



NAAC Reaccredited 'A' Grade, CGPA:3.57 (February 2016 to December 2023)
Granted under RUSA for Enhancing Quality & Excellence in select Autonomous Colleges
Granted under FIST-DST & Star College Scheme of DBT, Government of India
Best College (2016-17), University of Mumbai

Minutes of the 7th Meeting of the Governing Body held on Friday, 8th January, 2021

The 7th meeting of the Governing Body of SVKM's Mithibai College (Autonomous) was conducted on-line on Friday, 8th January, 2021 at 12.00 noon on Zoom platform (being Lockdown period due to Covid-19 Pandemic).

Following members attended the meeting.

1. Shri Amrish Patel, Hon'ble President, SVKM
2. Shri Shalin S. Divatia
3. Shri Asoke Basak
4. Dr. M.N. Welling
5. Dr. (Ms.) Latha Pillai
6. Dr. Ancy Jose
7. Dr. Deepak Ghaisas
8. Dr. (Mrs.) Nupur Mehrotra
9. Mrs. Rati M. Parwani
10. Dr. Krutika B. Desai, In-Charge Principal (Ex Officio)
11. Dr. Mahesh Bhagwat

1. Welcome & Introductory remarks by the Chairman

- The President-SVKM & Chairman-Governing Body, Hon'ble Shri Amrish Patel requested Dr. M.N. Welling to Chair the meeting.
- Ex Officio, In-Charge Principal Dr. Krutika B. Desai welcomed the Chairman and on behalf of Chairman; Dr. M.N. Welling (Adviser to the President-SVKM & Chancellor-NMIMS) welcomed all the members of the Governing Body wishing that we all would come out with good health & be out of the pandemic situation; in the New Year 2021.
- A two-minute silence was observed to pay homage to deceased Dr. Rajpal Shripat Hande, former Principal of the College.
- Ms Rati Mahesh Parwani (Associate Professor, Department of Chemistry) was welcomed as the new Member on the Governing Body in place of Ms. Nilima Desai who took voluntary retirement from services of the college. Also, I/c. Principal Dr. Desai informed that two other earlier Special Invitees on the Governing Body viz. Ms. Sonali Chatterjee & Mr. M.R. Jain have retired from services of the college.
- Permission was granted for digital recording of the business of the meeting.



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2. Leave of Absence, if any

Leave of absence was granted to following members-

1. Dr. Rohidas Kale, Joint Director, Shikshan Shulk Samiti, Mumbai, M.S.

3. To confirm the minutes of last meeting of Governing Body held on 16th June, 2020

Following corrections were suggested in the minutes-

- At page 1 of 5; point 2; in 1st sentence the word 'was' be added after the word 'absence'.
- At page 2 of 5; point 4, in 3rd para; 5th line the word 'for' be replaced by a word 'of'. At the same page, point 5, in 2nd line, the word 'Council' be replaced by a word 'Body'.
- At page 3 of 5, in point 5.b., in 2nd last line of 2nd para, the words 'and approved earlier by Governing Body' be added after the word 'college'. At the same page, in point 5.c. the word 'GB' in 3rd line & 2nd last line, be read as 'Governing Body'.
- At page 4 of 5, point no. 7, 4th para, in first line, the word 'President' be replaced by a word 'Chairman'. At the same page, point '7'-Any other item with the permission of the Chair, be read as point '8'.

It was RESOLVED that the minutes of last meeting of Governing Body held on 16th June, 2020 be confirmed and signed, after incorporating the necessary corrections mentioned above.

Action Taken Report

Result declaration-

- It was stated that, there was no mention of actual number of days taken to declare results as raised in the last Governing Body meeting. It was assured by the I/c. Principal Dr. Desai that due care will be taken to declare results in a time limit of 30 days in 2021-22 and detailed result analysis will be presented to the members.

Grading System norms-

- It was inquired as to if University of Mumbai had no objection over the grading system adopted by the college and if any correspondence had happened for that with them & if not; send or resend the same.



Ph.D. Programmes-

- Dr Desai said that the proposal was being submitted as a part of her review report (Annexure-III).

Credit Policy document-

- It was informed by Dr. Desai that the Credit Structure & Policy document was presented back to Academic Council in its meeting dated 27th October 2020 and was approved.

Committee for moderation of answer papers-

- It was stated that, no meeting was conducted of the Committee to decide over the issue of moderation of answer papers. Dr. Desai informed that in 2020-21 there was no difficulty, but she assured that from 2021-22 onwards when postgraduate examinations will be conducted in pen-paper mode, we will conduct the meeting of the members decided earlier by the Governing Body, if required.

4. Principal's review of the activities & major events

Admissions-

- It was observed that the number of students admitted had declined; specifically in B.Sc., B. Com, M.Com. M.Sc. programmes. It was informed by Dr. Desai that we stopped admitting students subsequent to 3rd merit list due to various problems like students having low percentage were coming in.
- She added that students having low percentage were being admitted for B.Sc. courses but eventually same students cannot cope up and it results into low results.
- She also assured that where admissions are less e.g, M.Com., M.Sc. Computer Science the syllabus of those courses will be modified & upgraded.
- About B.Com. Course, it was stated that there is need to recalculate the workload & to redistribute it accordingly and further have number of divisions to 5; instead of 8 divisions now. It would also help to create space for other courses.
- The divisions of B.Sc divisions henceforth be 2
- The norms of Government and University of Mumbai need to be followed.
- The Chairman opined that no vacancy of teachers should be filled-in for those courses where we need to redistribute the workload due to less number of students.
- The Chair said to conduct a meeting of Shri Shalin Divatia, Shri Asoke Basak, Dr. M.N. Welling & I/c Principal Dr. Desai with respect to issues of M.Com., M.Sc. admissions & framing their curriculum.
- Mr. Shalin Divatia expressed need to appoint a separate coordinator for M.Com., whereby revamping of one M.Com. programme with Mithibai College & N.M. College can be aligned properly. M.Com. lectures can be conducted on Saturdays, Sundays & holidays accordingly, besides the evening lectures. For next academic session till program is revamped, Mithibai to discontinue the program.
- Dr Desai informed that there were couple of meetings conducted online consisting Mr. Asoke Basak, Mr. Mohan Awate, Dr. M.N. Welling to decide over the issue of



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initiating to introduce new diversified courses/programmes, such as (1) B.Sc.- Economics (Honours) (2) B.Sc.- Applied Statistics & Analytics (3) M.Sc. Data Science.

The Chair emphasized the need to conduct a meeting of Shri Shalin Divatia, Mr. Asoke Basak, Dr. M.N. Welling, Dr. Krutika B. Desai to discuss introducing the above mentioned courses with minimum 40 students each, if infrastructure permits. The outcome of this meeting will be finalized in a meeting with Hon'ble President-SVKM whenever he will be physically available in Mumbai.

Workshop-

- Dr. Desai informed that a Workshop on Mapping of the curricula with programmes was conducted to sensitise faculty about Programme Outcome (PO)/Programme Specific Outcome (PSO)/Course Outcome (CO) and it was helping much.

Ph.D. Programme-

- Dr Desai stated that the course work, passing standards and implementation of Research were in line with NMIMS and other renowned universities, and that programme policy was a part of examination and evaluation guidelines.

Examinations-

- Dr Desai informed that 10,000 mock tests were conducted to familiarize students with different modes of the examinations.
- She further added that the examination of odd semesters and all re-examinations in academic year 2020-21 were successfully conducted online on MS team platform.
- Dr Desai informed that Ms. Alka Shukla was very much useful to Mithibai College (Autonomous) and she was helping much to remove difficulties/issues faced frequently. It was, therefore, suggested to pass a resolution to be sent to her in her appreciation.

Incidentally, Dr Desai informed that in the Finance Committee meeting held on 4th January 2021, the University I/c. Finance & Accounts Officer Mr. CA Pradeep Kamthekar had appreciated the college & the SVKM Management for considering to appoint separate persons to the posts of (1) Controller of Examinations (2) Finance & Accounts Officer in the college.

Results-

- Dr Desai informed that the results of all programmes for academic year 2019-20 had improved.



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New programme of B.Sc.-Psychology (Honours)-

- Dr Desai informed that invite to subject experts were already forwarded.
- The Chair emphasized to have meeting of top faculty/experts in the field by 20th January 2021 for framing curriculum, and thereafter to have meeting with Dr. M.N. Welling for finalizing the concrete proposal.
- Mr Ghaisas stated need to confirm, plan and take care of eligibility criteria of such courses' passed out students for next level (postgraduate) programmes to be made available in-house or outside.
- It was informed by Mr. Basak that as per new National Education Policy 2020 all programmes are supposed to be multidisciplinary.

Placement Report-

- Dr Desai informed that number of meetings by Shri Asoke Basak with related officials of Placement were conducted to come out with actual statistical analysis. Mr. Basak stated that there was still no improvement; particularly about placement of postgraduate programmes students, perhaps because the Placement Executive alone is not able to cope up with the responsibility.
- The Chair emphasized to induct a Sub-Committee for Placement (in support of existing Placement Committee). He, therefore, instructed Mr. Basak for initiating to frame a policy to strengthen the Placement activities.

Members noted the review of activities presented by the I/c. Principal.

5. To consider the Recommendations of 9th Academic Council meeting dated 27th October, 2020, including starting two new degree programmes i.e. B.Sc. Psychology (Honours), B.Sc. Biochemistry (Honours)

The Principal presented the salient recommendations of the 9th Academic Council meeting before the Governing Council. The main aspects were taken up as below:

- To facilitate sending a proper agenda for recommendation of Academic Council meeting, Dr. Desai informed that she had set a time table for having minimum two Board of Studies meetings, in which discussion on process of mapping with other university, question paper analysis, result analysis, PSO and CO with matrix, internship and placement, will be conducted. She also said that all heads were advised to have agenda and course structure in a specific format.
- About certain reservations raised by Dr. Mahesh Bhagwat over internal examination, to have one class test for ICA component, it was decided to get post facto decision taken by the then principal Late Dr. Rajpal Shripat Hande; as an exigency; to be

K. Desai



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approved in the ensuing Academic Council meeting, as envisaged in the UGC
Autonomy Gazette, 2018 & Maharashtra Public Universities Act, 2016.

- Credit Structure & Policy report :
 - 1) Dr Desai informed that for the purpose of computation of credit structure, following mechanism was adopted for a semester having 15 weeks:
 - i) 1 Credit = 1 Theory period of one-hour duration per week and 15 hours per semester.
 - ii) 1 Credit = 1 Tutorial period of one-hour duration per week and 15 hours per semester
 - iii) 1 Credit = 1 Practical period of two-hour duration per week and 30 hours per semester.
 - 2) With effect from academic year 2021-22 onwards, the requirement will be 132-140 credits for undergraduate programmes and 148-160 credits for undergraduate (Honours) programmes & 96-100 credits for postgraduate programmes.
 - 3) The learner will be required to acquire 68-74 credits in core courses, 36-50 credits in elective course and 12-28 credits in Ability Enhancement Compulsory Courses (AECC) and Skill Enhancement Compulsory Courses (SECC), for acquiring in total, 132-148 credits.

Dr. Welling suggested to go through carefully the draft minutes of Academic Council meeting where certain changes are required to be incorporated in the final minutes.

Mr. Ashish Apte recommended that the Credit Policy document should be in line with the NEP (National Education Policy) 2020. Therefore, external members should evaluate the Credit Policy document. Dr. Desai recommended names of Mr. Ashish Apte & Mr. Sunil Mantri for the same. It was decided to do it before next semester/Academic Council meeting.

The Credit Structure was then unanimously approved, subject to its evaluation by above mentioned external experts.

- After considerable inputs given to the house about programme/course objectives, advantages for upgradation, course description, eligibility criteria, future prospects of students, etc., the implementation of new programmes i.e. B.Sc.-Psychology (Honours) & B.Sc. Biochemistry (Honours) were approved unanimously.



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- It was also recommended to plan for new postgraduate programmes (e.g. M.Sc.- Psychology) where new undergraduate programmes are being introduced from academic year 2021-22.

It was RESOLVED to unanimously accept and pass the Recommendations of 9th Academic Council meeting dated 27th October, 2020 including to start two new degree programmes i.e. (1) B.Sc. Psychology (Honours) & (2) B.Sc. Biochemistry (Honours) from academic year 2021-22. Necessary resolutions may also be made to submit the same to the concerned authorities.

6. **To consider induction of members in-**
(1) Unfair Means Inquiry Committee
(2) Examination & Evaluation Committee

It was suggested that the issue of nominating names on both the Committees may be left for consideration of Hon'ble President-SVKM.

7. **To consider the Recommendations of the Finance Committee meeting dated 2nd January, 2021 (postponed to 4th January, 2021).**

The recommendations of the Finance Committee in its meeting dated 4th January, 2021 were placed before the Governing Body.

The Chair authorised Mr. Shalin Divatia, Mr. Asoke Basak & Dr. M.N. Welling to go through & finalize (a) Budget Proposal for UGC Autonomous Grant for the year 2020-21 of Rs.20 lakhs & (b) the proposal for approval for Utilization of RUSA Grants as per their revised guidelines of Rs.5 crores, as approved by the Finance Committee meeting in its meeting dated 4th January, 2020 (Annexure-II & III respectively).

- a. RESOLVED that the Final Audited Accounts for the Fiscal year 2019-20 as approved by the Finance Committee in its meeting dated 4th January, 2021 (Annexure-I) & presented to the Governing Body; be and are hereby adopted & passed unanimously.
- b. Further RESOLVED that the Budget Proposal for UGC Autonomous Grant for the year 2020-21 of Rs.20 lakhs; as approved by the Finance Committee in its meeting dated 4th January, 2021 (Annexure-II) & presented to the Governing Body; be and is hereby adopted & passed unanimously; subject to going through and finalizing the same by Mr. Shalin Divatia, Shri Asoke Basak & Dr. M.N. Welling. Necessary resolution may be passed to submit the same to the concerned authorities.



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- c. Further RESOLVED that the proposal for approval for Utilization of RUSA Grants as per their revised guidelines of Rs.5 crores as approved by the Finance Committee in its meeting dated 4th January, 2021 (Annexure-III) & presented to the Governing Body; be and is hereby adopted & passed unanimously; subject to going through and finalizing the same by Mr. Shalin Divatia, Shri Asoke Basak & Dr. M.N. Welling. Necessary resolution may also be passed to submit the same to the concerned authorities.

8. Any other item with the permission of the Chair.

Dr Desai informed about the mistakes done by the faculty in the mark sheets and the punitive action being taken against the defaulter/s. The Chairman emphasized that examination & results being a very important & sensitive issue, nobody should be left exonerated and teachers concerned must be heavily punished as per rules, which could include his/her termination, if deemed fit.

The Chair wished success to Dr Desai in discharging her duties as I/c Principal. Dr Desai also assured of her level best to upgrade the college with utmost discipline & sincerity.

There being no other matter, the meeting ended with a vote of thanks to the Chair.

Dr. Krutika B. Desai
Ex-Officio-Governing Body
(In-Charge Principal)

Amrish Patel
Chairman, Governing Body
