YEARLY STATUS REPORT - 2020-2021

Part A	
Data of the Institution	
1.Name of the Institution	SVKM'S MITHIBAI COLLEGE OF ARTS, CHAUHAN INSTITUTE OF SCIENCE & AMRUTBEN JIVANLAL COLLEGE OF COMMERCE AND ECONOMICS (AUTONOMOUS)
• Name of the Head of the institution	Dr. Krutika Desai
• Designation	I/C Principal
• Does the institution function from its own campus?	Yes
• Phone No. of the Principal	02242339000
• Alternate phone No.	02242339001
• Mobile No. (Principal)	9769080289
• Registered e-mail ID (Principal)	principal@mithibai.ac.in
• Address	BHAKTIVEDANTA SWAMI MARG, JUHU, VILE PARLE (W)
• City/Town	MUMBAI
• State/UT	MAHARASHTRA
• Pin Code	400056
2.Institutional status	
• Autonomous Status (Provide the date of conferment of Autonomy)	28/05/2018
• Type of Institution	Co-education

• Location	**Urban**
• Financial Status	
• Name of the IQAC Co-ordinator/Director	**Dr. Nupur Mehrotra**
• Phone No.	**02242339000**
• Mobile No:	**9833452122**
• IQAC e-mail ID	**mithibaiiqac@gmail.com**
3.Website address (Web link of the AQAR (Previous Academic Year)	https://mithibai.ac.in/2019-2020/M__658
4.Was the Academic Calendar prepared for that year?	**Yes**
• if yes, whether it is uploaded in the Institutional website Web link:	https://www.mithibai.ac.in/Academic%20Calendar/M__579

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	**B++**	**-**	**2004**	**16/02/2004**	**31/12/2009**
Cycle 2	**A**	**3.57**	**2016**	**16/02/2016**	**31/12/2023**

6.Date of Establishment of IQAC	**17/07/2004**

7.Provide the list of Special Status conferred by Central and/or State Government on the Institution/Department/Faculty/School (UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC, etc.)?

Institution/ Department/Faculty/School	Scheme	Funding Agency	Year of Award with Duration	Amount
Botany, Zoology, Microbiology, biochemistry, Biotechnology, Chemistry	DBT Star scheme	DBT	14/09/2017	Rs. 70,00,000
Botany, Zoology, Microbiology, Physics, Chemistry	DBT-FIST	DBT-FIST	19/12/2016	Rs. 80,00,000
SVKM's Mithibai College	RUSA 2 Component 8 Grant	MHRD	18/09/2018	Rs. 5 crore

8.Provide details regarding the composition of the IQAC:

• Upload the latest notification regarding the composition of the IQAC by the HEI	View File

9.No. of IQAC meetings held during the year	18
• Were the minutes of IQAC meeting(s) and compliance to the decisions taken uploaded on the institutional website?	Yes
• If No, please upload the minutes of the meeting(s) and Action Taken Report	No File Uploaded

10.Did IQAC receive funding from any funding agency to support its activities during the year?	No
• If yes, mention the amount	

11.Significant contributions made by IQAC during the current year (maximum five bullets)

Faculty trainings for ICT-enabled lectures during lockdown

Hands-on workshop on Mapping the Curricula with PO, PSO and CO

Online International Intercollegiate festival – Kshitij

Series of NAAC preparation training sessions for faculty

Training and FDP sessions for IQAC core members for AQAR & NAAC preparations

12.Plan of action chalked out by IQAC at the beginning of the academic year towards quality enhancement and the outcome achieved by the end of the academic year:

Plan of Action	Achievements/Outcomes
Encouragement of interactive online learning	MS Teams subscription was procured, extensive training for faculty and students for effective usage of MS teams and its add-ons; conduction of webinars and conferences online; use of interactive techniques for online teaching encouraged
Collaborations with industry & research institutions	Representations of industry representatives in our Board of Studies; our teachers are on Bos of other universities; MoUs for academia-industry interaction through fests, webinars and competitions; students conducting research projects with industry collaborations; internships
Upgradation in Evaluation System for online assessments	Extensive trainings for faculty and students for online examinations, trainings for faculty in the creation of effective question papers using multiple-choice based questions; Training in grading using difficulty levels and Blooms' Taxonomy
Invitation to eminent scholars,	Eminent judges invited for

scientists and industry professionals	research competition Manshodhan invited to evaluate 103 research investigations of across SVKM students- Ms. Madhura Ghayal, Jyoti Vora, Deepak Vora, Dr. Sonia, Dr. Manoj, Dr. Sangeta Parab, Dr. Aparna Jain, Dr. Vinita Pimple, Dr. Wakchure, Dr. Sangeta Desai, and Dr. Vidya Shetty
Curriculum enrichment under autonomy	Curriculum revisions and restructuring with inputs from Board of Studies to meet the global-national-local requirements
Encouragement to entrepreneurship with Entrepreneurship Cell	Several workshops & webinars on entrepreneurship encouragement topics conducted. For eg. Entrepreneurship & Innovation, Rise of Bio-entrepreneurship, Evolving Entrepreneurship, Personal success stories of 2 Startups, Sharing 10 years of entrepreneurial journey, Unlocking the power of entrepreneurship; AIC; students' participation in Chancellor's Challenge
Execution RUSA-2 grants	Online webinars and festivals organized with eminent scholars and practitioners such as Mr. Natarajan Venkatesvaran & Dr. Shetty, Dr. Balchandra Bhole, Mr. Piyush Pahade, Ms.Shreya Aiyyar, & Ms. Shriya Khalate. Sessions were conducted on topics including 'Post Covid-19- paradigm shift from public to social policy-A need', 'National Workshop on Mapping of PO's, PSO's and CO's', 'Panel discussion on Social media and Mental health'

13.Was the AQAR placed before the statutory body?	**Yes**

- Name of the statutory body

Name of the statutory body	Date of meeting(s)
IQAC	**22/12/2021**

14.Was the institutional data submitted to AISHE ?	**Yes**

- Year

Year	Date of Submission
2020-21	**12/01/2022**

Extended Profile

1.Programme

1.1   **38**

Number of programmes offered during the year:

File Description	Documents
Institutional Data in Prescribed Format	[View File](#)

2.Student

2.1   **6647**

Total number of students during the year:

File Description	Documents
Institutional data in Prescribed format	[View File](#)

2.2   **2051**

Number of outgoing / final year students during the year:

File Description	Documents
Institutional Data in Prescribed Format	[View File](#)

2.3   **11947**

Number of students who appeared for the examinations conducted by the institution during the year:

File Description	Documents
Institutional Data in Prescribed Format	[View File](#)

3.Academic

3.1   **1268**

Number of courses in all programmes during the year:

File Description	Documents
Institutional Data in Prescribed Format	[View File](#)

3.2   **133**

Number of full-time teachers during the year:

Extended Profile

1.Programme

1.1

38

Number of programmes offered during the year:

File Description	Documents
Institutional Data in Prescribed Format	[View File](#)

2.Student

2.1

6647

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File Description	Documents
Institutional data in Prescribed format	[View File](#)

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2051

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Institutional Data in Prescribed Format	[View File](#)

2.3

11947

Number of students who appeared for the examinations conducted by the institution during the year:

File Description	Documents
Institutional Data in Prescribed Format	[View File](#)

3.Academic

3.1

1268

Number of courses in all programmes during the year:

File Description	Documents
Institutional Data in Prescribed Format	[View File](#)

3.2 Number of full-time teachers during the year:	**133**

File Description	Documents
Institutional Data in Prescribed Format	View File

3.3 Number of sanctioned posts for the year:	**148**

4.Institution

4.1 Number of seats earmarked for reserved categories as per GOI/State Government during the year:	**Nil**
4.2 Total number of Classrooms and Seminar halls	**65**
4.3 Total number of computers on campus for academic purposes	**403**
4.4 Total expenditure, excluding salary, during the year (INR in Lakhs):	**106804215.49**

Part B

CURRICULAR ASPECTS

1.1 - Curriculum Design and Development

1.1.1 - Curricula developed and implemented have relevance to the local, national, regional and global developmental needs which are reflected in Programme Outcomes (POs), Programme Specific Outcomes (PSOs) and Course Outcomes (COs) of the various Programmes offered by the Institution.

SVKM's Mithibai College (Autonomous) aims at developing the learners into aware and dynamic citizens. The curriculum of each course familiarises learners with the theoretical domain knowledge. This ensures thoroughness and rigor of conceptual understanding. Command over effective communication skills which are a pre-requisite for employability and competence are also focused upon. Training, internships, projects, and placements work

towards this end and provide vital learning in a professional environment.

Courses focus on honing critical thinking and identifying the research aptitude among learners as well. POs, PSOs, and COs are therefore worked out with care that allows learners to demonstrate higher-order cognitive skills beyond mere comprehending facts. They focus on formulating questions, interpreting data, and constructing and deconstructing arguments. Courses work towards specific outcomes which include displaying an array of discipline-specific competencies—to explain, analyze, predict, ask and create, as also independent and continuous learning.

At the same time, attention is paid to the learners' sensitivity and understanding of issues that surround them. This is worked out through inter-disciplinary studies which ensure that learners are aware of the contemporary issues.

File Description	Documents
Upload additional information, if any	View File
Link for additional information	Nil

1.1.2 - Number of Programmes where syllabus revision was carried out during the year

17

File Description	Documents
Minutes of relevant Academic Council/BOS meeting	View File
Details of syllabus revision during the year	View File
Any additional information	View File

1.1.3 - Number of courses focusing on employability/entrepreneurship/ skill development offered by the Institution during the year

410

File Description	Documents
Curriculum / Syllabus of such courses	View File
Minutes of the Boards of Studies/ Academic Council meetings with approval for these courses	View File
MoUs with relevant organizations for these courses, if any	View File
Any additional information	View File

1.2 - Academic Flexibility

1.2.1 - Number of new courses introduced across all programmes offered during the year

68

File Description	Documents
Minutes of relevant Academic Council/BoS meetings	View File
Any additional information	View File
Institutional data in prescribed format (Data Template)	View File

1.2.2 - Number of Programmes offered through Choice Based Credit System (CBCS)/Elective Course System

31

File Description	Documents
Minutes of relevant Academic Council/BoS meetings	View File
Any additional information	View File
List of Add on /Certificate programs (Data Template)	View File

1.3 - Curriculum Enrichment

1.3.1 - Institution integrates cross-cutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability, and Human Values into the curriculum

SVKM's Mithibai College (Aut.) is deeply committed to the social

cause. Having been instituted with the single-minded objective to provide quality education—initially to learners from the locality—it has grown through the years with priority to human values. Therefore professional ethics and human values are central to the design and delivery of the curricula across courses as well. Curricula focus not only on making the learners employable and productive but also on positive contributors to society as aware and well-rounded individuals. Through various courses which focus on gender and environment, they are also acquainted and sensitised to the contemporary issues. In fact, it is then heartening to find that these learners are vital contributors to the discussion and thought process towards the cross-cutting issues.

File Description	Documents
Upload the list and description of the courses which address issues related to Gender, Environment and Sustainability, Human Values and Professional Ethics in the curriculum	View File
Any additional information	No File Uploaded

1.3.2 - Number of value-added courses for imparting transferable and life skills offered during the year

70

File Description	Documents
List of value-added courses	View File
Brochure or any other document relating to value-added courses	No File Uploaded
Any additional information	View File

1.3.3 - Number of students enrolled in the courses under 1.3.2 above

137

File Description	Documents
List of students enrolled	View File
Any additional information	View File

1.3.4 - Number of students undertaking field work/projects/ internships / student projects

2133

File Description	Documents
List of programmes and number of students undertaking field projects / internships / student projects	View File
Any additional information	View File

1.4 - Feedback System

1.4.1 - Structured feedback and review of the syllabus (semester-wise / year-wise) is obtained from 1) Students 2) Teachers 3) Employers and 4) Alumni	C. Any 2 of the above

File Description	Documents
Provide the URL for stakeholders' feedback report	https://mithibai.ac.in/naac/2020-21/C1/1.4 %20Feedback%20sum.pdf
Upload the Action Taken Report of the feedback as recorded by the Governing Council / Syndicate / Board of Management	View File
Any additional information	View File

1.4.2 - The feedback system of the Institution comprises the following	A. Feedback collected, analysed and action taken made available on the website

File Description	Documents
Provide URL for stakeholders' feedback report	https://mithibai.ac.in/naac/2020-21/C1/1.4 %20Feedback%20sum.pdf
Any additional information	View File

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment of Students

2.1.1.1 - Number of students admitted (year-wise) during the year

6647

File Description	Documents
Any additional information	View File
Institutional data in prescribed format	View File

2.1.2 - Number of seats filled against reserved categories (SC, ST, OBC, Divyangjan, etc.) as per the reservation policy during the year (exclusive of supernumerary seats)

2047

File Description	Documents
Any additional information	View File
Number of seats filled against seats reserved (Data Template)	View File

2.2 - Catering to Student Diversity

2.2.1 - The institution assesses students' learning levels and organises special programmes for both slow and advanced learners.

In the first year, slow and advanced learners are identified on the basis of their internal assessment marks. In the second and third years of all programmes, slow and advanced learners are identified on the basis of their previous year's marks. Categories prepared for identification of slow and advanced learners based on percentages are; Below 60% - Slow learners, 80% and above - Advanced learners.

After identifying slow learners;

- Mentors provide academic counselling to slow learners.
- Faculty also guide learnersin the preparation of assignments, projects and presentations for their continuous internal assessment.
- Remedial coaching is given to learners appearing for re-exam if required.

After identifying Advanced learners;

- They are Encouraged to participate in various inter-collegiate competitions depending on their skill sets.
- They are guided in their research projects and encourage and guide learners to participate in research paper presentation

competitions

- Under Mithibai Entrepreneurship Development Cell, faculty kindle entrepreneurship approach and attitude among learners.
- Invite professionals and entrepreneurs to coach and mentor learners.
- Prepare students for Chancellor's Challenge, SVKM's flagship entrepreneurial development initiative.
- Opportunities are unlocked for advanced learners by inviting experts from different fields to guide them in the related subject areas thus promoting industry-academia interaction.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for additional information	https://mithibai.ac.in/naac/2020-21/C2/2.2.1%20proof.pdf

2.2.2 - Student – Teacher (full-time) ratio

Year	Number of Students	Number of Teachers
30/04/2021	6647	133

File Description	Documents
Upload any additional information	View File

2.3 - Teaching- Learning Process

2.3.1 - Student-centric methods such as experiential learning, participative learning and problem-solving methodologies are used for enhancing learning experiences:

Faculty use multiple teaching methodologies that stimulate independent and innovative thinking among learners. In the academic year 2020-21, teaching-learning and evaluation were completely online for which the use of ICT was inevitable. For online lectures, the faculty extensively used the institutional LMS-Learners Portal and MS-Teams platform.

Participative Learning - To enhance interaction during online teaching applications such as Quizz, Kahoot, Prezi, Padlet, Quizlet, Slido, Mentimeter, poly, etc were used by the faculty members. Also, e-learning resources like videos, websites,

articles, reports, and research papers were used by faculty to supplement the teaching-learning process. Faculty encouraged peer learning through group projects and presentations.

Experiential learning - For the conduct of practicals, use of videos captured by faculty members as well as free access videos were used. Some programmes used simulation in virtual laboratories like ones available on Amrita Vishwa Vidyapeetham.

Problem-solving skills - Learners were involved in organisation of events on the online platform,like webinars, festivals, and events, through which they learntthe importance of leadership and teamwork. It also helped learners hone their talent and creativity in designing brochures, compering, anchoring, and public relations.

File Description	Documents
Upload any additional information	View File
Link for additional Information	https://mithibai.ac.in/naac/2020-21/C2/2.3.1%20Students%20Centric%20method%20Proofs.pdf

2.3.2 - Teachers use ICT-enabled tools including online resources for effective teaching and learning

In the academic year 2020-21, since teaching-learning was completely online, teachers used laptops, and computers to conduct lectures through the institutional LMS-Learners Portal and MS Teams platform. Faculty used several features of MS Teams like assignments, quizzes, and MS form for evaluation of internal and external components of the examination. The various apps available in Office 365 like insights for attendance management, grades for evaluation, One Note-digital notebook for learners, and poly for quick polls helped in making teaching-learning both responsive and effective.

Faculty used various e-learning resources in online classes such as YouTube Videos, Films, Blogs, Podcast, Online Radio, News Paper Clippings, Reports published by Institutions/Committee/Government Organisations, and articles from online research journals, JSTOR, Proquest, Ebrary, OER, PADLET, KOGGLE, MIND MASTER, internet-based videos, virtual tours, Inflibnet, Mitvirtuals, simulation experiments from Harvard, Amrita university virtual labs,

Biophysics groups, POWO, IPNI, Virtual Herbarium, Plant list,
Frank lectures, z-library as well as a virtual laboratory to make
online teaching-learning impactful.

File Description	Documents
Provide link for webpage describing ICT enabled tools including online resources for effective teaching and learning process	https://mithibai.ac.in/naac/2020-21/C2/2.3.2%20USe%20of%20ICT%20E-learning%20resources.pdf
Upload any additional information	View File

2.3.3 - Ratio of students to mentor for academic and other related issues

2.3.3.1 - Number of mentors

133

File Description	Documents
Upload year-wise number of students enrolled and full-time teachers on roll	View File
Circulars with regard to assigning mentors to mentees	View File

2.3.4 - Preparation and adherence to Academic Calendar and Teaching Plans by the institution

Academic calendar is prepared jointly by the all-faculty vice-
principals, convenor of the Examination and Evaluation Committee
and Attendance Committee convenor of the college. Review of the
same is done in the HOD meeting.

Academic calendar consists ofterm beginning and term endand end
semester examination dates and public holidays as well as last
instructional days. Internal Continuous Assessment (ICA) is
planned at the departmental levelInformation about the events,
festivals, seminars and workshops planned by the departments
isinvited from the Heads of the Department with tentative dates.
Academic calendar is displayed on the website for the learners and
faculty to know the important dates and plan their academic year.

All end semester examinations are conducted as per the dates
displayed in the academic calendar. Meetings of the statutory
bodies viz.Governing Body, Academic Council, Board of Studies,
Finance Committee are are convened as per the academic calendar.

A detailed teaching plan is prepared by the faculty members for each course and class-wise implementation of the same is recorded in the Teachers diary. A review of compliance of the plan as proposed is regularly conducted at departmental meetings.Teaching plan is shared with the learners during the lectures.

File Description	Documents
Upload the Academic Calendar and Teaching Plans during the year	[View File](#)

2.4 - Teacher Profile and Quality

2.4.1 - Number of full-time teachers against sanctioned posts during the year

133

File Description	Documents
Year-wise full-time teachers and sanctioned posts for the year	[View File](#)
List of the faculty members authenticated by the Head of HEI	[View File](#)
Any additional information	**No File Uploaded**

2.4.2 - Number of full-time teachers with PhD/ D.M. / M.Ch. / D.N.B Super-Specialty / DSc / DLitt during the year

02

File Description	Documents
List of number of full-time teachers with PhD./ D.M. / M.Ch. / D.N.B Super-Specialty / D.Sc. / D.Litt. and number of full-time teachers for 5 years	[View File](#)
Any additional information	[View File](#)

2.4.3 - Total teaching experience of full-time teachers in the same institution: (Full-time teachers' total teaching experience in the current institution)

1567

File Description	Documents
List of teachers including their PAN, designation, Department and details of their experience	View File
Any additional information	**No File Uploaded**

2.5 - Evaluation Process and Reforms

2.5.1 - Number of days from the date of last semester-end/ year- end examination till the declaration of results during the year

31

File Description	Documents
List of Programmes and the date of last semester-end / year-end examinations and the date of declaration of result	View File
Any additional information	**No File Uploaded**

2.5.2 - Number of students' complaints/grievances against evaluation against the total number who appeared in the examinations during the year

794

File Description	Documents
Upload the number of complaints and total number of students who appeared for exams during the year	View File
Upload any additional information	**No File Uploaded**

2.5.3 - IT integration and reforms in the examination procedures and processes including Continuous Internal Assessment (CIA) have brought in considerable improvement in the Examination Management System (EMS) of the Institution

In A.Y. 2020-21, owing to of the lockdown, examination procedures and processes,w.r.t.the conduct of examinationstransformed from offline to online mode.

ICA was conducted on MS Teams as well as on a JAVA basedLearnerPortal. Subsequently, faculty uploaded the marks for their respective courses directly on the Learner Portal through the individual User IDs allocated to them. These marks were

migrated to SAP by the Central Examination Department, for result processing, through API, thereby eliminating paperwork. Before migration of the marks,learners were shared their marks enabling them to raise their queries online in case of any grievances.

Proctored End Semester Examinations were conducted online on MS Teams. The questions papers were in MCQ format with auto-assessment provision as well as descriptive. Learners were instructed to write the exam and upload the scanned answer sheets for descriptive paper. MCQ marks generated in MS Form were entered in the marklists provided by the Central Exam Team and submitted with the attendance, supervisor's reportsfor result processing.

Thorough training was provided and mock trials for online examinations were conducted for learners as well as the paper setters,supervisors and examination staff.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional Information	https://mithibai.ac.in/naac/2020-21/C2/2.5.3%20IT%20intergration%20in%20exam.pdf

2.6 - Student Performance and Learning Outcomes

2.6.1 - Programme Outcomes and Course Outcomes for all Programmes offered by the institution are stated and displayed on the website and communicated to teachers and students

The curriculum of each course familiarises learners with the theoretical domain knowledge.Command over effective communication skills which are a pre-requisite for employability and competence are also focused upon. Training, internships, projects and placements provide vital learning forprofessional development.

Courses focus upon honing critical thinking and identifying the research aptitude among learners. POs, PSOs and COs are therefore worked out with care that allows learners to demonstrate higher order cognitive skills beyond mere comprehending facts. They focuson formulating questions, interpreting data, and constructing and deconstructing arguments. Courses work towards specific outcomes which include displaying an array of discipline specific competencies—to explain,analyse, predict,ask and create, as also independentlearning.

Attention is paid to the learners' sensitivity and understanding

of issues that surround them. Inter-disciplinary studies ensure that learners are aware about the contemporary issues. All programmes aim to create holistic and well-developed individuals in the process of achieving the graduate attributes set out by NAAC.

Programme Outcomes and Course Outcomes for all Programmes offered by the institution are stated and displayed on the website in the syllabi of all courses and also communicated to students by faculty in the beginning of each semester.

File Description	Documents
Upload COs for all courses (exemplars from the Glossary)	View File
Upload any additional information	No File Uploaded
Link for additional Information	https://mithibai.ac.in/naac/2020-21/C2/2.6.2%20Attainment%20of%20COs%20Links.pdf

2.6.2 - Attainment of Programme Outcomes and Course Outcomes as evaluated by the institution

In A.Y. 2020-21, the conduct of examinations (Internal Continuous Assessments and End Semester Examinations) was in an online mode. ICA was conducted on MS Teams as well as on a JAVA-based Learner Portal. All the departments conducted ICA of 25 marks with two components. Departments were given the freedom of choosing methods of ICA assessment to evaluate students. For ICA, methods of assessment used were MCQ tests, assignments, individual and group projects, and presentations.

The question papers were in MCQ format as well as descriptive. The paper setting was done by faculty using bloom's taxonomy. While setting the question paper, the type (Remembering/ Comprehension/ Analysis and application), and level of the questions (Easy/ Medium/ Difficult) were categorized as under:

Weightage to- Percentage Marks Difficulty level Remembering 20 15 Easy Comprehension 40 30 Medium Analysis and application 40 30 Difficult

The academic year 2020-21 being the year of online examinations, attainment of Programme Outcomes and Course Outcomeswas measured in terms of semester wise percentage obtained by students and placing them in three categories of percentages; 50-60, 60-70,

70-80, 80 & above.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional Information	https://mithibai.ac.in/2020-2021/M_668

2.6.3 - Pass Percentage of students

2.6.3.1 - Total number of final year students who passed in the examinations conducted by Institution

2085

File Description	Documents
Upload list of Programmes and number of students appear for and passed in the final year examinations	[View File](#)
Upload any additional information	**No File Uploaded**
Paste link for the annual report	**Nil**

2.7 - Student Satisfaction Survey

2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design its own questionnaire). Results and details need to be provided as a weblink

https://mithibai.ac.in/naac/2020-21/C2/2.7.1%20SSS%20response.pdf

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Promotion of Research and Facilities

3.1.1 - The institution's research facilities are frequently updated and there is a well-defined policy for promotion of research which is uploaded on the institutional website and implemented

Research is an integral component of any educational programme. One of the primary objectives of the college is to inculcate research an important component in teaching and learning. The college has a research committee that gives support to the faculty and students regarding research projects. The college has nine research centres. These centres have qualified guides who guide

the students for award of Ph.D. In 2018-19, the college received graded autonomy for 10 years as per the 2018 Gazette of autonomy. The Governing Body of the college decided to appoint Vice Principal, 'Research and Consultancy, whose mission along with members of the research committee is to:

· create awareness regarding research among the faculty and students,

· motivate the faculty to enrol for Ph.D. programmes

· encourage faculty members to apply for financial assistance for research projects to various funding agencies andpublish their research finding in journals of national and international repute

·organise various workshops, seminars, conferences to strengthen research

Faculty members apply for research grants that facilitate partial infrastructural development. The outcome of the projects can be utilized in future for industrial and scientific development.

Research (mithibai.ac.in)

File Description	Documents
Upload the Minutes of the Governing Council/ Syndicate/Board of Management related to research promotion policy adoption	[View File](#)
Provide URL of policy document on promotion of research uploaded on the website	https://www.mithibai.ac.in/Common/Uploads/TabbedContentTemplate/4895_Download_Research_policy.pdf
Any additional information	No File Uploaded

3.1.2 - The institution provides seed money to its teachers for research

3.1.2.1 - Seed money provided by the institution to its teachers for research during the year (INR in lakhs)

NIL

File Description	Documents
Minutes of the relevant bodies of the institution regarding seed money	**No File Uploaded**
Budget and expenditure statements signed by the Finance Officer indicating seed money provided and utilized	View File
List of teachers receiving grant and details of grant received	**No File Uploaded**
Any additional information	**No File Uploaded**

3.1.3 - Number of teachers who were awarded national / international fellowship(s) for advanced studies/research during the year

0

File Description	Documents
e-copies of the award letters of the teachers	**No File Uploaded**
List of teachers and details of their international fellowship(s)	View File
Any additional information	**No File Uploaded**

3.2 - Resource Mobilization for Research

3.2.1 - Grants received from Government and Non-Governmental agencies for research projects, endowments, Chairs during the year (INR in Lakhs)

0

File Description	Documents
e-copies of the grant award letters for research projects sponsored by non-governmental agencies/organizations	View File
List of projects and grant details	**No File Uploaded**
Any additional information	**No File Uploaded**

3.2.2 - Number of teachers having research projects during the year

0

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for additional Information	**Nil**
List of research projects during the year	View File

3.2.3 - Number of teachers recognised as research guides

17

File Description	Documents
Upload copies of the letter of the university recognizing teachers as research guides	View File
Institutional data in Prescribed format	View File

3.2.4 - Number of departments having research projects funded by Government and Non-Government agencies during the year

0

File Description	Documents
Supporting document from Funding Agencies	View File
Paste link to funding agencies' website	**Nil**
Any additional information	**No File Uploaded**

3.3 - Innovation Ecosystem

3.3.1 - Institution has created an ecosystem for innovations and creation and transfer of knowledge supported by dedicated centres for research, entrepreneurship, community orientation, incubation, etc.

Mithibai college (Autonomous) strongly believes that in order to be at the frontier of sciencial discovery and invention. Keeping this in mind the college established an entrepreneurial cell and skill hub called the Mithibai Entrepreneurship Development Cell

(MEDC). The cell aims to accelerate the transition of research and innovation from the lab to the field and market place. It will also encourage closure interaction and cooperation between industry, field and academic for overall growth and development of the nation.

Mithibai Entrepreneurship Development Cell (MEDC)

In order to promote an entrepreneurial mindset and approach, our management Shri Vile Parle Kelavani Mandal started the Chancellor's challenge in 2018-19. Chancellor's Challenge aims to propagate an entrepreneurial community on the campus by transforming students' innovative ideas' into a business venture. For the years 2018-19 and 2019-20, Mithibai College students had won the Chancellor's challenge and received a cash prize of Rs 1 Lakh from the college management.

Mithibai college in collaboration with our sister institute, NMIMS, has the Atal Incubation Center (AIC). AIC-NMIMS is registered as a not-for-profit Section 8 Company (erstwhile Section 25 Company under the Companies Act, 1956) and is guided by well-qualified and competent Board of Directors

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	[mithibai.ac.in/naac/2020-21/C3/3.3.1.pdf](#)

3.3.2 - Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR), Entrepreneurship and Skill Development during the year

18

File Description	Documents
Report of the events	[View File](#)
List of workshops/seminars conducted during the year	[View File](#)
Any additional information	[View File](#)

3.4 - Research Publications and Awards

3.4.1 - The Institution ensures implementation of its Code of Ethics for Research uploaded in the website through the following: Research Advisory Committee Ethics Committee Inclusion of Research Ethics in the research methodology course work Plagiarism check through authenticated software	A. All of the above

File Description	Documents
Code of Ethics for Research, Research Advisory Committee and Ethics Committee constitution and list of members of these committees, software used for plagiarism check	View File
Any additional information	View File

3.4.2 - Number of PhD candidates registered per teacher (as per the data given with regard to recognized PhD guides/ supervisors provided in Metric No. 3.2.3) during the year

3.4.2.1 - Number of PhD students registered during the year

0

File Description	Documents
URL to the research page on HEI website	https://www.mithibai.ac.in/Research/M_511
List of PhD scholars and details like name of the guide, title of thesis, and year of registration	View File
Any additional information	No File Uploaded

3.4.3 - Number of research papers per teacher in CARE Journals notified on UGC website during the year

0.21

File Description	Documents
List of research papers by title, author, department, and year of publication	View File
Any additional information	View File

3.4.4 - Number of books and chapters in edited volumes / books published per teacher during the year

0.17

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://mithibai.ac.in/naac/2020-21/C3/3.4.4.pdf

3.4.5 - Bibliometrics of the publications during the year based on average Citation Index in Scopus/ Web of Science/PubMed

3.4.5.1 - Total number of Citations in Scopus during the year

955

File Description	Documents
Any additional information	View File
Bibliometrics of the publications during the year	View File

3.4.6 - Bibliometrics of the publications during the year based on Scopus/ Web of Science – h-Index of the University

3.4.6.1 - h-index of Scopus during the year

3

File Description	Documents
Bibiliometrics of publications based on Scopus/ Web of Science - h-index of the Institution	View File
Any additional information	View File

3.5 - Consultancy

3.5.1 - Revenue generated from consultancy and corporate training during the year (INR in lakhs)

0

File Description	Documents
Audited statements of accounts indicating the revenue generated through consultancy and corporate training	View File
List of consultants and revenue generated by them	No File Uploaded
Any additional information	No File Uploaded

3.5.2 - Total amount spent on developing facilities, training teachers and clerical/project staff for undertaking consultancy during the year

0

File Description	Documents
Audited statements of accounts indicating the expenditure incurred on developing facilities and training teachers and staff for undertaking consultancy	View File
List of training programmes, teachers and staff trained for undertaking consultancy	No File Uploaded
List of facilities and staff available for undertaking consultancy	No File Uploaded
Any additional information	No File Uploaded

3.6 - Extension Activities

3.6.1 - Extension activities carried out in the neighbourhood sensitising students to social issues for their holistic development, and the impact thereof during the year

The institute promotes regular engagement of faculty, students and staff with neighborhood community for their holistic development and sustained community development through various activities. Every Year, several programmes are organized under which students and staff participate voluntarily in community based activities with neighborhood. With the academic year 2020-21, the awareness programs campaigns shifted to an online medium. Online Yoga workshop was organized by NSS unit of Mithibai college in collaboration with Kaivalyadham Yoga Institute. Online organ donation drive was conducted to dispel myths associated with organ donation. An e-waste collection drive was organized as well. A

workshop on Perspective Building & Leadership Development was organized by Mithibai NSS Unit in collaboration with MAVA (Men Against Violence and Abuse).

This activities help sensitize students towards social issues and spread awareness about legal and social remedies for matters like domestic violence, dowry, child abuse, beggars, female child, victims of violence, old and infirm, refugees and displaced persons etc. The activities help imbibe values of social responsibility and the zeal to carry forward humanitarian work in the future. Such extension activities help social, communication, management, leadership, analytical and perceptual skills.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	mithibai.ac.in/naac/2020-21/C3/3.6.1.pdf

3.6.2 - Number of awards and recognition received by the Institution, its teachers and students for extension activities from Government / Government-recognised bodies during the year

3

File Description	Documents
Number of awards for extension activities in during the year	View File
e-copy of the award letters	View File
Any additional information	View File

3.6.3 - Number of extension and outreach programmes conducted by the institution through NSS/NCC/Red Cross/YRC, etc. during the year (including Government-initiated programmes such as Swachh Bharat, AIDS Awareness, and Gender Sensitization and those organised in collaboration with industry, community and NGOs)

21

File Description	Documents
Reports of the events organized	View File
Any additional information	View File

3.6.4 - Number of students participating in extension activities listed in 3.6.3 during the year

1934

File Description	Documents
Reports of the events	View File
Any additional information	View File

3.7 - Collaboration

3.7.1 - Number of collaborative activities during the year for research/ faculty exchange/ student exchange/ internship/ on-the-job training/ project work

71

File Description	Documents
Copies of documents highlighting collaboration	View File
Any additional information	View File

3.7.2 - Number of functional MoUs with institutions of national and/or international importance, other universities, industries, corporate houses, etc. during the year (only functional MoUs with ongoing activities to be considered)

123

File Description	Documents
e-copies of the MoUs with institution/ industry/ corporate house	View File
Details of functional MoUs with institutions of national, international importance, other institutions etc. during the year	View File
Any additional information	View File

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

4.1.1 - The Institution has adequate infrastructure and physical facilities for teaching-learning, viz., classrooms, laboratories, computing equipments, etc.

The College encompasses a well-maintained campus spread over 27146 Sq. feet ensuring optimal utilization of physical infrastructure.

College has well-furnished, air-conditioned spacious ICT-enabled classrooms equipped with Smart-Boards and Wi-Fi connectivity using various pedagogical tools.

Student's portal (LMS) is used for administration, tracking and delivering of educational courses.

Two seminar halls and a conference room with ICT facilities are available for conducting seminars, workshops, etc. It also has access to Mukesh Patel auditorium—a shared facility of SVKM.

All laboratories are well equipped with state-of-the-art infrastructure facilities.

Institute has advanced & well-equipped computer laboratories. All supportive equipments such as scanners, printers, MSDN software, speakers, Laptops, LCD projectors are available. Language laboratory is also housed in the premises.

College campus is Wi-Fi enabled with Internet facility of 200 MBPS is available in whole campus.

Mithibai Entrepreneur Development Cell of college collaborates with Atal Incubation Centre to motivate students to be entrepreneurs.

Library is spacious, well-furnished, pleasant ambience with:

- Reference-Section, Journal-Section, Reading-Hall, stack-room, Database-Hub
- Collection of textbooks, reference books, journals, e-journal, CDs.
- Subscription to N-LIST.
- Web-OPAC.
- RFID system with security gate, self-book issue kiosk, self-book drop machine.
- 25 CCTV digital cameras.
- Braille Embosser printer.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	https://mithibai.ac.in/naac/2020-21/C4/4.1.1.pdf

4.1.2 - The institution has adequate facilities for cultural activities, yoga, sports and games (indoor and outdoor) including gymnasium, yoga centre, auditorium etc.)

In line with the vision and mission of the institute wherein holistic development of students is of utmost significance, adequate facilities for sports, games and cultural activities are provided on campus as well as off campus.

Gymkhana has amenities for both indoor and outdoor games. Institute has Gymkhana Committee, which works actively towards the maintenance and upgradation of gymnasium

Student, faculty and staff of college participates in intra-faculty and inter-faculty games and sports competitions. Students are specially trained for participation in Zonal and Inter-Zonal National level competitions. Institute has excelled at these events by winning prizes and awards in individual and group events.

Institute has signed a MOU with Kaivalyadham since 2019 for wellness of the staff and students. International Yoga Day is celebrated to create awareness about healthy lifestyle.

NCC Cadets have also brought great laurels to the college.

Various activities are organised through Literary society, Film society and Cultural committee and students are encouraged to participate in various events held within as well as outside the college.

File Description	Documents
Geotagged pictures	[View File]()
Upload any additional information	[View File]()
Paste link for additional information	https://mithibai.ac.in/naac/2020-21/C4/4.1.2.pdf

4.1.3 - Number of classrooms and seminar halls with ICT-enabled facilities

65

File Description	Documents
Upload any additional information	View File
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

4.1.4 - Expenditure for infrastructure augmentation, excluding salary, during the year (INR in Lakhs)

67098910.00

File Description	Documents
Upload audited utilization statements	View File
Details of Expenditure, excluding salary, during the years	View File
Any additional information	**No File Uploaded**

4.2 - Library as a Learning Resource

4.2.1 - Library is automated using Integrated Library Management System (ILMS)

Mithibai College has a well furnished air-conditioned Library located at the ground floor spread over 6900 sq.ft with a seating capacity of 232 users.

Library functions are fully automated through ILMS KOHA since the year 2017. The functional version of KOHA in Mithibai Library is 16.11.05.000.

Automated functions of the library through Koha includes acquisition of resources, cataloguing, serial control, bibliographic data import from Library of Congress, union catalogue, WebOPAC, online circulation, barcode printing, various reports.

Based on the requirements raised by Mithibai College Librarian, at the local end for ease of Library users' data migration, KOHA software is integrated with Mithibai College SAP system and Student Portal & Middleware software of RFID Security System for

automatic synchronization of users' data.

To avoid book theft, Mithibai College Library has procured the RFID security system with Self-Issue-Kiosk and Self-Book-Drop-Machine. This technology facilitates the library users for self-driven book circulation process without intervention of Library staff.

The Library is equipped with upgraded 25 CCTV cameras from analog to digital form. The library provides free Wi-Fi Facility to its users on campus to browse internet and fulfill their academic needs.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://mithibai.ac.in/naac/2020-21/C4/4.2.1%20RFID.pdf

4.2.2 - Institution has access to the following: e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access to e-resources	A. Any 4 or more of the above

File Description	Documents
Details of subscriptions like e-journals, e-books, e-ShodhSindhu, Shodhganga membership	View File
Upload any additional information	View File

4.2.3 - Expenditure on purchase of books/ e-books and subscription to journals/e-journals during the year (INR in lakhs)

964023.67

File Description	Documents
Audited statements of accounts	View File
Any additional information	View File
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	View File

4.2.4 - Usage of library by teachers and students (footfalls and login data for online access)

4.2.4.1 - Number of teachers and students using the library per day during the year

277

File Description	Documents
Upload details of library usage by teachers and students	View File
Any additional information	View File

4.3 - IT Infrastructure

4.3.1 - Institution has an IT policy covering Wi-Fi, cyber security, etc. and has allocated budget for updating its IT facilities

The IT Policy of the college covers relevant ethical aspects of internet use on the campus and instructs all stakeholders on how the network facilities of the college may be used in accordance with the existing laws and regulations of the nation. Awareness on Information security breaches and available safeguards (practices) is the first line of defence for security of information systems.

Chief Information Security officer (CISO) provides awareness to user on best information security practices and to avoid further security breaches from common areas like Secrecy of password, Desktop/laptop security, Handling of sensitive business information, Security incident management, Usage of approved software, Mobile Computing Devices Usage, E-mail usage, Internet Usage etc.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://mithibai.ac.in/naac/2020-21/C4/4.3.1%20Budget.pdf

4.3.2 - Student - Computer ratio

Number of Students	Number of Computers
6647	403

File Description	Documents
Upload any additional information	View File

4.3.3 - Bandwidth of internet connection in the Institution and the number of students on campus

A. ?50 Mbps

File Description	Documents
Details of bandwidth available in the Institution	View File
Upload any additional information	View File

4.3.4 - Institution has facilities for e-content development: Facilities available for e-content development Media Centre Audio-Visual Centre Lecture Capturing System (LCS) Mixing equipments and software for editing

A. All four of the above

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://mithibai.ac.in/naac/2020-21/C4/4.3.4%20A.pdf
List of facilities for e-content development (Data Template)	View File

4.4 - Maintenance of Campus Infrastructure

4.4.1 - Expenditure incurred on maintenance of physical and academic support facilities, excluding salary component, during the year (INR in lakhs)

39705305.49

File Description	Documents
Audited statements of accounts	[View File](#)
Upload any additional information	**No File Uploaded**

4.4.2 - There are established systems and procedures for maintaining and utilizing physical, academic and support facilities – classrooms, laboratory, library, sports complex, computers, etc.

Infrastructure pertaining to physical, academic and support facilities in college are regularly maintained by using the grants received by the college. The college ensures optimal allocation and utilization of available financial recourses for maintenance and upkeep of different facilities.

Housekeeping and security work is outsourced to external agencies. CCTV Cameras are installed in each classroom. Clean, hygienic drinking water is available in the Institute. Maintenance and upgradation of Smartboards, Wi-Fi facility, Student's Portal (LMS), laptops, computers is managed by IT department of the SVKM management.

Laboratory Assistants and Attendants ensure proper upkeep of labs. Technicians look after calibration, repairing and maintenance of sophisticated lab equipments. SOPs and user-manual are stuck/ kept next to the instrument to facilitate the use of the equipment.

Library has digital CCTV cameras, fire-alarm system and 6 Fire Extinguishers. Library has an open access system. Shelving of books is done daily. Pest control is done regularly.

Sports and Games is an integral part of the college and coaches are available for the students.

The campus also offers facilities such as Cafeteria, Common Room and Common Hostel for all SVKM institutes. A dispensary with doctor is available in the campus for first aid.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://mithibai.ac.in/naac/2020-21/C4/CR%204.pdf

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - Number of students benefitted by scholarships and freeships provided by the Government during the year

52

File Description	Documents
Upload self-attested letters with the list of students receiving scholarships	View File
Upload any additional information	**No File Uploaded**

5.1.2 - Number of students benefitted by scholarships and freeships provided by the institution and non-government agencies during the year

20

File Description	Documents
Upload any additional information	View File
Institutional data in prescribed format	View File

5.1.3 - The following Capacity Development and Skill Enhancement activities are organised for improving students' capabilities Soft Skills Language and Communication Skills Life Skills (Yoga, Physical fitness, Health and Hygiene) Awareness of Trends in Technology	**A. All of the above**

File Description	Documents
Link to Institutional website	https://mithibai.ac.in/Common/Uploads/ContentTemplate/1242_Download_final%20complete pressed.pdf
Details of capability development and schemes	View File
Any additional information	View File

5.1.4 - Number of students benefitted from guidance/coaching for competitive examinations and career counselling offered by the institution during the year

294

File Description	Documents
Any additional information	View File
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	View File

5.1.5 - The institution adopts the following mechanism for redressal of students' grievances, including sexual harassment and ragging: Implementation of guidelines of statutory/regulatory bodies Creating awareness and implementation of policies with zero tolerance Mechanism for submission of online/offline students' grievances Timely redressal of grievances through appropriate committees	A. All of the above

12-05-2022 11:24:47

File Description	Documents
Minutes of the meetings of students' grievance redressal committee, prevention of sexual harassment committee and Anti-ragging committee	[View File](#)
Details of student grievances including sexual harassment and ragging cases	[View File](#)
Upload any additional information	[View File](#)

5.2 - Student Progression

5.2.1 - Number of outgoing students who got placement during the year

92

File Description	Documents
Self-attested list of students placed	[View File](#)
Upload any additional information	[View File](#)

5.2.2 - Number of outgoing students progressing to higher education

1019

File Description	Documents
Upload supporting data for students/alumni	[View File](#)
Details of students who went for higher education	[View File](#)
Any additional information	**No File Uploaded**

5.2.3 - Number of students qualifying in state/ national/ international level examinations during the year

5.2.3.1 - Number of students who qualified in state/ national/ international examinations (e.g.: IIT-JAM/NET/SET/JRF/ GATE /GMAT /CAT/ GRE/ TOEFL/Civil Services/State government examinations) during the year

30

File Description	Documents
Upload supporting data for students/alumni	View File
Any additional information	View File

5.3 - Student Participation and Activities

5.3.1 - Number of awards/medals for outstanding performance in sports and/or cultural activities at inter-university / state /national / international events (award for a team event should be counted as one) during the year

74

File Description	Documents
e-copies of award letters and certificates	View File
Any additional information	View File

5.3.2 - Presence of an active Student Council and representation of students in academic and administrative bodies/committees of the institution

Institute facilitate students' representation and engagement in administrative, Co-curricular and extra- Curricular activities following duly established processes and norms

- **On the account of World Mental Health day on 10th October, 2020 a Meditation session on Instagram with Manjit Devgun.**
- **On 20th Oct, 2020 a live event was featured on Soul Talks featuring Shaheen Bhatt.**
- **On 10th Feb, 2021, Fitness with Finesse with Sophie Choudry was a pre-event to the college week 2021.**
- **From 13th - 16th Feb, 2021 Instagram live pre-conclave event where famous personalities such as Vivek Oberoi, Hemant Kher, Sharib Hashmi and Kavya Jones interacted with Mithibai students and shared their struggles and various moments of their journey.**
- **15th Feb, 2021 Student council organized "Carnival". It was the first-ever online mode Carnival organised by Mithibai**
- **16th Feb, 2021 - Musically yours was organized to destress a live musical session was organised.**
- **17th Feb, 2021 student council organized a Conclave about success and leadership with Ashwini Bajaj,Malhar Kalambe, Aakash Ranison, and Chaitanya Prabhu, as speakers.**
- **On 18th Feb, 2021 Student Council celebrated Thanksgiving Day.**

- **The 59th Annual day was conducted live on YouTube on 20th Feb 2021.**

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	https://mithibai.ac.in/naac/2020-21/C5/5.3.2.pdf

5.3.3 - Number of sports and cultural events / competitions organised by the institution

75

File Description	Documents
Report of the event	[View File](#)
List of sports and cultural events / competitions organised per year	[View File](#)
Upload any additional information	[View File](#)

5.4 - Alumni Engagement

5.4.1 - The Alumni Association and its Chapters (registered and functional) contribute significantly to the development of the institution through financial and other support services

Mithibai Alumni Association (MAA) is a registered Body with the Registration No. F-42130 (Mumbai) dated 18th August 2011.

MAA provides a platform to the ex-students to re-connect to the college. It serves as a window to take stock of their time spent on the college campus and ways in which they can give back to their Alma Mater. Mithibai Alumni Association since its inception has been instrumental in getting the Alumni back to the College in various capacities like speakers, judges, entrepreneurs, counsellors to the present students. Alumni of Mithibai College have excelled in almost every field. They have carved a niche in their fields of interest be it theatre, cinema, production, direction, music, dance, choreography etc. Our alumni are also in top positions in industries like pharmacy, healthcare, hospitality, finance etc.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for additional Information	**Nil**

5.4.2 - Alumni's financial contribution during the year	**D. 2 Lakhs - 5 Lakhs**

File Description	Documents
Upload any additional information	**No File Uploaded**

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

6.1.1 - The governance of the institution is reflective of an effective leadership in tune with the vision and mission of the Institution

In line with the vision of the institution, the college has incorporated various tools and techniques enabling the faculty and other stakeholders to practice quality pedagogy, encourage innovation and research. During the pandemic, the college management, faculty, students, and other stakeholders together planned strategies to maintain the institutional vision and mission. Microsoft teams, the Student portal, and other online platforms were used to strengthen the teaching-learning process. The faculty were encouraged to develop innovative learning materials forthe teaching-learning process.

Manshodhan- Research Meet of all institutes under SVKM banner was an annual event till 2013. It was revived in 2020, thereby providing a platform for the young students and budding researchers to present their work alongside their peers and faculty, and in turn gain from the academicians and industry experts so as to enrich their study and find areas for further inquiries.

The college has a state-of-the-art infrastructure with well-equipped laboratories, a library, classrooms with wi-fi, and smartboards to provide a betterenvironment. The institute also imparts training in entrepreneurial and life skills for enhancing employability. The college has Entrepreneurship Development Cell to create an environment that encourages entrepreneurship among

learners. The Cell has active and enthusiastic student committee.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional Information	https://mithibai.ac.in/

6.1.2 - Effective leadership is reflected in various institutional practices such as decentralization and participative management

The college is in strong support of participative management as its philosophy and it provides all its stakeholdersfinest work atmosphere. This is achieved by and is practised at all levels.

The Principal leads the hierarchy as the administrator and delegates responsibilities to the four Vice-Principals. The Vice-Principals delegate the responsibilities to Heads of Departments. Operational autonomy to the departments is given to decide on the department workload and allocation of courses in consultation with the faculty members and head of the department.

The college has various committees with the Principal as the ex-officio chairperson. The Principal and the members of various committees participate in decision-making, which creates a democratic and participatory environment. Students are also involved in various committees through which they are trained in interpersonal skills, communication and teamwork.

At the administrative office, the Registrar, Office Superintendent, the Accountant and Finance and Accounts officer with their team for completion the administrative requirements.

During the time of the pandemic, college management, faculty, students and other stakeholders together worked out plans and strategies to maintain the workflow of the college at various levels. Microsoft teams, Student portal andonline platforms were used to maintain the standard of the teaching-learning process.

File Description	Documents
Upload strategic plan and deployment documents on the website	[View File](#)
Upload any additional information	**No File Uploaded**
Paste link for additional Information	https://mithibai.ac.in/Administration/M_2 11

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ Perspective plan has been clearly articulated and implemented

The institute conducts its activities as per academic calendar. The plan emphasizes on the following-

Teaching-Learning: The education in the academic year 2020-21 was completely delivered in online mode, and thus innovative teaching tools were used to enrich student's knowledge. For conduct of practicals use of videos and demonstrations was made.

Examination and Evaluation: The examinations were conducted online by using LMS - MS Teams. The training was provided to faculty as well as Mock tests for students

Research and Development: To motivate researchers, Manshodhan- A Research Meet was organized on 12th March 2021, offering a platform to students and researchers to showcase their work alongside their peers and faculty. At Avishkar 2021, Inter-collegiate research convention/competition, 15 research proposals were presented at the District level and 4 were selected for the final round at the university level.

Admission: As per Government directives, admissions were online. The management set up a team of IT to set up the platform of Microsoft forms for uploading documents for verification and the uploaded documents were verified online by staff members with utmost care and concern. The students were helped one-on-one basis. Merit lists are generated through SAP as has been done over years.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	https://mithibai.ac.in/Common/Uploads/ContentTemplate/1204_Download_Academic%20council%20minutes%202020-21.pdf
Upload any additional information	View File

6.2.2 - The functioning of the various institutional bodies is effective and efficient as visible from the policies, administrative set-up, appointment and service rules, procedures, etc.

The key components of the organizational structure of the college are Governing Body, Academic Council, Finance Committee, and other statutory bodies. These review the progress of the institute and in turn sets the academic goals and objectives of the institution, categorize the financial and recruitment policies. Various stakeholders of the institute are members of different committees constituted by the college.

The academic and administrative setup is led by the Principal, Vice Principals, Heads of Department, to guide the faculty. Administrative responsibilities are catered by the Registrar, Head clerks, Junior Clerks, Assistants, and Peons.

The formal organizational structure of the laboratory administration includes the Laboratory In-charge, Laboratory Assistant, Laboratory Attendant, and Laboratory peon.

The appointment and service rules of the institution are guided by University of Mumbai norms and Statutes. Rules and Regulations are formed for efficient management of administrative work and proper functioning of the college.

As per the university/ government guidelines, IQAC, Students' Welfare, Grievance Redressal Cell, Anti-ragging Cell, etc. are in place. There are several committees with precise functions that give academic and administrative leadership to the college. A committee comprising of administrative staff and faculty members are involved in the planning and implementation, academic audit, and assessment.

File Description	Documents
Paste link to Organogram on the institution webpage	https://mithibai.ac.in/Administration/M__211
Upload any additional information	**No File Uploaded**
Paste link for additional Information	https://mithibai.ac.in/Students%20Welfare%20and%20Grievance%20Redressal%20Cell/M__512

6.2.3 - Implementation of e-governance in areas of operation: Administration Finance and Accounts Student Admission and Support Examination	A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning) Documen	View File
Screen shots of user interfaces	View File
Details of implementation of e-governance in areas of operation	View File
Any additional information	**No File Uploaded**

6.3 - Faculty Empowerment Strategies

6.3.1 - The institution has effective welfare measures for teaching and non-teaching staff and avenues for their career development/ progression

- **Efforts are made to deliver the pension order on the last day of work.**
- **Advance payment against salary to the newly recruited staff members.**
- **Computer, internet and Gymnasium facilities for teaching and non-teaching staff members.**
- **Rs.2,00,000/- Medical and Accident insurance of Rs.10,00,000/- coverage for all staff members and their family members.**
- **Appointment of Unaided staff members as per VII pay recommendations.**
- **25% fee concession to the wards of the staff members studying in any of the institutions run by the SVKM management.**

- **Felicitation of the staff members on completion of their twenty-five years of service**
- **Silver memento on retirement.**
- **Financial assistance to the teaching faculty to attend Seminars/Conferences in India**
- **Medical services of two doctors and a Fire officer**
- **A registered society formed in 2001-2002 with a strength of 304 members at present. It has been awarded 'A' grade for the past five consecutive years. Profit is shared in the form of dividends with its members approx. of 14% from the past 2 years, before which it was 13%. The society distributes Diwali gifts to all its members.**
- **Encouragement to the non-teaching staff to pursue higher studies, participate in intercollegiate programs/ and all workshops and training.**

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for additional information	**Nil**

6.3.2 - Number of teachers provided with financial support to attend conferences / workshops and towards payment of membership fee of professional bodies during the year

16

File Description	Documents
Upload any additional information	**No File Uploaded**
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	<u>View File</u>

6.3.3 - Number of professional development / administrative training programmes organized by the Institution for its teaching and non-teaching staff during the year

12

File Description	Documents
Reports of the Human Resource Development Centres (UGC HRDC/ASC or other relevant centres)	View File
Upload any additional information	View File

6.3.4 - Number of teachers who have undergone online/ face-to-face Faculty Development Programmes during the year: (Professional Development Programmes, Orientation / Induction Programmes, Refresher Courses, Short-Term Course, etc.)

186

File Description	Documents
Summary of the IQAC report	View File
Reports of the Human Resource Development Centres (UGC ASC or other relevant centers)	View File
Upload any additional information	**No File Uploaded**

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly

The college policy encourages transparency in all aspects.Financial statements approval is mediated through the College Development Committee (CDC) Managing Committee and then the Finance committee, followed by the Governing body endorsing the same.

For the preparation of the financial statements, the groundwork is conducted by the Accounts department led by the Finance and Accounts Officer. A team of chartered accountants audits the amounts and disclosures in the financial statements.An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of the accounting estimates made as well as evaluating the overall presentation of the financial statements. It involves complete bank statements analysis, cash vouchers, purchase bills, fixed asset bills, and other expenditure bills. It also involves verification of TDS submitted from the employees and other suppliers to the Income-tax department.

For the same, regular financial audits are conducted quarterly as

well as at the end of the financial year by Auditors-Kishore Parikh and Company Chartered accountants.

The external audit agencies from the Government visit the college at their convenience. The audit staff thoroughly verifies the income and expenditure details. The audited statement is duly signed by the chartered accountant.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

6.4.2 - Funds / Grants received from non-government bodies, individuals, and philanthropists during the year (not covered in Criterion III and V) (INR in lakhs)

24,17,27,350.00

File Description	Documents
Annual statements of accounts	View File
Details of funds / grants received from non-government bodies, individuals, philanthropists during the year	View File
Any additional information	No File Uploaded

6.4.3 - Institutional strategies for mobilisation of funds and the optimal utilisation of resources

SVKM's Mithibai college is a Government grant-in-aid college. It has a well-defined financial policy that ensures optimal utilization of finances for academic, administrative, and research activities. The college is being run with government funds, funds generated from tuition fees, research projects, government grants (RUSA, DBT-STAR etc.), and management funds.

Financial planning is done at the beginning of the academic year well in advance with efficient budgeting completed by seeking advice from administrators, the Heads of Academic Departments, and Administrative Sections.

The main expenditures are incurred for running and maintaining the academic programs of the college which include Staff salary, General overheads, maintenance, Library and laboratory equipment,

etc.

For optimum utilization of resources finance committee and purchase, the committee is formed. The finance committee manages the optimum utilization of funds for various recurring and non-recurring expenses. The purchase committee seeks quotations from vendors for the purchase of computers, books, laboratory equipment, and other materials. The purchase committee includes members from teaching and non-teaching. The quotations are scrutinized by the purchase committee before a final decision is made. The Principal, Vice-principal, finance committee and purchase committees ensure that the expenditure is within the allotted budget.

File Description	Documents
Upload any additional information	[View File](View_File)
Paste link for additional Information	https://mithibai.ac.in/Finance%20Committee/M__633

6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing quality assurance strategies and processes visible in terms of incremental improvements made during the preceding year with regard to quality (in case of the First Cycle): Incremental improvements made during the preceding year with regard to quality and post-accreditation quality initiatives (Second and subsequent cycles)

IQAC Contribution for quality:

- Faculty training for ICT-enabled lectures during lockdown to ease the transition from offline to online academics.
- Two hands-on workshops on Mapping the Curricula with PO, PSO, and CO
- Intercollegiate online festival – Kshitij
- Series of NAAC preparation training sessions for faculty
- Training and FDP sessions for IQAC core members for AQAR & NAAC preparations
- Encouragement of interactive online teaching-learning
- Collaborations with industry & research institutions
- Upgradation in Evaluation System for online assessments
- Invitation to eminent scholars, scientists, and industry professionals
- Curriculum enrichment under autonomy
- Encouragement to entrepreneurship with Entrepreneurship Cell

- **Execution of DBT Star scheme, DBT-FIST, and RUSA-2 grants**
- **Implement of RUSA Component 8 grant**

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for additional information	**Nil**

6.5.2 - The institution reviews its teaching-learning process, structures and methodologies of operation and learning outcomes at periodic intervals through its IQAC as per norms

The IQAC with the aid of administrators reviews its teaching-learning process, in the following ways-

- **Essential, as well as recommended reading, is provided to the leaners**
- **Conducting mock tests in line with the expected evaluation pattern laid down in the syllabus.**
- **Timely Redressal of students' grievances.**
- **Extra classes for weak students to solve their problems.**
- **Use of ICT to achieve a better understanding of course outcomes.**
- **The college has stringent rules for attendance and a learner is allowed for Semester end examination if he/she has 70% attendance in every course and overall 70% in every course. Along with the Attendance committee the monitoring is done and defaulters are counseled.**
- **Continuous evaluation comprising internal tests, assignments, group discussions, and seminar presentations, to access the attainment of outcomes as desired.**
- **Analysis of Semester end examination grades and their discussion with learners.**

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	**Nil**

6.5.3 - Quality assurance initiatives of the institution include Regular meeting of the IQAC Feedback collected, analysed and used for improvement of the institution	**A. Any 4 or all of the above**

Collaborative quality initiatives with other institution(s) Participation in NIRF Any other quality audit recognized by state, national or international agencies (such as ISO Certification)	

File Description	Documents
Paste the web link of annual reports of the Institution	https://mithibai.ac.in/naac/2020-21/C6/6.5.3.pdf
Upload e-copies of accreditations and certification	View File
Upload details of quality assurance initiatives of the institution	View File
Upload any additional information	No File Uploaded

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year

WDC celebrated International Women Day by organizing competition in online mode on 8/3/21.Aishwarya Pavithran and Bhumika Khandekar participated in the Webinar Series'Bole Kishori: Corona ki Kahani, Kishoriyon ki Jubani' held from 9-11 November, 2020 by Vacha Trust, Mumbai and Friedrich Ebert Stiftung, Delhi

The curriculum emphasizing Ethical Values encompassing components of Ethics, Values, Morals, Nurturing work ethics,

Nurturing this idea Institution also provides facilities like Counselling and Common rooms for both genders. 24-hour CCTV surveillance is maintained in the college. It helps to keep a check on anti-social activities.

The institute keeps a visitor log register to record the details of any person entering the college premise.

College also has female guards to safeguard the interest of girl students .

There is a doctor on-campus with medical facilities and emergency

services.

Female students are accompanied by female faculty for visits/excursions outside college campus.

Acounsellor appointed to guide and attend to the issues of the students, motivate them to lead a good life.

The institution constituted the following committees as per norms laid by UGC: Student and Staff Grievance Redressal Committee, Anti-Ragging, etc. for the well-being of students and staff.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional Information	Nil

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation: Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power-efficient equipment	D. Any 1of the above

File Description	Documents
Geotagged Photographs	[View File](#)
Any other relevant information	[View File](#)

7.1.3 - Describe the facilities in the institution for the management of the following types of degradable and non-degradable waste (within a maximum of 200 words)

Biomedical Waste Management -

The institution has an understanding with its sister institute, the Shobhaben Pratapbhai Patel School of Pharmacy & Technology Management, NMIMS Deemed to be University for biomedical waste management. Blood/serum/contaminated disposable apparatus disposed according to biomedical waste management guidelines. It being the pandemic year, disposal of face masks too were managed through this collaboration.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	View File
Geotagged photographs of the facilities	**No File Uploaded**
Any other relevant information	**No File Uploaded**

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus

D. Any 1 of the above

File Description	Documents
Geotagged photographs / videos of the facilities	**No File Uploaded**
Any other relevant information	**No File Uploaded**

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows:

1. **Restricted entry of automobiles**
2. **Use of bicycles/ Battery-powered vehicles**
3. **Pedestrian-friendly pathways**
4. **Ban on use of plastic**
5. **Landscaping**

C. Any 2 of the above

File Description	Documents
Geotagged photos / videos of the facilities	View File
Various policy documents / decisions circulated for implementation	**No File Uploaded**
Any other relevant documents	View File

7.1.6 - Quality audits on environment and energy undertaken by the institution

7.1.6.1 - The institution's initiatives to preserve and improve the environment and harness energy are confirmed through the following: 1. **Green audit** 2. **Energy audit** 3. **Environment audit** 4. **Clean and green campus recognitions/awards** 5. **Beyond the campus environmental promotional activities**	**D. Any 1 of the above**

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	View File
Certification by the auditing agency	**No File Uploaded**
Certificates of the awards received	**No File Uploaded**
Any other relevant information	View File

7.1.7 - The Institution has a disabled-friendly and barrier-free environment: Ramps/lifts for easy access to classrooms and centres Disabled-friendly washrooms Signage including tactile path lights, display boards and signposts Assistive technology and facilities for persons with disabilities: accessible website, screen-reading software, mechanized equipment, etc. Provision for enquiry and information: Human assistance, reader, scribe, soft copies of reading materials, screen reading, etc.	**A. Any 4 or all of the above**

File Description	Documents
Geotagged photographs / videos of facilities	View File
Policy documents and brochures on the support to be provided	No File Uploaded
Details of the software procured for providing assistance	No File Uploaded
Any other relevant information	View File

7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e. tolerance and harmony towards cultural, regional, linguistic, communal, socio-economic and other diversities (within a maximum of 200 words).

The institute provides aninclusive environment for all stakeholders.National festivals like Independence Day and Republic Day are celebrated every year. During the pandemic year too we celebrated these days with minimum people offline. To express their gratitude to the teachers, the students organize various events onteachers' day every year. They thus depict their gratitude towards theirteachers.

Days commemorating Indian languages such as Hindi Divas, Marathi Divas are celebrated on the campus and this year the events were celebrated online.

Ganesh Utsav, Navratri, and Diwali aremajor festivals in the state and the same is celebrated with great fervor by one all.

The Women Development Cell with Internal Complains' Committee of the college organized a Gender-based violence awareness workshop on 25th August 2021 for students on the virtual Platform of MS TEAM. The Guest speaker wasMs. Priyanka Singh.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	View File

7.1.9 - Sensitization of students and employees of the institution to constitutional obligations: values, rights, duties and responsibilities of citizens:

- **Environmental science constitutes as module of various**

Undergraduate programmes through part of curricular teaching and evaluation sensitize the students on the preservation the ecosystem and environment, thus inculcating values and ethics through teaching-learning pedagogy. Students are also sensitized to adapt green practices, conservation of natural resources, alternative source of energy and renewable energy. Students are made aware about the code of ethics, human values, rights, duties and responsibilities as a citizen of India during induction as well as other programmes throughout year. The Postgraduate students have Research methodology subject as a part of curriculum with the objective to acquaint with the ethics in research in connection with their contribution society.

- NSS Unit of SVKM's Mithibai College encouraged students to participate in the activities of spreading the awareness among citizens on social issues through Video and posters spreading awareness on social media to sensitize citizens regarding safety measures in Covid-19 Pandemic.
- Aishwarya Pavithran and Bhumika Khandekar participatedin the Webinar Series 'Bole Kishori: Corona ki Kahani, Kishoriyon ki Jubani' held on 9-11 November, 2020 by Vacha Trust, Mumbai and Friedrich Ebert Stiftung, Delhi

File Description	Documents
Details of activities that inculcate values necessary to transform students into responsible citizens	[View File]()
Any other relevant information	[View File]()

7.1.10 - The institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic sensitization programmes in this regard: The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff Annual awareness programmes on the Code of Conduct are organized	A. All of the above

File Description	Documents
Code of Ethics - policy document	View File
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programmes, etc. in support of the claims	View File
Any other relevant information	View File

7.1.11 - Institution celebrates / organizes national and international commemorative days, events and festivals

Independence Day: Celebrated every year on 15th of August, parades and flag hoisting is organized to celebratefreedom of India.

International Yoga day: Celebrated on 21st June every year to understand how Yoga embodies unity of mind and body; thought and action; restraint and fulfilment.

Maharashtra Day: Maharashtra Day, commonly known as Maharashtra Diwas/Maharashtra Din is celebrated to commemorate the formation of the state of Maharashtraon 1 May 1960'

Several departments are also actively involved in organising events involving students, and staffs:

Title of programs conducted

Number ofparticipants

Program Objectives / Outcomes

Male

Female

Total

Environment Awareness Day on the theme 'Covid-19 Pandemic: Imprint on Environment

5th June 2021

255

Awareness about the diseases on the environment and subsequently on the human being

NSS, NCC & Dept. of Philosophy International Yoga Day

21 June 2020

45

78

123

Demonstration and practice of yoga asanas and pranayama parallel to guidance by resource person

The Department of Statistics, celebrated the 14th National Statistics Day on using the MS Teams platform

29 June 2020

115

Mr. Devesh Agrawal enlightened the minds of the students regarding the Career Opportunities and Application of Statistics in the Industry

File Description	Documents
Annual report of the celebrations and commemorative events for during the year	View File
Geotagged photographs of some of the events	View File
Any other relevant information	View File

7.2 - Best Practices

7.2.1 - Provide the weblink on the Institutional website regarding the Best practices as per the prescribed format of NAAC

BEST PRACTIVE 1

Title: ICT in Teaching Learning and Research

BEST PRACTIVE 2

Title: ICT in Co-curricular & Extra-curricular

File Description	Documents
Best practices in the Institutional website	https://mithibai.ac.in/Common/Uploads/ContentTemplate/1241_Download_2020-21%207.2.pdf
Any other relevant information	**Nil**

7.3 - Institutional Distinctiveness

7.3.1 - Highlight the performance of the institution in an area distinct to its priority and thrust (within a maximum of 200 words)

- **The college has been able to implement a curriculum where not only the content has been upgraded, but the teaching-learning process has been bolstered with innovative pedagogical tools and ICT enabled amenities. Further, state-of-the-art infrastructure in the institution coupled with competent faculty have nurtured a better educational milieu. Evaluation focusing on analytical reasoning and lateral**

- thinking skills has also led to inspiration of innovation and research.
- This has opened up for the holistic development of students, making them ready for global employment with ability to face challenges. Thus, to the learners, the college is providing the right platform to manifest their talents and inspire them to shape their passion into profession.
- The institute also places a lot of emphasis on entrepreneurial skills for enhancing employability. A formidable strength of the college is its resilient cultural team partaking and winning intercollegiate events across the city bringing laurels to the institution.

Various Institutional Social responsibility (ISR) activities help in inculcating sensitivity towards the society. During pandemic too ICT tools came as a boon, the college festival - Kshitij with student participation from across the country, as well as the numerous departmental activities promotes all round development of learners.

File Description	Documents
Appropriate link in the institutional website	https://mithibai.ac.in/Cultural%20Committe e/M__482
Any other relevant information	**No File Uploaded**

7.3.2 - Plan of action for the next academic year

- Strengthening online conduct of academics as well as examination and evaluation
- Promoting online research and maintaining student participation at Aviskar and other research conventions.
- Organizing capacity-building programs for faculty and students.
- Bridging the gap between industry-academia through various add-on certificate programs.
- Enhancing placements especially at the post-graduate level.
- Organizing national-level conferences, workshops, and seminars.
- Encouraging and promoting entrepreneurship and international linkages.