalized by a Committee headed by Dr. M.N. Welling as suggested by the Governing Body in its last meeting on 3 rd May, 2019	<ul style="list-style-type: none">• With respect to 75% attendance of students as a requirement for appearing for term end examination, as mentioned in the Examination Guidelines, it was suggested to have redressal of the cases of students having low attendance on account of genuine medical emergency beyond the purview of Principal's appeal. The Hon'ble Chair has suggested to appoint a Committee (Appellate Authority) at SVKM Management level comprising of-<ol style="list-style-type: none">1) President-SVKM & Chairman-Governing Body2) CEO-SVKM-Shri Asoke Basak3) Adviser to the President-SVKM-Dr.M.N. Welling <p>This committee will review and take appropriate decision with respect to the low attendance cases of students of genuine medical emergency or any other genuine reason as recommended by the Principal, with immediate effect.</p>



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		<ul style="list-style-type: none">As regards PET for Ph.D., it was suggested that initially for 3 years, college should go with the University PET system, but after that the PET be conducted by the autonomous college itself. It was suggested to make relevant amendment in the guidelines for the enforcement of PET for Ph.D. <p>It was resolved to approve the guidelines unanimously if there are no corrections.</p>
7	To nominate by the Governing Body one evaluator on the Unfair Means Enquiry Committee	Unfair Means Inquiry Committee: <ul style="list-style-type: none">The Governing Body nominated Mr. Ashish Apte as one Evaluation Expert on the Unfair Means Inquiry Committee.For other names on the Unfair Means Inquiry Committee, the Principal was instructed to submit the revised list of Unfair Means Inquiry Committee members to the Chair and get it approved.The Chair stressed that this committee should act independently and the members of the committee should not come under pressure of any undesired elements for review the committee's decision/s.
8	To consider the Fee Structure for (a) B.Com. (Hons.) program & (b) TYBA Psychology (additional intake), started in the College from academic year 2019-20	The fee structure was unanimously approved by the Governing Body for (a) B.Com. (Hons.) program (b) TYBA Psychology (additional intake) started in the College from academic year 2019-20. The approved fee structure is given in Annexure-6.
9	Any other item with the permission of Chair.	Examination remunerations: <ul style="list-style-type: none">It was suggested to ascertain as to if Understudy was still required since the workforce was already given in examination cell as per need.The Chair authorised a Committee comprising (1) Dr. M.N. Welling (2) Mr Asoke Basak & (3) Dr. Rajpal Shripat Hande-Principal, to look into and finalize the examination remunerations to be implemented with



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immediate effect.

- The Chair opined that the examination holds most importance in the academic institute, and the status of an institution's credibility maximally depends on the same.

Placement & Training Committee:

- The Convenor of the committee Dr. Meghana Talpade, Mr. Nainesh Koli-Placement Officer & Ms. Amrita Phillips-Soft Skill Training Officer, presented their report to the house.
- It was reported that students particularly of BCom. & BAF classes were offered packages ranging from Rs.5 to 18 lakhs but the students did not qualify in the interview process for higher packages mentioned.
- It was suggested to identify such students by the placement cell who are actually interested in taking up the placements & be groomed.
- It was suggested to prepare a data of placements in a matrix format providing information on placements, course wise, package wise i.e. Rs.1-3 lakhs, 3-5 lakhs, 5-7 & so on. The same to be presented in the next meeting enabling to have clarity on the placements.
- It was suggested that the postgraduate students should get placements as this was neglected so far. It was suggested to give focus on PG students interested in placements.
- It was suggested that the placement cell, simultaneously with the departmental faculty should contact companies/organizations and add value to market our students, which would will help in getting better placements.
- It was reported that students were not keen in internships due to strictness in attendance, so a solution was required on this issue.
- It was suggested to have internships/placements programmes in vacation period so that maximum number of students may participate.
- It was suggested to get feedback from companies to know our students' strengths & weaknesses.
- It was reported that the students were declined by companies due to low general awareness & lack of knowledge on the company profile, etc.



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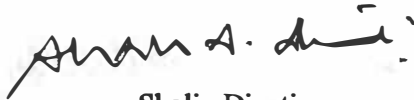


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- Mrs. Sonali Chatterjee, Entrepreneurship Development Cell Convenor gave report about the activities of the cell.
- Seed Money for research was discussed. It was concluded that grant proposal as in other sister institutes be followed. In view of RUSA-2 grant, the seed money be allocated from this grant as per approved DPR and thereafter Management to provide the seed grant.
- The Chair be authorised to approve the Compendium of policies.
- As there were no other matter came up for discussion, the meeting concluded with vote of thanks to the Chair.


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


Shalin Divatia
Chair - 5th Governing Body Meeting
held on 5th December, 2019