



## **YEARLY STATUS REPORT - 2022-2023**

### **Part A**

#### **Data of the Institution**

##### **1.Name of the Institution**

Shri Vile Parle Kelvani Mandal's,  
Mithibai College of Arts, Chauhan  
Institute of Science and 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. 02242339000
- 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/wp-content/uploads/2023/05/6618\\_Download\\_AQAR-2021-22.pdf](https://mithibai.ac.in/wp-content/uploads/2023/05/6618_Download_AQAR-2021-22.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/wp-content/uploads/2024/05/2.3.3-Academic-Calender-2022-23.pdf>

**5.Accreditation Details**

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
<b>Cycle 1</b>	<b>B++</b>	<b>Not Mentioned in certificate</b>	<b>2004</b>	<b>16/02/2004</b>	<b>31/12/2009</b>
<b>Cycle 2</b>	<b>A</b>	<b>3.57</b>	<b>2016</b>	<b>16/02/2016</b>	<b>31/12/2023</b>

**6.Date of Establishment of IQAC**

**17/07/2004**

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

Institution/ Department/Faculty/School	Scheme	Funding Agency	Year of Award with Duration	Amount
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:**

- Upload the latest notification regarding the composition of the IQAC by the HEI [View File](#)

**9.No. of IQAC meetings held during the year**      44 <https://mithibai.ac.in/naac/2022-23/C6/AQAR/6.5.3/IQAC%20MoM.pdf>

- Were the minutes of IQAC meeting(s) and compliance to the decisions taken uploaded on the institutional website?      **Yes**

- If No, please upload the minutes of the meeting(s) and Action Taken Report      No File Uploaded

**10. Did IQAC receive funding from any funding agency to support its activities during the year?**      **No**

- If yes, mention the amount

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

Seed Money and Incentives for quality research

Planned and strategized implementation of NEP wrt 2023-24

Organization of FDP on "Reviewing and Strengthening Assessment Practices"

OBE Mapping for examination in the academic year

MoUs and collaboration with academic institutes and organizations

Regular processing of faculty's 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 style="text-align: center;"><b>Curriculum Enrichment</b></p>	<p style="text-align: center;">Curriculum revisions and restructuring with inputs from Board of Studies for evaluating cross cutting issues, local-regional-national and global need. Enhanced the bouquet of Value added courses offered to the students to 17. Registration of the college for Academic Bank of Credits and registering all students</p>
<p style="text-align: center;"><b>Encouragement to Research Activities</b></p>	<p style="text-align: center;">Under Vice Principal Research &amp; Collaboration, a boost to research culture through Seed Money grants and incentives. Journal club activation with the bimonthly presentation of research by Ph.D students and teachers. Guidance provided to students for participation at Avishkar. Encouragement sessions for faculty to conduct and publish more research work. Organization of 2 National and 1 International conferences</p>

<p>Collaborations with industry &amp; research institutions</p>	<p>11 MoUs signed to boost academia-industry; UG and PG students conducted research projects/ internships with industry collaborations; Mithibai Alumni Association revived for improved industry-academia collaboration through alumni</p>
<p>Development of Training &amp; Placement opportunities</p>	<p>Value Added course on soft skills free of cost for all students; process for recruitment of more training &amp; placement officers initiated; Departments suggested list of potential organizations for internships &amp; placements (subject-wise)</p>
<p>NAAC preparations</p>	<p>SSR preparation trainings conducted by IQAC and external members for various criteria of NAAC; conduction of the SSS; updating of department files of past five years</p>
<p>Encouragement to entrepreneurship with Entrepreneurship Cell</p>	<p>College registered with IIC, Govt Of India; 'Pitch a Plan' competition held and winners trained through a week long training session</p>
<p>Implementation of NEP 2020</p>	<p>Multiple deliberations conducted by the NEP Committee; Integrities of NEP were discussed at teachers ' forums; Syllabus framed as per Govt. of Maharashtra guidelines</p>
<p>Execution RUSA-2 grants</p>	<p>Grant utilised towards strengthening examination and Evaluation system, digital campus, promoting and conducting Research and for trainings for capacity building of all stake holders</p>

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

- Name of the statutory body

Name of the statutory body	Date of meeting(s)
<b>IQAC</b>	<b>10/12/2023</b>

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

- Year

## Part A

### Data of the Institution

<b>1.Name of the Institution</b>	Shri Vile Parle Kelvani Mandal's, Mithibai College of Arts, Chauhan Institute of Science and Amrutben Jivanlal College of Commerce and Economics (Autonomous)
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**Annual Quality Assurance Report of SVKM'S MITHIBAI COLLEGE OF ARTS, CHAUHAN INSTITUTE OF SCIENCE, AMRUTBEN JIVANLAL COLLEGE OF COMMERCE AND ECONOMICS (AUTONOMOUS)**

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	(subject-wise)				
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<b>13. Was the AQAR placed before the statutory body?</b>	<b>Yes</b>				
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IQAC	10/12/2023				
<b>14. Was the institutional data submitted to AISHE ?</b>	<b>Yes</b>				
<ul style="list-style-type: none"> <li>Year</li> </ul>					

Year	Date of Submission
2022-23	07/02/2024

### 15. Multidisciplinary / interdisciplinary

One of the primary goals of an effective educational institute is to ensure the overall growth and development of learners, who are young adults aspiring to enter the world of work and society as contributing members. It is hence critical that curricula emphasize imparting knowledge and skills about all aspects of life, along with subject-specific expertise. Presented below are our efforts towards the same in line with the New Education Policy (2020)

Since its inception in 1961, the college has envisioned the need for multi- and interdisciplinary approaches through its mission and vision statements.. We have been offering multidisciplinary options for learning and careers to our learners in the form of a wide array of programs in the humanities, mass media and communications, commerce, finance, management, basic and applied sciences, and computers thus enhancing the opportunities for our learners so that they can meet the industry requirements. The newly introduced programs such as B.Sc. Psychology (Honours) and B.Sc. Applied Statistics (Honours) have become highly sought-after options over the two years since their introduction. Learners of the college are also offered beneficial value added courses, which add to their knowledge and skill sets. To facilitate their all-around development, our learners also take up a compulsory Foundation Course which educates them about environmental issues, methods to enhance sustainability, the challenges involved, Indian Knowledge Systems, Indian Constitution, Indian philosophy, in addition to augmenting gender sensitization. The curriculum is designed with inputs from the subject as well as industry experts which helps develop local, regional, National and global competencies. Through activities organised under the aegis of NSS, NCC, DLLE, student committees, the college festivals, our learners engage in community work, thereby incorporating social commitment into the learning process. The Centre for Holistic Health & Wellness organizes sessions and activities for learners, faculty, and non-teaching members to improve physical as well as mental well-being. Courses in Research Methodology have been incorporated into all programs. Furthermore, the students have been motivated to present their research at competitions like Aviskhar, publish their work or present them at International and National Conferences.

The academic year 2022-23 opened avenues for the college to work towards adopting the NEP (2020) into our teaching-learning-evaluation processes wef 2023-24. The faculty members have researched, prepared, reviewed, modified and proposed new curricula for the programs to replace the traditional single-stream programs with an interdisciplinary approach as per the credit structure framework. Principal, with the support of Vice Principals, and teaching faculty undertook the responsibility of researching and developing a the credit structure for a four-year undergraduate program as per directives of the Government of Maharashtra. Stalwarts such as Dr R.D. Kulkarni were invited to the college to help understand the technicalities involved in the recommendations for the implementation of the new credit structure. College stakeholders attended several workshops, and then met several times to deliberate and design the credit structure. These efforts have resulted in the realisation of the proposal and approval of the first-year undergraduate degree program course syllabi in the Academic Council and Governing Body. From 2023-24 onwards, the learners will be offered Major and minor courses, open electives (courses from another department under the same faculty), general electives (courses from faculty other than theirs), vocation-based courses, skill-based courses, Indian Knowledge Systems course, Ability Enhancement and Value-based courses of 22 credits per semester.

#### **16.Academic bank of credits (ABC):**

The learners' transitions across the nation and the globe, to access the best education in foreign universities are best supported by the process of accumulation of earned credits. This storehouse of learners' academic awards aims at facilitating an easier, more comprehensive education across national and international universities. Encouraging anytime-anywhere learning with ease, the college in 2022-23, has successfully registered for the ABC account with Digital India and all the learners have functional ABC accounts with entry of the credits earned by the learner also completed Teaching faculty and office members have tirelessly supported, guided and mentored the learners in achieving the same. The ABC IDs of all the learners are compiled and maintained with the college to provide services such as credit verification, credit accumulation, credit transfer or redemption, authentication of academic awards, etc. in the forthcoming year. Therefore, a student-centric education is implemented, with a focus on learner-friendly teaching approaches. With the creation of the ABC ID and the option of multiple entry-exits points available for the upcoming learning

batches, the learners will be able to study at their own pace. They will be able to accommodate their other interests and activities and cope with individual difficulties making our educational programs inclusive of learners with academic, emotional, and developmental challenges. Further, the courses offered by the government and the college that are undertaken by students online or offline can also be accounted for and the same credited to the ABC. In line with the NEP guidelines, Mithibai College will ensure the validity of these credits for seven years and the learners can redeem these credits and seek admission directly or after a gap into remaining years of the degree program at any university.

### **17.Skill development:**

Learning is profitable and beneficial when it translates into skilled performance, i.e., when cognition is reflected in thinking and behaviour. Hence, one of the primary aims of good educational institutes should be the application of acquired knowledge, which is manifested in the learners' skillful behaviour, which in turn benefits their professional growth, personal development and societal progress. Fueling this spirit is the new structure provided by the National Education Policy (2020). It envisages a curriculum that integrates subject domain knowledge with complementary skills to boost employability and entrepreneurship of Indian learners.

Since its inception, the College has aimed, through skill development, at making its learners employable and entrepreneurship ready, NEP (2020) guidelines, have enhanced the opportunities that are open for our upcoming learning batches. The college's statutory bodies viz. the Academic Council and Governing Body have approved the implementation of the 4 year degree program in line with the guidelines of the UGC, and State Government, wef academic year 2023-24. The learners will compulsorily take up courses with credits being allocated for vocational and skill enhancement every semester in sync with their domain knowledge. The many hours of effort put in by the faculty of the college have resulted in the development of contemporary and cutting-edge skill-enhancement courses such as Digital Citizenship, Psychological and Mental Health First Aid, Managerial Decision Making, Corporate Law, Application of Microbes in the Food Industry, Plant Preservation Techniques, Development of Administrative Skills, Taxation and Accounting Software, and likes. We aspire to empower our learners to productively and sustainably contribute to society Vocational



courses in their field of interest to complement skill development have been designed. These courses will lay the foundational knowledge base for their skills. A few of them that have been crafted uniquely include Aromatherapy, Sociology of Performing Arts, Media and Politics, Psychology of Well-being, Corporate and Security Law, Organic Farming, Renewable Energy, Vermiculture and likes. Two credit courses on Indian Knowledge System, language, and environmental studies etc. will also be introduced

The college's vision of fostering skill development in our learners is not a recent one. The RUSA grant that was received in 2018 facilitated the upgradation of the 'Entrepreneurship Cell and Skill Hub' to promote skill enrichment. This centre offers capacity-building and skill-inculcating programs and offers sessions for grooming entrepreneurs. We are also registered with MoE's IIC for skill development of our entrepreneurs. Our Training and Placement Cell has been empowering the learners with excellent mandatory soft skills value added courses since 2012. The cell also provides pre-placement training for interviews and group discussions to facilitate employability. Additionally, individual departments, such as the departments of Microbiology, Biochemistry and Psychology also offer courses on life skills. Programs like the Bachelor of Management Studies, Bachelor of Commerce (Accounting & Finance), Bachelor of Commerce (Financial Markets), Bachelor of Commerce (Banking & Investments), Bachelor of Commerce (Honours), Bachelor of Science (Honours -Applied Statistics and Data Analytics), Bachelor of Science (Honours - Psychology), Bachelor of Science (Honours-Biochemistry), Bachelor of Science (Biotechnology) and Bachelor of Science (Computer Science) are professional courses, which translate into professional employment and entrepreneurship. The curricula of our programs inculcate values through topics as human values, gender, professional ethics, environment and SDG's and likes. Skill development, is achieved through experiential learning involving internships, field and industrial visits, and hands-on learning methods. To stimulate the development of a scientific temper in the learners and to enhance their skill sets research activities are encouraged at the department and college levels.. The learners undertake research-based assignments, research projects and dissertations, present their findings in conferences, and compete in the intra-collegiate research competition and intercollegiate contests such as Avishkar (organized by the University of Mumbai). Skill enhancement is also ensured by participation in the DLLE, NCC, NSS and ICR activities which fostering their social and



community skills. The learners celebrate important National and International Days which help inculcate human values such as truth, justice, peace, love, and non-violence.

As part of our prospective plan, we aim to invite expert trainers from the Industrial Training Institutes (ITI) and/or Pradhan Mantri Kaushal Kendra (PMKK). This practice will serve as a hub of vocational education and training (VET) by realising the Hub and Spoke Model (an initiative of the Ministry of Skill Development and Entrepreneurship).

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

India is a unique land with a rich and diverse culture and history. Our land has been home to varied local, regional, national and international communities for centuries. We represent unity in our diversity, and it is necessary to inculcate respect and pride for our country in our learners.

It is not surprising, therefore, that the college as a knowledge hub has been culturally vibrant. The college has been known to embrace modern science and technology within our cultural knowledge base to promote holistic growth in our learners. Since its establishment, the college has been offering languages of Gujarati, Hindi and Marathi to our learners as second language subjects, along with an opportunity to major in Gujarati (which opens creative opportunities as professional writers, translators, orators, and the like). In the second-year humanities program, the applied component course offered is Comparative Religions, that promotes the knowledge of Indian systems and philosophies. Consciously and vibrantly, the college celebrates national festivals, rituals and habits within the campus, which leads to experiencing the diversity of our country. These include celebration of the Independence Day, Hindi Divas, Gujarati Divas, Marathi Divas, International Yoga Day etc. Teaching pedagogy includes group discussions on the scientific and cultural reading of festivals, rituals and debates are held analytically and scientifically. The Mithibai Cultural Committee identifies, nurtures and promotes talent in classical dance, folk dance, classical singing, instrumental music, group dance and much more. The Annual Talent Search is organized every year at the beginning of the term to identify talent through competitions on folk dance, folk songs, skits, mono-acting, Indian instrumentals, etc.

The framework of the NEP (2020) has broadened the platform to continue our good work. Through the introduction of open and general elective courses, and vocational and skill enhancement courses, we have designed more opportunities for the promotion of Indian Knowledge System. The learners now have wider access to learning Indian languages through general electives such as Gujarati/Hindi/Marathi Bhasha and Sahitya Parichay across semesters. Fostering interdisciplinary learning, they can also opt for courses such as *Comparative Religions, Ancient Indian Political Thoughts & Ideas, and Introduction to Indian Cinema*. Learners can opt for skill enhancement courses such as *Sociology and Indian Folk Dances, Citizen Government Interface, Hindi/Marathi Film & Screenwriting*, and the like to enhance their knowledge about Indian culture. Furthermore, all learners will essentially be gaining insight into IKS in their desired discipline of choice through its integration into their discipline specific courses.

As part of prospective plan, we will integrate Indian Knowledge System in our research work by encouraging *cross-cultural comparative research designs*. We plan that the learners go beyond the mere acquisition of the knowledge of Indian culture, but move towards self-awareness, realization and self-actualization. Lastly, the institute also plans to take steps in organizing more seminars, workshops, sensitization drives, discussions and debates towards building awareness and enabling transformation of rigid mindsets aiming at augmenting tolerance for diversity in our learners.

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

In contrast to the traditional education pattern, which is primarily focused on the content and delivery of the material, the new age education philosophy centres around the learner. Such a learner-centric education system expands the scope of teaching and learning to also include evaluation. The simple logic is, '*How do we know that the learner has acquired the knowledge facilitated?*' Hence, while learning remained latent in the earlier system, it is now aimed at performance in the new system, resulting in skill building, employability and entrepreneurship, value-based independent thinking, application of professional and human ethics, sensitivity towards gender, diversity, environment and sustainability.

To achieve an outcome-based education, the college has re-structured the teaching-learning-evaluation processes to

incorporate an outcome-based approach. On attaining autonomy in 2018, we re-modelled our curriculum and pedagogy with well-defined Program Outcomes, Program Specific Outcomes and Course Outcomes. These intended outcomes are discussed with the learners at the time of initiating the transaction of the syllabus. To define these clearly, every faculty member participated in a series of workshops, webinars, and hands-on experiential training with experts. We practiced the framing of outcomes based on the philosophy of the course and the skills aimed to be enriched in the learners upon the completion of the course and program. The faculty was introduced to the detailed structure of Bloom's and Anderson's Taxonomy of Educational Objectives with emphasis on the cognitive domain (remembering, understanding, applying, analyzing, evaluating and creating). The faculty identified the levels of learning and performance that can be achieved topic-wise and designed the course outcomes. The next aim was to achieve proficiency in the art of preparing question papers in line with the course outcomes and Bloom's and Anderson's taxonomy. Throughout this process, we engaged in peer learning and supported and assisted each other. Experts like Dr. Usha Borkar, Dr. Mohan Menon, Dr S.S. Jena, Dr V.D Bhat, Dr. B.D. Bhole and Dr. Peeyush Pahade were invited to conduct extensive workshops and training sessions for the same. Consequently, we have been preparing detailed lesson plans, specifying the pedagogy involved. in facilitating the learning material aimed at a specific cognitive domain of learning.

The curriculum is transacted via innovative and interactive methods such as case studies, videos & film analysis, experimentation, field projects, documentary making also.. The last step is evaluating the outcomes in the learners, through the process of mapping the outcomes with assessments. The IQAC team members, with a few faculty members have visited peer colleges to learn their systems and then tailored the formula to our assessment patterns, developed templates and have trained departments in the mapping process. Caution has been maintained in the process of developing outcome-based education, especially in the subjective and experiential courses to ensure that the specific uniqueness of the learner is not diluted in the process of objective assessments. This is aimed at the learners becoming aware and adaptive towards their strengths, challenges and opportunities thus benefitting the learners..

## **20.Distance education/online education:**

Every inquisitive mind should have access to knowledge. While in

principle our education system has aimed at empowering every young mind with knowledge and skills, its true implementation was witnessed in the years 2020 and 2021 on account of the pandemic and lockdown with the onset of online learning. Of course, learners before 2020 did undertake online learning, especially in courses offered by foreign universities and in conditions of self-education when physically attending school and college was a challenge (due to financial or reasons of disability). But large-scale online/distance education saw the light of day in April 2020. Facilitators and knowledge centres across the globe undertook this creative and responsible challenge of impart education and to evaluate learning and so did we.

The college has licences for MS Teams to conduct learner interactive and engaging teaching-learning process and also examinations. The platform is creatively used with its breakout rooms facility, and applications like notebooks, assignments, polls, insights and the like. Furthermore, all the faculty members undertake training sessions to improve their teaching skills to keep the lectures creative, engaging and fruitful. The faculty members train themselves 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 Virtual Learning Environments (VLEs) also provided the options of recording and replaying lectures, conducting quizzes, etc. The in-house LMS-Students portal, developed in 2017 is also used for examinations and to display notices thereby ascertaining our commitment for a green campus..

Moving ahead with this realization that learning knows no physical boundaries and with the backing of the New Education Policy (2020), the college plans to incorporate blended learning programs with the regular offline programs. The establishment of the media studio and the training of the faculty will facilitate designing e-courses and open avenues to strategize our plan to offer online courses on MOOCs, SWAYAM and other credible platforms so that learners in remote locations can access the expertise of our faculty. In keeping with the recommendations of NEP, we will offer curriculum that can be learned with self-paced courses offered on SWAYAM, credible MOOCs and Coursera. We plan to offer online certification courses with institutions like Coursera through MoU, ensuring the learners to access supplementary 'glocal' (global and local) education at a subsidized cost. In addition, the upgrade of LMS driven by Artificial Intelligence will offer to the learner automated

suggestions for courses based on the learner's skill, and interest and complementary to the ongoing program, With adequate time and resources, we aim to reach out to the maximum number of learners nationally and internationally. Empowerment and employment through education is our primary mission.

## Extended Profile

### 1.Programme

1.1 42

Number of programmes offered during the year:

File Description	Documents
Institutional Data in Prescribed Format	<a href="#">View File</a>

### 2.Student

2.1 5380

Total number of students during the year:

File Description	Documents
Institutional data in Prescribed format	<a href="#">View File</a>

2.2 1777

Number of outgoing / final year students during the year:

File Description	Documents
Institutional Data in Prescribed Format	<a href="#">View File</a>

2.3 5159

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

File Description	Documents
Institutional Data in Prescribed Format	<a href="#">View File</a>

### 3.Academic

3.1 1260

Number of courses in all programmes during the year:

File Description	Documents
Institutional Data in Prescribed Format	<a href="#">View File</a>
3.2 Number of full-time teachers during the year:	<b>188</b>
File Description	Documents
Institutional Data in Prescribed Format	<a href="#">View File</a>
3.3 Number of sanctioned posts for the year:	<b>188</b>
<b>4.Institution</b>	
4.1 Number of seats earmarked for reserved categories as per GOI/State Government during the year:	<b>835</b>
4.2 Total number of Classrooms and Seminar halls	<b>57</b>
4.3 Total number of computers on campus for academic purposes	<b>1104</b>
4.4 Total expenditure, excluding salary, during the year (INR in Lakhs):	<b>852.95</b>

## 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 line with our Vision and Mission, intensive efforts are put into developing curricula that address local, regional, national and global needs. The POs, PSOs and COs are also drafted after**

intricate analysis for each Programme and Course through Bloom's Taxonomy. This provides maximum leverage for learners to display higher-order cognitive skills. Of the 1260 courses offered this year, every course addresses at least one of the four needs and 1000 courses address all the needs.

For example, the course 'Schools of Indian Philosophy' delves into Indian Philosophy in general as well as scholars of Maharashtra. Similarly, courses of Political Science 'Politics of Modern Maharashtra' and 'Rural Local Government' provide learners with a deep insight into local and regional politics and grassroots-level administration. As Mumbai is a coastal city, courses in Fishery Science and Aquaculture under the Department of Zoology are offered to develop skills for localized careers as researchers and entrepreneurs. Concerning addressing national needs, most of the courses offered across all programs aim to ingrain an understanding and appreciation of our country. Lastly, courses such as British Literature, Western Political Thought, International Law and the like offered by departments of commerce and sciences address global topics in the curriculum.

File Description	Documents
Upload additional information, if any	<a href="#">View File</a>
Link for additional information	<a href="https://mithibai.ac.in/naac/SSR/C1/1.1.1/1.1.1_PO%2CPSO%2CCOs_AQAR22-23.pdf">https://mithibai.ac.in/naac/SSR/C1/1.1.1/1.1.1_PO%2CPSO%2CCOs_AQAR22-23.pdf</a>

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

29

File Description	Documents
Minutes of relevant Academic Council/BOS meeting	<a href="#">View File</a>
Details of syllabus revision during the year	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

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

1041



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

## 1.2 - Academic Flexibility

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

292

File Description	Documents
Minutes of relevant Academic Council/BoS meetings	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Institutional data in prescribed format (Data Template)	<a href="#">View File</a>

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

42

File Description	Documents
Minutes of relevant Academic Council/BoS meetings	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
List of Add on /Certificate programs (Data Template)	<a href="#">View File</a>

## 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

Mithibai College was instituted in 1961 with the vision of



providing quality education to learners from the locality. The commitment to human values and imparting knowledge has remained a priority over the years. In fact, the institution and its reputation have grown extensively over the years, and it is now one of the most reputed institutions in India.

Through courses, curricula, festivals, and activities, the institution imbibes human values in the learners. Professional ethics and sensitivity remain the prominent values instilled in the learners. With prominent alumni spread across the entrepreneurial and corporate worlds, these values are sure to have been crucial in character and career building. The institution acknowledges its role in mentoring young minds into sensitive and observant citizens of the future. As potential contributors to society in various capacities, such as teachers, researchers, legislators, policymakers and administrators, lawyers, scientists, and members of civil society, it is of utmost importance that they are aware of the developments around them. They must be mindful of gender issues, concerns regarding the environment, and the possible ways in which they can play a role in mitigating the emerging challenges and propose feasible, innovative and sustainable alternatives to the existing choices. Across 8 programmes, the college transacts these values and it is heartening to note that the learners take an active interest in the thought process towards the same.

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	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

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

17

File Description	Documents
List of value-added courses	<a href="#">View File</a>
Brochure or any other document relating to value-added courses	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

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

4018

File Description	Documents
List of students enrolled	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

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

2776

File Description	Documents
List of programmes and number of students undertaking field projects / internships / student projects	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

## 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	<a href="https://mithibai.ac.in/naac/2022-23/C1/1.4%20360%20degree%20Feedback%20%28Signed%29.pdf">https://mithibai.ac.in/naac/2022-23/C1/1.4%20360%20degree%20Feedback%20%28Signed%29.pdf</a>
Upload the Action Taken Report of the feedback as recorded by the Governing Council / Syndicate / Board of Management	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

#### 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	<a href="https://mithibai.ac.in/naac/2022-23/C1/1.4%20360%20degree%20Feedback%20%28Signed%29.pdf">https://mithibai.ac.in/naac/2022-23/C1/1.4%20360%20degree%20Feedback%20%28Signed%29.pdf</a>
Any additional information	<a href="#">View File</a>

### 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

1957

File Description	Documents
Any additional information	<a href="#">View File</a>
Institutional data in prescribed format	<a href="#">View File</a>

##### 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)

653

File Description	Documents
Any additional information	<a href="#">View File</a>
Number of seats filled against seats reserved (Data Template)	<a href="#">View File</a>

## 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.

A wide range of student-centric methods are adopted by teachers in the teaching-learning process. Teachers use multiple innovative and interactive teaching methodologies while transacting syllabi of various courses.

Faculty encourage Participative Learning through;

- Peer learning through group projects and presentations, student seminars,
- Case study analysis, group discussions, role play, book reviews, debates and quizzes, etc. viva-voce or peer group presentations
- The Economic Transcript, Mithibai Debate Society, exploratory photography, poster presentations, drama workshop sessions, interaction with experts, literary criticism
- Writing articles for college magazines, blogs, newsletters and posters

Experiential learning is facilitated for learners through;

- Field visits and industrial visits.
- Organisation of and participation in various activities organised by Institutional Social Responsibility Cell, cultural, NSS, NCC and DLLE and outreach programmes.
- Skits, role plays, film filmmaking
- Internships for PG and UG students range from a few weeks to a month depending on the credit allocated to the course.

Problem-solving skills are honed through instilling analytical and reasoning skills among learners. These skills help learners understand as well as solve real-world, simple-to-complex problems.

- UG and PG programs' students undertake and complete research projects successfully
- Present research papers in seminars and conferences
- Learners are involved in organisation of events like webinars, festivals, and events, leading to development leadership qualities as well as team work. Learners employ their talent and creativity in designing brochures, anchoring, and public relations.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://mithibai.ac.in/naac/2022-23/C2/2.2.1%20Diff%20Learning%20Levels%20Links/2.2.1-Links%20Diff%20learning%20levels%202022-23.pdf">https://mithibai.ac.in/naac/2022-23/C2/2.2.1%20Diff%20Learning%20Levels%20Links/2.2.1-Links%20Diff%20learning%20levels%202022-23.pdf</a>

### 2.2.2 - Student – Teacher (full-time) ratio

Year	Number of Students	Number of Teachers
30/04/2023	5380	188

File Description	Documents
Upload any additional information	<a href="#">View File</a>

### 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:

A wide range of student centric methods are adopted by the teachers in the teaching-learning process. Teachers use multiple innovative and interactive teaching methodologies while transacting syllabi of various courses.

Faculty encourage Participative Learning through;

- Peer learning through group projects and presentations, student seminars,
- Case study analysis, group discussions, role play, book reviews, debates and quizzes, etc. viva-voce or peer group presentations

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File Description	Documents
Upload any additional information	<a href="#">View File</a>
Link for additional Information	<a href="https://mithibai.ac.in/naac/2022-23/C2/2.3.1-cover">https://mithibai.ac.in/naac/2022-23/C2/2.3.1-cover</a>

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

The college is adequately equipped with ICT infrastructure that aids teaching, learning, and evaluation. The campus is WiFi-enabled, with all classrooms equipped with smart boards.

- Use of ICT by teachers enhances learners' interest and engagement through presentations, videos on smart boards
- Students Portal is used by teachers to upload learning resources like notes, and PowerPoint presentations, and also conduct of tests.
- Teachers boost students' participation through the use of applications such as Quizz, Kahoot, Prezi, Padlet, Quizlet, Slido, Mentimeter, Poly, etc.
- E-learning resources like free access videos, websites, articles, reports, and research papers are used to supplement the teaching-learning process.
- YouTube Videos, Films, Blogs, Podcast, Online Radio, News Paper Clippings, International Agency/ Government Reports, online research journals, JSTOR, Proquest, Ebrary, OER, PADLET, KOGGLE, MIND MASTER, internet-based videos, Inflibnet, Mitvirtuals, Virtual Herbarium, Frank lectures, z-library are the resources used by the faculty in teaching-learning
- Teachers use several features of Microsoft Office (MS) for evaluation of assignments, quizzes, and MS forms. The various apps available in Office 365 like Insights for attendance management, grades for evaluation, One Note-digital notebook for learners, and Polyquick polls helped in making teaching-learning both responsive and effective.
- The college has a media centre with audiorecording studio and software for development of E-content. The IQAC initiated training sessions to equip teachers for developing E-content.

File Description	Documents
Provide link for webpage describing ICT enabled tools including online resources for effective teaching and learning process	<a href="https://mithibai.ac.in/naac/2022-23/C2/Financial%20ICT%20New.pdf">https://mithibai.ac.in/naac/2022-23/C2/Financial%20ICT%20New.pdf</a>
Upload any additional information	<a href="#">View File</a>

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

#### 2.3.3.1 - Number of mentors

188

File Description	Documents
Upload year-wise number of students enrolled and full-time teachers on roll	<a href="#">View File</a>
Circulars with regard to assigning mentors to mentees	<a href="#">View File</a>

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

Preparation of and adherence to the academic calendar are accomplished by each teacher, department, and the institution.

Module-wise teaching plans of all courses are prepared by the teachers with session-wise contents to be covered, teaching pedagogy, reference material, and modes of internal assessment. The teaching plans for all the courses are reviewed and approved by the Heads of departments and the Vice Principals. Every teaching faculty member maintains a teacher's diary to monitor her/his adherence to the teaching plan. At the end of the term, teachers submit to the respective vice-principals, an undertaking for the completion of the syllabus in their respective classes.

The departmental plan consists of dates of ICA, BOS meetings, and co-curricular and extracurricular events/festivals. A review of the compliance of the academic calendar and teaching plan is regularly conducted in departmental meetings.

Academic calendar of the college is prepared by the Academic Calendar Committee which is comprised of all-faculty vice principals, the convenors of the Examination and Evaluation Committee and the Attendance Committee. The academic calendar consists of term beginning, the end alongwith semester end examination dates along with public holidays as well as last instructional days of the term. BOS, IQAC, Academic Council, and Governing Body meeting dates are also scheduled and adhered to. After approval in the heads meeting, the academic Calendar is published on the College website for the learners and faculty to know the important dates and plan their academic year.

File Description	Documents
Upload the Academic Calendar and Teaching Plans during the year	<a href="#">View File</a>



## 2.4 - Teacher Profile and Quality

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

188

File Description	Documents
Year-wise full-time teachers and sanctioned posts for the year	<a href="#">View File</a>
List of the faculty members authenticated by the Head of HEI	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

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

100

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	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

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

2129

File Description	Documents
List of teachers including their PAN, designation, Department and details of their experience	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

## 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

18

File Description	Documents
List of Programmes and the date of last semester-end / year-end examinations and the date of declaration of result	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

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

38

File Description	Documents
Upload the number of complaints and total number of students who appeared for exams during the year	<a href="#">View File</a>
Upload any additional information	No File Uploaded

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

The Principal is the Chief Conductor of examinations. The college has a Controller of Examinations (COE) to plan and execute the examinations and evaluations, making it a totally robust, unbiased, systematic, and professional system. This ensures smooth and secure conduct of examinations.

IT integration is seen in question paper setting, examination registration and issue of Hall tickets, Internal Assessment Process, result publication as well as grade card generation through the ERP- SAP. CA (Continuous Assessment) is 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 the migration of the marks, learners have access to their marks enabling them to raise queries, online, in case of any grievances.

The college has since 2022-23 has conducted its evaluation as well as moderation through OSM, facilitated from anywhere on the globe. The scanned answer books reach the evaluators vis mail with the

link to access the answer books. The examiner/ moderator dashboard has the question paper as well as synoptic answers uploaded for ready reference. This has made the transfer of marks to SAP portal very convenient, error free as well as without human intervention .

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional Information	<a href="https://mithibai.ac.in/naac/2022-23/C2/2.5.3%20Exam%20flow%20proof.pdf">https://mithibai.ac.in/naac/2022-23/C2/2.5.3%20Exam%20flow%20proof.pdf</a>

## 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

All the 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 learners by the faculty in the beginning of each semester.

PO, PSO and CO are prepared with care that allow the learners to demonstrate higher order cognitive skills beyond mere comprehending of facts. They focus on formulating questions, interpreting data, and constructing and deconstructing arguments. The Departments under the leadership of the Head formulate the PSOs, and COs, and the same is deliberated at the Board of Studies. Once approved these are deliberated upon at the Heads of Department meeting and finally presented for approval at the Academic Council. PSOs are defined and aligned as per the Graduate attributes, feedback, and suggestions from employers, alumni, and academic experts. The COs are defined in accordance to the Revised Benjamin Bloom's Taxonomy. POs, PSOs, and COs are published on the Institution's website.

The curriculum of each course familiarises the learners not only with theoretical knowledge but also effective communication skills which are pre-requisites for employability and competence.

File Description	Documents
Upload COs for all courses (exemplars from the Glossary)	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Link for additional Information	<a href="https://mithibai.ac.in/naac/2022-23/C2/2.6.1-template.pdf">https://mithibai.ac.in/naac/2022-23/C2/2.6.1-template.pdf</a>

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

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 learners by faculty in the beginning of each semester.

The main objective of implementing OBE is to impart education by adopting a student-centric approach and delivering outcome-oriented teaching for the students. Every programme identifies Program Outcomes (POs), Program Specific Outcomes (PSOs), and Course Outcomes (COs) by the vision and mission statements of the programme.

The college has formulated its OBE Policy. With the employment of OSM, question wise marks for each learner was available and questions are mapped to COs of respective course. . For calculating Direct attainment , 25% weightage is for CA with every given equal weightage . External Assessment (ESE) bears 75% weightage. Every CO's separate % attainment is calculated from question wise marks obtained for every learner. The attainment of each CO was calculated by setting class average marks as the threshold target at 60%. If students score more than the target, then attainment is achieved or else the gaps are studied and remedial actions planned.

PO ,PSO and CO correlation is measured and presented in two-way table with 3 level of correlation: Low = 1, Moderate = 2, High = 3. Using an in-house developed matrix (where columns are PO, PSO and Rows are CO statement) average correlation level of each PO, PSO is calculated. This attainment is calculated for all courses for each semester at department level.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional Information	<a href="https://mithibai.ac.in/naac/2022-23/C2/2.6.1-template.pdf">https://mithibai.ac.in/naac/2022-23/C2/2.6.1-template.pdf</a>

### 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

1777

File Description	Documents
Upload list of Programmes and number of students appear for and passed in the final year examinations	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
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/wp-content/uploads/2024/05/Student-Satisfaction-Survey-2022-23-NAAC.pdf>

## RESEARCH, INNOVATIONS AND EXTENSION

### 3.1 - Promotion of Research and Facilities

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

Research and developmental activities create and disseminate new knowledge in various domains, developing analytical reasoning aptitude and lateral thinking skills, and promoting skill enrichment and innovation. In line with these values, Mithibai College (Autonomous) has formulated a research policy to create and promote a research environment. The research policy is regularly updated and uploaded on the institutional website

6149\_Download\_Research Promotion .pdf (mithibai.ac.in)

To achieve a high-quality research ambience, the management has appointed a Vice Principal for Research, Consultancy and Collaboration. Mithibai College also has a robust Research Promotion Committee with the Principal as the Chairperson. The college has ten research centres.

Mithibai College Library facilitates access to 39 electronic databases to its enrolled members. Of 39 databases, 21 are subscribed under N-LIST and 28 are from SVKM consortia. The library also provides easy access to online resources through ProQuest and N-LIST Sessions on Reference Management Tool, Mendeley and Zotero, which are conducted by the Librarian for undergraduate and postgraduate students and research scholars.

With the primary objective to encourage and promote interest in quality research among faculty and students, seed money grants and incentives for publication in high-quality Scopus and Web of Science-indexed journals are provided. In the academic year 2022-23, monetary incentives amounting to more than 1 lakh 25 thousand has been provided to the faculty. Also, seed money grant of approximately 13.5 lakhs has also been allotted to the faculty.

File Description	Documents
Upload the Minutes of the Governing Council/ Syndicate/Board of Management related to research promotion policy adoption	<a href="#">View File</a>
Provide URL of policy document on promotion of research uploaded on the website	<a href="https://mithibai.ac.in/wp-content/uploads/2023/05/6149_Download_Research-Promotion-.pdf">https://mithibai.ac.in/wp-content/uploads/2023/05/6149_Download_Research-Promotion-.pdf</a>
Any additional information	<a href="#">View File</a>

### 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)

13,44,330

File Description	Documents
Minutes of the relevant bodies of the institution regarding seed money	<a href="#">View File</a>
Budget and expenditure statements signed by the Finance Officer indicating seed money provided and utilized	<a href="#">View File</a>
List of teachers receiving grant and details of grant received	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

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

12

File Description	Documents
e-copies of the award letters of the teachers	<a href="#">View File</a>
List of teachers and details of their international fellowship(s)	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

**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)**

2

File Description	Documents
e-copies of the grant award letters for research projects sponsored by non-governmental agencies/organizations	<a href="#">View File</a>
List of projects and grant details	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

**3.2.2 - Number of teachers having research projects during the year**

2

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional Information	<a href="https://mithibai.ac.in/naac/2022-23/C3/Jaya-Maam-Project.pdf">https://mithibai.ac.in/naac/2022-23/C3/Jaya-Maam-Project.pdf</a>
List of research projects during the year	<a href="#">View File</a>

### 3.2.3 - Number of teachers recognised as research guides

20

File Description	Documents
Upload copies of the letter of the university recognizing teachers as research guides	<a href="#">View File</a>
Institutional data in Prescribed format	<a href="#">View File</a>

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

2

File Description	Documents
Supporting document from Funding Agencies	<a href="#">View File</a>
Paste link to funding agencies' website	<a href="https://www.moes.gov.in/researchs-projects?field_status_value=New+Proposal+For+Concurrence&amp;tid=All">https://www.moes.gov.in/researchs-projects?field_status_value=New+Proposal+For+Concurrence&amp;tid=All</a>
Any additional information	<a href="#">View File</a>

## 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.

The college vision is to create a conducive ecosystem based on IKS to promote research, innovation, entrepreneurship and lab to land innovations for knowledge transfer to the community. Central



Instrumentation Facility (CIF) at Mithibai College has been established since 2014 with the objective to provide a central facility with the latest and the most advanced analytical techniques for cutting edge research in various areas of science and technology. CIF houses 16 highly sophisticated and modern analytical equipment's. The institution has registered with Ministry of Education's Institution Innovation Cell (IIC ID: IC202324190) so as to encourage entrepreneurship. Entrepreneurship fair is regularly organised and interactive sessions by entrepreneurs are routinely conducted.

The goal of Intellectual Property Cell is to raise knowledge of intellectual property among academicians through planning workshops, seminars, and training sessions. Departments have organised several webinars to raise awareness about IPR. IPR is taught to the students as part of the undergraduate and postgraduate syllabi. With the continuous and sustained efforts of the IPR cell 3 patents are published in 2022-23.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://mithibai.ac.in/naac/2022-23/C3/3.3.1/">https://mithibai.ac.in/naac/2022-23/C3/3.3.1/</a>

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

59

File Description	Documents
Report of the events	<a href="#">View File</a>
List of workshops/seminars conducted during the year	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

### 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**

A. All of the above

**Ethics in the research methodology course work Plagiarism check through authenticated software**

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	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

**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**

24

File Description	Documents
URL to the research page on HEI website	<a href="https://mithibai.ac.in/research/research-policy/">https://mithibai.ac.in/research/research-policy/</a>
List of PhD scholars and details like name of the guide, title of thesis, and year of registration	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

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

53

File Description	Documents
List of research papers by title, author, department, and year of publication	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

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

47

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://mithibai.ac.in/naac/2022-23/C3/Books-Chapters-2022-Merged%20.pdf">https://mithibai.ac.in/naac/2022-23/C3/Books-Chapters-2022-Merged%20.pdf</a>

### 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

101

File Description	Documents
Any additional information	<a href="#">View File</a>
Bibliometrics of the publications during the year	<a href="#">View File</a>

### 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	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

### 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	<a href="#">View File</a>
List of consultants and revenue generated by them	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

### 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	<a href="#">View File</a>
List of training programmes, teachers and staff trained for undertaking consultancy	<a href="#">View File</a>
List of facilities and staff available for undertaking consultancy	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

### 3.6 - Extension Activities

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

The institute promotes regular engagement of faculty, students and staff with the neighbourhood community for their holistic development and sustained community development through various activities. Every Year, several programmes are organized under which students and staff participate voluntarily in community-based activities with the neighbourhood. These activities help sensitize students towards social issues and spread awareness about legal and social remedies for matters like domestic violence, dowry, child abuse, beggars, female child, victims of violence, old and infirm, refugees and displaced persons etc. The activities help imbibe values of social responsibility and the

zeal to carry forward humanitarian work in the future. Such extension activities help social, communication, management, leadership, analytical and perceptual skills.

Other than NSS and NCC units, the various departments of the college is conscious about its responsibilities for shaping students into responsible citizens of the country by making students aware of social issues through various programmes like Environmental Awareness, Personal Health and Hygiene, Diet awareness, Road Safety, Tree Plantation, Soil and Water Testing, Plastic eradication, No vehicle day, Jananisuraksha, Programme on female foeticide, organizing visit to Orphanages and Anganwadi, Voters awareness, Blood group detection, Health check -up camps, Blood donation camps, Dental checkup camp, etc. All these mentioned activities have a positive impact on the students and they develop student community relationships, leadership skills and the self-confidence of students. It also helped in cultivating the hidden personality of students and created awareness among students.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://mithibai.ac.in/naac/2022-23/C3/3.6.1..pdf">https://mithibai.ac.in/naac/2022-23/C3/3.6.1..pdf</a>

### 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

12

File Description	Documents
Number of awards for extension activities in during the year	<a href="#">View File</a>
e-copy of the award letters	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

### 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)

114

File Description	Documents
Reports of the events organized	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

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

3106

File Description	Documents
Reports of the events	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

## 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

11

File Description	Documents
Copies of documents highlighting collaboration	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

### 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)

14

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

## 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 the 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 houses an Auditorium (shared facility), a Multipurpose 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. The language laboratory is also housed on premises. The college campus is Wi-Fi enabled with Internet facility of 200 MBPS available on campus. Mithibai Entrepreneur Development Cell (IIC) of the college collaborates with Atal Incubation Centre to motivate students to be entrepreneurs.

The library is spacious, well-furnished, pleasant ambience with a collection of textbooks, reference books, journals, e-journals, and CDs. The library has subscribed to N-LIST from INFLIBNET. Library is upgraded with latest technology of RFID system security gate, self-book-issue-kiosk, self-bookdrop-machine, it also has Web-OPAC, 25 digital CCTV cameras, and a Braille Embosser printer.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://mithibai.ac.in/naac/SSR/C4/Infrastructure%20-%20Photographs%20classroom.pdf">https://mithibai.ac.in/naac/SSR/C4/Infrastructure%20-%20Photographs%20classroom.pdf</a>

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 overall development of students, adequate facilities are provided on and off campus for sports, cultural activities, and yoga. The College Gymkhana facilitates indoor and outdoor games. A Gymkhana Committee maintains and upgrades the gymnasium. College hires facilities like sports grounds, coaches for outdoor games as needed. The annual sports day was organised wherein students, staff and faculty members participated in various sports competitions.

International Yoga Day was celebrated to create awareness about healthy lifestyles.

The college organizes several sports and cultural competitions. The Annual Talent Show organized by college nurtures the talent of students. They are provided with a platform to showcase their talents. Students have been given training for participation in Zonal and Inter-Zonal, as well as National level competitions. The institute has excelled at these events by winning prizes and awards in individual and group events. Mithibai Cultural Committee is very vibrant and active. Various activities are organised through the Literary Society, Film Society, and Cultural Committee. 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 the performing arts. KSHITIJ'23 Intercollegiate festival was celebrated with the theme 'An Everlasting Flame'. The committee conducted various events like the Green Run (Marathon), Panel discussions, promotions, Business Conclaves, Competitions, Workshops, and Pronite during KSHITIJ'23.

NCC Cadets and NSS students organize multiple socially relevant activities. NCC Cadets have brought great laurels to the College.

File Description	Documents
Geotagged pictures	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://mithibai.ac.in/naac/SSR/C4/Cultural%20Committee%20Report.pdf">https://mithibai.ac.in/naac/SSR/C4/Cultural%20Committee%20Report.pdf</a>

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



57

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	<a href="#">View File</a>

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

270.68

File Description	Documents
Upload audited utilization statements	<a href="#">View File</a>
Details of Expenditure, excluding salary, during the years	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

## 4.2 - Library as a Learning Resource

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

Mithibai College Jitendra Library is a well-furnished, fully air-conditioned library spread over 6900 sq. ft. on the ground floor with a seating capacity of 232 users and holds the collection of 68000+ books. The Library has been automated since 2009. KOHA ILMS is currently being used in the library, with version 20.11.06.000. KOHA is a globally accepted Open-Source Web-based ILMS. Mithibai College Library uses all default modules of KOHA, including Resource Acquisition, Cataloguing, Serial Control, Bibliographic data import from the Library of Congress, Union Catalogue, WebOPAC, Online Circulation, Barcode Printing, and Reports modules. Customization for various reports is done to suit the requirements of the college.

For easy migration and automatic synchronisation of Library users' data on a day-to-day basis, KOHA is integrated with other software, viz., 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. The Library has Self Issue Kiosk and Self Book-Drop Machine. Thus, the college library is fully automated with effectively integrated ILMs and RFID technology. This technology facilitates the library users for a self-driven book circulation process without the intervention of Library staff.

The Library is equipped with a 24x7 surveillance system with 25 digital CCTV cameras. The Library provides free Wi-Fi facility and access to computers under the Database Hub.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://mithibai.ac.in/naac/SSR/C4/RFID%20Ticket%20Raised.pdf">https://mithibai.ac.in/naac/SSR/C4/RFID%20Ticket%20Raised.pdf</a>

**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	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>

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

25.85

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

#### 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

437

File Description	Documents
Upload details of library usage by teachers and students	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

#### 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 College IT Policy is a comprehensive policy covering the ethical aspects of using network infrastructure holistically on campus. The policy contains instructions for all the stakeholders on using network facilities on the campus following the existing laws and regulations.

All computers and printers are replaced with higher configurations every five years and are maintained under the Annual Maintenance Contract (AMC). All printers are multifunctional with scanning, USB access, mailing system, the Wi-Fi connectivity and are enabled with secured access. The college also has the Identity printer Card (RFID- Mifare4k) in the library.

Digital CCTV cameras are installed all over the campus and monitored by the Building Management team.

For the access of bonafide stakeholders, biometric flap barriers are installed at all the entrances of campus, preventing unauthorised persons' access. A record of entry and exit from the college building is thus available for teaching faculty, non-teaching staff and students.

The ORACLE information system, which supports HR's management system, is integrated with the flap barrier system.

The College website is secured with HTTPS and updated regularly. A firewall authentication has been installed for the Security of the internal Network.

IT infrastructure and Wi-Fi facilities are upgraded regularly, and

annual budgetary provision is made. The Budget for the year 2022-2023 amounted to 16.36 lakhs.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://mithibai.ac.in/naac/SSR/C4/Library%20Database%20Hub%20and%20Computers%20for%20students.pdf">https://mithibai.ac.in/naac/SSR/C4/Library%20Database%20Hub%20and%20Computers%20for%20students.pdf</a>

#### 4.3.2 - Student - Computer ratio

Number of Students	Number of Computers
5380	1104

File Description	Documents
Upload any additional information	<a href="#">View File</a>

#### 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	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>

#### 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	<a href="#">View File</a>
Paste link for additional information	<a href="https://mithibai.ac.in/naac/2022-23/C4/VID-20230613-WA0018.mp4">https://mithibai.ac.in/naac/2022-23/C4/VID-20230613-WA0018.mp4</a>
List of facilities for e-content development (Data Template)	<a href="#">View File</a>

#### 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)

556.41

File Description	Documents
Audited statements of accounts	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>

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.

The college ensures optimal allocation and utilization of available financial resources for the maintenance and upkeep of various infrastructural facilities pertaining to the physical, academic and support facilities.

Housekeeping is outsourced to an external agency. Cleaning of classrooms, laboratories, and the library is done and maintained daily. CCTV Cameras are installed in all the classrooms, laboratories and monitored. Potable drinking water is available in the college. Maintenance and upgradation of Smartboards, Wi-Fi facility, Student's Portal (LMS), laptops, printers, and computers are carried out by the IT department of the SVKM management.

Laboratory Assistants and Attendants ensure the proper upkeep of laboratories. Outsourced technicians look after the laboratory equipment's calibration, repair and maintenance. SOPs and user-manuals are displayed next to the instruments to facilitate the use of the same. Library, Laboratories and classrooms are equipped with fire extinguishers. Pest control is carried out at regular intervals.

The library has an open-access system. Books are shelved daily for the books returned by the users and mis-shelved books. The library is secured by RFID book security system, digital CCTV cameras, a fire-alarm system and the Fire Extinguishers.

Sports and Games are an integral part of the college and the facilities are provided on the campus or hire basis.

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

The college has common facilities such as Cafeteria, Hostel for all SVKM institutes. A dispensary with a doctor is available on the campus for medical emergencies.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://mithibai.ac.in/naac/2022-23/C4/Fire%20Safety.pdf">https://mithibai.ac.in/naac/2022-23/C4/Fire%20Safety.pdf</a>

## 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

66

File Description	Documents
Upload self-attested letters with the list of students receiving scholarships	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>

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

1234

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Institutional data in prescribed format	<a href="#">View File</a>

**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	<a href="https://mithibai.ac.in/">https://mithibai.ac.in/</a>
Details of capability development and schemes	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

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

**2937**

File Description	Documents
Any additional information	<a href="#">View File</a>
Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template)	<a href="#">View File</a>

**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**      **A. All of the above**

**through appropriate committees**

File Description	Documents
Minutes of the meetings of students' grievance redressal committee, prevention of sexual harassment committee and Anti-ragging committee	<a href="#">View File</a>
Details of student grievances including sexual harassment and ragging cases	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>

**5.2 - Student Progression**

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

411

File Description	Documents
Self-attested list of students placed	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>

**5.2.2 - Number of outgoing students progressing to higher education**

450

File Description	Documents
Upload supporting data for students/alumni	<a href="#">View File</a>
Details of students who went for higher education	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

**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**

58



File Description	Documents
Upload supporting data for students/alumni	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

### 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

150

File Description	Documents
e-copies of award letters and certificates	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

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

The Student Council in Mithibai bridges the gap between the students' , college faculty and administration. The Mithibai Students' Council jointly with Sports Committee organised the Annual Sports Day - Outdoor Events on 11th January, 2023. The Students' Council organised "College Days" from 23rd to 28th January, 2023: a celebration eagerly anticipated by students. The days celebrated were Bollywood and Carnival day, thanksgiving day, formal day, traditional day, rose day and ink day.

The Mithibai Students' Council, along with the Mithibai Cultural Committee, organised the 61st Annual Day on 31st January, 2023. The event included felicitating the Best Students Award from undergraduate and postgraduate learners along with cultural performances. The ceremony also marked the release of the first Monthly Newsletter, an initiative of Mithibai Student' Council,

The Annual Prize Distribution Ceremony was organized on 20th February 2023 by the Mithibai Students' Council. All the academic and co-curricular toppers and achievers of the batch 2021-22 of the college were awarded certificates and trophies.

On 26th April 2023, The Annual Degree Certificate Distribution Ceremony was organised by Mithibai Students' Council to felicitate

**Academic Rank Holders and Meritorious Students of the batch  
2021-22**

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://mithibai.ac.in/association/student-s-council/">https://mithibai.ac.in/association/student-s-council/</a>

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

**43**

File Description	Documents
Report of the event	<a href="#">View File</a>
List of sports and cultural events / competitions organised per year	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>

**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) organized alumni reunion to reconnect with their life members on 19th June 2022. Approximately 70 alumni members visited their alma matter and were present at the event including retired professors, general secretaries from (1983 to 1987 batch), alumni from (1979-2017 batch),

Mithibai Alumni Association organised a musical evening with tabla maestro and our alumnus Pandita Anuradha Pal on 25th September 2022 at Juhu Jagruti Hall. The event was specially curated by Anuradha Pal for alumni students and former faculty members of Mithibai College.

MAA organized several seminars -

- Sanjiv Maheswari (ICWA and MBA), CFO - Basil Partners, Singapore on Thursday Nov 24, 2022 on 'Role and Importance

of Private Equity'.

- 'Cyber security and Career planning' by alumnus Mr. Sanket Epili, Vice President, Technology Risk, Morgan Stanley Certified Information Security Manager (CISM) - ISACA Certified Information Systems Security Professional (CISSP) -ISC which will be conducted online on 17th December 2022.
- Hiten Bhuta - international business leader, hospitality technology expert gave a lecture on 'From Student to CEO' on 19th January 2023.
- Guest speaker Neeraj Sangani gave a lecture on 'Re-imagining Marketing- How digital transformation has changed the marketing funnel' on 21st January 2023.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional Information	<a href="https://mithibai.ac.in/alumni-association/">https://mithibai.ac.in/alumni-association/</a>

**5.4.2 - Alumni's financial contribution during the year** **E. <2 Lakhs**

File Description	Documents
Upload any additional information	<a href="#">View File</a>

**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

**Vision**

To be recognised as a premier educational institution that practises quality pedagogy, encourages innovation and research while instilling values and providing a vibrant environment for the comprehensive development of the learners into valuable global citizens.

**Mission**

By strengthening the teaching-learning process through innovative practices, the institution will stimulate the spirit of scientific enquiry and discovery in academics. By providing state-of-the-art

institutional infrastructure and excellent human resources the college will foster a better educational environment. The institute will also impart training in entrepreneurial and life skills for enhancing employability.

### Objective

- To hone students' focus and help them gain depth in their chosen area of study to achieve academic excellence
- To enable them to prepare for lifelong learning by nurturing independent thinking.
- To sensitize the students towards the immediate environment and the society at large
- To provide a platform to actualize students' talents and encourage them to mould their passion into profession.

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 with 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.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional Information	<a href="https://mithibai.ac.in/naac/2022-23/C6/SSR/6.1.1/Vision_mission.pdf">https://mithibai.ac.in/naac/2022-23/C6/SSR/6.1.1/Vision_mission.pdf</a>

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 management has appointed a Mentor for the college from among 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 administrative head with the Vice-Principals supporting the Principal, in maintaining academic quality as well as ensuring the implementation of policies. The Heads of Department act as the link between the Vice-Principals and the department faculty for the smooth functioning of the teaching-learning process. Inputs and feedback from the learners, teachers, and non-teaching staff are analysed, and action is taken to resolve or mitigate the same as required. The administration is headed by the Registrar and the non-teaching staff make up the support system.

File Description	Documents
Upload strategic plan and deployment documents on the website	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Paste link for additional Information	<a href="https://mithibai.ac.in/naac/2022-23/C6/AQA/R/6.1.2/strategic_plan_22_23.pdf">https://mithibai.ac.in/naac/2022-23/C6/AQA/R/6.1.2/strategic_plan_22_23.pdf</a>

## 6.2 - Strategy Development and Deployment

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

The institutional perspective plan clearly aligns with the institute's vision and mission. It was successfully applied to accomplish the institute's objectives:

- The institute formulated a five-year plan (2021-2026) to align college operations with its vision and mission.
- The effective leadership has developed a 360-degree perspective plan with the objective of enhancing the quality of education imparted and imbibing the culture of excellence.
- In accordance with the perspective plan, the Principal, Vice Principals, IQAC alongwith the Head of Departments and

committee convenors, deliberate and strategise the plan for the year.

- The Head of Departments and Committee Convenors set out the duties along with responsibilities to each member and assign tasks accordingly.
- The effective execution of the prospective plan is based on the participation of all stakeholders associated. Time-bound deployment is monitored by the statutory bodies and revision/ moderation of plan, if needed are made.
- The norms and statutes prescribed by the University of Mumbai guide the appointment and service rules of the institution. Rules and regulations are formed for the efficient management of administrative work and for the proper functioning of the college.

File Description	Documents
Strategic Plan and deployment documents on the website	<a href="#">View File</a>
Paste link for additional information	<a href="https://mithibai.ac.in/wp-content/uploads/2024/05/strategic_plan_22_23.pdf">https://mithibai.ac.in/wp-content/uploads/2024/05/strategic_plan_22_23.pdf</a>
Upload any additional information	<a href="#">View File</a>

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.

CDC was established as per the University Act of 2016. Make recommendations on budgeting, infrastructure augmentation, and initiating new courses.

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.

IQAC holds regular meetings to talk about plans, policies, and issues related to quality. Members of the faculty, administration, alumni, society, and non-teaching staff are present.

As per the University/ Government guidelines, Examination and Evaluation Committee, 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	<a href="https://mithibai.ac.in/organogram/">https://mithibai.ac.in/organogram/</a>
Upload any additional information	<a href="#">View File</a>
Paste link for additional Information	<a href="https://mithibai.ac.in/about-us/administration/">https://mithibai.ac.in/about-us/administration/</a>

**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) Document	<a href="#">View File</a>
Screen shots of user interfaces	<a href="#">View File</a>
Details of implementation of e-governance in areas of operation	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

### 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

#### Career Development/Progression:

- Appointment of Unaided staff members as per VII pay recommendation.
- 25% fee concession to the wards of the staff members studying in institutions run by SVKM management.
- Advance payment against salary to newly recruited staff members.
- Seed money for research work
- Incentives for Publication in Journals with high impact factor
- Felicitation of staff members on completion of twenty-five years of service
- Organisation of workshops and seminars for the professional development
- Training programmes to enhance the use of digital tools
- Encouragement to attend FDP, Orientation and Refresher Programmes
- Efforts are made to deliver the pension order on the last day of work.
- Silver memento on retirement.
- Career Advancement schemes as per government norms
- Rs. 2,00,000 Medical insurance cover for all staff members and their family members
- Rs. 10,00,000/- Accident coverage for all staff members and their family members
- Medical services of two doctors and a Fire officer are available on campus.
- Maternity leave as per government norms.
- Annual Preventive health check-up



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. The society distributes Diwali gifts to all its members. The members of the society can avail loan of Rs. 6,00,000.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://mithibai.ac.in/naac/2022-23/C6/AOA/R/6.2.2/govt%20of%20mah..pdf">https://mithibai.ac.in/naac/2022-23/C6/AOA/R/6.2.2/govt%20of%20mah..pdf</a>

### 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

159

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	<a href="#">View File</a>

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

30

File Description	Documents
Reports of the Human Resource Development Centres (UGC HRDC/ASC or other relevant centres)	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>

### 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.)

37

File Description	Documents
Summary of the IQAC report	<a href="#">View File</a>
Reports of the Human Resource Development Centres (UGC ASC or other relevant centers)	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>

## 6.4 - Financial Management and Resource Mobilization

### 6.4.1 - Institution conducts internal and external financial audits regularly

SVKM's Mithibai College (Autonomous) has its income and expenditure accounts audited by internal and external auditors.

- The Institute of Chartered Accountants of India's guidelines are followed for conducting internal and external audits.
- 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.
- Regular financial audits are conducted quarterly and at the end of the financial year by Auditors-Kishore Parikh and Company Chartered Accountants.
- The management appoints separate auditors for the two audits to bring about complete disclosure of the financial results.
- The audit report created, delivered, and certified by the audit company is available to the Institutions' stakeholders
- For preparing the financial statements, the groundwork is laid by the Accounts Department and the Finance and Accounts Officer.
- Periodically, the Utilisation Certificates of various government programmes are presented to ensure prompt and efficient use of financial grants.

- 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.
- The team reviews that these guidelines are properly implemented. They verify bills, vouchers, receipts, cash books, asset registers etc.
- 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	<a href="#">View File</a>
Paste link for additional information	<a href="https://mithibai.ac.in/naac/SSR/C6/6.4.3/2022_23audit_report.pdf">https://mithibai.ac.in/naac/SSR/C6/6.4.3/2022_23audit_report.pdf</a>

#### 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)

81.38

File Description	Documents
Annual statements of accounts	<a href="#">View File</a>
Details of funds / grants received from non-government bodies, individuals, philanthropists during the year	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

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

SVKM's Mithibai college (Autonomous) is a government grant-in-aid college. It has a well-defined financial policy ensuring optimal financial utilisation for academic, administrative, and research activities.

#### Mobilization of Grants:

- Government grants, fees, research initiatives, and management funds are the primary sources of college funding.
- Funding for the college is through various sources like supporters, alumni, sponsorships and benefactors.
- 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 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 nonrecurring expenses.
- The Purchase / Library Committee seeks quotations from vendors to purchase computers, laboratory equipment, chemicals, books, and other consumables. These committees include members from teaching faculty and non-teaching staff. The purchase committee scrutinizes the quotations before a final decision is made.

#### Funds Utilization:

- Expenditures for infrastructure development, expansion and maintenance.
- Offering financial assistance for seminars, workshops, conferences, and endowment talks.
- Granting financial aid to deserving students
- Seed Money for Research
- Expenses incurred for carrying out extension activities
- Expenses associated with creating a clean, green campus
- Expenses incurred in computer maintenance, internet facility and e-governance

- **Payment towards library resources.**
- **Honorarium to the resource persons, Guest Lecturers of seminars, workshops, conferences and endowment lectures.**

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional Information	<a href="https://mithibai.ac.in/naac/2022-23/C6/AOAR/6.4.2/RUSA%20UTILIZATION%20CERTIFICATE%20OTD%2031%20MARCH%202023.pdf">https://mithibai.ac.in/naac/2022-23/C6/AOAR/6.4.2/RUSA%20UTILIZATION%20CERTIFICATE%20OTD%2031%20MARCH%202023.pdf</a>

## 6.5 - Internal Quality Assurance System

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

**IQAC supports quality assurance through curriculum development, teaching and learning, examination and evaluation, research and development, library and ICT infrastructure, collaborations and entrepreneurship.**

**Curriculum development as per NEP**

**20 number of research guides**

**Renewal of plagiarism software**

**53 Research Papers published in UGC-CARE Journals**

**IQAC organised workshops, and the programmes' goals and outcomes were developed in accordance with the departments' and the institution's mission and vision statements. Course Outcomes and Programme Specific Outcomes were set in accordance with Programme Outcomes.**

**Extensive use of Technology in Teaching and Learning**

**The institution has introduced Online Screen Marking software -**

"Eklavya" to evaluate the term end examination answer books. This has facilitated the faculty to evaluate the student work in an effective manner which in turn helps the institution to declare the results within the stipulated time.

As part of outcome-based education, all programmes began by mapping out the course objectives.

Organising national and international conferences.

Increasing number of value-added/add-on courses.

Increasing MoU and collaborative initiative

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://mithibai.ac.in/research/research-guides/">https://mithibai.ac.in/research/research-guides/</a>

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

**IQAC evaluates the teaching-learning process, structures and methodologies of operation, and learning results at regular intervals in accordance with norms:**

- Creation of the academic schedule prior to the start of the academic year.
- HoD are notified to create department-specific time-tables and lesson plans .
- The vigilance committee monitors classrooms for teacher attendance, discipline, and timeliness.
- Vigilance committee is directed to monitors classrooms for teacher attendance, discipline, and timeliness.
- 360 degree Feedback:
  - The IQAC regularly solicits feedback from the students on the academic curricula, instructional strategies, learning environment, academic performance of faculty, and campus amenities. The administration of this evaluation is the responsibility of the Feedback committee. Students are asked to provide an anonymous

evaluation of their academic experience and to rate the performance of the faculty at the end of each semester utilising an online feedback form on the LMS. IQAC also recommends curricular modifications based on curriculum feedback.

- In addition to student feedback, individual teacher feedback, parent input, employers of the students are also carried out. These feedbacks are carried out on curriculum, learning environment, college facilities etc.
- To enhance the teaching-learning process, the institution in addition to organizing various seminars encourages its faculty members to attend various orientation and refresher courses to make themselves acquainted with reforms of teaching-learning and latest trends in their subject domain.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://mithibai.ac.in/wp-content/uploads/2024/05/2.3.3-Academic-Calendar-2022-23.pdf">https://mithibai.ac.in/wp-content/uploads/2024/05/2.3.3-Academic-Calendar-2022-23.pdf</a>

**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	<a href="https://mithibai.ac.in/naac/2022-23/C6/AQAR/6.5.3/IQAC%20MoM.pdf">https://mithibai.ac.in/naac/2022-23/C6/AQAR/6.5.3/IQAC%20MoM.pdf</a>
Upload e-copies of accreditations and certification	<a href="#">View File</a>
Upload details of quality assurance initiatives of the institution	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>

## 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

Gender equity is maintained during admissions and recruitment. As per the Government guidelines an Internal Complaints Committee (ICC) is also constituted to address complains, if any.

Some of the activities conducted for this cause are

Activity & Dept

Date

Student assignment (Political Science)

20/03/2023

Student assignment (Philosophy)

15/07/2022 to 21/08/2022

Students Research Project (Economics)

Jun to Oct 2022

Celebration of Vishva Gujarati Matrubhasha Divas (Gujarati)

24-08-2022

Guest lecture by Anchal Narang on Challenges of identifying as a



non binary, non heteronormative individual by (Sociology)

21/12/2022

Dr. Khevana Desai's (Sociology) opinion on 'Same sex marriages' was published in Gujarati Mid-day

13/03/23

Lecture on 'Gender Equality' (Mathematics)

02-09-2022

Communication and presentation (Microbiology)

07/09/2022 to 30/07/2022

MoU with AKSHAR , NGO (WDC)

2022-23

A Citizen's rights workshop (WDC)

25/11/22

Workshop on 'Freedom for girls' (WDC)

23/08/2022

Stand Up Against Street Harassment(WDC)

27/07/ 2022.

Sexual Rights & Sexual health (WDC)

9/12/2022 to 16/12/2022

Building healthy replationship (WDC)

23/02/2023 to 27/02/2023

Celebration of International Women's Day (WDC)

03-08-2023

Gender audit report (WDC)

Jan 2023

Women's Equality Day (Library)

26.08.2022

CCTV cameras. round the clock security personal, female guards, visitors Log Book is maintained for security.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional Information	<a href="http://www.mithibai.ac.in/naac/2022-23/C7/7.1.1/7.1.1%20updated.mp4">http://www.mithibai.ac.in/naac/2022-23/C7/7.1.1/7.1.1%20updated.mp4</a>

**7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation: Solar energy plant Wheeling to the Grid energy conservation Use of LED bulbs/ power-efficient equipment**

**B. Any 3 of the above**

File Description	Documents
Geotagged Photographs	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

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)

**Following are the various steps taken up by the institution:**

**Solid waste management:**

- An informative talk on solid waste management was organized on 6/1/2023, highlighting the significance of responsible waste disposal and its impact on the environment.

**Bio-medical waste management:**

- The department of microbiology often requires to use blood and body fluids as part of their teaching learning process. It has been a practice of the department for several years to segregate the waste and treat it adequately before

E-waste management:

- Department of Computer Science has conducted Poster making on Classification of E-Waste management on 11/12/2022 at Computer Science Laboratory Electronic items that are broken or not usable are referred to ase-waste.
- Department of Biotechnology with Botany and Environmental Science has organised Webinar on 'Why Carbon footprinting is important?' on 16/5/2023.

Sustainable Practices

- Ms. Kushi Mayur of T.Y.B.A. Economics, Semester V (2022-2023) has successfully completed the project on IMPACT OF WATER SCARCITY ON SLUM DWELLERS IN MUMBAI.

Events organized were as follows-

Department/s

Event

Zoology

Eco-friendly Ganapati Murti Making, on 29 August 2022.

Zoology

The Peerless Planet in Peril, 28th July 2022

Biotechnology & Botany

LiFE -Lifestyle for Environment on 17/5/2023

Sociology

Zero-Waste Lifestyle on 28th January, 2023

- .

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	<a href="#">View File</a>
Geotagged photographs of the facilities	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

**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

File Description	Documents
Geotagged photographs / videos of the facilities	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

**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	<a href="#">View File</a>
Various policy documents / decisions circulated for implementation	<a href="#">View File</a>
Any other relevant documents	<a href="#">View File</a>

**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:**

**A. Any 4 or all 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	<a href="#">View File</a>
Certification by the auditing agency	<a href="#">View File</a>
Certificates of the awards received	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

**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	<a href="#">View File</a>
Policy documents and brochures on the support to be provided	<a href="#">View File</a>
Details of the software procured for providing assistance	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

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).

Mithibai College of Arts, Chauhan Institutes of Science & Amrutben Jivanlal College of Commerce and Economics encourage all departments to conduct various events which would enhance cultural, regional, linguistic, and communal socio-economic contacts among students. Some of the activities involve:

The Department of Psychology held two workshops on dealing with workplace issues from a psychosocial perspective and dealing with disabilities in the workplace.

Department of Microbiology conducted an outreach program that helped students to interact with school students. and an activity based on conflict resolution.

Department of Political Science arranged field trips to rural areas Boranda and Arose

Department of Sociology arranged a guest lecture by Anchal Narang on the challenges of identifying as a non-binary, non-heteronormative individual to develop an improved level of gender sensitivity among students.

Department of Zoology conducted a visit of Postgraduate learners to ACTREC & NIO, and conducted an activity named The Peerless Planet in Peril to motivate the audience to contribute towards the healthy sustenance of this planet.

Department of Chemistry conducted industrial visits for students of postgraduate programs. They visited Anuh Pharma Pvt. Ltd., and Bisleri International Pvt. Ltd.

The Institutional Social Responsibility (ISR) Committee of SVKM's Mithibai College organized an Outreach Activity for the learners of the Juhu Gandhigram Municipal School.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	<a href="#">View File</a>

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

The institution takes efforts to sensitize the students and employees of the institution to the constitutional obligations and thereby transform them into responsible citizens who are aware of their fundamental rights and duties.

Department/s

Event

Psychology

Counselling in a multicultural society in the curriculum of TYBA

Zoology

Making eco-friendly Ganesh Murti, on 29 August 2022.

The Peerless Planet in Peril, 28th July 2022

Chemistry

National Science Day to Bhabha Atomic Research Centre (BARC), Mumbai.

Computer Science

Hacking Tools and the Prevention of Hacking

Economics

Distributed food packets to the needy kids that were found nearby on Christmas Eve.

A visit to NMIMS Shirpur Campus to gain an understand on water conservation, organic farming and upliftment of the marginalized sections of the society.

Mithibai Library

Book Display on the occasion of National Constitution Day.

Microbiology

Life skill session on 'self-supervision'.

Woman Development Cell

Various activities to create awareness about woman's health, actions against harassments, sexual health and rights.

File Description	Documents
Details of activities that inculcate values necessary to transform students into responsible citizens	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

**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	<a href="#">View File</a>
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	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

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

**Organised by**

**Date**

**Event**

**Nisarg Nature Club**

**29.07.22**

**International Tiger Day**

**10.08.22**

**Rakhi making and Ganesh Idol making competition**

**16.10.22**

**Ozone day**

**4.10.22**

**Orientation programme for First Year students**

**08.10.22**

**Nature Trail to Sanjay Gandhi National Park**

**24.11.22**

Marine Walk

THE MANGROVE FOUNDATION

5.11-11.11.22

Bird migration study techniques in India

BAF and BCom (Hons.) Dept. and Accountancy Dept.

6.02.23

Numéro 8

Department of Statistics

2.07.22

26th National Statistics Day

Accountancy

21.01- 24.01.23

College Week Days

Indian Languages (Gujarati)

24.08.22

Vishav Gujarati Matrubhasha Diwas

Computer Science

24.08.22

Yoga and IT

Women Development Cell

8.03.23

International Women's Day

Library

21.06.22

International Yoga Day

21.06.22

World Music Day

29.06.22

National Statistics Day

1.07.22

Chartered Accountant Day

12.07.22

World Paper Bag Day

18.07.22

World Emoji Day

8.08.22

Essay writing competition on the occasion of "August Kranti Din"

26.08.22

Women's Equality Day

14.09.22

Hindi Divas

27.09.22

World Tourism Day

15.10.22

Vachan Prerana Din

26.11.22

National Constitution Day

2.12.22

World Computer Literacy Day

5.12.22

Geeta Jayanti

22.12.22

National Mathematics Day

4.01.23

World Braille Day (Physical Display of books)

13.01.23

Book Exhibition cum Sale

Microbiology

10.08.2022

Ganesh Idol making competition

Political Science

26.11.2022

Constitution Day

Department of Zoology

28.10. 2022

Wildlife Week

File Description	Documents
Annual report of the celebrations and commemorative events for during the year	<a href="#">View File</a>
Geotagged photographs of some of the events	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

## 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

#### PARIVARTAN: TECHNOLOGY-ENHANCED TRANSPARENT GOVERNANCE

Incorporating technology in educational institutions can significantly improve operational efficiency and transparency.

Mithibai College's approach involves the following key components:

? Admission, Enrolment, Attendance and Examination

? Technology-Enabled Teaching-Learning

The integration of transparent governance and extensive use of technology has yielded the following significant benefits:

? Transparent communication, open-door clear policies have reduced decision-making ambiguity

? The college's ethical and professional standards have bolstered its reputation

The practice of combining technology-enhanced transparent governance requires addressing the following challenges:

? Providing training

? Implementing robust data security measures and privacy policies

? Allocating financial resources

## Best Practice 2

### ARPAN: Community Engagement and Empowerment

The objective is to foster holistic development among students, promoting empathy, social responsibility, and the application of knowledge to real-world situations.

Our community engagement initiatives encompass a diverse range of programs designed to connect students with the community and promote social responsibility.

Over the years, our community engagement initiatives have made a significant impact like the "Joy of Giving", the "NGO Bazaar" the "Free Covid-19 Vaccination Drive Health Awareness Project" etc.

While our initiatives have achieved success, we've encountered challenges, including logistics, resource limitations, and the need for increased outreach.

File Description	Documents
Best practices in the Institutional website	<a href="https://mithibai.ac.in/wp-content/uploads/2024/05/BEST-PRACTICES.pdf">https://mithibai.ac.in/wp-content/uploads/2024/05/BEST-PRACTICES.pdf</a>
Any other relevant information	<a href="https://youtu.be/JE49jrx_30I">https://youtu.be/JE49jrx_30I</a>

### 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 learners 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 learner participation from across the country. Numerous departmental activities promote all round development of learners.

c) Inculcating Entrepreneurship: Lot of emphasis is placed on entrepreneurial skills for enhancing employability. Sessions are held to guide learners 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. Learners 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 line with our Vision and Mission, intensive efforts are put into developing curricula that address local, regional, national and global needs. The POs, PSOs and COs are also drafted after intricate analysis for each Programme and Course through Bloom's Taxonomy. This provides maximum leverage for learners to display higher-order cognitive skills. Of the 1260 courses offered this year, every course addresses at least one of the four needs and 1000 courses address all the needs.

For example, the course 'Schools of Indian Philosophy' delves into Indian Philosophy in general as well as scholars of Maharashtra. Similarly, courses of Political Science 'Politics of Modern Maharashtra' and 'Rural Local Government' provide learners with a deep insight into local and regional politics and grassroots-level administration. As Mumbai is a coastal city, courses in Fishery Science and Aquaculture under the Department of Zoology are offered to develop skills for localized careers as researchers and entrepreneurs. Concerning addressing national needs, most of the courses offered across all programs aim to ingrain an understanding and appreciation of our country. Lastly, courses such as British Literature, Western Political Thought, International Law and the like offered by departments of commerce and sciences address global topics in the curriculum.

File Description	Documents
Upload additional information, if any	<a href="#">View File</a>
Link for additional information	<a href="https://mithibai.ac.in/naac/SSR/C1/1.1.1/1.1.1_PO%2CPSO%2CCOs_AQAR22-23.pdf">https://mithibai.ac.in/naac/SSR/C1/1.1.1/1.1.1_PO%2CPSO%2CCOs_AQAR22-23.pdf</a>

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

29



File Description	Documents
Minutes of relevant Academic Council/BOS meeting	<a href="#">View File</a>
Details of syllabus revision during the year	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

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

**1041**

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

**1.2 - Academic Flexibility**

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

**292**

File Description	Documents
Minutes of relevant Academic Council/BoS meetings	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Institutional data in prescribed format (Data Template)	<a href="#">View File</a>

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

**42**

File Description	Documents
Minutes of relevant Academic Council/BoS meetings	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
List of Add on /Certificate programs (Data Template)	<a href="#">View File</a>

### 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

Mithibai College was instituted in 1961 with the vision of providing quality education to learners from the locality. The commitment to human values and imparting knowledge has remained a priority over the years. In fact, the institution and its reputation have grown extensively over the years, and it is now one of the most reputed institutions in India.

Through courses, curricula, festivals, and activities, the institution imbibes human values in the learners. Professional ethics and sensitivity remain the prominent values instilled in the learners. With prominent alumni spread across the entrepreneurial and corporate worlds, these values are sure to have been crucial in character and career building. The institution acknowledges its role in mentoring young minds into sensitive and observant citizens of the future. As potential contributors to society in various capacities, such as teachers, researchers, legislators, policymakers and administrators, lawyers, scientists, and members of civil society, it is of utmost importance that they are aware of the developments around them. They must be mindful of gender issues, concerns regarding the environment, and the possible ways in which they can play a role in mitigating the emerging challenges and propose feasible, innovative and sustainable alternatives to the existing choices. Across 8 programmes, the college transacts these values and it is heartening to note that the learners take an active interest in the thought process towards the same.

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	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

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

**17**

File Description	Documents
List of value-added courses	<a href="#">View File</a>
Brochure or any other document relating to value-added courses	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

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

**4018**

File Description	Documents
List of students enrolled	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

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

**2776**

File Description	Documents
List of programmes and number of students undertaking field projects / internships / student projects	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

**1.4 - Feedback System**

<b>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</b>	<b>A. All 4 of the above</b>
---	------------------------------

File Description	Documents
Provide the URL for stakeholders' feedback report	<a href="https://mithibai.ac.in/naac/2022-23/C1/1.4%20360%20degree%20Feedback%20%28Signed%29.pdf">https://mithibai.ac.in/naac/2022-23/C1/1.4%20360%20degree%20Feedback%20%28Signed%29.pdf</a>
Upload the Action Taken Report of the feedback as recorded by the Governing Council / Syndicate / Board of Management	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

<b>1.4.2 - The feedback system of the Institution comprises the following</b>	<b>A. Feedback collected, analysed and action taken made available on the website</b>
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File Description	Documents
Provide URL for stakeholders' feedback report	<a href="https://mithibai.ac.in/naac/2022-23/C1/1.4%20360%20degree%20Feedback%20%28Signed%29.pdf">https://mithibai.ac.in/naac/2022-23/C1/1.4%20360%20degree%20Feedback%20%28Signed%29.pdf</a>
Any additional information	<a href="#">View File</a>

## 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

**1957**

File Description	Documents
Any additional information	<a href="#">View File</a>
Institutional data in prescribed format	<a href="#">View File</a>

##### 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)**

653

File Description	Documents
Any additional information	<a href="#">View File</a>
Number of seats filled against seats reserved (Data Template)	<a href="#">View File</a>

**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.

A wide range of student-centric methods are adopted by teachers in the teaching-learning process. Teachers use multiple innovative and interactive teaching methodologies while transacting syllabi of various courses.

Faculty encourage Participative Learning through;

- Peer learning through group projects and presentations, student seminars,
- Case study analysis, group discussions, role play, book reviews, debates and quizzes, etc. viva-voce or peer group presentations
- The Economic Transcript, Mithibai Debate Society, exploratory photography, poster presentations, drama workshop sessions, interaction with experts, literary criticism
- Writing articles for college magazines, blogs, newsletters and posters

Experiential learning is facilitated for learners through;

- Field visits and industrial visits.
- Organisation of and participation in various activities organised by Institutional Social Responsibility Cell, cultural, NSS, NCC and DLLE and outreach programmes.
- Skits, role plays, film filmmaking
- Internships for PG and UG students range from a few weeks to a month depending on the credit allocated to the course.

Problem-solving skills are honed through instilling analytical

and reasoning skills among learners. These skills help learners understand as well as solve real-world, simple-to-complex problems.

- UG and PG programs' students undertake and complete research projects successfully
- Present research papers in seminars and conferences
- Learners are involved in organisation of events like webinars, festivals, and events, leading to development leadership qualities as well as team work. Learners employ their talent and creativity in designing brochures, anchoring, and public relations.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://mithibai.ac.in/naac/2022-23/C2/2.1%20Diff%20Learning%20Levels%20Links/2.1-Links%20Diff%20learning%20levels%2022-23.pdf">https://mithibai.ac.in/naac/2022-23/C2/2.1%20Diff%20Learning%20Levels%20Links/2.1-Links%20Diff%20learning%20levels%2022-23.pdf</a>

### 2.2.2 - Student – Teacher (full-time) ratio

Year	Number of Students	Number of Teachers
30/04/2023	5380	188

File Description	Documents
Upload any additional information	<a href="#">View File</a>

### 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:

A wide range of student centric methods are adopted by the teachers in the teaching-learning process. Teachers use multiple innovative and interactive teaching methodologies while transacting syllabi of various courses.

Faculty encourage Participative Learning through;

- Peer learning through group projects and presentations,

student seminars,

- Case study analysis, group discussions, role play, book reviews, debates and quizzes, etc. viva-voce or peer group presentations
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- Learners are involved in organisation of events like webinars, festivals, and events, leading to development leadership qualities as well as team work. Learners employ their talent and creativity in designing brochures, anchoring, and public relations.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Link for additional Information	<a href="https://mithibai.ac.in/naac/2022-23/C2/2.3.1-cover">https://mithibai.ac.in/naac/2022-23/C2/2.3.1-cover</a>

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

The college is adequately equipped with ICT infrastructure that aids teaching, learning, and evaluation. The campus is WiFi-enabled, with all classrooms equipped with smart boards.

- Use of ICT by teachers enhances learners' interest and engagement through presentations, videos on smart boards
- Students Portal is used by teachers to upload learning resources like notes, and PowerPoint presentations, and also conduct of tests.
- Teachers boost students' participation through the use of applications such as Quizz, Kahoot, Prezi, Padlet, Quizlet, Slido, Mentimeter, Poly, etc.
- E-learning resources like free access videos, websites, articles, reports, and research papers are used to supplement the teaching-learning process.
- YouTube Videos, Films, Blogs, Podcast, Online Radio, News Paper Clippings, International Agency/ Government Reports, online research journals, JSTOR, Proquest, Ebrary, OER, PADLET, KOGGLE, MIND MASTER, internet-based videos, Infilbnet, Mitvirtuals, Virtual Herbarium, Frank lectures, z-library are the resources used by the faculty in teaching-learning
- Teachers use several features of Microsoft Office (MS) for evaluation of assignments, quizzes, and MS forms. The various apps available in Office 365 like Insights for attendance management, grades for evaluation, One Note-digital notebook for learners, and Polyquick polls helped in making teaching-learning both responsive and effective.
- The college has a media centre with audiorecording studio and software for development of E-content. The IQAC initiated training sessions to equip teachers for developing E-content.

File Description	Documents
Provide link for webpage describing ICT enabled tools including online resources for effective teaching and learning process	<a href="https://mithibai.ac.in/naac/2022-23/C2/Final%20ICT%20New.pdf">https://mithibai.ac.in/naac/2022-23/C2/Final%20ICT%20New.pdf</a>
Upload any additional information	<a href="#">View File</a>



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

#### 2.3.3.1 - Number of mentors

188

File Description	Documents
Upload year-wise number of students enrolled and full-time teachers on roll	<a href="#">View File</a>
Circulars with regard to assigning mentors to mentees	<a href="#">View File</a>

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

Preparation of and adherence to the academic calendar are accomplished by each teacher, department, and the institution.

Module-wise teaching plans of all courses are prepared by the teachers with session-wise contents to be covered, teaching pedagogy, reference material, and modes of internal assessment. The teaching plans for all the courses are reviewed and approved by the Heads of departments and the Vice Principals. Every teaching faculty member maintains a teacher's diary to monitor her/his adherence to the teaching plan. At the end of the term, teachers submit to the respective vice-principals, an undertaking for the completion of the syllabus in their respective classes.

The departmental plan consists of dates of ICA, BOS meetings, and co-curricular and extracurricular events/festivals. A review of the compliance of the academic calendar and teaching plan is regularly conducted in departmental meetings.

Academic calendar of the college is prepared by the Academic Calendar Committee which is comprised of all-faculty vice principals, the convenors of the Examination and Evaluation Committee and the Attendance Committee. The academic calendar consists of term beginning, the end alongwith semester end examination dates along with public holidays as well as last instructional days of the term. BOS, IQAC, Academic Council, and Governing Body meeting dates are also scheduled and adhered to. After approval in the heads meeting, the academic Calendar is published on the College website for the learners and faculty to know the important dates and plan their academic year.

File Description	Documents
Upload the Academic Calendar and Teaching Plans during the year	<a href="#">View File</a>

## 2.4 - Teacher Profile and Quality

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

**188**

File Description	Documents
Year-wise full-time teachers and sanctioned posts for the year	<a href="#">View File</a>
List of the faculty members authenticated by the Head of HEI	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

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

**100**

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	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

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

**2129**

File Description	Documents
List of teachers including their PAN, designation, Department and details of their experience	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

## 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

18

File Description	Documents
List of Programmes and the date of last semester-end / year-end examinations and the date of declaration of result	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

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

38

File Description	Documents
Upload the number of complaints and total number of students who appeared for exams during the year	<a href="#">View File</a>
Upload any additional information	No File Uploaded

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

The Principal is the Chief Conductor of examinations. The college has a Controller of Examinations (COE) to plan and execute the examinations and evaluations, making it a totally robust, unbiased, systematic, and professional system. This ensures smooth and secure conduct of examinations.

IT integration is seen in question paper setting, examination registration and issue of Hall tickets, Internal Assessment Process, result publication as well as grade card generation through the ERP- SAP. CA (Continuous Assessment) is 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 the migration of the marks, learners have access to their marks enabling them to raise queries, online, in case of any grievances.

The college has since 2022-23 has conducted its evaluation as well as moderation through OSM, facilitated from anywhere on the globe. The scanned answer books reach the evaluators via mail with the link to access the answer books. The examiner/moderator dashboard has the question paper as well as synoptic answers uploaded for ready reference. This has made the transfer of marks to SAP portal very convenient, error-free as well as without human intervention.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional Information	<a href="https://mithibai.ac.in/naac/2022-23/C2/2.5.3%20Exam%20flow%20proof.pdf">https://mithibai.ac.in/naac/2022-23/C2/2.5.3%20Exam%20flow%20proof.pdf</a>

## 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

All the 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 learners by the faculty in the beginning of each semester.

PO, PSO and CO are prepared with care that allow the learners to demonstrate higher order cognitive skills beyond mere comprehending of facts. They focus on formulating questions, interpreting data, and constructing and deconstructing arguments. The Departments under the leadership of the Head formulate the PSOs, and COs, and the same is deliberated at the Board of Studies. Once approved these are deliberated upon at the Heads of Department meeting and finally presented for approval at the Academic Council. PSOs are defined and aligned as per the Graduate attributes, feedback, and suggestions from employers, alumni, and academic experts. The COs are defined in accordance to the Revised Benjamin Bloom's Taxonomy. POs, PSOs, and COs are published on the Institution's website.

The curriculum of each course familiarises the learners not only with theoretical knowledge but also effective communication skills which are pre-requisites for employability and competence.

File Description	Documents
Upload COs for all courses (exemplars from the Glossary)	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Link for additional Information	<a href="https://mithibai.ac.in/naac/2022-23/C2/2.6.1-template.pdf">https://mithibai.ac.in/naac/2022-23/C2/2.6.1-template.pdf</a>

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

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 learners by faculty in the beginning of each semester.

The main objective of implementing OBE is to impart education by adopting a student-centric approach and delivering outcome-oriented teaching for the students. Every programme identifies Program Outcomes (POs), Program Specific Outcomes (PSOs), and Course Outcomes (COs) by the vision and mission statements of the programme.

The college has formulated its OBE Policy. With the employment of OSM, question wise marks for each learner was available and questions are mapped to COs of respective course. For calculating Direct attainment, 25% weightage is for CA with every given equal weightage. External Assessment (ESE) bears 75% weightage. Every CO's separate % attainment is calculated from question wise marks obtained for every learner. The attainment of each CO was calculated by setting class average marks as the threshold target at 60%. If students score more than the target, then attainment is achieved or else the gaps are studied and remedial actions planned.

PO, PSO and CO correlation is measured and presented in two-way table with 3 level of correlation: Low = 1, Moderate = 2, High = 3. Using an in-house developed matrix (where columns are PO, PSO and Rows are CO statement) average correlation level of each

PO, PSO is calculated. This attainment is calculated for all courses for each semester at department level.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional Information	<a href="https://mithibai.ac.in/naac/2022-23/C2/2.6.1-template.pdf">https://mithibai.ac.in/naac/2022-23/C2/2.6.1-template.pdf</a>

### 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

1777

File Description	Documents
Upload list of Programmes and number of students appear for and passed in the final year examinations	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
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/wp-content/uploads/2024/05/Student-Satisfaction-Survey-2022-23-NAAC.pdf>

### RESEARCH, INNOVATIONS AND EXTENSION

#### 3.1 - Promotion of Research and Facilities

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

Research and developmental activities create and disseminate new knowledge in various domains, developing analytical reasoning aptitude and lateral thinking skills, and promoting skill enrichment and innovation. In line with these values,

Mithibai College (Autonomous) has formulated a research policy to create and promote a research environment. The research policy is regularly updated and uploaded on the institutional website

6149\_Download\_Research Promotion .pdf (mithibai.ac.in)

To achieve a high-quality research ambience, the management has appointed a Vice Principal for Research, Consultancy and Collaboration. Mithibai College also has a robust Research Promotion Committee with the Principal as the Chairperson. The college has ten research centres.

Mithibai College Library facilitates access to 39 electronic databases to its enrolled members. Of 39 databases, 21 are subscribed under N-LIST and 28 are from SVKM consortia. The library also provides easy access to online resources through ProQuest and N-LIST Sessions on Reference Management Tool, Mendeley and Zotero, which are conducted by the Librarian for undergraduate and postgraduate students and research scholars.

With the primary objective to encourage and promote interest in quality research among faculty and students, seed money grants and incentives for publication in high-quality Scopus and Web of Science-indexed journals are provided. In the academic year 2022-23, monetary incentives amounting to more than 1 lakh 25 thousand has been provided to the faculty. Also, seed money grant of approximately 13.5 lakhs has also been allotted to the faculty.

File Description	Documents
Upload the Minutes of the Governing Council/ Syndicate/Board of Management related to research promotion policy adoption	<a href="#">View File</a>
Provide URL of policy document on promotion of research uploaded on the website	<a href="https://mithibai.ac.in/wp-content/uploads/2023/05/6149_Download_Research-Promotion-.pdf">https://mithibai.ac.in/wp-content/uploads/2023/05/6149_Download_Research-Promotion-.pdf</a>
Any additional information	<a href="#">View File</a>

### 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)**

**13,44,330**

File Description	Documents
Minutes of the relevant bodies of the institution regarding seed money	<a href="#">View File</a>
Budget and expenditure statements signed by the Finance Officer indicating seed money provided and utilized	<a href="#">View File</a>
List of teachers receiving grant and details of grant received	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

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

**12**

File Description	Documents
e-copies of the award letters of the teachers	<a href="#">View File</a>
List of teachers and details of their international fellowship(s)	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

**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)**

**2**



File Description	Documents
e-copies of the grant award letters for research projects sponsored by non-governmental agencies/organizations	<a href="#">View File</a>
List of projects and grant details	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

### 3.2.2 - Number of teachers having research projects during the year

2

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional Information	<a href="https://mithibai.ac.in/naac/2022-23/C3/Ja-ya-Maam-Project.pdf">https://mithibai.ac.in/naac/2022-23/C3/Ja-ya-Maam-Project.pdf</a>
List of research projects during the year	<a href="#">View File</a>

### 3.2.3 - Number of teachers recognised as research guides

20

File Description	Documents
Upload copies of the letter of the university recognizing teachers as research guides	<a href="#">View File</a>
Institutional data in Prescribed format	<a href="#">View File</a>

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

2

File Description	Documents
Supporting document from Funding Agencies	<a href="#">View File</a>
Paste link to funding agencies' website	<a href="https://www.moes.gov.in/researchs-projects?field_status_value=New+Proposal+For+Concurrence&amp;tid=All">https://www.moes.gov.in/researchs-projects?field_status_value=New+Proposal+For+Concurrence&amp;tid=All</a>
Any additional information	<a href="#">View File</a>

### 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.

The college vision is to create a conducive ecosystem based on IKS to promote research, innovation, entrepreneurship and lab to land innovations for knowledge transfer to the community. Central Instrumentation Facility (CIF) at Mithibai College has been established since 2014 with the objective to provide a central facility with the latest and the most advanced analytical techniques for cutting edge research in various areas of science and technology. CIF houses 16 highly sophisticated and modern analytical equipment's. The institution has registered with Ministry of Education's Institution Innovation Cell (IIC ID: IC202324190) so as to encourage entrepreneurship. Entrepreneurship fair is regularly organised and interactive sessions by entrepreneurs are routinely conducted.

The goal of Intellectual Property Cell is to raise knowledge of intellectual property among academicians through planning workshops, seminars, and training sessions. Departments have organised several webinars to raise awareness about IPR. IPR is taught to the students as part of the undergraduate and postgraduate syllabi. With the continuous and sustained efforts of the IPR cell 3 patents are published in 2022-23.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://mithibai.ac.in/naac/2022-23/C3/3.3.1/">https://mithibai.ac.in/naac/2022-23/C3/3.3.1/</a>

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

59

File Description	Documents
Report of the events	<a href="#">View File</a>
List of workshops/seminars conducted during the year	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

**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	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

**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**

24

File Description	Documents
URL to the research page on HEI website	<a href="https://mithibai.ac.in/research/research-policy/">https://mithibai.ac.in/research/research-policy/</a>
List of PhD scholars and details like name of the guide, title of thesis, and year of registration	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

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

53

File Description	Documents
List of research papers by title, author, department, and year of publication	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

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

47

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://mithibai.ac.in/naac/2022-23/C3/Books-Chapters-2022-Merged%20.pdf">https://mithibai.ac.in/naac/2022-23/C3/Books-Chapters-2022-Merged%20.pdf</a>

### 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

101

File Description	Documents
Any additional information	<a href="#">View File</a>
Bibliometrics of the publications during the year	<a href="#">View File</a>

**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	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

**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	<a href="#">View File</a>
List of consultants and revenue generated by them	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

**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	<a href="#">View File</a>
List of training programmes, teachers and staff trained for undertaking consultancy	<a href="#">View File</a>
List of facilities and staff available for undertaking consultancy	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

### 3.6 - Extension Activities

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

The institute promotes regular engagement of faculty, students and staff with the neighbourhood community for their holistic development and sustained community development through various activities. Every Year, several programmes are organized under which students and staff participate voluntarily in community-based activities with the neighbourhood. These activities help sensitize students towards social issues and spread awareness about legal and social remedies for matters like domestic violence, dowry, child abuse, beggars, female child, victims of violence, old and infirm, refugees and displaced persons etc. The activities help imbibe values of social responsibility and the zeal to carry forward humanitarian work in the future. Such extension activities help social, communication, management, leadership, analytical and perceptual skills.

Other than NSS and NCC units, the various departments of the college is conscious about its responsibilities for shaping students into responsible citizens of the country by making students aware of social issues through various programmes like Environmental Awareness, Personal Health and Hygiene, Diet awareness, Road Safety, Tree Plantation, Soil and Water Testing, Plastic eradication, No vehicle day, Jananisuraksha, Programme on female foeticide, organizing visit to Orphanages and Anganwadi, Voters awareness, Blood group detection, Health check -up camps, Blood donation camps, Dental checkup camp,

etc. All these mentioned activities have a positive impact on the students and they develop student community relationships, leadership skills and the self-confidence of students. It also helped in cultivating the hidden personality of students and created awareness among students.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://mithibai.ac.in/naac/2022-23/C3/3.6.1..pdf">https://mithibai.ac.in/naac/2022-23/C3/3.6.1..pdf</a>

**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**

12

File Description	Documents
Number of awards for extension activities in during the year	<a href="#">View File</a>
e-copy of the award letters	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

**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)**

114

File Description	Documents
Reports of the events organized	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

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

3106

File Description	Documents
Reports of the events	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

### 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

11

File Description	Documents
Copies of documents highlighting collaboration	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

#### 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)

14

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

## 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 the 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 houses an Auditorium (shared facility), a Multipurpose 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. The language laboratory is also housed on premises. The college campus is Wi-Fi enabled with Internet facility of 200 MBPS available on campus. Mithibai Entrepreneur Development Cell (IIC) of the college collaborates with Atal Incubation Centre to motivate students to be entrepreneurs.

The library is spacious, well-furnished, pleasant ambience with a collection of textbooks, reference books, journals, e-journals, and CDs. The library has subscribed to N-LIST from INFLIBNET. Library is upgraded with latest technology of RFID system security gate, self-book-issue-kiosk, self-bookdrop-machine, it also has Web-OPAC, 25 digital CCTV cameras, and a Braille Embosser printer.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://mithibai.ac.in/naac/SSR/C4/Infrastructure%20-%20Photographs%20classroom.pdf">https://mithibai.ac.in/naac/SSR/C4/Infrastructure%20-%20Photographs%20classroom.pdf</a>

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 overall development of students, adequate facilities are provided on and off campus for sports, cultural activities, and yoga. The College Gymkhana facilitates indoor and outdoor games. A Gymkhana Committee maintains and upgrades the gymnasium. College hires facilities like sports grounds, coaches for outdoor games as needed. The annual sports day was organised wherein students, staff and faculty members

participated in various sports competitions.

International Yoga Day was celebrated to create awareness about healthy lifestyles.

The college organizes several sports and cultural competitions. The Annual Talent Show organized by college nurtures the talent of students. They are provided with a platform to showcase their talents. Students have been given training for participation in Zonal and Inter-Zonal, as well as National level competitions. The institute has excelled at these events by winning prizes and awards in individual and group events. Mithibai Cultural Committee is very vibrant and active. Various activities are organised through the Literary Society, Film Society, and Cultural Committee. 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 the performing arts. KSHITIJ'23 Intercollegiate festival was celebrated with the theme 'An Everlasting Flame'. The committee conducted various events like the Green Run (Marathon), Panel discussions, promotions, Business Conclaves, Competitions, Workshops, and Pronite during KSHITIJ'23.

NCC Cadets and NSS students organize multiple socially relevant activities. NCC Cadets have brought great laurels to the College.

File Description	Documents
Geotagged pictures	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://mithibai.ac.in/naac/SSR/C4/Cultural%20Committee%20Report.pdf">https://mithibai.ac.in/naac/SSR/C4/Cultural%20Committee%20Report.pdf</a>

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

57

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	<a href="#">View File</a>

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

**270.68**

File Description	Documents
Upload audited utilization statements	<a href="#">View File</a>
Details of Expenditure, excluding salary, during the years	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

**4.2 - Library as a Learning Resource**

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

Mithibai College Jitendra Library is a well-furnished, fully air-conditioned library spread over 6900 sq. ft. on the ground floor with a seating capacity of 232 users and holds the collection of 68000+ books. The Library has been automated since 2009. KOHA ILMS is currently being used in the library, with version 20.11.06.000. KOHA is a globally accepted Open-Source Web-based ILMS. Mithibai College Library uses all default modules of KOHA, including Resource Acquisition, Cataloguing, Serial Control, Bibliographic data import from the Library of Congress, Union Catalogue, WebOPAC, Online Circulation, Barcode Printing, and Reports modules. Customization for various reports is done to suit the requirements of the college.

For easy migration and automatic synchronisation of Library users' data on a day-to-day basis, KOHA is integrated with other software, viz., 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. The Library has Self Issue Kiosk and Self Book-Drop Machine. Thus, the college library is fully automated with effectively integrated ILMS and RFID technology. This technology facilitates the library users for a self-driven book circulation process without the intervention of Library staff.

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

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://mithibai.ac.in/naac/SSR/C4/RFID%20Ticket%20Raised.pdf">https://mithibai.ac.in/naac/SSR/C4/RFID%20Ticket%20Raised.pdf</a>

**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	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>

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

**25.85**

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

#### 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

437

File Description	Documents
Upload details of library usage by teachers and students	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

#### 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 College IT Policy is a comprehensive policy covering the ethical aspects of using network infrastructure holistically on campus. The policy contains instructions for all the stakeholders on using network facilities on the campus following the existing laws and regulations.

All computers and printers are replaced with higher configurations every five years and are maintained under the Annual Maintenance Contract (AMC). All printers are multifunctional with scanning, USB access, mailing system, the Wi-Fi connectivity and are enabled with secured access. The college also has the Identity printer Card (RFID- Mifare4k) in the library.

Digital CCTV cameras are installed all over the campus and monitored by the Building Management team.

For the access of bonafide stakeholders, biometric flap barriers are installed at all the entrances of campus, preventing unauthorised persons' access. A record of entry and exit from the college building is thus available for teaching faculty, non-teaching staff and students.

The ORACLE information system, which supports HR's management system, is integrated with the flap barrier system.

The College website is secured with HTTPS and updated regularly. A firewall authentication has been installed for the Security of the internal Network.

IT infrastructure and Wi-Fi facilities are upgraded regularly, and annual budgetary provision is made. The Budget for the year 2022-2023 amounted to 16.36 lakhs.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://mithibai.ac.in/naac/SSR/C4/Library%20Database%20Hub%20and%20Computers%20for%20students.pdf">https://mithibai.ac.in/naac/SSR/C4/Library%20Database%20Hub%20and%20Computers%20for%20students.pdf</a>

#### 4.3.2 - Student - Computer ratio

Number of Students	Number of Computers
5380	1104

File Description	Documents
Upload any additional information	<a href="#">View File</a>

**4.3.3 - Bandwidth of internet connection in the Institution and the number of students on campus**      A. 250 Mbps

File Description	Documents
Details of bandwidth available in the Institution	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>

**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	<a href="#">View File</a>
Paste link for additional information	<a href="https://mithibai.ac.in/naac/2022-23/C4/VID-20230613-WA0018.mp4">https://mithibai.ac.in/naac/2022-23/C4/VID-20230613-WA0018.mp4</a>
List of facilities for e-content development (Data Template)	<a href="#">View File</a>

#### 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)

556.41

File Description	Documents
Audited statements of accounts	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>

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.

The college ensures optimal allocation and utilization of available financial resources for the maintenance and upkeep of various infrastructural facilities pertaining to the physical, academic and support facilities.

Housekeeping is outsourced to an external agency. Cleaning of classrooms, laboratories, and the library is done and maintained daily. CCTV Cameras are installed in all the classrooms, laboratories and monitored. Potable drinking water is available in the college. Maintenance and upgradation of Smartboards, Wi-Fi facility, Student's Portal (LMS), laptops, printers, and computers are carried out by the IT department of the SVKM management.

Laboratory Assistants and Attendants ensure the proper upkeep of laboratories. Outsourced technicians look after the laboratory equipment's calibration, repair and maintenance. SOPs and user-manuals are displayed next to the instruments to facilitate the use of the same. Library, Laboratories and

classrooms are equipped with fire extinguishers. Pest control is carried out at regular intervals.

The library has an open-access system. Books are shelved daily for the books returned by the users and mis-shelved books. The library is secured by RFID book security system, digital CCTV cameras, a fire-alarm system and the Fire Extinguishers.

Sports and Games are an integral part of the college and the facilities are provided on the campus or hire basis.

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

The college has common facilities such as Cafeteria, Hostel for all SVKM institutes. A dispensary with a doctor is available on the campus for medical emergencies.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://mithibai.ac.in/naac/2022-23/C4/Fire%20Safety.pdf">https://mithibai.ac.in/naac/2022-23/C4/Fire%20Safety.pdf</a>

## 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

66

File Description	Documents
Upload self-attested letters with the list of students receiving scholarships	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>

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

1234



File Description	Documents
Upload any additional information	<a href="#">View File</a>
Institutional data in prescribed format	<a href="#">View File</a>

**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	<a href="https://mithibai.ac.in/">https://mithibai.ac.in/</a>
Details of capability development and schemes	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

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

**2937**

File Description	Documents
Any additional information	<a href="#">View File</a>
Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template)	<a href="#">View File</a>

**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**

**A. All of the above**

**through appropriate committees**

File Description	Documents
Minutes of the meetings of students' grievance redressal committee, prevention of sexual harassment committee and Anti-ragging committee	<a href="#">View File</a>
Details of student grievances including sexual harassment and ragging cases	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>

**5.2 - Student Progression**

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

411

File Description	Documents
Self-attested list of students placed	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>

**5.2.2 - Number of outgoing students progressing to higher education**

450

File Description	Documents
Upload supporting data for students/alumni	<a href="#">View File</a>
Details of students who went for higher education	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

**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**

58

File Description	Documents
Upload supporting data for students/alumni	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

### 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

150

File Description	Documents
e-copies of award letters and certificates	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

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

The Student Council in Mithibai bridges the gap between the students' , college faculty and administration. The Mithibai Students' Council jointly with Sports Committee organised the Annual Sports Day - Outdoor Events on 11th January, 2023. The Students' Council organised "College Days" from 23rd to 28th January, 2023: a celebration eagerly anticipated by students. The days celebrated were Bollywood and Carnival day, thanksgiving day, formal day, traditional day, rose day and ink day.

The Mithibai Students' Council, along with the Mithibai Cultural Committee, organised the 61st Annual Day on 31st January, 2023. The event included felicitating the Best Students Award from undergraduate and postgraduate learners along with cultural performances. The ceremony also marked the release of the first Monthly Newsletter, an initiative of Mithibai Student' Council,

The Annual Prize Distribution Ceremony was organized on 20th February 2023 by the Mithibai Students' Council. All the academic and co-curricular toppers and achievers of the batch 2021-22 of the college were awarded certificates and trophies.

On 26th April 2023, The Annual Degree Certificate Distribution Ceremony was organised by Mithibai Students' Council to felicitate Academic Rank Holders and Meritorious Students of the batch 2021-22

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://mithibai.ac.in/association/students-council/">https://mithibai.ac.in/association/students-council/</a>

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

43

File Description	Documents
Report of the event	<a href="#">View File</a>
List of sports and cultural events / competitions organised per year	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>

### 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) organized alumni reunion to reconnect with their life members on 19th June 2022. Approximately 70 alumni members visited their alma matter and were present at the event including retired professors, general secretaries from (1983 to 1987 batch), alumni from (1979-2017 batch),

Mithibai Alumni Association organised a musical evening with tabla maestro and our alumnus Pandita Anuradha Pal on 25th September 2022 at Juhu Jagruti Hall. The event was specially curated by Anuradha Pal for alumni students and former faculty members of Mithibai College.

MAA organized several seminars -

- Sanjiv Maheswari (ICWA and MBA), CFO - Basil Partners, Singapore on Thursday Nov 24, 2022 on 'Role and Importance of Private Equity'.
- 'Cyber security and Career planning' by alumnus Mr. Sanket Epili, Vice President, Technology Risk, Morgan Stanley Certified Information Security Manager (CISM) - ISACA Certified Information Systems Security Professional (CISSP) -ISC which will be conducted online on 17th December 2022.
- Hiten Bhuta - international business leader, hospitality technology expert gave a lecture on 'From Student to CEO' on 19th January 2023.
- Guest speaker Neeraj Sangani gave a lecture on 'Re-imagining Marketing- How digital transformation has changed the marketing funnel' on 21st January 2023.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional Information	<a href="https://mithibai.ac.in/alumni-association/">https://mithibai.ac.in/alumni-association/</a>

**5.4.2 - Alumni's financial contribution during the year**

**E. <2 Lakhs**

File Description	Documents
Upload any additional information	<a href="#">View File</a>

## **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

#### **Vision**

To be recognised as a premier educational institution that practises quality pedagogy, encourages innovation and research while instilling values and providing a vibrant environment for the comprehensive development of the learners into valuable global citizens.

#### **Mission**

By strengthening the teaching-learning process through innovative practices, the institution will stimulate the spirit of scientific enquiry and discovery in academics. By providing state-of-the-art institutional infrastructure and excellent human resources the college will foster a better educational environment. The institute will also impart training in entrepreneurial and life skills for enhancing employability.

#### Objective

- To hone students' focus and help them gain depth in their chosen area of study to achieve academic excellence
- To enable them to prepare for lifelong learning by nurturing independent thinking.
- To sensitize the students towards the immediate environment and the society at large
- To provide a platform to actualize students' talents and encourage them to mould their passion into profession.

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 with 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.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional Information	<a href="https://mithibai.ac.in/naac/2022-23/C6/SSR/6.1.1/Vision_mission.pdf">https://mithibai.ac.in/naac/2022-23/C6/SSR/6.1.1/Vision_mission.pdf</a>

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 management has appointed a Mentor for the college from among 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 administrative head with the Vice-Principals supporting the Principal, in maintaining academic quality as well as ensuring the implementation of policies. The Heads of Department act as the link between the Vice-Principals and the department faculty for the smooth functioning of the teaching-learning process. Inputs and feedback from the learners, teachers, and non-teaching staff are analysed, and action is taken to resolve or mitigate the same as required. The administration is headed by the Registrar and the non-teaching staff make up the support system.

File Description	Documents
Upload strategic plan and deployment documents on the website	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Paste link for additional Information	<a href="https://mithibai.ac.in/naac/2022-23/C6/AQAR/6.1.2/strategic_plan_22_23.pdf">https://mithibai.ac.in/naac/2022-23/C6/AQAR/6.1.2/strategic_plan_22_23.pdf</a>

## 6.2 - Strategy Development and Deployment

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

The institutional perspective plan clearly aligns with the institute's vision and mission. It was successfully applied to accomplish the institute's objectives:

- The institute formulated a five-year plan (2021-2026) to align college operations with its vision and mission.
- The effective leadership has developed a 360-degree perspective plan with the objective of enhancing the

quality of education imparted and imbibing the culture of excellence.

- In accordance with the perspective plan, the Principal , Vice Principals, IQAC alongwith theHead of Departments and committee convenors,deliberate and strategise the plan for the year.
- The Headof Departments and CommitteeConvenors set out the duties along with responsibilities to each member and assign tasks accordingly.
- The effective execution of the prospective plan is based on the participation of all stakeholders associated. Time-bound deployment is monitored by the statutory bodies and revision/ moderation of plan, if needed are made.
- The norms and statutes prescribed by the University of Mumbai guide the appointment and service rules of the institution. Rules and regulations are formed for the efficient management of administrative work and for the proper functioning of the college.

File Description	Documents
Strategic Plan and deployment documents on the website	<a href="#">View File</a>
Paste link for additional information	<a href="https://mithibai.ac.in/wp-content/uploads/2024/05/strategic_plan_22_23.pdf">https://mithibai.ac.in/wp-content/uploads/2024/05/strategic_plan_22_23.pdf</a>
Upload any additional information	<a href="#">View File</a>

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.

CDC was established as per the University Act of 2016. Make recommendations on budgeting, infrastructure augmentation, and initiating new courses.

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.

IQAC holds regular meetings to talk about plans, policies, and issues related to quality. Members of the faculty, administration, alumni, society, and non-teaching staff are present.

As per the University/ Government guidelines, Examination and Evaluation Committee, 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	<a href="https://mithibai.ac.in/organogram/">https://mithibai.ac.in/organogram/</a>
Upload any additional information	<a href="#">View File</a>
Paste link for additional Information	<a href="https://mithibai.ac.in/about-us/administration/">https://mithibai.ac.in/about-us/administration/</a>

**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) Document	<a href="#">View File</a>
Screen shots of user interfaces	<a href="#">View File</a>
Details of implementation of e-governance in areas of operation	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

### 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

#### Career Development/Progression:

- Appointment of Unaided staff members as per VII pay recommendation.
- 25% fee concession to the wards of the staff members studying in institutions run by SVKM management.
- Advance payment against salary to newly recruited staff members.
- Seed money for research work
- Incentives for Publication in Journals with high impact factor
- Felicitation of staff members on completion of twenty-five years of service
- Organisation of workshops and seminars for the professional development
- Training programmes to enhance the use of digital tools
- Encouragement to attend FDP, Orientation and Refresher Programmes
- Efforts are made to deliver the pension order on the last day of work.
- Silver memento on retirement.
- Career Advancement schemes as per government norms
- Rs. 2,00,000 Medical insurance cover for all staff members and their family members
- Rs. 10,00,000/- Accident coverage for all staff members and their family members
- Medical services of two doctors and a Fire officer are available on campus.
- Maternity leave as per government norms.
- Annual Preventive health check-up

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. The society distributes Diwali gifts to all its members. The members of the society can avail loan of Rs. 6,00,000.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://mithibai.ac.in/naac/2022-23/C6/AOAR/6.2.2/govt%20of%20mah..pdf">https://mithibai.ac.in/naac/2022-23/C6/AOAR/6.2.2/govt%20of%20mah..pdf</a>

**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**

159

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	<a href="#">View File</a>

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

30

File Description	Documents
Reports of the Human Resource Development Centres (UGC HRDC/ASC or other relevant centres)	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>

**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.)**

37

File Description	Documents
Summary of the IQAC report	<a href="#">View File</a>
Reports of the Human Resource Development Centres (UGC ASC or other relevant centers)	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>

#### 6.4 - Financial Management and Resource Mobilization

##### 6.4.1 - Institution conducts internal and external financial audits regularly

SVKM's Mithibai College (Autonomous) has its income and expenditure accounts audited by internal and external auditors.

- The Institute of Chartered Accountants of India's guidelines are followed for conducting internal and external audits.
- 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.
- Regular financial audits are conducted quarterly and at the end of the financial year by Auditors-Kishore Parikh and Company Chartered Accountants.
- The management appoints separate auditors for the two audits to bring about complete disclosure of the financial results.
- The audit report created, delivered, and certified by the audit company is available to the Institutions' stakeholders
- For preparing the financial statements, the groundwork is laid by the Accounts Department and the Finance and Accounts Officer.

- Periodically, the Utilisation Certificates of various government programmes are presented to ensure prompt and efficient use of financial grants.
- 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.
- The team reviews that these guidelines are properly implemented. They verify bills, vouchers, receipts, cash books, asset registers etc.
- 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	<a href="#">View File</a>
Paste link for additional information	<a href="https://mithibai.ac.in/naac/SSR/C6/6.4.3/2022_23audit_report.pdf">https://mithibai.ac.in/naac/SSR/C6/6.4.3/2022_23audit_report.pdf</a>

**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)**

81.38

File Description	Documents
Annual statements of accounts	<a href="#">View File</a>
Details of funds / grants received from non-government bodies, individuals, philanthropists during the year	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

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

SVKM's Mithibai college (Autonomous) is a government grant-in-

aid college. It has a well-defined financial policy ensuring optimal financial utilisation for academic, administrative, and research activities.

#### Mobilization of Grants:

- Government grants, fees, research initiatives, and management funds are the primary sources of college funding.
- Funding for the college is through various sources like supporters, alumni, sponsorships and benefactors.
- 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 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 nonrecurring expenses.
- The Purchase / Library Committee seeks quotations from vendors to purchase computers, laboratory equipment, chemicals, books, and other consumables. These committees include members from teaching faculty and non-teaching staff. The purchase committee scrutinizes the quotations before a final decision is made.

#### Funds Utilization:

- Expenditures for infrastructure development, expansion and maintenance.
- Offering financial assistance for seminars, workshops, conferences, and endowment talks.
- Granting financial aid to deserving students
- Seed Money for Research

- Expenses incurred for carrying out extension activities
- Expenses associated with creating a clean, green campus
- Expenses incurred in computer maintenance, internet facility and e-governance
- Payment towards library resources.
- Honorarium to the resource persons, Guest Lecturers of seminars, workshops, conferences and endowment lectures.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional Information	<a href="https://mithibai.ac.in/naac/2022-23/C6/AOAR/6.4.2/RUSA%20UTILIZATION%20CERTIFICATE%20DTD%2031%20MARCH%202023.pdf">https://mithibai.ac.in/naac/2022-23/C6/AOAR/6.4.2/RUSA%20UTILIZATION%20CERTIFICATE%20DTD%2031%20MARCH%202023.pdf</a>

## 6.5 - Internal Quality Assurance System

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

**IQAC supports quality assurance through curriculum development, teaching and learning, examination and evaluation, research and development, library and ICT infrastructure, collaborations and entrepreneurship.**

**Curriculum development as per NEP**

**20 number of research guides**

**Renewal of plagiarism software**

**53 Research Papers published in UGC-CARE Journals**

**IQAC organised workshops, and the programmes' goals and outcomes were developed in accordance with the departments' and**

the institution's mission and vision statements. Course Outcomes and Programme Specific Outcomes were set in accordance with Programme Outcomes.

#### Extensive use of Technology in Teaching and Learning

The institution has introduced Online Screen Marking software - "Eklavya" to evaluate the term end examination answer books. This has facilitated the faculty to evaluate the student work in an effective manner which in turn helps the institution to declare the results within the stipulated time.

As part of outcome-based education, all programmes began by mapping out the course objectives.

Organising national and international conferences.

Increasing number of value-added/add-on courses.

Increasing MoU and collaborative initiative

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://mithibai.ac.in/research/research-guides/">https://mithibai.ac.in/research/research-guides/</a>

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

**IQAC evaluates the teaching-learning process, structures and methodologies of operation, and learning results at regular intervals in accordance with norms:**

- Creation of the academic schedule prior to the start of the academic year.
- HoD are notified to create department-specific time-tables and lesson plans .
- The vigilance committee monitors classrooms for teacher attendance, discipline, and timeliness.
- Vigilance committee is directed to monitors classrooms for teacher attendance, discipline, and timeliness.



- **360 degree Feedback:**
  - The IQAC regularly solicits feedback from the students on the academic curricula, instructional strategies, learning environment, academic performance of faculty, and campus amenities. The administration of this evaluation is the responsibility of the Feedback committee. Students are asked to provide an anonymous evaluation of their academic experience and to rate the performance of the faculty at the end of each semester utilising an online feedback form on the LMS. IQAC also recommends curricular modifications based on curriculum feedback.
  - In addition to student feedback, individual teacher feedback, parent input, employers of the students are also carried out. These feedbacks are carried out on curriculum, learning environment, college facilities etc.
  - To enhance the teaching-learning process, the institution in addition to organizing various seminars encourages its faculty members to attend various orientation and refresher courses to make themselves acquainted with reforms of teaching-learning and latest trends in their subject domain.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://mithibai.ac.in/wp-content/uploads/2024/05/2.3.3-Academic-Calendar-2022-23.pdf">https://mithibai.ac.in/wp-content/uploads/2024/05/2.3.3-Academic-Calendar-2022-23.pdf</a>

<p><b>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)</b></p>	<p><b>A. Any 4 or all of the above</b></p>
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File Description	Documents
Paste the web link of annual reports of the Institution	<a href="https://mithibai.ac.in/naac/2022-23/C6/AOAR/6.5.3/IQAC%20MoM.pdf">https://mithibai.ac.in/naac/2022-23/C6/AOAR/6.5.3/IQAC%20MoM.pdf</a>
Upload e-copies of accreditations and certification	<a href="#">View File</a>
Upload details of quality assurance initiatives of the institution	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>

## 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

Gender equity is maintained during admissions and recruitment. As per the Government guidelines an Internal Complaints Committee (ICC) is also constituted to address complains, if any.

Some of the activities conducted for this cause are

Activity & Dept

Date

Student assignment (Political Science)

20/03/2023

Student assignment (Philosophy)

15/07/2022 to 21/08/2022

Students Research Project (Economics)

Jun to Oct 2022

Celebration of Vishva Gujarati Matrubhasha Divas (Gujarati)

24-08-2022

Guest lecture by Anchal Narang on Challenges of identifying as a non binary, non heteronormative individual by (Sociology)

21/12/2022

Dr. Khevana Desai's (Sociology) opinion on 'Same sex marriages' was published in Gujarati Mid-day

13/03/23

Lecture on 'Gender Equality' (Mathematics)

02-09-2022

Communication and presentation (Microbiology)

07/09/2022 to 30/07/2022

MoU with AKSHAR , NGO (WDC)

2022-23

A Citizen's rights workshop (WDC)

25/11/22

Workshop on 'Freedom for girls' (WDC)

23/08/2022

Stand Up Against Street Harassment(WDC)

27/07/ 2022.

Sexual Rights & Sexual health (WDC)

9/12/2022 to 16/12/2022

Building healthy replationship (WDC)

23/02/2023 to 27/02/2023

Celebration of International Women's Day (WDC)

03-08-2023

**Gender audit report (WDC)**

Jan 2023

Women's Equality Day (Library)

26.08.2022

CCTV cameras. round the clock security personal, female guards, visitors Log Book is maintained for security.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional Information	<a href="http://www.mithibai.ac.in/naac/2022-23/C7/7.1.1/7.1.1%20updated.mp4">http://www.mithibai.ac.in/naac/2022-23/C7/7.1.1/7.1.1%20updated.mp4</a>

**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**

**B. Any 3 of the above**

File Description	Documents
Geotagged Photographs	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

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)

**Following are the various steps taken up by the institution:**

**Solid waste management:**

- An informative talk on solid waste management was organized on 6/1/2023, highlighting the significance of responsible waste disposal and its impact on the environment.

**Bio-medical waste management:**

- The department of microbiology often requires to use

blood and body fluids as part of their teaching learning process. It has been a practice of the department for several years to segregate the waste and treat it adequately before disposing.

#### E-waste management:

- Department of Computer Science has conducted Poster making on Classification of E-Waste management on 11/12/2022 at Computer Science Laboratory Electronic items that are broken or not usable are referred to ase-waste.
- Department of Biotechnology with Botany and Environmental Science has organised Webinar on 'Why Carbon footprinting is important?' on 16/5/2023.

#### Sustainable Practices

- Ms. Kushi Mayur of T.Y.B.A. Economics, Semester V (2022-2023) has successfully completed the project on IMPACT OF WATER SCARCITY ON SLUM DWELLERS IN MUMBAI.

Events organized were as follows-

Department/s

Event

Zoology

Eco-friendly Ganpati Murti Making, on 29 August 2022.

Zoology

The Peerless Planet in Peril, 28th July 2022

Biotechnology & Botany

LiFE -Lifestyle for Environment on 17/5/2023

Sociology

Zero-Waste Lifestyle on 28th January, 2023

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	<a href="#">View File</a>
Geotagged photographs of the facilities	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

<b>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</b>	<b>A. Any 4 or all of the above</b>
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File Description	Documents
Geotagged photographs / videos of the facilities	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

<b>7.1.5 - Green campus initiatives include</b>	
<b>7.1.5.1 - The institutional initiatives for greening the campus are as follows:</b>  <ol style="list-style-type: none"> <li><b>1. Restricted entry of automobiles</b></li> <li><b>2. Use of bicycles/ Battery-powered vehicles</b></li> <li><b>3. Pedestrian-friendly pathways</b></li> <li><b>4. Ban on use of plastic</b></li> <li><b>5. Landscaping</b></li> </ol>	<b>A. Any 4 or All of the above</b>

File Description	Documents
Geotagged photos / videos of the facilities	<a href="#">View File</a>
Various policy documents / decisions circulated for implementation	<a href="#">View File</a>
Any other relevant documents	<a href="#">View File</a>

**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**

**A. Any 4 or all of the above**

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	<a href="#">View File</a>
Certification by the auditing agency	<a href="#">View File</a>
Certificates of the awards received	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

**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	<a href="#">View File</a>
Policy documents and brochures on the support to be provided	<a href="#">View File</a>
Details of the software procured for providing assistance	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

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).

Mithibai College of Arts, Chauhan Institutes of Science & Amrutben Jivanlal College of Commerce and Economics encourage all departments to conduct various events which would enhance cultural, regional, linguistic, and communal socio-economic contacts among students. Some of the activities involve:

The Department of Psychology held two workshops on dealing with workplace issues from a psychosocial perspective and dealing with disabilities in the workplace.

Department of Microbiology conducted an outreach program that helped students to interact with school students. and an activity based on conflict resolution.

Department of Political Science arranged field trips to rural areas Boranda and Arose

Department of Sociology arranged a guest lecture by Anchal Narang on the challenges of identifying as a non-binary, non-heteronormative individual to develop an improved level of gender sensitivity among students.

Department of Zoology conducted a visit of Postgraduate learners to ACTREC & NIO, and conducted an activity named The Peerless Planet in Peril to motivate the audience to contribute towards the healthy sustenance of this planet.

Department of Chemistry conducted industrial visits for students of postgraduate programs. They visited Anuh Pharma



Pvt. Ltd., and Bisleri International Pvt. Ltd.

The Institutional Social Responsibility (ISR) Committee of SVKM's Mithibai College organized an Outreach Activity for the learners of the Juhu Gandhigram Municipal School.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	<a href="#">View File</a>

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

The institution takes efforts to sensitize the students and employees of the institution to the constitutional obligations and thereby transform them into responsible citizens who are aware of their fundamental rights and duties.

Department/s

Event

Psychology

Counselling in a multicultural society in the curriculum of TYBA

Zoology

Making eco-friendly Ganesh Murti, on 29 August 2022.

The Peerless Planet in Peril, 28th July 2022

Chemistry

National Science Day to Bhabha Atomic Research Centre (BARC), Mumbai.

Computer Science

Hacking Tools and the Prevention of Hacking

Economics

Distributed food packets to the needy kids that were found nearby on Christmas Eve.

A visit to NMIMS Shirpur Campus to gain an understand on water conservation, organic farming and upliftment of the marginalized sections of the society.

Mithibai Library

Book Display on the occasion of National Constitution Day.

Microbiology

Life skill session on 'self-supervision'.

Woman Development Cell

Various activities to create awareness about woman's health, actions against harassmt, sexual health and rights.

File Description	Documents
Details of activities that inculcate values necessary to transform students into responsible citizens	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

**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	<a href="#">View File</a>
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	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

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

**Organised by**

**Date**

**Event**

**Nisarg Nature Club**

**29.07.22**

**International Tiger Day**

**10.08.22**

**Rakhi making and Ganesh Idol making competition**

**16.10.22**

**Ozone day**

**4.10.22**

**Orientation programme for First Year students**

**08.10.22**

**Nature Trail to Sanjay Gandhi National Park**

**24.11.22**

Marine Walk

THE MANGROVE FOUNDATION

5.11-11.11.22

Bird migration study techniques in India

BAF and BCom (Hons.) Dept. and Accountancy Dept.

6.02.23

Numéro 8

Department of Statistics

2.07.22

26th National Statistics Day

Accountancy

21.01- 24.01.23

College Week Days

Indian Languages (Gujarati)

24.08.22

Vishav Gujarati Matrubhasha Diwas

Computer Science

24.08.22

Yoga and IT

Women Development Cell

8.03.23

International Women's Day

Library

21.06.22

International Yoga Day

21.06.22

World Music Day

29.06.22

National Statistics Day

1.07.22

Chartered Accountant Day

12.07.22

World Paper Bag Day

18.07.22

World Emoji Day

8.08.22

Essay writing competition on the occasion of "August Kranti Din"

26.08.22

Women's Equality Day

14.09.22

Hindi Divas

27.09.22

World Tourism Day

15.10.22

Vachan Prerana Din

26.11.22

National Constitution Day

2.12.22

World Computer Literacy Day

5.12.22

Geeta Jayanti

22.12.22

National Mathematics Day

4.01.23

World Braille Day (Physical Display of books)

13.01.23

Book Exhibition cum Sale

Microbiology

10.08.2022

Ganesh Idol making competition

Political Science

26.11.2022

Constitution Day

Department of Zoology

28.10. 2022

Wildlife Week

File Description	Documents
Annual report of the celebrations and commemorative events for during the year	<a href="#">View File</a>
Geotagged photographs of some of the events	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

## 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

#### PARIVARTAN: TECHNOLOGY-ENHANCED TRANSPARENT GOVERNANCE

Incorporating technology in educational institutions can significantly improve operational efficiency and transparency.

Mithibai College's approach involves the following key components:

? Admission, Enrolment, Attendance and Examination

? Technology-Enabled Teaching-Learning

The integration of transparent governance and extensive use of technology has yielded the following significant benefits:

? Transparent communication, open-door clear policies have reduced decision-making ambiguity

? The college's ethical and professional standards have bolstered its reputation

The practice of combining technology-enhanced transparent governance requires addressing the following challenges:

? Providing training

? Implementing robust data security measures and privacy policies

? Allocating financial resources

Best Practice 2

ARPAN: Community Engagement and Empowerment

The objective is to foster holistic development among students, promoting empathy, social responsibility, and the application of knowledge to real-world situations.

Our community engagement initiatives encompass a diverse range of programs designed to connect students with the community and promote social responsibility.

Over the years, our community engagement initiatives have made a significant impact like the "Joy of Giving", the "NGO Bazaar" the "Free Covid-19 Vaccination Drive Health Awareness Project" etc.

While our initiatives have achieved success, we've encountered challenges, including logistics, resource limitations, and the need for increased outreach.

File Description	Documents
Best practices in the Institutional website	<a href="https://mithibai.ac.in/wp-content/uploads/2024/05/BEST-PRACTICES.pdf">https://mithibai.ac.in/wp-content/uploads/2024/05/BEST-PRACTICES.pdf</a>
Any other relevant information	<a href="https://youtu.be/JE49jrx_30I">https://youtu.be/JE49jrx_30I</a>

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 learners 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 learner participation from across the country. Numerous departmental activities promote all round development of learners.

c) **Inculcating Entrepreneurship:** Lot of emphasis is placed on entrepreneurial skills for enhancing employability. Sessions are held to guide learners 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. Learners 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	<a href="https://mithibai.ac.in/wp-content/uploads/2024/05/Institutional-Distinctiveness-2022-23.pdf">https://mithibai.ac.in/wp-content/uploads/2024/05/Institutional-Distinctiveness-2022-23.pdf</a>
Any other relevant information	<a href="#">View File</a>

### 7.3.2 - Plan of action for the next academic year

2021-26

#### Academic Excellence

a) **Autonomous status followed by degree granting status**

followed by lead college in cluster university.

b) Starting new programs to enrich skills and to increase employability

#### Curriculum Design and Development

1. Developing and redesigning curriculum with global proficiency
2. Honing skills and enriching employability through multidisciplinary courses
3. Undergraduate and Post-graduate Program Restructuring to include:
  1. Four-years degree programs.
  2. Faculty-specific foundation courses.
  3. One language paper in all UG programs.
  4. Major and minor subject combinations
  5. Interdisciplinary papers
  6. One module of social responsibility in all programs.
  7. Introduction of MOOCs.
4. Conducting and analyzing 360o feedback

#### Teaching-Learning and Evaluation

1. Strengthening teaching, learning and evaluation using ICT
2. Evaluation based on OBE.

#### Research , Innovation and Extension

1. Incentivizing research by providing seed money
2. Applying for Government research grants
3. Boosting research publications and contribution to books

#### Infrastructure and learning resources

1. Establishing digital campus

#### Student Support and Progression

1. Capacity building for learners and teachers
2. Trainings for career and job opportunities

**Governance, Leadership and Management**

1. Participative and decentralized management
2. Extensive implementation of E-Governance

**Institutional Values and Best Practices**

1. Gender equity
2. Green campus and Sustainable solutions