



YEARLY STATUS REPORT - 2021-2022

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	Prof. Krutika Desai
• Designation	Principal
• Does the institution function from its own campus?	Yes
• Phone No. of the Principal	02242339002
• Alternate phone No.	02242339002
• 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	Grants-in aid																		
• Name of the IQAC Co-ordinator/Director	Dr. Nupur Mehrotra																		
• Phone No.	02242339000																		
• Mobile No:	9833452122																		
• IQAC e-mail ID	mithibai.iqac@mithibai.ac.in																		
3.Website address (Web link of the AQAR (Previous Academic Year)	https://mithibai.ac.in/Common/Uploads/TabbedContentTemplate/5840_Download_AQAR%20202021.pdf																		
4.Was the Academic Calendar prepared for that year?	Yes																		
• if yes, whether it is uploaded in the Institutional website Web link:	https://mithibai.ac.in/Academic%20Calendar/M_579																		
5.Accreditation Details																			
<table border="1"> <thead> <tr> <th>Cycle</th> <th>Grade</th> <th>CGPA</th> <th>Year of Accreditation</th> <th>Validity from</th> <th>Validity to</th> </tr> </thead> <tbody> <tr> <td>Cycle 1</td> <td>B++</td> <td>-</td> <td>2004</td> <td>16/02/2004</td> <td>31/12/2009</td> </tr> <tr> <td>Cycle 2</td> <td>A</td> <td>3.57</td> <td>2016</td> <td>16/02/2016</td> <td>31/12/2023</td> </tr> </tbody> </table>	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	
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.)?																			

Annual Quality Assurance Report of SVKM'S MITHIBAI COLLEGE OF ARTS, CHAUHAN INSTITUTE OF SCIENCE, AMRUTBEN JIVANLAL COLLEGE OF COMMERCE AND ECONOMICS (AUTONOMOUS)

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

8. Provide details regarding the composition of the IQAC:

<ul style="list-style-type: none"> Upload the latest notification regarding the composition of the IQAC by the HEI 	View File	
9.No. of IQAC meetings held during the year	19	
<ul style="list-style-type: none"> Were the minutes of IQAC meeting(s) and compliance to the decisions taken uploaded on the institutional website? 	Yes	
<ul style="list-style-type: none"> 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	
<ul style="list-style-type: none"> If yes, mention the amount 	1	

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

Organization of One-week Faculty Development Program for all faculty on Outcome-based Evaluation in January 2022

Organization of AQAR Criterion-wise training to all faculty about data and documentary evidences

Arrangement of Lecture session on NEP 2020 for all faculty members with Dr. Madhav Welling (Advisor to President-SVKM & Chancellor-NMIMS)

Regularization of PBAS forms for all faculty every year

Guidance for all faculty on preparation and verification of CAS files

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
<p>Curriculum enrichment under autonomy</p>	<p>Curriculum revisions and restructuring with inputs from Board of Studies to meet the global-national-local requirements. Shift to lectures of one hour duration in line with 1 hour interaction equivalent to 1 credit. Faculty appointments in some departments due to vacancy created and Government No Objection Certificate not received.</p>
<p>Encouragement to Research Activities</p>	<p>Identification of roles & responsibilities of Research Committee members for encouragement of journal reading club, conduction of lecture series, encouragement for attending lecture series organized by NMIMS and guidance for Avishkar. Encouragement sessions for faculty to conduct and publish more research work. Encouragement for organizing national/international conference</p>
<p>Extension activities</p>	<p>All departments encouraged and guided to propose certificate courses for the next academic year. Extension activities held in online as well as blended mode.</p>
<p>Collaborations with industry & research institutions</p>	<p>Representations of industry representatives in the Board of Studies; our teachers are on BoS of other autonomous colleges and universities; MoUs for academia-industry interaction through fests, webinars and competitions; students conducting research projects/ internships with industry</p>

	collaborations; Mithibai Alumni Association revived for improved industry-academia collaboration through alumni
Development of Training & Placement opportunities	Soft skills training for all second year students; process for recruitment of more training & placement officers initiated; Departments suggested list of potential organizations for internships & placements (subject-wise).
NAAC preparations	Trainings conducted by IQAC and external members for various criteria of NAAC; conduction of the SSS; updating of department files of past five years,
Invitation to eminent scholars, scientists & industry professionals	78 International / National webinars held for skill enrichment
Encouragement to entrepreneurship with Entrepreneurship Cell	'Pitch a Plan' competition held and winners trained by resource persons at Atal Incubation Centre, NMIMS University
Execution RUSA-2 grants	Grant spent on strengthening evaluation, digital campus, promoting and conducting research, training for entrepreneurship
Awareness on NEP	Integrities of NEP were discussed at teachers forum's; sessions organised by various institutes were attended by teachers
13. Was the AQAR placed before the statutory body?	Yes
<ul style="list-style-type: none"> Name of the statutory body 	

Name of the statutory body	Date of meeting(s)
IQAC	19/04/2022

14. Was the institutional data submitted to AISHE ?	Yes
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<ul style="list-style-type: none"> • Year
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Year	Date of Submission
2021-22	19/04/2022

15. Multidisciplinary / interdisciplinary

The holistic and versatile development of young India is a promising goal of the NEP. The policy challenges the existing traditional, linear trajectories of education, broadening the horizons that our young learners can dream and achieve. SVKM's Mithibai College of Arts, Chauhan Institute of Science & Amrutben Jivanlal College of Commerce and Economics (Autonomous) has envisioned this in its mission and vision statements. Hence, we are already offering a multidisciplinary array of learning and career options to our learners, ranging from programs in the humanities, commerce, finance, sciences, business management, financial management, mass media & communication. In addition, as per industry need we have introduced new programs for the learners, such as BSc Psychology (Honours), BSc Statistics (Honours), and BSc Biochemistry (Honours). Furthermore, we also offer add-on courses, providing extra opportunities for our learners to expand their understanding and be encouraged to apply their learning. Our existing Foundation Course educates our learners about environmental concerns and sustainable development. The curricula are innovative, industry-oriented, and engage the learners in community engagement (such as Sociology, Social Work, etc). Community service activities are mediated by NSS, NCC, college and departmental festivals and student committees and they play a pivotal role in sensitizing students towards environmental, social and health issues. Initiatives such as 'Joy of Giving' have brought the students together to provide relief during floods, the Covid pandemic and to the underprivileged sections of society and thus it facilitates learning beyond their chosen discipline. Our Centre for Holistic Health & Wellness organizes sessions and activities for learners, faculty and non-teaching members to help in physical as well as mental well-being. Course in Research Methodology has been incorporated into the curricula

of most programs. The learners also present their research work at national and international conferences,

Going further with the NEP fueling our original vision, the institute is transforming into a public model university, which has been envisaged as per NEP to replace the traditional single-stream programs, which will map our learners at par with learners from across the globe. The college has already constituted a team of academic scholars working on the plans and implementation of the policy. Furthermore, the college has plans to reinforce value-based education across all programs and focus on Global Citizenship Education (GCED). We aim that learners graduating from the college will eventually become sensitive to and competent to address global issues, thereby nurturing both, employability and entrepreneurship in them. The flexibility in the choice of subjects the learners wish to learn will be increased with the multiple entries and exit options with NEP. We plan to integrate courses in STEM, Finance and Management for the Humanities programs, STEM and Humanity courses in Commerce programs and even provide options to the Science faculty learners to enrich in courses such as Economics, Management, Psychology and other courses from humanities. The research will continue to be a focal hands-on learning experience along with mandatory internships. To successfully implement our plans, all our working hands will undergo intensive training on understanding the changes, upgrading their teaching-learning skills, improving their pedagogy and orientation towards learning, and also the modes of assessment.

16.Academic bank of credits (ABC):

It is an advantageous stand to prepare our learners to meet the global standards of excellence, which can be fulfilled by the concept of the Academic Bank of Credits. This digital bank, holding the credits of the courses completed by the learner will facilitate the vision for holistic education across national and international universities. The College has already applied and has received acceptance for the ABC account with Digital India. We are registered with the ABC, and now our learners will register for an academic account with us, and all their completed course credits will reflect in their account in our ERP - SAP. Furthermore, this account will also provide services such as credit verification, credit accumulation, credit transfer or redemption, authentication of academic awards, etc. Therefore, a student-centric education is promoted, with focus on learner-friendly teaching approaches. Furthermore, learners will be able to study at their own pace, making our education programs more inclusive of learners with

academic and developmental difficulties. In addition, this also accounts for the courses undertaken online and offline offered by the government and the college. In line with the NEP guidelines, SVKM's Mithibai College will offer the validity of these credits for seven years and students can redeem these credits and can seek admission directly in the next progressive academic year of the degree program at any university. Additionally, accounting for various life events that learners in current times experience, dropping out for a duration and resuming their studies is a step towards creating lifelong learners. They can redeem the credits and continue with their degree programs at any institute in the future.

17.Skill development:

Effective educational trajectories end in the application of acquired knowledge, which is manifested in the skill with which the learner performs in the industry and society. The NEP 2020 has envisioned a self-sufficient future for our learners by encouraging skill-based education. It envisages a curriculum that integrates subjects to achieve this skillful employability of our learners. The college has implemented a curriculum and syllabus in the paradigm of Outcome-Based Education, which focuses on skill development and outcomes of learning. The college under the RUSA grant has established an "Entrepreneurship cell and skill hub" to promote skill enrichment. Capacity-building programmes and skill inculcation training programmes are provided to learners. SVKM's Mithibai College has been offering soft skills training to its learners for many years now, which is professionally organized and conducted by the Training & Placement Cell (TPC). The TPC also provides pre-placement training for interviews and group discussions to facilitate their placements. In addition, a course on life skills is specifically offered by Microbiology and Psychology departments. The institute plans on strengthening the current soft skills and life skills courses, expanding them to many other programs, and also inviting expert trainers from the Industrial Training Institutes (ITI) and/or Pradhan Mantri Kaushal Kendras (PMKK), which will be leveraged as a hub of vocational education and training (VET) by the Hub and Spoke Model (an initiative of the Ministry of Skill Development and Entrepreneurship). Additionally, some of our programs such as the Bachelor of Management Studies, Bachelor of Commerce (Accounting & Finance), Bachelor of Commerce (Banking & Insurance), Bachelor of Commerce (Financial Markets) Bachelao of Multimedia and Mass Communication are professional courses. We also offer a BCom (Honours) program which integrates the regular commerce programme along with preparation for the CA examinations. We undertake and encourage several research activities to promote the

development of a scientific temper in the learners. The faculty immensely contribute to guiding research projects as part of the curriculum, organizing research presentation competitions, preparing our students for the Avishkar convention organized by the University of Mumbai, encouraging participation in conferences, etc. Our learners also actively participate in the NCC and NSS activities and foster their social and community skills. Courses in all uG and PG programmes are transacted in a manner that the learners get opportunities for experiential learning. The programmes have also included skill development through internships, fieldwork, industrial visits, project works and hands-on learning methods. In addition, days of National / International importance are observed to inculcate human values such as truth, justice, peace, love and non-violence.

We also plan to expand the range of professional programmes being offered. Industry-academia interactions are fostered by organizing invited lectures, seminars and sessions by industry veterans and master craft persons. In line with the NEP guidelines, the programmes are under consideration for remodelling in ways to accommodate learners taking up vocational courses during their graduation (in online, offline and hybrid modes). The vision of NEP to renew focus, promote creativity and curiosity among young minds, and make the curriculum of educational institutes more skill-based, thereby leading to their overall transformation into global assets will be the guideline for our continued efforts.

18.Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course)

Instilling India's rich, diverse and colourful past, present and future is an important objective of SVKM's Mithibai College's educational plans. Rootedness and pride in the country's culture, along with embracing its modern culture and knowledge systems will promote the holistic growth of our learners. The NEP has envisioned learners rooted in the country's culture not just in thought, but in action, in skill and spirit. Developing Indian knowledge, values, skills and commitment is an important facet of our learners' growth. SVKM's Mithibai College is already offering the languages of Gujarati and Hindi as a second language, an undergraduate degree programme of TYBA Gujarati , as well as an applied component course of Comparative Religions in the Humanities courses. We now aim to integrate these courses in the programs of science and commerce faculties. Celebration of national festivals, rituals, and activities held on the campus foster and leads to gaining an experience of the country's diversity. The college celebrates

Independence Day, Republic day, Hindi Divas, Gujarathi divas, Marathi Bhasha day, Yoga Day and many more as an act of reverence towards Indian languages and culture. Group discussions are undertaken to deliberate upon the scientific explanation of festivals and rituals, and debates on opinions and challenges through an analytical lens. Participation of Mithibai Cultural team at events such as Classical dance, Folk dance, Classical Singing, Instrumental music, Group dance etc. at various intra collegiate competition that promotes Indian languages, arts and traditions. The Annual Talent search organizes competitions for folk song, folk dance, skit, mono-acting Indian instrumental etc. that encourages students to connect with our rich Indian culture and heritage.

Furthermore, we plan to encourage our research orientations towards cross-cultural comparative research designs. We wish for our students to go beyond the mere acquisition of the knowledge of Indian culture, and truly move towards self-awareness, realisation and self-actualization. We will also encourage our faculty to offer courses and books in many languages. The institute plans to take steps in organizing more seminars, workshops, sensitization drives, discussions and debates towards awareness and transformation of rigid mindsets, eventually aiming at the development of tolerance for diversity in our learners. We are taking steps to expose the science, commerce and professional courses learners to areas of philosophy, yoga, culture, literature, theatre, music, sports, etc.

19.Focus on Outcome based education (OBE):Focus on Outcome based education (OBE):

Modern trends in education, fueled by the NEP, encourage the focus on the learner, the learning of the learner and the outcome of that learning. This is in contrast with traditional education, which focused on the teaching and assessment process only. Shifting the emphasis on the learner centric learning process is advantageous for employability and entrepreneurial ventures. The outcomes of the process are measured in terms of domain knowledge acquired, skill sets developed, values imbibed, independent thinking fostered, professional ethics ingrained, and sensitisation towards gender, environment and sustainability. Achieving these values requires the remodelling of the curriculum and the pedagogy as well as the assessment processes. These processes will be built on the expected outcomes of every course. SVKM's Mithibai College has already undertaken this task by first, specifying and standardizing the Program Outcomes, Program Specific Outcomes and Course Outcomes. Every department has undertaken hands-on experiential training with experts for a week. During the workshop, the teachers enriched skills on framing outcomes based on the philosophy of the course and

the skills the learners will enrich on completion of the course and finally the degree program . The efforts put forward in this hands-on workshop were assessed and suggested for improvements by the expert resource persons as Dr. Mohan Menon, Dr. S.S. Jena and Dr. V.D Bhat. Furthermore, our faculty has also undertaken extensive training in Blooms & Andersen's Taxonomy wherein they enriched their learning to frame the questions to achieve specific outcomes laid by Blooms & Anderson's model of cognitive learning. This system enables the assessment of the learners at all cognitive levels viz. remembering, understanding, applying, analyzing, evaluating and creating. Following the workshops and training, teachers have engaged in peer learning and supported themselves, assisting each other while setting question papers for evaluation. The teachers prepare elaborated teaching plans, specifying the innovative pedagogy in facilitating the learning material (such as case studies, video analysis, film analysis, experimentation, field projects, etc.,). The college has initiated mapping the outcomes with the assessments based on models adopted by other colleges, tailoring the formula based on the colleges assessment patterns, and training departments individually in mapping their course outcomes with the assessments. The aim is to encourage learners to be active participants in the teaching-learning-assessment process and claim their space in their growth. This empowerment is aimed at learners becoming aware and adaptive towards their strengths, challenges and opportunities. This process, in the framework of the NEP, will provide learners with their time-paced education to acquire subject expertise and develop domain-specific skill sets. In addition, such a process will also facilitate the credit-transfer process, as discussed above, as the learning and evaluation process will then be upgraded to outcome-based. The college is placing caution as we proceed to develop our outcome-based education, especially in the subjective & experiential courses to ensure that the individual uniqueness of the learner is not diluted in the process of objective assessments. Upgrading over the gurukul system where the guru was the disseminator of knowledge, SVKM's Mithibai College provides a hub of facilitators of knowledge and skill sets.

20.Distance education/online education:

In the wake of the recent lockdown, the forced-online educational experience has narrowed the gap between the knowledge and learners. A once-imagined possibility was materialized with facilitators across the globe engaging in the creative utilization of available resources to offer online learning platforms. The NEP guides us to harness this power, encouraging us to create virtual learning classrooms and labs. The Ministry of Education has suggested the

setting up of a dedicated unit to promote digital learning. This entails the employment of a Virtual Learning Environment (VLE) built on the use of technologies such as MS Teams, Google Classroom, BlackBoard, Moodle, etc., to organize lectures, showcase multimedia, engage in discussions, develop a repertoire of student resources and also conduct assessments. SVKM's Mithibai College procured Microsoft Outlook licences and used MS Teams as the virtual platform to conduct academics, co-curricular as well as extracurricular activities. Using breakout rooms on MS Teams enabled smaller group discussions, peer engagement, and group projects. During the pandemic, the classes were conducted online which required that the faculty members and students enrich their technical skills to make the online teaching-learning process interactive and interesting. The teachers have gained experience in using digital tools such as OBS (Open Broadcaster Software), virtual labs, Online Whiteboards, YouTube etc. to develop and deliver e-content, short videos, interactive PowerPoint presentations and other online content. Such VLEs also provided the options of recording and replaying lectures, conducting quizzes, etc. Most of the interactive teaching-learning processes were employed during the lockdown years to continue the spirit of education through online/distance education. The management has developed an in-house LMS- Students portal that was extensively used during the lockdown. Moving ahead, SVKM's Mithibai College is preparing to blend this modality into our regular courses by offering online education for a small part of the curriculum. Some aspects of the curriculum that benefit from self-paced learning will be offered through SWAYAM, credible MOOCs, and Coursera courses. The discussions of the online courses will be opened during physical lecture sessions. For our popular, sought-after courses, the college is aiming for offering them through MOOCs on SWAYAM and other credible platforms for learners who wish to earn a degree from our college and benefit from our qualitative teaching-learning processes. In addition, the up-gradation of our Learning Management Systems is another aimed objective. We would like our LMS to be driven by Artificial Intelligence which can offer automated suggestions for courses based on the learner's skill, interest and relevance to the ongoing program. With adequate time and resources, SVKM's Mithibai College aims to reach out to as many learners nationally and internationally as possible. Empowerment and employment through education are our mission.

Extended Profile

1.Programme

1.1

41

Number of programmes offered during the year:

File Description	Documents
Institutional Data in Prescribed Format	View File

2.Student

2.1 6256

Total number of students during the year:

File Description	Documents
Institutional data in Prescribed format	View File

2.2 2028

Number of outgoing / final year students during the year:

File Description	Documents
Institutional Data in Prescribed Format	View File

2.3 11832

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 1278

Number of courses in all programmes during the year:

File Description	Documents
Institutional Data in Prescribed Format	View File

3.2 140

Number of full-time teachers during the year:

Extended Profile

1. Programme

1.1	41
Number of programmes offered during the year:	

File Description	Documents
Institutional Data in Prescribed Format	View File

2. Student

2.1	6256
Total number of students during the year:	

File Description	Documents
Institutional data in Prescribed format	View File

2.2	2028
Number of outgoing / final year students during the year:	

File Description	Documents
Institutional Data in Prescribed Format	View File

2.3	11832
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	1278
Number of courses in all programmes during the year:	

File Description	Documents
Institutional Data in Prescribed Format	View File

3.2	140
Number of full-time teachers during the year:	
File Description	Documents
Institutional Data in Prescribed Format	View File
3.3	150
Number of sanctioned posts for the year:	
4.Institution	
4.1	51%
Number of seats earmarked for reserved categories as per GOI/State Government during the year:	
4.2	65
Total number of Classrooms and Seminar halls	
4.3	413
Total number of computers on campus for academic purposes	
4.4	2025.77201
Total expenditure, excluding salary, during the year (INR in Lakhs):	

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.

In true spirit of our vision and mission, the college ethos has led to development and implementation of curricula relevant to local, national, regional as well as global developmental needs. The institution provides a vibrant environment for the holistic development of learners into valuable global citizens. Curriculum design prioritises acquainting learners with the rigours of conceptual domain knowledge, critical thinking, identifying and

honing research aptitude and innovation. They equip learners with effective communication skills that are crucial for employability and global competence. Understanding various learning abilities and requirements of the professional environment, curriculum incorporates hands-on/ experiential learning through projects, internships and placements.

Intricate and nuanced analysis go into drafting and mapping POs, PSOs and COs for each Programme and Course. They are worked out to maximise the arena for learners to demonstrate higher-order cognitive skills—exploring skills beyond merely comprehension of facts. Through each level of Bloom's Taxonomy, they focus on how learners can formulate questions, interpret data and construct and deconstruct arguments. Discipline specific competencies such as explanation, analysis, prediction and creation as also independent and continuous learning come to be incorporated into the curricula. Learners' sensitivity and values are also built through inter-disciplinary learning and interactions.

File Description	Documents
Upload additional information, if any	View File
Link for additional information	https://mithibai.ac.in/Arts/M_473

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

32

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

1192

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	No File Uploaded
Any additional information	View File

1.2 - Academic Flexibility

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

195

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

32

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

Shri Vile Parle Kelavani Mandal instituted Mithibai College in

1961 with a deep commitment to the social cause. The college shouldered the visionary perspective plans of the founding members towards providing quality education to learners from the Juhu-Vile Parle locality. Gradually, over the years the College earned a reputation in the city of Mumbai to become one of the most prestigious and desired institutions among learners.

Through the years, generations of learners have been imbibed with human values at the college. One can find our alumni at the helm of prominent institutions. It reflects upon the contribution that the college has made towards instilling professional ethics and sensitivity among the learners.

The institution acknowledges the fact that promoting entrepreneurial abilities and aptitude among learners can never be devoid of professional ethics and human values. It is imperative that successful professionals are also positive contributors to society as aware and well-versed citizens. Nearly 300 courses across 41 programmes emphasise the role that learners can play in the future as legislators, policy makers, administrators, lawyers, scientists among others and the need for them to be acquainted and sensitised to the contemporary issues. Their approach towards gender issues, environmental challenges faced in present times and the possible innovative and sustainable alternatives to the existing available choices get shaped in the classrooms and activities. It is encouraging that learners are, in fact, vital contributors to discussions and the 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

13

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

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

2943

File Description	Documents
List of students enrolled	View File
Any additional information	No File Uploaded

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

2187

File Description	Documents
List of programmes and number of students undertaking field projects / internships / student projects	View File
Any additional information	No File Uploaded

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 **A. All 4 of the above**

File Description	Documents
Provide the URL for stakeholders' feedback report	https://mithibai.ac.in/naac/2021-22/C1/1.4%20360%20feedback.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/2021-22/C1/1.4%20360%20feedback.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

6256

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)

2442

File Description	Documents
Any additional information	No File Uploaded
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. Identification of slow and advanced learners is based on academic

scores and learners with scores below 60% require assistance while above 80% are categorised as advanced learners.

After identifying slow learners, mentors;

- Provide academic guidance to slow learners. Teachers conduct additional skill development practical, provide remedial coaching as well as guidance on parts of curriculum as per need of the learner.
- Teachers guide learners in the preparation of assignments, projects and presentations for their continuous internal assessment.

For advanced learners:

- Encouragement is provided to participate in various intercollegiate competitions depending on their skill sets.
- Learners are motivated and guided for research projects and encouraged to participate in research paper presentation competitions.
- Under Mithibai Entrepreneurship Development Cell, faculty members kindle entrepreneurship approach and attitude among learners, invite professionals and entrepreneurs to coach and mentor learners. They are groomed for Chancellor's Challenge, SVKM's flagship entrepreneurial development initiative and Aavishkar - Research Convention.
- 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	View File
Paste link for additional information	https://mithibai.ac.in/naac/2021-22/C2/2.2.1_Slow-Adv%20learners%20activity%20Proofs.pdf

2.2.2 - Student – Teacher (full-time) ratio

Year	Number of Students	Number of Teachers
01/11/2022	6256	140

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:

Use of innovative and interactive learning tools for experiential and participative learning facilitates student engagement as per student's needs and interests.

In the academic year 2021-22, teaching-learning and evaluation were online for the first half of the academic year. For online lectures, the faculty members extensively used the institutional LMS-Learners Portal and MS-Teams platform.

In the second half of the academic year 2021-22, teaching-learning was mainly in a blended mode and a combination of institutional LMS-Learners Portal and MS-Teams platform was used. Faculty use multiple teaching methodologies that stimulate independent and innovative thinking among learners.

Participative Learning - Faculty members used various online tools such as Quizizz, Kahoot, Prezi, Padlet, Quizlet, Slido, Mentimeter, poly, etc. to assess the comprehension of students about the topics taught in the class. They also encouraged peer learning through group projects and presentations.

Experiential learning - For online conduct of practical, videos captured by faculty members as well as free access videos were used. Some programmes used simulation in virtual laboratories like the ones available on Amrita Vishwa Vidyapeetham. Virtual trip to ice cream factory was also organised.

Problem-solving skills - Learners used their ideas and talents in organisation of events like webinars and festivals in an online mode. They worked as a team and exhibited leadership qualities. It also helped learners hone their talent and creativity in designing posters, brochures, compering and anchoring.

File Description	Documents
Upload any additional information	View File
Link for additional Information	https://mithibai.ac.in/naac/2021-22/C2/2.3.1_Student%20Centric%20methods%20proofs.pdf

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

The College is adequately and sufficiently equipped with ICT infrastructure to enable teachers to conduct academics for the technology savvy learners. The campus is WiFi-enabled, with all classrooms equipped with smart boards. The college houses a media centre with audio recording studio and necessary software to record lectures. IQAC initiated training sessions to equip teachers with use of ICT.

In the first half of the academic year, teaching-learning and evaluation were completely online using ICT. For online lectures, the faculty members extensively used the institutional LMS-Learners Portal and MS-Teams platform.

Faculty used various e-learning resources 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, N-LIST, Mitvirtuals, simulation experiments from Harvard, Amrita Vishwa Vidhyapetham virtual laboratories, Biophysics groups, POWO, IPNI, Virtual Herbarium, Plant list, Frank lectures, z-library as well as a virtual laboratory to make online teaching-learning impactful.

Faculty used several features of MS Teams like assignments, quizzes, and MS forms for evaluation of internal and external components of the examination. The various applications 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.

In the second half of the academic year, teaching-learning was mainly in a blended mode. For blended teaching-learning faculty

members used Smart Board along with MS Teams platform.

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/2021-22/C2/2.3.2_ICT%20and%20E-Res%20proofs%20.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

140

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 vice principals, convenors of the Attendance Committee and Examination and Evaluation Committee of the college. Review of the same is done in the HOD meetings. It consists of term beginning and term end and End Semester Examination (ESE) dates, public holidays as well as last instructional day. Continuous Assessment (CA) is planned at the departmental level. Information about the events, festivals, seminars and workshops planned by the departments is invited from the Heads of the Department with tentative dates to be included in the calendar.

The academic calendar is displayed on the website so as to facilitate all stake holders in the planning of teaching-learning process. 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 convened as per the academic calendar.

The course syllabus specifies the number of teaching hours. Teacher workload is decided at the department meetings and

teaching hours assigned in the syllabus are the basis of the teaching plan prepared by the respective teachers. The plan includes topics to be covered, pedagogical tools, and mode of internal assessment. Based on the timetable prepared by the time table committee, departmental lecture allocations is made. Teachers also maintain Teachers Diary to record their day-to-day progress. A review of compliance of the plan as proposed is regularly conducted at departmental meetings. Faculty submit an undertaking for completion of syllabus at semester end.

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

140

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

61

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)

1573

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

25

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

206

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	View File

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

IT integration is seen in question paper setting, examination registration and issue of Hall Tickets, Internal Assessment Process, result publication as well as mark sheet generation through the ERP- SAP. The mark sheets have 8-10 security features.

CA (Continuous Assessment) was conducted on MS Teams as well as on

a Student Portal. The marks are uploaded by teachers on the Students Portal through the individual User IDs allocated to them. These marks were migrated to SAP by the Central Examination Department, for result processing, through Application Programming Interface, thereby reducing paperwork. Before migration of the marks, learners have access to their marks enabling them to raise queries, online, in case of any grievances.

Proctored End Semester Examinations were conducted online on MS Teams for undergraduate programs in Term I while in term II all examinations were in physical mode. Marks are entered in the mark lists provided by the Central Examination Team and submitted with the attendance, and supervisor's reports for result processing. For the post-graduate learners question papers were descriptive. Learners were instructed to write the papers and upload the scanned answer sheets for assessment.

Extensive training was provided to faculty for the conduct of online examinations.

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

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 is a pre-requisite for employability and competence are also focused upon. Training, internships, projects and placements provide vital learning for professional development. Courses focus on 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 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, analyse, predict, ask and create, as also independent learning. 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 globally competent individuals in the process of achieving the graduate attributes set 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 the 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/Common/Uploads/ContentTemplate/1289_Download_PO%20PSO%20and%20CO.pdf

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

In the academic year- 2021-22, the conduct of examinations (Continuous Internal Assessments and End Semester Examinations) was online in term 1 and in physical mode in term 2.

Continuous Internal assessment (CIA) was conducted on MS Teams as well as on LMS- Students Portal. All the departments conducted CIA of 25 marks with two components. Departments were given the freedom of choosing modality of CIA assessment to evaluate the learners. The assessment modalities included objective tests, assignments, individual and group projects, presentations, and alike.

First term End Semester Examinations were conducted online on MS Teams for undergraduate programs wherein question papers were in the objective format. For post-graduate programs question papers was descriptive.

The paper setting irrespective of the mode of conduct of examination was as per Anderson-Bloom's taxonomy. Question types were based on Remembering/ Comprehension/ Analysis / Application/ Evaluate with levels of the questions being Easy/ Medium/ Difficult, categorized as under:

Weightage to-

Percentage

Marks

Difficulty level

Remembering

20

15

Easy

Comprehension

40

30

Medium

Analysis and application

40

30

Difficult

Attainment of Programme Outcomes and Course Outcomes was measured through Direct method and levels of attainment were as follows-

Score

Level of attainment

Below 60 %

1

61- 70 %

2

71-80%

3

Above 80%

4

Results are analyzed and corrective measures are taken by framing initiatives to improve the quality of teaching-learning and evaluation.

File Description	Documents
Upload any additional information	View File
Paste link for additional Information	https://mithibai.ac.in/naac/2021-22/C2/2.6.2%20Attainment%20of%20POs-%20COs.pdf

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

1620

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/Common/Uploads/ContentTemplate/1290_Download_Merged%20SSS%20\(2021-22\).pdf](https://mithibai.ac.in/Common/Uploads/ContentTemplate/1290_Download_Merged%20SSS%20(2021-22).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

To be a top-ranking academic institute in the country, it is essential for the college to support its faculty and researchers in pursuing quality research. The college has a Research Promotion Committee that supports the faculty and learners on research projects. 39 databases are available that include 21 subscribed under N-LIST and 28 under SVKM consortia. All e-resources can be accessed from anywhere through the proxy server. Many Departments also have their libraries equipped with books. A proposal for providing seed money to the faculty is under consideration by the management. The college has 10 research centres. At present, the college has 22 faculty members recognised as Ph.D. guides. With the introduction of the Revised M.Sc. curriculum, there is inclusion of a Research project in Semester III of the program for 24 credits. Students have completed internships in top research institutes and hospitals of the country like ACTREC, Kokilaben Hospital to name a few

The college has a Project Monitoring Committee that deliberates and guides learners on research projects undertaken. There is a dedicated committee of faculty members involved in guiding students for the Avishkar Research Convention organised by the University of Mumbai, Department of Students' Development. A total of 20 proposals were submitted of which five were selected for the final round. Ms. Vibha Sawant (MA-Psychology) was awarded First Prize at the Final round under the Humanities, Languages and Fine Art category.

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/6425_Download_Research%20Policy.pdf
Any additional information	View File

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)

0

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)

50

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	View File
Any additional information	No File Uploaded

3.2.2 - Number of teachers having research projects during the year

1

File Description	Documents
Upload any additional information	View File
Paste link for additional Information	https://mithibai.ac.in/naac/2021-22/C3/3.2.1.pdf
List of research projects during the year	View File

3.2.3 - Number of teachers recognised as research guides

22

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

1

File Description	Documents
Supporting document from Funding Agencies	View File
Paste link to funding agencies' website	https://www.moes.gov.in/
Any additional information	View File

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.

A positive environment has been created to promote research, and innovation and contribute to the learning community through

content creation. Special thrust is given to bring ideas to life by involving learners and faculties on real-time and futuristic projects at the Integrated Research Centre and Entrepreneurship Cell & Skill Hub established under RUSA grant. Post-graduate learners are encouraged to convert their innovative ideas into working prototypes and projects by their mentors. 'Pitch the plan' competition was organised and the selected learners completed a 15 hour training to pitch plans to investors. Teachers are encouraged to undergo professional development programmes and participate in Conferences, Seminars and Workshops. Leave is granted and financial support provided for the same. One year leave was sanctioned to Dr Zinat Aboli, to pursue M.Sc. in Gender Studies. Teaching and non-teaching staff are encouraged to enhance their qualifications and pursue part-time PhD programs. At present, 14 teachers are pursuing Ph.D.

The college has facilitated remote access to 39 electronic databases. The library also provides easy access to online resources through ProQuest and N-LIST. Sessions on referencing and Reference Management Tools are conducted by the Librarian for learners.

College also contributes to transfer of knowledge to government departments. Our faculty are Chairpersons and Members of various Statutory bodies of the University. The Vice Principal- Commerce Dr Anjali Patkar was on deputation as Officer on Special Duty to Honourable Minister of Industries Shri Subhash Desai, Gov. of Maharashtra (5th Aug 2021 -30th June 2022).

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.mithibai.ac.in/Mithibai%20Entrepreneurship%20Development%20Cell%20(MEDC)/M_610

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

File Description	Documents
Report of the events	View File
List of workshops/seminars conducted during the year	View File
Any additional information	No File Uploaded

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

7

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	View File

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

0.32

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

0.31

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://mithibai.ac.in/naac/2021-22/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

206

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

5

File Description	Documents
Bibliometrics 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	View File
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 college organizes a number of extension activities to promote the institute-neighbourhood community. The college runs effectively National Service Scheme (NSS) and National Cadet Corps (NCC) Units. Through these units, the college undertakes various extension activities in the neighbourhood community. The NSS Unit organizes a seven-day residential camp in the adopted village -Maan in Vikramgad, Palghar. Days of Importance such as World Environment Day, World Food Safety Day, Shiv Swarajya Day etc. are celebrated and college was involved in No tobacco pledge and sessions on Mental Health. NSS Unit also arranged for a free Covid-19 vaccination drive and another to raise awareness about the importance of organ donation. Three Blood Donation Camps were organised during the year, which resulted in a collection of 352 blood units

The NCC unit of the college aims at developing qualities of leadership, patriotism, maintaining discipline, character building, and the spirit of adventure and the ideal of self-service. It organizes various extension activities such as Road safety awareness, Tree Plantation, and Beach Cleaning, to name a few. Also, Independence Day and Yoga Day were celebrated with fervour. An Online Seminar on Leadership and Development was organised by the Department of Life Long Learning & Extension (DLLE).

These activities are indicators of the manner in which multiple issues of social, political and economic significance are discussed and dealt with in order to create sensitivity and understanding among students and contribute to the balanced development of their personalities.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	https://mithibai.ac.in/naac/2021-22/C3/3.6.3..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

8

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)

54

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

5211

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

244

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)

1

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	No File Uploaded

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.

College encompasses a well-maintained campus spread over 27146 Sq. feet ensuring optimal utilization of physical infrastructure. The management has developed excellent infrastructure to support effective teaching-learning and striving towards achieving excellence and for holistic development of learners. The College has well-furnished, air-conditioned spacious ICT-enabled classrooms equipped with Smart-Boards and Wi-Fi connectivity enabling usage of various pedagogical tools. MS-Teams and Student's portal (LMS) are used for teaching-learning and evaluation. 100% of Class Rooms and laboratories are ICT-enabled and have smart boards to support teaching-learning. All laboratories are well equipped with all requirements for conduct of practical sessions as well as research. A central instrument laboratory houses advanced instruments to facilitate maximum utilization. College has 1 Auditorium (shared facility), 1 Multi-purpose hall (Shared), 2 Seminar Halls to organize activities

College has well-equipped computer laboratories with scanners, printers, MSDN software, speakers, Laptops, LCD projectors are amply available. Language laboratory is also housed on premises. College campus is Wi-Fi enabled with Internet facility of 200 MBPS available on campus. Mithibai Entrepreneur Development Cell of the college collaborates with Atal Incubation Centre to motivate

students to be entrepreneurs.

Mithibai Entrepreneur Development Cell of the 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 security gate, self-book-issue-kiosk, self-book-drop-machine.
- 25 digital CCTV cameras.
- Braille Embosser printer.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://mithibai.ac.in/naac/2021-22/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.)

For the holistic development of students, adequate facilities are provided on and off campus for sports, cultural activities and yoga.

The Gymkhana has amenities for indoor games. The Gymkhana Committee, works actively towards the maintenance and upgradation of a gymnasium. The college hires as per need, facilities like sports grounds, coaches etc. for indoor as well as outdoor games. Institute has signed an MOU with Kaivalyadham since 2016 for the wellness of the staff and students. International Yoga Day is celebrated to create awareness about healthy lifestyle.

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. The College was the Overall Zonal Winner at the Youth

festival. Annual sports day was organised wherein students, staff and faculty members participated in intra-faculty and inter-faculty games and sports competitions. Several sports and cultural competitions are organized by the institute. The college organises Annual Talent Show and nurtures talent of its students. They are provided a platform to show case their talents. Mithibai Cultural committee is very vibrant and active. Various activities are organised through Literary Society, Film Society and Cultural committee and students are encouraged to participate in various events held within and outside the college. The learners can access auditoria, and seminar halls to practice and excel in performing arts.

NCC Cadets and NSS students organize multiple socially relevant activities. NCC Cadets have brought great laurels to 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/2021-22/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)

1653.79543

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)

SVKM's Mithibai College has well-furnished air-conditioned Library located on ground floor spread over 6900 sq. ft with seating capacity of 232 users.

The library was automated since 2009. Currently the library is using KOHA-ILMS-16.11.05.000 version that is globally the most accepted Open-Source Web-based ILMS.

Mithibai College Library uses resource acquisition, cataloguing, serial control, bibliographic data import from Library of Congress, union catalogue, WebOPAC, online circulation, barcode printing, reports modules from KOHA.

Customization for various reports is done to suit the requirements of the college. For easy migration and automatic synchronization of Library users' data on day-to-day basis, KOHA is integrated with other software namely, SAP system, Students Portal, and RFID Security System Middleware.

The College Library has procured RFID security system to avoid intentional/ unintentional book theft to support open access to the stacked books. Library has Self Issue Kiosk and Self Book-Drop Machine. Thus, college is fully automated library with effective integrated use of ILMS and RFID technology. This technology facilitates the library users for self-driven book circulation process without the intervention of Library staff.

The Library is equipped with 24X7 surveillance system with 25 digital CCTV cameras. Library provides free Wi-Fi facility and access to computers under the Database Hub.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://mithibai.ac.in/naac/2021-22/C4/4.2.1.pdf

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

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)

23.44783

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

797

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 usage of internet on the campus and provides instructions to all stakeholders on usage of network facilities of the college in accordance with the existing national laws and regulations. Awareness of Information security breaches and available safeguards (practices) is the first line of defence for the security of information systems.

All computers and printers are upgraded every five years and are maintained under the Annual Maintenance Contract (AMC). All printers are multifunctional with scanning, USB access, mailing system, Wi-Fi connectivity and are enabled with secure access. The college also has RFID-enabled ID card printers in the college library. The college has upgraded CCTV units at several locations to secure the college campus and monitor activities.

To prevent unwanted entry to college property, the college has additionally installed a biometric flap barrier at the entrance gate. A record of entry as well as exit from college building is thus available for teaching and non-teaching staff as well as for the students. The ORACLE information system, which supports HR's people management system, is also related to this.

The College website is secured with HTTPS and a firewall has been installed for the Security of the internal Network.

IT infrastructure and Wi-Fi facilities are routinely upgraded, and a special budget is allocated for the same. Budget for the same amounts to 11.29 lakh. (? 1129855.00).

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://mithibai.ac.in/naac/2021-22/C4/4.3.1%20IT%20Policy.pdf

4.3.2 - Student - Computer ratio

Number of Students	Number of Computers
6256	413

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	No File Uploaded

4.3.4 - Institution has facilities for e-content development: **A. All four of the above**
Facilities available for e-content development
Media Centre
Audio-Visual Centre
Lecture Capturing System (LCS)
Mixing equipments and software for editing

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://mithibai.ac.in/naac/2021-22/C4/4.3.4%20Modules%20Developed.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)

370.88020

File Description	Documents
Audited statements of accounts	View File
Upload any additional information	View File

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 the college are regularly maintained by using the grants received by the college. The college ensures optimal allocation and utilization of available financial resources for the 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 college. Maintenance and upgradation of Smartboards, Wi-Fi facility, Student's Portal (LMS), laptops, computers are managed by the IT department of the SVKM management.

Laboratory Assistants and Attendants ensure proper upkeep of labs. Technicians look after the calibration, repair and maintenance of the lab equipments. SOPs and user-manual are pasted/ kept next to the instrument to facilitate the use of the same. All Laboratories as well as classrooms are equipped with fire extinguishers.

The library has an open-access system. Shelving of books is done on daily basis. Pest control is also done regularly. The safety of the library is provided by digital CCTV cameras, fire-alarm system and 6 Fire Extinguishers.

Sports and Games is an integral part of the college and facilities are provided either on campus or on facilities are hired.

The college has drafted policies for use of all its infrastructural facilities.

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

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://mithibai.ac.in/naac/2021-22/C4/4.4.2.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

80

File Description	Documents
Upload self-attested letters with the list of students receiving scholarships	View File
Upload any additional information	View File

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

42

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://www.mithibai.ac.in/Mithibai%20Literary%20Society/M_683
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

2234

File Description	Documents
Any additional information	View File
Number of students benefitted 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

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

235

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

413

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

14

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

The Students Council is a statutory body, empowered to promote and facilitate academic excellence, co-curricular and extra-curricular activities. They are the link between the major stakeholders - the learners and the administrators and teachers. Listed are major activities organised by the council

- 4 October, 2021- Rashtrapita Mahatma Gandhi Jayanti and International Day of Non-Violence. 120 attendees (online).
- 5 October, 2021- Interaction & Inspiration: An interactive session with 'Abhi & Niyu', shed light on various financial areas that the youth tend to have questions about. - 496 participants
- 6 October, 2021: Kyuki Dil Hai Hindustani (Open mic session). The performances included Elocution, Classical Dance, Flute Instrumental and Solo Singing.- 76 participants
- 6-7 October, 2021: In-Quiz-Itive. Questions belonging to general knowledge and current affairs, festivals and traditions, food and cuisines, languages and sports were asked via the Google Form.
- 8- 9 December, 2021: Election of President, General Secretary, Joint Secretary- Mentor, Mr. Amit Sheth, I/c Principal, Vice Principals, Convener and Co-Convener and teachers were present to witness the election process and contribute to the question-and-answer round for each candidate.
- 5 January 2022: Thanksgiving Day.
- 23 February 2022: Traditional Day: The entire college enjoyed and celebrated the day by adorning traditional attire and students made memories.
- 25 February 2022: 60th Annual Day Celebration
- 28 March 2022: Degree Certificate Distribution Ceremony.

Student representatives are nominated on committees as - IQAC, Internal Complaints Committee, Grievance Redressal Committee, Anti-Ragging committee, Training and Placement Cell, Cultural committee, Board of Studies and thus contribute to academics and administration

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.mithibai.ac.in/Students%20Council/M_607

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

58

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	No File Uploaded

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 Registration No. F-42130 (Mumbai) dated 18th August 2011. MAA provides a platform for the ex-students to re-connect to the college. Alumni of Mithibai College have excelled in almost every field.

Activities carried out:

- Reviving membership drive with online payment options and disseminating messages to our alumni through possible social media platforms.
- The Website link, under a tab was created to facilitate alumni registration
- A database of life members as eligible voters and potential candidates for the elections was created
- Elections for the Managing Committee of MAA were successfully held and the office bearers were elected.
- A WhatsApp group of all life members was created to establish network and disseminate regular updates of forthcoming events.

- Three meetings with all managing committee members were held in the Month of February, March and April 2022, for discussing activities of MAA
- In collaboration of Young Ambassadors of Mithibai (YAMI), MAA organized a special talk on 'Journey of our Alumnus' by Mr. Saurav Astage- alumnus of Computer Science and placed with Delloite and PWC on 29th January 2022.

File Description	Documents
Upload any additional information	View File
Paste link for additional Information	https://www.mithibai.ac.in/Alumni%20Association/M_481

5.4.2 - Alumni's financial contribution during the year

C. 5 Lakhs - 10 Lakhs

File Description	Documents
Upload any additional information	View File

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

Effective governance is mediated through strong self-governance involving well-defined policies and appointments of institutional leaders on merit. Transparent and collaborative governance is adopted involving all stakeholders in Administrative and Academic decision-making.

Structured Governance is mediated through a complete cycle involving inclusiveness, compliance, participation, accountability, effectiveness and efficiency, transparency, and feedback-based improvisation. The vision and mission of the college are based on its inclusiveness which has led to policies being framed for all stakeholders. Teachers and non-teaching staff participate and comply to their assigned tasks and are accountable. With participative governance the system is transparent. Based on stakeholders' feedback, we move ahead and reinforce our motto- Higher still and higher.

The management has appointed a Mentor for the college from amongst its office bearers to cater to the requirements of the college effectively, and the mentor is the link between the management and the college for effective governance. The Principal is the academic and administration torch bearer. The Vice-Principals help the Principal maintain academic quality as well as implementation of quality policies. The Heads of Department and the teachers ensure the functioning of the teaching-learning process. Inputs and feedback from the students, teachers, and non-teaching staff are analyzed, and action is taken to mitigate the same.

The college has incorporated various tools and techniques, enabling the faculty and other stakeholders to practice quality pedagogy and encourage innovation and research. The management has appointed a Vice-Principal- Research, Consultancy and Collaboration to promote a research aptitude.

File Description	Documents
Upload any additional information	View File
Paste link for additional Information	https://mithibai.ac.in/Mission%20and%20Vision/M_229

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

The central ethos of the college lies in participative management, and it provides all its stakeholders finest possible work atmosphere. This is practiced at all strata of academics & administration.

The Principal leads the hierarchy as the administrator and delegates responsibilities to the four Vice-Principals, who are assisted by Heads of Department and faculty for the smooth functioning of the institution. Operational autonomy is given to the departments to decide on the workload and allocation of courses in consultation with the faculty members and the 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. Learners are also involved in various committees which hones their interpersonal

skills, communication skills, and teamwork.

At the administrative office, the Registrar, Office Superintendent, the Accountant, and Finance and Accounts officer with their team complete the administrative responsibilities.

During the pandemic, college management, faculty, learners, and other stakeholders worked out plans and strategies to maintain the workflow of the college at various levels. Microsoft Teams, Student portal, and online platforms were used to maintain the quality of the teaching-learning process.

File Description	Documents
Upload strategic plan and deployment documents on the website	View File
Upload any additional information	View File
Paste link for additional Information	Nil

6.2 - Strategy Development and Deployment

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

On being granted autonomy, the institution initiated deliberations on enriching the students with better employability opportunities and skill enhancement. Deliberations at statutory bodies led to conceptualizing three new programs catering to students across all three faculties, viz. Arts, Commerce and Science. The new programs introduced were B.Sc. (Honours) Psychology, B.Com. (Honours), B.Sc. (Honours) in Applied Statistics and Data Analytics, while the erstwhile B.Sc. Biochemistry (6 Units) was evolved to B.Sc. (Honours) Biochemistry. The curriculum was articulated at the departmental level with inputs from the external and invited members appointed by the management on the Boards of Studies. The Academic Council and the Governing Body approved the proposals, and w.e.f academic year 2020-21, the B.Com (Honours), while the other three programs were implemented from the academic year 2021-22.

Perspective Plan:

- Adopting the one hour-one credit policy as per UGC guidelines.
- Implementation of NEP, 2020.
- Introduction of the 4-year degree programmes.
- Strengthening research by encouraging MoUs with reputed research institutes and industries.
- Introduction of a compulsory component on life skills for all undergraduate programs.
- Internships/Research projects for all post-graduate programmes .
- Curriculum enrichment under autonomy
- Execution RUSA-2 grants

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	https://mithibai.ac.in/naac/2021-22/C6/2.3.4%20Academic%20Calendar%202021-22%20%281%29.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 functioning of the college is in a decentralized manner. The critical components of the college's organizational structure start at the apex with the Governing Body and move on to Academic Council, Finance Committee, and other statutory bodies. These bodies review the progress of the Institution and, in turn, set the academic goals and objectives of the institution and categorize the financial and recruitment policies. Various stakeholders of the institution are members of different committees constituted by the college.

The Principal, Vice Principals, Heads of departments, and faculty members lead the academic and administrative set-up. Administrative responsibilities at the college office are handled by the Registrar, Head clerks, Junior Clerks, Assistants, and Peons.

The formal organizational structure of the laboratory administration includes the Laboratory Assistants, Laboratory Attendants, and peons.

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

As per the University/ Government guidelines, Examination and Evaluation Committee, IQAC, Students' Council, Grievance Redressal Cell, Anti-ragging Cell, etc., are functional. Several committees with precise functions provide academic and administrative leadership to the college. A committee comprising administrative staff and faculty members are involved in the planning, execution, and assessment.

The committees have student members, facilitating smooth functioning of academics and administration as well as transparency is maintained in the system

File Description	Documents
Paste link to Organogram on the institution webpage	https://mithibai.ac.in/Administration/M_2_11
Upload any additional information	View File
Paste link for additional Information	https://mithibai.ac.in/naac/2021-22/C6/Cod_e-of-Conduct-TEACHERS-STATUTE-%20%281%29.pdf

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

The College Management supports its teaching and non-teaching members through various welfare schemes-

- 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 all teaching and non-teaching staff and their families
- ₹.2,00,000/-Medical and Accident insurance of ₹.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 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 are available on campus.
- A registered society formed in 2001-2002 with a strength of 304 members. It has been awarded an 'A' grade for five consecutive years. Profit is shared with its members, in the form of dividends of approximately 14% for the past two years. Society distributes Diwali gifts to all its members. The members of the society can avail loan of ₹. 5,00,000/-
- Encouragement to the non-teaching staff to pursue higher studies and participate in intercollegiate programs/ and workshops and training.

File Description	Documents
Upload any additional information	View File
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

28

File Description	Documents
Upload any additional information	View File
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	View File

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

77

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.)

130

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

Internal and external agencies regularly audit all Government and Non-Government funds received by the college. The management appoints separate auditors for the two audits to bring about complete disclosure of the financial results. The college policy

encourages transparency in all aspects. Approval of financial statements is mediated through the College Development Committee (CDC), Managing Committee, and then the Finance committee, followed by the Governing body, which deliberates and approves the same. Audit objections if any raised are regularly discussed in the finance committee and rectified. The annual budget is presented during the committee meeting at the conclusion of the academic year. Thus, the institution abides by the stipulated economic policies of UGC, Central and State governments.

For preparing the financial statements, the groundwork is laid by the Accounts Department and the Finance and Accounts Officer. Internal Audit is carried out regularly by the auditing team appointed by the management. The team is guided by the government guidelines for grant-in-aid program expenditure & management policies/ guidelines for unaided program expenditure. The team reviews that these guidelines are properly implemented. They verify bills, vouchers, receipts, cash books, asset registers etc. A team of Chartered Accountants conducts an annual audit of the amounts and disclosures in the financial statements. Regular financial audits are conducted quarterly and at the end of the financial year by Auditors-Kishore Parikh and Company Chartered Accountants.

The external representatives from Government of Maharashtra, Government of India, UGC, MHRDA, and others visited to review the expenditure under the grants received.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://mithibai.ac.in/naac/2021-22/C6/Budget2.pdf

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)

15.36

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 ensuring optimal financial utilisation for academic, administrative, and research activities. The college is run with government grants, funds generated from fees, research projects, government grants (RUSA, DBT-STAR, DST etc.), and management funds.

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

The main expenditures for the college's academic programs include staff salary, general overheads, maintenance, library and laboratory equipment, etc.

The Finance Committee oversees the utilization of funds by the Purchase Committee and Library Committee for the optimum utilization of resources. The Finance Committee manages the optimum utilization of funds for various recurring and non-recurring expenses. The Purchase / Library Committee seeks quotations from vendors to purchase computers, laboratory equipment, chemicals, books, and other requirements. These committees include members from teaching faculty and non-teaching staff. The purchase committee scrutinizes the quotations before a final decision is made. The Principal, Vice-principal, Finance Committee, Library Committee and Purchase Committee, ensure that the expenditure is within the allotted budget.

File Description	Documents
Upload any additional information	View File
Paste link for additional Information	https://mithibai.ac.in/naac/2021-22/C6/audit_report_compressed.pdf

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)

- Curriculum revisions and restructuring with inputs from the Board of Studies to meet the global-national-local requirements.
- Shift to lectures of one-hour duration in line with 1-hour interaction equivalent to 1 credit.
- Identification of roles & responsibilities of Research Committee members such as encouragement of journal reading club, conduction of lecture series, and guidance for Avishkar. Encouragement sessions for faculty to conduct and publish more research work and participate in national/international conferences.
- All departments were encouraged and guided to propose certificate courses.
- Representations of industry representatives in the Board of Studies; our teachers are on BoS of other autonomous colleges and universities; MoUs for academia-industry interaction through fests, webinars, and competitions; students conducting research projects with industry collaborations;
- Soft skills training for all second-year students; recruitment of more training & placement officers; Departments suggested list of potential organizations for internships & placements (subject-wise).
- Training conducted by IQAC and external members for various criteria of NAAC; conduction of the SSS.
- Grant spent on strengthening evaluation, digital campus, promoting and conducting research, training of entrepreneurs.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://mithibai.ac.in/Common/Uploads/ContentTemplate/1290_Download_Merged%20SSS%20(2021-22).pdf

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 supplementary reading is provided to the learners
- Conduct mock tests in line with the expected evaluation pattern in the syllabus.
- Timely redressal of learners' grievances.
- AAA conducted for 2021-22
- Extra classes for slow learners to solve their problems.
- Organization of a One-week Faculty Development Program for all faculty on Outcome-based Evaluation in January 2022
- Sessions in NEP
- Continuous evaluation comprising internal tests, assignments, group discussions, and seminar presentations to attain desired outcomes.
- Use of ICT to achieve a better understanding of course outcomes.
- Continuous evaluation comprising internal tests, assignments, group discussions, and seminar presentations to attain desired outcomes.
- Analysis of End Semester Examination grades and their discussion with learners.
- Analysis of the curriculum and teacher's feedback.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://mithibai.ac.in/Common/Uploads/ContentTemplate/1233_Download_Student%20Satisfaction%20Survey.pdf

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 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)

A. Any 4 or all of the above

File Description	Documents
Paste the web link of annual reports of the Institution	https://mithibai.ac.in/Common/Uploads/ContentTemplate/1229_Download_NIRF%202022.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	View File

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

Students as well as teachers and non-teaching staff of the college are sensitized regarding gender equity. Gender equity is maintained during admissions and recruitment. Women Development Cell conducts events year round towards gender sensitisation. As per the Government guidelines an Internal Complain Committee (ICC) is also constituted to address complains, if any. Awareness is created about POSH 2013 guidelines.

Some of the activities conducted for this cause are

- Sociology students participated in the Webinar on Gender and Media organized by Gender Impact study Centre and Impact and Policy Research Institute for gender disparity in media awareness
- Sociology Department organized Screening of (a) Movie 'The Great Indian Kitchen' for students focusing on how women are still judged for their cooking skills than any other

capabilities; (b) Videos and tele-episodes on 'Violent masculinity' for students to understand the nexus between masculine culture and violence

- Departments of Accountancy & Finance students conducted a project on 'Gender Analysis & academic Progression'. The result progression was found to be at par.
- Departments of Computer Science & Mathematics organised awareness on 'Gender equality 'through presentation and group discussion. An invited talk on 'Gender Equality' too was conducted.
- Department of Microbiology organized a session on 'Courtesy and Empathy'
- Department of Statistics students conducted a Research Project on 'Gender promotion in research'.
- T.Y.B.A. Economics student research project was conducted on 'Women empowerment'
- All departments regularly do counselling to propagate concept of equal rights and opportunities for both the genders

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

C. Any 2 of the above

File Description	Documents
Geotagged Photographs	View File
Any other relevant information	No File Uploaded

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)

Solid waste management: A healthy environment prevails in the campus as adequate number of dust bins are placed in the class rooms, laboratories as well as in the corridors. House-keeping staff appointed regularly clears this waste.

Biodegradable wastes from science departments are discarded through the common agency catering to institutes under SVKM. Further microbiological cultures are autoclaved before disposal.

Liquid waste management: The infrastructure has good drainage system and biological liquid wastes are diluted before discard.

E-waste management: Old versions of computers and printers are collected and discarded through a collection drive held by the management. The management has contract for management of empty toners & cartridges.

Some departmental activities conducted are-

- Department of Botany regularly does preparation of Herbarium to encourage learners realized the scientific importance for providing data or reference material for critical endeavours such as agriculture and control of invasive species.
- Department of Computer Science organized presentations and group discussions to encourage the green audit
- Department of Microbiology created awareness amongst students about the management of biomedical wastes practices by adequately treating and disposing the waste.
- Department of Mathematics organized a talk on 'E-waste management'.
- Postgraduate students from Department of Zoology conducted research project on 'Efficacy of organic manure using fish waste' to promote environmental sustainability & reported promising results.
- To maintain hygiene during the pandemic, Department of Biochemistry created awareness to use separate dustbin for discarding and face masks and disposable hand gloves

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	View File
Geotagged photographs of the facilities	View File
Any other relevant information	View File

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction A. Any 4 or all of the above

**of tanks and bunds Waste water recycling
Maintenance of water bodies and distribution
system in the campus**

File Description	Documents
Geotagged photographs / videos of the facilities	View File
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:

A. Any 4 or All of the above

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

File Description	Documents
Geotagged photos / videos of the facilities	View File
Various policy documents / decisions circulated for implementation	View File
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:

D. Any 1 of the above

- 1. Green audit**
- 2. Energy audit**
- 3. Environment audit**
- 4. Clean and green campus recognitions/awards**
- 5. Beyond the campus environmental promotional activities**

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	No File Uploaded
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.

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

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 foundation of the institution was laid during pre-independence era and its ethos values an inclusive environment respite any diversity.

The students of the college promote theses values through diverse activities as-

- Students of department of Economics conducted Research Projects on titles as 'Social banking', 'Financial Litreracy in Mumbai & Raipur' and other related socio-economic topics
- Department of Political Science organised a National Webinar on 'Tribal Issues in Indian Political System'
- Students of department of Sociology (i) participated in the Webinar on Gender and Media organized by Gender Impact study Centre and Impact and Policy Research Institute for gender disparity in media awareness; (ii) organised One-day National Webinar on 'Re-viewing Health, Environment and Education in Post-Pandemic Era'.
- Department of Accountancy sensitized its students on social issues & celebrated 'Christmas Cheer'.
- Department of Finance as part of Departmental annual festival-Finanza, distributed stationary to less priveledge school learners
- Department of Botany conducted 'Saptaparni' to promote regional diversity of plant kingdom
- Department of Computer Science conducted program on 'Impact of COVID in education and other industries'.
- Department of Microbiology conducted a session on 'Courtesy and Empathy' for the learners to become courteous, tolerant & empathetic. Another session on 'Positive Attitude' was conducted to embrace cultural, religious & linguistic diversities. A out -reach program to address 'Social issues' was also organized.
- Department of Statistics organized a Webinar on 'Application of Statistics in Marketing Analytics.

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:

The College aims at fostering awareness on duties before excising their rights. In the first two years of the undergraduate programs, foundation courseis mandatory. The syllabi covers topics on Indian Constitution and human rights and duties, Environmental Science and Gender Equity. The college celebrates with fervour national festivals-Independence Day and Republic day. Awareness on POSH and sexual harrasment at work place are conducted

by the WDC.

Electoral drives are held regularly. Blood donation camps, sensitization towards less privilege and community service conducted lead towards developing responsible citizens.

College students also organise diverse activities towards this goal. Some are -

Activities

Date

Pledge & Webinar on World No-Tobacco Day

31st May 2021

Environment Day

5th June 2021

Guru Purnima Celebration-

24th July 2021

Blood Donation Camp

1st August 2021

Rashtra Gaan (Singing National Anthem)

14th August 2021

Two-Wheeler Road Safety: Online Training Session by United Way Mumbai -

8th September 2021

Covid-19 Vaccination Drive

29th & 30th October, 2021

Voter Registration Drive Orientation -

8th November

Voter Registration Drive-4 Day Program

26th November 2021 to

30th November 2021

E-Pledge Against Drug Abuse Youth Week

January 2022 - 30th December 2022

Voters Day Pledge Ceremony

25th January 2022

Online Awareness Session on Importance of Stem Cell and Organ Donation by Marrow Registry (India)

4th March 2022

Mega Stem Cell Donor Registration Camp

5th March 2022

File Description	Documents
Details of activities that inculcate values necessary to transform students into responsible citizens	View File
Any other relevant information	No File Uploaded

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

The institution creates awareness amongst its stakeholders for days of National and International importance. Activities as below mentioned have been organised.

National and International Commemorative days

Date

World No-Tobacco Day

31/5/2021

International Yoga Day

21/6/2021

World Environment Day

5/6/2021

World Food Safety Day

7/6/2021

National Statistics Day

29/6/2021

Independence day

15/7/2021

Green Consumer Day

28/9/2021

World Disability Day

3/12/2021

Republic Day

26/1/2022

Marathi Bhasha Diwas

27/2/2022

National Science Day

28/2/2022

International Women's Day

8/3/2022

Maharashtra day

1/5/2022

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	No File Uploaded

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 PRACTICE 1: STUDENT AWARDS

BEST PRACTICE 2: SYSTEMS APPLICATIONS AND PRODUCTS IN DATA PROCESSING -ENTERPRISE RESOURCE PLANNING (SAP-ERP)

File Description	Documents
Best practices in the Institutional website	https://mithibai.ac.in/Common/Uploads/ContentTemplate/1293_Download_Best%20practices.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)

a) **Excellence in Academics:** 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.

b) **Holistic Development :** The institution fosters the holistic development of students through academics, extra-curricular as well as co-curricular thereby 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. A formidable strength of the college is its resilient cultural team partaking and winning intercollegiate events across the city bringing laurels to the institution. During pandemic ICT tools came as a boon and, the college festival - Kshitij with student participation from across the country. Numerous departmental activities promotes all round development of learners.

c) **Inculcating Entrepreneurship:** Lot of emphasis is placed on entrepreneurial skills for enhancing employability. Sessions are held to guide students on ideation, financial support, pitching of

ideas and other guidance required to initiate startups.

d) Institutional Social responsibility (ISR) : These activities help in inculcating sensitivity towards the society. Students engage themselves in activities as Joy of Giving, NGO Bazar, Visit to orphanages, Tata Memorial Hospital, Old age homes etc. thereby helping society.

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.

In true spirit of our vision and mission, the college ethos has led to development and implementation of curricula relevant to local, national, regional as well as global developmental needs. The institution provides a vibrant environment for the holistic development of learners into valuable global citizens. Curriculum design prioritises acquainting learners with the rigours of conceptual domain knowledge, critical thinking, identifying and honing research aptitude and innovation. They equip learners with effective communication skills that are crucial for employability and global competence. Understanding various learning abilities and requirements of the professional environment, curriculum incorporates hands-on/ experiential learning through projects, internships and placements.

Intricate and nuanced analysis go into drafting and mapping POs, PSOs and COs for each Programme and Course. They are worked out to maximise the arena for learners to demonstrate higher-order cognitive skills—exploring skills beyond merely comprehension of facts. Through each level of Bloom's Taxonomy, they focus on how learners can formulate questions, interpret data and construct and deconstruct arguments. Discipline specific competencies such as explanation, analysis, prediction and creation as also independent and continuous learning come to be incorporated into the curricula. Learners' sensitivity and values are also built through inter-disciplinary learning and interactions.

File Description	Documents
Upload additional information, if any	View File
Link for additional information	https://mithibai.ac.in/Arts/M__473

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

32

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

1192

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	No File Uploaded
Any additional information	View File

1.2 - Academic Flexibility

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

195

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

32

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

Shri Vile Parle Kelavani Mandal instituted Mithibai College in 1961 with a deep commitment to the social cause. The college shouldered the visionary perspective plans of the founding members towards providing quality education to learners from the Juhu-Vile Parle locality. Gradually, over the years the College earned a reputation in the city of Mumbai to become one of the most prestigious and desired institutions among learners.

Through the years, generations of learners have been imbibed with human values at the college. One can find our alumni at the helm of prominent institutions. It reflects upon the contribution that the college has made towards instilling professional ethics and sensitivity among the learners.

The institution acknowledges the fact that promoting entrepreneurial abilities and aptitude among learners can never be devoid of professional ethics and human values. It is imperative that successful professionals are also positive contributors to society as aware and well-versed citizens. Nearly 300 courses across 41 programmes emphasise the role that learners can play in the future as legislators, policy makers, administrators, lawyers, scientists among others and the need for them to be acquainted and sensitised to the contemporary issues. Their approach towards gender issues, environmental challenges faced in present times and the possible innovative and sustainable alternatives to the existing available choices get shaped in the classrooms and activities. It is encouraging that learners are, in fact, vital contributors to discussions and the 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

13

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

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

2943

File Description	Documents
List of students enrolled	View File
Any additional information	No File Uploaded

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

2187

File Description	Documents
List of programmes and number of students undertaking field projects / internships / student projects	View File
Any additional information	No File Uploaded

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	A. All 4 of the above
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File Description	Documents
Provide the URL for stakeholders' feedback report	https://mithibai.ac.in/naac/2021-22/C1/1.4%20360%20feedback.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
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File Description	Documents
Provide URL for stakeholders' feedback report	https://mithibai.ac.in/naac/2021-22/C1/1.4%20360%20feedback.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

6256

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)

2442

File Description	Documents
Any additional information	No File Uploaded
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. Identification of slow and advanced learners is based on academic scores and learners with scores below 60% require assistance while above 80% are categorised as advanced learners.

After identifying slow learners, mentors;

- Provide academic guidance to slow learners. Teachers conduct additional skill development practical, provide remedial coaching as well as guidance on parts of curriculum as per need of the learner.
- Teachers guide learners in the preparation of assignments, projects and presentations for their continuous internal assessment.

For advanced learners:

- Encouragement is provided to participate in various intercollegiate competitions depending on their skill sets.
- Learners are motivated and guided for research projects and encouraged to participate in research paper presentation competitions.
- Under Mithibai Entrepreneurship Development Cell, faculty members kindle entrepreneurship approach and attitude among learners, invite professionals and entrepreneurs to coach and mentor learners. They are groomed for Chancellor's Challenge, SVKM's flagship entrepreneurial development initiative and Aavishkar - Research

Convention.

- 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	View File
Paste link for additional information	https://mithibai.ac.in/naac/2021-22/C2/2.1 Slow-Adv%20learners%20activity%20Proofs.pdf

2.2.2 - Student – Teacher (full-time) ratio

Year	Number of Students	Number of Teachers
01/11/2022	6256	140

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:

Use of innovative and interactive learning tools for experiential and participative learning facilitates student engagement as per student's needs and interests.

In the academic year 2021-22, teaching-learning and evaluation were online for the first half of the academic year. For online lectures, the faculty members extensively used the institutional LMS-Learners Portal and MS-Teams platform.

In the second half of the academic year 2021-22, teaching-learning was mainly in a blended mode and a combination of institutional LMS-Learners Portal and MS-Teams platform was used. Faculty use multiple teaching methodologies that stimulate independent and innovative thinking among learners.

Participative Learning - Faculty members used various online

tools such as Quizizz, Kahoot, Prezi, Padlet, Quizlet, Slido, Mentimeter, poly, etc. to assess the comprehension of students about the topics taught in the class. They also encouraged peer learning through group projects and presentations.

Experiential learning - For online conduct of practical, videos captured by faculty members as well as free access videos were used. Some programmes used simulation in virtual laboratories like the ones available on Amrita Vishwa Vidyapeetham. Virtual trip to ice cream factory was also organised.

Problem-solving skills - Learners used their ideas and talents in organisation of events like webinars and festivals in an online mode. They worked as a team and exhibited leadership qualities. It also helped learners hone their talent and creativity in designing posters, brochures, compering and anchoring.

File Description	Documents
Upload any additional information	View File
Link for additional Information	https://mithibai.ac.in/naac/2021-22/C2/2.3.1_Student%20Centric%20methods%20proofs.pdf

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

The College is adequately and sufficiently equipped with ICT infrastructure to enable teachers to conduct academics for the technology savvy learners. The campus is WiFi-enabled, with all classrooms equipped with smart boards. The college houses a media centre with audio recording studio and necessary software to record lectures. IQAC initiated training sessions to equip teachers with use of ICT.

In the first half of the academic year, teaching-learning and evaluation were completely online using ICT. For online lectures, the faculty members extensively used the institutional LMS-Learners Portal and MS-Teams platform.

Faculty used various e-learning resources 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, N-LIST, Mitvirtuals, simulation experiments from Harvard, Amrita Vishwa Vidhyapetham virtual laboratories, Biophysics groups, POWO, IPNI, Virtual Herbarium, Plant list, Frank lectures, z-library as well as a virtual laboratory to make online teaching-learning impactful.

Faculty used several features of MS Teams like assignments, quizzes, and MS forms for evaluation of internal and external components of the examination. The various applications 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.

In the second half of the academic year, teaching-learning was mainly in a blended mode. For blended teaching-learning faculty members used Smart Board along with MS Teams platform.

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/2021-22/C2/2.3.2_ICT%20and%20E-Res%20proofs%20.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

140

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 vice principals, convenors of the Attendance Committee and Examination and

Evaluation Committee of the college. Review of the same is done in the HOD meetings. It consists of term beginning and term end and End Semester Examination (ESE) dates, public holidays as well as last instructional day. Continuous Assessment (CA) is planned at the departmental level. Information about the events, festivals, seminars and workshops planned by the departments is invited from the Heads of the Department with tentative dates to be included in the calendar.

The academic calendar is displayed on the website so as to facilitate all stake holders in the planning of teaching-learning process. 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 convened as per the academic calendar.

The course syllabus specifies the number of teaching hours. Teacher workload is decided at the department meetings and teaching hours assigned in the syllabus are the basis of the teaching plan prepared by the respective teachers. The plan includes topics to be covered, pedagogical tools, and mode of internal assessment. Based on the timetable prepared by the time table committee, departmental lecture allocations is made. Teachers also maintain Teachers Diary to record their day-to-day progress. A review of compliance of the plan as proposed is regularly conducted at departmental meetings. Faculty submit an undertaking for completion of syllabus at semester end.

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

140

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

61

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)

1573

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

25

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

206

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	View File

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

IT integration is seen in question paper setting, examination registration and issue of Hall Tickets, Internal Assessment Process, result publication as well as mark sheet generation through the ERP- SAP. The mark sheets have 8-10 security features.

CA (Continuous Assessment) was conducted on MS Teams as well as on a Student Portal. The marks are uploaded by teachers on the Students Portal through the individual User IDs allocated to them. These marks were migrated to SAP by the Central Examination Department, for result processing, through Application Programming Interface, thereby reducing paperwork. Before migration of the marks, learners have access to their marks enabling them to raise queries, online, in case of any grievances.

Proctored End Semester Examinations were conducted online on MS Teams for undergraduate programs in Term I while in term II all examinations were in physical mode. Marks are entered in the mark lists provided by the Central Examination Team and submitted with the attendance, and supervisor's reports for

result processing. For the post-graduate learners question papers were descriptive. Learners were instructed to write the papers and upload the scanned answer sheets for assessment.

Extensive training was provided to faculty for the conduct of online examinations.

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

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 is a pre-requisite for employability and competence are also focused upon. Training, internships, projects and placements provide vital learning for professional development. Courses focus on 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 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, analyse, predict, ask and create, as also independent learning. 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 globally competent individuals in the process of achieving the graduate attributes set 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 the 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/Common/Uploads/ContentTemplate/1289 Download PO%20PSO%20and%20CO.pdf

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

In the academic year- 2021-22, the conduct of examinations (Continuous Internal Assessments and End Semester Examinations) was online in term 1 and in physical mode in term 2.

Continuous Internal assessment (CIA) was conducted on MS Teams as well as on LMS- Students Portal. All the departments conducted CIA of 25 marks with two components. Departments were given the freedom of choosing modality of CIA assessment to evaluate the learners. The assessment modalities included objective tests, assignments, individual and group projects, presentations, and alike.

First term End Semester Examinations were conducted online on MS Teams for undergraduate programs wherein question papers were in the objective format. For post-graduate programs question papers was descriptive.

The paper setting irrespective of the mode of conduct of examination was as per Anderson-Bloom's taxonomy. Question types were based on Remembering/ Comprehension/ Analysis / Application/ Evaluate with levels of the questions being Easy/ Medium/ Difficult, categorized as under:

Weightage to-

Percentage

Marks

Difficulty level

Remembering

20

15

Easy

Comprehension

40

30

Medium

Analysis and application

40

30

Difficult

Attainment of Programme Outcomes and Course Outcomes was measured through Direct method and levels of attainment were as follows-

Score

Level of attainment

Below 60 %

1

61- 70 %

2

71-80%

3

Above 80%

4

Results are analyzed and corrective measures are taken by framing initiatives to improve the quality of teaching-learning and evaluation.

File Description	Documents
Upload any additional information	View File
Paste link for additional Information	https://mithibai.ac.in/naac/2021-22/C2/2.6.2%20Attainment%20of%20POs-%20COs.pdf

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

1620

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/Common/Uploads/ContentTemplate/1290_Download_Merged%20SSS%20\(2021-22\).pdf](https://mithibai.ac.in/Common/Uploads/ContentTemplate/1290_Download_Merged%20SSS%20(2021-22).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

To be a top-ranking academic institute in the country, it is essential for the college to support its faculty and researchers in pursuing quality research. The college has a Research Promotion Committee that supports the faculty and learners on research projects. 39 databases are available that include 21 subscribed under N-LIST and 28 under SVKM consortia. All e-resources can be accessed from anywhere through the proxy server. Many Departments also have their libraries equipped with books. A proposal for providing seed money to the faculty is under consideration by the management. The college has 10 research centres. At present, the college has 22 faculty members recognised as Ph.D. guides. With the introduction of the Revised M.Sc. curriculum, there is inclusion of a Research project in Semester III of the program for 24 credits. Students have completed internships in top research institutes and hospitals of the country like ACTREC, Kokilaben Hospital to name a few

The college has a Project Monitoring Committee that deliberates and guides learners on research projects undertaken. There is a dedicated committee of faculty members involved in guiding students for the Avishkar Research Convention organised by the University of Mumbai, Department of Students' Development. A total of 20 proposals were submitted of which five were selected for the final round. Ms. Vibha Sawant (MA-Psychology) was awarded First Prize at the Final round under the Humanities, Languages and Fine Art category.

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/6425_Download_Research%20Policy.pdf
Any additional information	View File

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)

0

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)

50

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	View File
Any additional information	No File Uploaded

3.2.2 - Number of teachers having research projects during the year

1

File Description	Documents
Upload any additional information	View File
Paste link for additional Information	https://mithibai.ac.in/naac/2021-22/C3/3.2.1.pdf
List of research projects during the year	View File

3.2.3 - Number of teachers recognised as research guides

22

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

1

File Description	Documents
Supporting document from Funding Agencies	View File
Paste link to funding agencies' website	https://www.moes.gov.in/
Any additional information	View File

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.

A positive environment has been created to promote research, and innovation and contribute to the learning community through content creation. Special thrust is given to bring ideas to life by involving learners and faculties on real-time and futuristic projects at the Integrated Research Centre and Entrepreneurship Cell & Skill Hub established under RUSA grant. Post-graduate learners are encouraged to convert their innovative ideas into working prototypes and projects by their mentors. 'Pitch the plan' competition was organised and the selected learners completed a 15 hour training to pitch plans to investors. Teachers are encouraged to undergo professional development programmes and participate in Conferences, Seminars and Workshops. Leave is granted and financial support provided for the same. One year leave was sanctioned to Dr Zinat Aboli, to pursue M.Sc. in Gender Studies. Teaching and non-teaching staff are encouraged to enhance their qualifications and pursue part-time PhD programs. At present, 14 teachers are pursuing Ph.D.

The college has facilitated remote access to 39 electronic databases. The library also provides easy access to online resources through ProQuest and N-LIST. Sessions on referencing and Reference Management Tools are conducted by the Librarian for learners.

College also contributes to transfer of knowledge to government departments. Our faculty are Chairpersons and Members of various Statutory bodies of the University. The Vice Principal-Commerce Dr Anjali Patkar was on deputation as Officer on Special Duty to Honourable Minister of Industries Shri Subhash Desai, Gov. of Maharashtra (5th Aug 2021 -30th June 2022).

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.mithibai.ac.in/Mithibai%20Entrepreneurship%20Development%20Cell%20(MEDC)/M_610

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

74

File Description	Documents
Report of the events	View File
List of workshops/seminars conducted during the year	View File
Any additional information	No File Uploaded

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

7

File Description	Documents
URL to the research page on HEI website	https://www.mithibai.ac.in/Research/M_51_1
List of PhD scholars and details like name of the guide, title of thesis, and year of registration	View File
Any additional information	View File

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

0.32

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

0.31

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://mithibai.ac.in/naac/2021-22/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

206

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

5

File Description	Documents
Bibliometrics 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	View File
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 college organizes a number of extension activities to promote the institute-neighbourhood community. The college runs effectively National Service Scheme (NSS) and National Cadet Corps (NCC) Units. Through these units, the college undertakes various extension activities in the neighbourhood community. The NSS Unit organizes a seven-day residential camp in the adopted village -Maan in Vikramgad, Palghar. Days of Importance such as World Environment Day, World Food Safety Day, Shiv Swarajya Day etc. are celebrated and college was involved in No tobacco pledge and sessions on Mental Health. NSS Unit also arranged for a free Covid-19 vaccination drive and another to raise awareness about the importance of organ donation. Three Blood Donation Camps were organised during the year, which resulted in a collection of 352 blood units

The NCC unit of the college aims at developing qualities of leadership, patriotism, maintaining discipline, character building, and the spirit of adventure and the ideal of self-service. It organizes various extension activities such as Road safety awareness, Tree Plantation, and Beach Cleaning, to name a few. Also, Independence Day and Yoga Day were celebrated with fervour. An Online Seminar on Leadership and Development was organised by the Department of Life Long Learning & Extension (DLLE).

These activities are indicators of the manner in which multiple issues of social, political and economic significance are discussed and dealt with in order to create sensitivity and understanding among students and contribute to the balanced development of their personalities.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	https://mithibai.ac.in/naac/2021-22/C3/3.6.3..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

8

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)

54

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

5211

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

244

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)

1

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	No File Uploaded

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.

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

infrastructure to support effective teaching-learning and striving towards achieving excellence and for holistic development of learners. The College has well-furnished, air-conditioned spacious ICT-enabled classrooms equipped with Smart-Boards and Wi-Fi connectivity enabling usage of various pedagogical tools. MS-Teams and Student's portal (LMS) are used for teaching-learning and evaluation. 100% of Class Rooms and laboratories are ICT-enabled and have smart boards to support teaching-learning. All laboratories are well equipped with all requirements for conduct of practical sessions as well as research. A central instrument laboratory houses advanced instruments to facilitate maximum utilization. College has 1 Auditorium (shared facility), 1 Multi-purpose hall (Shared), 2 Seminar Halls to organize activities

College has well-equipped computer laboratories with scanners, printers, MSDN software, speakers, Laptops, LCD projectors are amply available. Language laboratory is also housed on premises. College campus is Wi-Fi enabled with Internet facility of 200 MBPS available on campus. Mithibai Entrepreneur Development Cell of the college collaborates with Atal Incubation Centre to motivate students to be entrepreneurs.

Mithibai Entrepreneur Development Cell of the 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 security gate, self-book-issue-kiosk, self-book-drop-machine.
- 25 digital CCTV cameras.
- Braille Embosser printer.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://mithibai.ac.in/naac/2021-22/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.)

For the holistic development of students, adequate facilities are provided on and off campus for sports, cultural activities and yoga.

The Gymkhana has amenities for indoor games. The Gymkhana Committee, works actively towards the maintenance and upgradation of a gymnasium. The college hires as per need, facilities like sports grounds, coaches etc. for indoor as well as outdoor games. Institute has signed an MOU with Kaivalyadham since 2016 for the wellness of the staff and students. International Yoga Day is celebrated to create awareness about healthy lifestyle.

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. The College was the Overall Zonal Winner at the Youth festival. Annual sports day was organised wherein students, staff and faculty members participated in intra-faculty and inter-faculty games and sports competitions. Several sports and cultural competitions are organized by the institute. The college organises Annual Talent Show and nurtures talent of its students. They are provided a platform to show case their talents. Mithibai Cultural committee is very vibrant and active. Various activities are organised through Literary Society, Film Society and Cultural committee and students are encouraged to participate in various events held within and outside the college. The learners can access auditoria, and seminar halls to practice and excel in performing arts.

NCC Cadets and NSS students organize multiple socially relevant activities. NCC Cadets have brought great laurels to 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/2021-22/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)

1653.79543

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)

SVKM's Mithibai College has well-furnished air-conditioned Library located on ground floor spread over 6900 sq. ft with seating capacity of 232 users.

The library was automated since 2009. Currently the library is using KOHA-ILMS-16.11.05.000 version that is globally the most

accepted Open-Source Web-based ILMS.

Mithibai College Library uses resource acquisition, cataloguing, serial control, bibliographic data import from Library of Congress, union catalogue, WebOPAC, online circulation, barcode printing, reports modules from KOHA.

Customization for various reports is done to suit the requirements of the college. For easy migration and automatic synchronization of Library users' data on day-to-day basis, KOHA is integrated with other software namely, SAP system, Students Portal, and RFID Security System Middleware.

The College Library has procured RFID security system to avoid intentional/ unintentional book theft to support open access to the stacked books. Library has Self Issue Kiosk and Self Book-Drop Machine. Thus, college is fully automated library with effective integrated use of ILMS and RFID technology. This technology facilitates the library users for self-driven book circulation process without the intervention of Library staff.

The Library is equipped with 24X7 surveillance system with 25 digital CCTV cameras. Library provides free Wi-Fi facility and access to computers under the Database Hub.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://mithibai.ac.in/naac/2021-22/C4/4.2.1.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)

23.44783

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

797

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 usage of internet on the campus and provides instructions to all stakeholders on usage of network facilities of the college in accordance with the existing national laws and regulations. Awareness of Information security breaches and available safeguards (practices) is the first line of defence for the security of information systems.

All computers and printers are upgraded every five years and are maintained under the Annual Maintenance Contract (AMC). All printers are multifunctional with scanning, USB access, mailing system, Wi-Fi connectivity and are enabled with secure access. The college also has RFID-enabled ID card printers in the college library. The college has upgraded CCTV units at several locations to secure the college campus and monitor activities.

To prevent unwanted entry to college property, the college has additionally installed a biometric flap barrier at the entrance gate. A record of entry as well as exit from college building is thus available for teaching and non-teaching staff as well as for the students. The ORACLE information system, which supports HR's people management system, is also related to this.

The College website is secured with HTTPS and a firewall has been installed for the Security of the internal Network.

IT infrastructure and Wi-Fi facilities are routinely upgraded, and a special budget is allocated for the same. Budget for the same amounts to 11.29 lakh. (? 1129855.00).

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://mithibai.ac.in/naac/2021-22/C4/4.3.1%20IT%20Policy.pdf

4.3.2 - Student - Computer ratio

Number of Students	Number of Computers
6256	413

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	No File Uploaded

4.3.4 - Institution has facilities for e-content development: A. All four of the above
Facilities available for e-content development Media

Centre Audio-Visual Centre Lecture Capturing System (LCS) Mixing equipments and software for editing

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://mithibai.ac.in/naac/2021-22/C4/4.3.4%20Modules%20Developed.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)

370.88020

File Description	Documents
Audited statements of accounts	View File
Upload any additional information	View File

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 the college are regularly maintained by using the grants received by the college. The college ensures optimal allocation and utilization of available financial recourses for the 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 collegee. Maintenance and upgradation of Smartboards, Wi-Fi facility, Student's Portal (LMS), laptops, computers are managed by the IT department of the SVKM management.

Laboratory Assistants and Attendants ensure proper upkeep of labs. Technicians look after the calibration, repair and maintenance of the lab equipments. SOPs and user-manual are

pasted/ kept next to the instrument to facilitate the use of the same. All Laboratories as well as classrooms are equipped with fire extinguishers.

The library has an open-access system. Shelving of books is done on daily basis. Pest control is also done regularly. The safety of the library is provided by digital CCTV cameras, fire-alarm system and 6 Fire Extinguishers.

Sports and Games is an integral part of the college and facilities are provided either on campus or on facilities are hired.

The college has drafted policies for use of all its infrastructural facilities.

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

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://mithibai.ac.in/naac/2021-22/C4/4.4.2.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

80

File Description	Documents
Upload self-attested letters with the list of students receiving scholarships	View File
Upload any additional information	View File

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

42

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://www.mithibai.ac.in/Mithibai%20Literary%20Society/M_683
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

2234

File Description	Documents
Any additional information	View File
Number of students benefitted 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

A. All of the above

with zero tolerance Mechanism for submission of online/offline students' grievances Timely redressal of grievances through appropriate committees

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

235

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

413

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

14

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

The Students Council is a statutory body, empowered to promote and facilitate academic excellence, co-curricular and extra-curricular activities. They are the link between the major stakeholders -the learners and the administrators and teachers. Listed are major activities organised by the council

- 4 October, 2021- Rashtrapita Mahatma Gandhi Jayanti and International Day of Non-Violence. 120 attendees (online).
- 5 October, 2021- Interaction & Inspiration: An interactive session with 'Abhi & Niyu', shed light on various financial areas that the youth tend to have questions about. - 496 participants
- 6 October, 2021: Kyuki Dil Hai Hindustani (Open mic session). The performances included Elocution, Classical Dance, Flute Instrumental and Solo Singing.- 76 participants
- 6-7 October, 2021: In-Quiz-Itive. Questions belonging to general knowledge and current affairs, festivals and traditions, food and cuisines, languages and sports were

asked via the Google Form.

- 8- 9December, 2021: Election of President, General Secretary, Joint Secretary- Mentor, Mr. Amit Sheth, I/c Principal, Vice Principals, Convener and Co-Convener and teachers were present to witness the election process and contribute to the question-and-answer round for each candidate.
- 5January 2022:Thanksgiving Day.
- 23February 2022:Traditional Day: The entire college enjoyed and celebrated the day by adorning traditional attire and students made memories.
- 25February 2022: 60th Annual Day Celebration
- 28March 2022: Degree Certificate Distribution Ceremony.

Student representatives are nominated on committees as - IQAC, Internal Complaints Committee, Grievance Redressal Committee, Anti-Ragging committee, Training and Placement Cell, Cultural committee, Board of Studies and thus contribute to academics and administration

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.mithibai.ac.in/Students%20Council/M_607

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

58

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	No File Uploaded

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

Registration No. F-42130 (Mumbai) dated 18th August 2011. MAA provides a platform for the ex-students to re-connect to the college. Alumni of Mithibai College have excelled in almost every field.

Activities carried out:

- Reviving membership drive with online payment options and disseminating messages to our alumni through possible social media platforms.
- The Website link, under a tab was created to facilitate alumni registration
- A database of life members as eligible voters and potential candidates for the elections was created
- Elections for the Managing Committee of MAA were successfully held and the office bearers were elected.
- A WhatsApp group of all life members was created to establish network and disseminate regular updates of forthcoming events.
- Three meetings with all managing committee members were held in the Month of February, March and April 2022, for discussing activities of MAA
- In collaboration of Young Ambassadors of Mithibai (YAMI), MAA organized a special talk on 'Journey of our Alumnus' by Mr. Saurav Astage- alumnus of Computer Science and placed with Delloite and PWC on 29th January 2022.

File Description	Documents
Upload any additional information	View File
Paste link for additional Information	https://www.mithibai.ac.in/Alumni%20Association/M_481

5.4.2 - Alumni's financial contribution during the year

C. 5 Lakhs - 10 Lakhs

File Description	Documents
Upload any additional information	View File

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

Effective governance is mediated through strong self-governance involving well-defined policies and appointments of institutional leaders on merit. Transparent and collaborative governance is adopted involving all stakeholders in Administrative and Academic decision-making.

Structured Governance is mediated through a complete cycle involving inclusiveness, compliance, participation, accountability, effectiveness and efficiency, transparency, and feedback-based improvisation. The vision and mission of the college are based on its inclusiveness which has led to policies being framed for all stakeholders. Teachers and non-teaching staff participate and comply to their assigned tasks and are accountable. With participative governance the system is transparent. Based on stakeholders' feedback, we move ahead and reinforce our motto- Higher still and higher.

The management has appointed a Mentor for the college from amongst its office bearers to cater to the requirements of the college effectively, and the mentor is the link between the management and the college for effective governance. The Principal is the academic and administration torch bearer. The Vice-Principals help the Principal maintain academic quality as well as implementation of quality policies. The Heads of Department and the teachers ensure the functioning of the teaching-learning process. Inputs and feedback from the students, teachers, and non-teaching staff are analyzed, and action is taken to mitigate the same.

The college has incorporated various tools and techniques, enabling the faculty and other stakeholders to practice quality pedagogy and encourage innovation and research. The management has appointed a Vice-Principal- Research, Consultancy and Collaboration to promote a research aptitude.

File Description	Documents
Upload any additional information	View File
Paste link for additional Information	https://mithibai.ac.in/Mission%20and%20Vision/M_229

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

The central ethos of the college lies in participative management, and it provides all its stakeholders finest possible work atmosphere. This is practiced at all strata of academics & administration.

The Principal leads the hierarchy as the administrator and delegates responsibilities to the four Vice-Principals, who are assisted by Heads of Department and faculty for the smooth functioning of the institution. Operational autonomy is given to the departments to decide on the workload and allocation of courses in consultation with the faculty members and the 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. Learners are also involved in various committees which hones their interpersonal skills, communication skills, and teamwork.

At the administrative office, the Registrar, Office Superintendent, the Accountant, and Finance and Accounts officer with their team complete the administrative responsibilities.

During the pandemic, college management, faculty, learners, and other stakeholders worked out plans and strategies to maintain the workflow of the college at various levels. Microsoft Teams, Student portal, and online platforms were used to maintain the quality of the teaching-learning process.

File Description	Documents
Upload strategic plan and deployment documents on the website	View File
Upload any additional information	View File
Paste link for additional Information	Nil

6.2 - Strategy Development and Deployment

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

On being granted autonomy, the institution initiated deliberations on enriching the students with better employability opportunities and skill enhancement. Deliberations at statutory bodies led to conceptualizing three new programs catering to students across all three faculties, viz. Arts, Commerce and Science. The new programs introduced were B.Sc. (Honours) Psychology, B.Com. (Honours), B.Sc. (Honours) in Applied Statistics and Data Analytics, while the erstwhile B.Sc. Biochemistry (6 Units) was evolved to B.Sc. (Honours) Biochemistry. The curriculum was articulated at the departmental level with inputs from the external and invited members appointed by the management on the Boards of Studies. The Academic Council and the Governing Body approved the proposals, and w.e.f academic year 2020-21, the B.Com (Honours), while the other three programs were implemented from the academic year 2021-22.

Perspective Plan:

- Adopting the one hour-one credit policy as per UGC guidelines.
- Implementation of NEP, 2020.
- Introduction of the 4-year degree programmes.
- Strengthening research by encouraging MoUs with reputed research institutes and industries.
- Introduction of a compulsory component on life skills for all undergraduate programs.
- Internships/Research projects for all post-graduate programmes .
- Curriculum enrichment under autonomy
- Execution RUSA-2 grants

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	https://mithibai.ac.in/naac/2021-22/C6/2.3.4%20Academic%20Calendar%202021-22%20%281%29.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 functioning of the college is in a decentralized manner. The critical components of the college's organizational structure start at the apex with the Governing Body and move on to Academic Council, Finance Committee, and other statutory bodies. These bodies review the progress of the Institution and, in turn, set the academic goals and objectives of the institution and categorize the financial and recruitment policies. Various stakeholders of the institution are members of different committees constituted by the college.

The Principal, Vice Principals, Heads of departments, and faculty members lead the academic and administrative set-up. Administrative responsibilities at the college office are handled by the Registrar, Head clerks, Junior Clerks, Assistants, and Peons.

The formal organizational structure of the laboratory administration includes the Laboratory Assistants, Laboratory Attendants, and peons.

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

As per the University/ Government guidelines, Examination and Evaluation Committee, IQAC, Students' Council, Grievance Redressal Cell, Anti-ragging Cell, etc., are functional. Several committees with precise functions provide academic and administrative leadership to the college. A committee comprising administrative staff and faculty members are

involved in the planning, execution, and assessment.

The committees have student members, facilitating smooth functioning of academics and administration as well as transparency is maintained in the system

File Description	Documents
Paste link to Organogram on the institution webpage	https://mithibai.ac.in/Administration/M211
Upload any additional information	View File
Paste link for additional Information	https://mithibai.ac.in/naac/2021-22/C6/Code-of-Conduct-TEACHERS-STATUTE-%20%281%29.pdf

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

The College Management supports its teaching and non-teahving members through various welfare schemes-

- 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 all teaching and non-teaching staff and their families
- ₹.2,00,000/-Medical and Accident insurance of ₹.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 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 are available on campus.
- A registered society formed in 2001-2002 with a strength of 304 members. It has been awarded an 'A' grade for five consecutive years. Profit is shared with its members, in the form of dividends of approximately 14% for the past two years. Society distributes Diwali gifts to all its members. The members of the society can avail loan of ₹. 5,00,000/-
- Encouragement to the non-teaching staff to pursue higher studies and participate in intercollegiate programs/ and workshops and training.

File Description	Documents
Upload any additional information	View File
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

28

File Description	Documents
Upload any additional information	View File
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	View File

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

77

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.)

130

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

Internal and external agencies regularly audit all Government and Non-Government funds received by the college. The management appoints separate auditors for the two audits to bring about complete disclosure of the financial results. The

college policy encourages transparency in all aspects. Approval of financial statements is mediated through the College Development Committee (CDC), Managing Committee, and then the Finance committee, followed by the Governing body, which deliberates and approves the same. Audit objections if any raised are regularly discussed in the finance committee and rectified. The annual budget is presented during the committee meeting at the conclusion of the academic year. Thus, the institution abides by the stipulated economic policies of UGC, Central and State governments.

For preparing the financial statements, the groundwork is laid by the Accounts Department and the Finance and Accounts Officer. Internal Audit is carried out regularly by the auditing team appointed by the management. The team is guided by the government guidelines for grant-in-aid program expenditure & management policies/ guidelines for unaided program expenditure. The team reviews that these guidelines are properly implemented. They verify bills, vouchers, receipts, cash books, asset registers etc. A team of Chartered Accountants conducts an annual audit of the amounts and disclosures in the financial statements. Regular financial audits are conducted quarterly and at the end of the financial year by Auditors-Kishore Parikh and Company Chartered Accountants.

The external representatives from Government of Maharashtra, Government of India, UGC, MHRDA, and others visited to review the expenditure under the grants received.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://mithibai.ac.in/naac/2021-22/C6/Budget2.pdf

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)

15.36

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 ensuring optimal financial utilisation for academic, administrative, and research activities. The college is run with government grants, funds generated from fees, research projects, government grants (RUSA, DBT-STAR, DST etc.), and management funds.

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

The main expenditures for the college's academic programs include staff salary, general overheads, maintenance, library and laboratory equipment, etc.

The Finance Committee oversees the utilization of funds by the Purchase Committee and Library Committee for the optimum utilization of resources. The Finance Committee manages the optimum utilization of funds for various recurring and non-recurring expenses. The Purchase / Library Committee seeks quotations from vendors to purchase computers, laboratory equipment, chemicals, books, and other requirements. These committees include members from teaching faculty and non-teaching staff. The purchase committee scrutinizes the quotations before a final decision is made. The Principal, Vice-principal, Finance Committee, Library Committee and Purchase Committee, ensure that the expenditure is within the allotted budget.

File Description	Documents
Upload any additional information	View File
Paste link for additional Information	https://mithibai.ac.in/naac/2021-22/C6/audit_report_compressed.pdf

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)

- Curriculum revisions and restructuring with inputs from the Board of Studies to meet the global-national-local requirements.
- Shift to lectures of one-hour duration in line with 1-hour interaction equivalent to 1 credit.
- Identification of roles & responsibilities of Research Committee members such as encouragement of journal reading club, conduction of lecture series, and guidance for Avishkar. Encouragement sessions for faculty to conduct and publish more research work and participate in national/international conferences.
- All departments were encouraged and guided to propose certificate courses.
- Representations of industry representatives in the Board of Studies; our teachers are on BoS of other autonomous colleges and universities; MoUs for academia-industry interaction through fests, webinars, and competitions; students conducting research projects with industry collaborations;
- Soft skills training for all second-year students; recruitment of more training & placement officers; Departments suggested list of potential organizations for internships & placements (subject-wise).
- Training conducted by IQAC and external members for various criteria of NAAC; conduction of the SSS.
- Grant spent on strengthening evaluation, digital campus, promoting and conducting research, training of entrepreneurs.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://mithibai.ac.in/Common/Uploads/ContentTemplate/1290_Download_Merged%20SSS%20(2021-22).pdf

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 supplementary reading is provided to the learners
- Conduct mock tests in line with the expected evaluation pattern in the syllabus.
- Timely redressal of learners' grievances.
- AAA conducted for 2021-22
- Extra classes for slow learners to solve their problems.
- Organization of a One-week Faculty Development Program for all faculty on Outcome-based Evaluation in January 2022
- Sessions in NEP
- Continuous evaluation comprising internal tests, assignments, group discussions, and seminar presentations to attain desired outcomes.
- Use of ICT to achieve a better understanding of course outcomes.
- Continuous evaluation comprising internal tests, assignments, group discussions, and seminar presentations to attain desired outcomes.
- Analysis of End Semester Examination grades and their discussion with learners.
- Analysis of the curriculum and teacher's feedback.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://mithibai.ac.in/Common/Uploads/ContentTemplate/1233_Download_Student%20Satisfaction%20Survey.pdf

<p>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 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)</p>	<p>A. Any 4 or all of the above</p>
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File Description	Documents
Paste the web link of annual reports of the Institution	https://mithibai.ac.in/Common/Uploads/ContentTemplate/1229_Download_NIRF%202022.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	View File

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

Students as well as teachers and non-teaching staff of the college are sensitized regarding gender equity. Gender equity is maintained during admissions and recruitment. Women Development Cell conducts events year round towards gender sensitisation. As per the Government guidelines an Internal Complain Committee (ICC) is also constituted to address complains, if any. Awareness is created about POSH 2013 guidelines.

Some of the activities conducted for this cause are

- Sociology students participated in the Webinar on Gender and Media organized by Gender Impact study Centre and Impact and Policy Research Institute for gender disparity in media awareness
- Sociology Department organized Screening of (a) Movie 'The Great Indian Kitchen' for students focusing on how

women are still judged for their cooking skills than any other capabilities; (b) Videos and tele-episodes on 'Violent masculinity' for students to understand the nexus between masculine culture and violence

- Departments of Accountancy & Finance students conducted a project on 'Gender Analysis & academic Progression'. The result progression was found to be at par.
- Departments of Computer Science & Mathematics organised awareness on 'Gender equality 'through presentation and group discussion. An invited talk on 'Gender Equality' too was conducted.
- Department of Microbiology organized a session on 'Courtesy and Empathy'
- Department of Statistics students conducted a Research Project on 'Gender promotion in research'.
- T.Y.B.A. Economics student research project was conducted on 'Women empowerment'
- All departments regularly do counselling to propagate concept of equal rights and opportunities for both the genders

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

C. Any 2 of the above

File Description	Documents
Geotagged Photographs	View File
Any other relevant information	No File Uploaded

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)

Solid waste management: A healthy environment prevails in the campus as adequate number of dust bins are placed in the class rooms, laboratories as well as in the corridors. House-keeping

staff appointed regularly clears this waste.

Biodegradable wastes from science departments are discarded through the common agency catering to institutes under SVKM. Further microbiological cultures are autoclaved before disposal.

Liquid waste management: The infrastructure has good drainage system land biological liquid wastes are diluted before discard.

E-waste management: Old versions of computers and printers are collected and discarded through a collection drive held by the management. The management has contract for management of empty toners & cartridges.

Some departmental activities conducted are-

- Department of Botany regularly does preparation of Herbarium to encourage learners realized the scientific importance for providing data or reference material for critical endeavours such as agriculture and control of invasive species.
- Department of Computer Science organized presentations and group discussions to encourage the green audit
- Department of Microbiology created awareness amongst students about the management of biomedical wastes practices by adequately treating and disposing the waste.
- Department of Mathematics organized a talk on 'E-waste management'.
- Postgraduate students from Department of Zoology conducted research project on 'Efficacy of organic manure using fish waste' to promote environmental sustainability & reported promising results.
- To maintain hygiene during the pandemic, Department of Biochemistry created awareness to use separate dustbin for discarding and face masks and disposable hand gloves

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	View File
Geotagged photographs of the facilities	View File
Any other relevant information	View File

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	A. Any 4 or all of the above
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File Description	Documents
Geotagged photographs / videos of the facilities	View File
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: <ol style="list-style-type: none"> 1. Restricted entry of automobiles 2. Use of bicycles/ Battery-powered vehicles 3. Pedestrian-friendly pathways 4. Ban on use of plastic 5. Landscaping 	A. Any 4 or All of the above

File Description	Documents
Geotagged photos / videos of the facilities	View File
Various policy documents / decisions circulated for implementation	View File
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	No File Uploaded
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	View File
Details of the software procured for providing assistance	View File
Any other relevant information	No File Uploaded

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 foundation of the institution was laid during pre-independence era and its ethos values an inclusive environment respite any diversity.

The students of the college promote theses values through diverse activities as-

- Students of department of Economics conducted Research Projects on titles as 'Social banking', 'Financial Litreracy in Mumbai & Raipur' and other related socio-economic topics
- Department of Political Science organised a National Webinar on 'Tribal Issues in Indian Political System'
- Students of department of Sociology (i) participated in the Webinar on Gender and Media organized by Gender Impact study Centre and Impact and Policy Research Institute for gender disparity in media awareness; (ii) organised One-day National Webinar on 'Re-viewing Health, Environment and Education in Post-Pandemic Era'.
- Department of Accountancy sensitized its students on social issues & celebrated 'Christmas Cheer'.
- Department of Finance as part of Departmental annual festival-Finanza, distributed stationary to less priveledge school learners
- Department of Botany conducted 'Saptaparni' to promote regional diversity of plant kingdom
- Department of Computer Science conducted program on 'Impact of COVID in education and other industries'.
- Department of Microbiology conducted a session on

'Courtesy and Empathy' for the learners to become courteous, tolerant & empathetic. Another session on 'Positive Attitude' was conducted to embrace cultural, religious & linguistic diversities. A out -reach program to address 'Social issues' was also organized.

- Department of Statistics organized a Webinar on 'Application of Statistics in Marketing Analytics.'

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:

The College aims at fostering awareness on duties before excising their rights. In the first two years of the undergraduate programs, foundation courseis mandatory. The syllabi covers topics onIndian Constitution and human rights and duties, Environmental Science and Gender Equity. The college celebrates with fervourational festivals-Independence Day and Republic day. Awareness on POSH and sexual harrasment at work place areconducted by the WDC.

Electoral drives are held regularly. Blood donation camps, sensitization towards less privlidge and community serviceconducted lead towards developing responsible citizens.

College students also organise diverse activities towards this goal. Some are -

Activities

Date

Pledge & Webinar on World No-Tobacco Day

31st May 2021

Environment Day

5th June 2021

Guru Purnima Celebration-

24th July 2021

Blood Donation Camp

1st August 2021

Rashtra Gaan (Singing National Anthem)

14th August 2021

Two-Wheeler Road Safety: Online Training Session by United Way Mumbai -

8th September 2021

Covid-19 Vaccination Drive

29th & 30th October, 2021

Voter Registration Drive Orientation -

8th November

Voter Registration Drive-4 Day Program

26th November 2021 to

30th November 2021

E-Pledge Against Drug Abuse Youth Week

January 2022 - 30th December 2022

Voters Day Pledge Ceremony

25th January 2022

Online Awareness Session on Importance of Stem Cell and Organ Donation by Marrow Registry (India)

4th March 2022

Mega Stem Cell Donor Registration Camp

5th March 2022

File Description	Documents
Details of activities that inculcate values necessary to transform students into responsible citizens	View File
Any other relevant information	No File Uploaded

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

The institution creates awareness amongst its stakeholders for days of National and International importance. Activities as below mentioned have been organised.

National and International Commemorative days

Date

World No-Tobacco Day

31/5/2021

International Yoga Day

21/6/2021

World Environment Day

5/6/2021

World Food Safety Day

7/6/2021

National Statistics Day

29/6/2021

Independence day

15/7/2021

Green Consumer Day

28/9/2021

World Disability Day

3/12/2021

Republic Day

26/1/2022

Marathi Bhasha Diwas

27/2/2022

National Science Day

28/2/2022

International Women's Day

8/3/2022

Maharashtra day

1/5/2022

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	No File Uploaded

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 PRACTICE 1: STUDENT AWARDS

BEST PRACTICE 2: SYSTEMS APPLICATIONS AND PRODUCTS IN DATA PROCESSING -ENTERPRISE RESOURCE PLANNING (SAP-ERP)

File Description	Documents
Best practices in the Institutional website	https://mithibai.ac.in/Common/Uploads/ContentTemplate/1293_Download_Best%20practices.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)

a) Excellence in Academics: 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.

b) Holistic Development : The institution fosters the holistic development of students through academics, extra-curricular as well as co-curricular thereby 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. A formidable strength of the college is its resilient cultural team partaking and winning intercollegiate events across the city bringing laurels to the institution. During pandemic ICT tools came as a boon and, the college festival - Kshitij with student participation from across the country. Numerous departmental activities promotes all round development of learners.

c) Inculcating Entrepreneurship: Lot of emphasis is placed on entrepreneurial skills for enhancing employability. Sessions are held to guide students on ideation, financial support, pitching of ideas and other guidance required to initiate startups.

d) Institutional Social responsibility (ISR) : These activities help in inculcating sensitivity towards the society. Students engage themselves in activities as Joy of Giving, NGO Bazar, Visit to orphanages, Tata Memorial Hospital, Old age homes etc. thereby helping society.

File Description	Documents
Appropriate link in the institutional website	https://mithibai.ac.in/Common/Uploads/ContentTemplate/1294_Download_Final%20College%20Distinctiveness.pdf
Any other relevant information	View File

7.3.2 - Plan of action for the next academic year

- 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.