

M. P. SHAH WOMEN'S COLLEGE OF ARTS & COMMERCE
(Autonomous under S.N.D.T. Women's University)
NAAC Re-accredited
UGC Status: College with Potential for Excellence
BEST COLLEGE AWARD 2017-18: Adjudged by S.N.D.T. Women's
University
338, R.A. Kidwai Road, Matunga, Mumbai – 400019
As per Maharashtra State University Act (2016) Uniform Statute No: 3 of
2019

Minutes of the meeting of Governing Body held on 7 August, 2020 at 11.30 AM, through Google Meet.

Following members were present for this virtual meeting:

Sr. No.	Name of the Member	G.B. Designation
1.	Dr. Dilip Trivedi	Chairperson
2.	Dr. Bharat Pathak	Management Members
3.	Dr. Ashok Mehta	
4.	Shri Vasant Khetani	
5.	Mrs Archana Patki	Members Teachers
6.	Dr. Usha Mishra	
7.	Smt. Chanda Runwal	Educationist and Industrialist
8.	Dr. Vibha Singh Chauhan	UGC Nominee
9.	Dr. Yuvraj Malghe	State Government Nominee
10.	Dr. Rajendra Gurav	University Nominee
11.	Dr. Leena Raje	Ex- Officio Member Secretary

Following Members were granted Leave of Absence.

1.	Shri. Hiren Shah	Management Members
2.	Shri. Pravin Shah	
3.	Mr. Mahendra Turakia	Educationist and Industrialist

The Chairperson, Dr. Leena Rajee officially welcomed all members for the Academic Council meeting, conducted online due to COVID-19 pandemic.

Agenda No. I

Confirmation of the minutes of the First meeting held on 18/09/2019 was done after following points as matters arising out of minutes were discussed.

All mandatory committees under autonomy are functioning well as per the expectations and contributing to college development in best possible ways.

- Before Autonomy was awarded, college had initiated many skill-oriented programmes/ courses under the nomenclature of Add on programmes. now with the permission of the Governing Body we want to put them under CBCS pattern from this AY but with extra credits i.e. 120 plus 24.
- College has not yet registered on GeM portal after hearing about the problems encountered by many colleges which are using this for purchase. but our purchase process is quite stringent and we adhere to the norms prescribed. UGC Nominee Dr Chauhan offered support and guidance regarding this issue and the college will do the needful in this regard.

Agenda No. II

To consider the resolutions passed by Academic Council in its meeting held on 21/7/2020

1. The modifications suggested by the Academic Council in its meeting held on 28/1/2020 were presented by all the departments with their compliance report. The members were happy with the actions taken by the departments. Most of the departments could not arrange their BoS meetings due to the Work From Home pattern arising because of COVID19 pandemic situation. These departments have not made changes in their Semester III syllabi. Following departments have completed their BoS meetings and have revised their syllabi.
 - Dept. of Commerce: The recommendation to change the title of the course 'Research Methodology', to 'Research in Commerce, for MCom Semester II has been complied with and UGC Vocational and MCom syllabus approval is completed
 - Dept. of Management Studies: The recommendation for incorporating "Open Source Software" and "Internet Etiquette" in the course on ICT has been complied with. The recommendation to teach "Organizational Behaviour" by a subject area expert, has been duly considered and will be implemented from the academic year 2020 -2021.
 - Dept. of English: The syllabi of the Department, for all the sections and mediums for Sem III, were approved without any change. CBCS Course for Language Appreciation titled "In an Imaginary Place" is approved by A C for implementation in Sem IV
 - Dept. of Mass Media: The recommendation to make the internal assessment more practical oriented has been complied with and syllabi for semester III has been approved by the BoS.
2. Starting new self-finance U G/P G programmes from the year 2020-21 as they have been approved in Academic Council on 21/07/2020

- **The Department of Economics** proposes to start a Degree Programme in Major. Economics (English Medium) . The final syllabus for Semester I and II after modifications were presented to AC and the same was passed by the house.
- **The Department of Mass Media** proposes to start a Master's programme in Digital Marketing and Journalism. A Bridge course will be offered by the dept. to students coming from other graduate programmes than Mass Media

3. Introducing new Add-on / CBCS / Short Duration Programmes

Following courses were presented in the Academic Council and after deliberations resolution was passed to that effect.

- Women and Law
- Financial Literacy and Inclusion
- Editing and Recording
- Graphic Designing
- Advance Excel
- Advance Tally with GST
- Digital Marketing

Agenda No. III

To approve proposed Annual Budget under Autonomy grant of the College to be submitted to UGC office, Pune.

The principal reported that an Online Finance committee meeting was arranged on 31st July 2020 at 4pm. Budget proposed by the college to be submitted to UGC (WRO) was presented in this meeting. She explained that the autonomy grant money was deposited in college A/C in the first week of March and lockdown started from 22nd hence full amount is not utilised this year. but most probably expenses approved and earmarked for last year will be sanctioned by UGC as suggested by their WRO at Pune. With this background information and after detailed discussions the proposed budget of Rs. 16,02,000/- was approved for the year 2020—2021.

Highlights of this year's budget were presented by the principal

- In consideration with implementation of Autonomy as well as in view of the guidelines of National Education Policy 2020, more funds will be required for Redesigning courses, Training of teachers and arranging Seminars and Conferences.
- Examination Reforms will need more budget as we have to set up a strong room and also gear up for online examination conduction and evaluation.
- Upgradation of college facilities will also be an important consideration as we need more funds for website management, setting up institutional platforms for online mode of lecture conduction and staff meetings. We also wish to purchase digital attendance software for students and purchase of a central photocopy machine.

Agenda No. IV

Report of the college activities under Autonomy was shared by the principal

- In tune with the autonomy requirement and guidelines of National Education Policy 2020 college has started work focusing more on Skill Development, Developing Graduate Attribute and making students more employable.

- In this direction college has introduced courses on basics of cooking, Special event Photography, Web Designing, Modi Script and Translation and Journalism in Marathi as well as Hindi. It is very encouraging that through these activities students have also started getting assignments and paid activities.
- To enhance placement, College has tied up with TechnoServe India and conducted Soft Skills and Personality Development Programmes to make students more employable. In the past three years out of the total students trained, almost 85% to 90% are placed in good corporate houses.
- Upgrading our IT facilities has been the main focus. Student entry to exit, total programme has been made online. To facilitate Hybrid Education, college has purchased Google Suite with 20 institutional IDs to conduct regular lectures as well as meetings.
- During the lockdown period many webinars were organised by the college for staff as well as students.
- **Mental Health Initiatives during Lockdown:** Samvedana Counseling Center with the Dept of Psychology Initiated this activity for staff and students in which small messages/ activities for facing challenges and coping strategies were posted on college groups everyday. SNDTWU has appreciated this activity and picking up this idea they have also put it up on their website page and created a Tele-Counseling group.
- **Faculty Achievements:**
 - Ph.D degree awarded to two faculties: Dr. Gouri Mohan and Dr. Hiralal Bhosale
 - Thesis submitted by one faculty Mrs. Rashmi Tupe
 - Many faculties have participated in various activities such as paper presentation, paper publication and attending webinars and workshops etc.
- **IQAC ACTIVITIES:**
 - Four IQAC meetings were held on 23-8-2020, 17-10,2020, 13-2-2020 and in the virtual mode on 11-5-2020.
 - Dr. Beena Inamdar, our External QAC expert conducted a workshop for the non-teaching staff on 23-8-2019 which was well appreciated by the participants. She conducted an orientation on Administrative Audit for the Administrative staff on 13-2-2020.
 - A workshop on “Team Building through EQ” for non-teaching staff and workshop on “Personal and Professional Effectiveness through EQ” for teaching staff by Dr. Vipul Vyas- motivational speaker.
 - A training program for teachers on Using New Software for attendance of students by software company- Academina on 11-3-2020.
 - A three-day webinar series on "Upgrading Skills with the Latest Digital Training Platforms" with QC Acumen Pvt. Ltd. from April 30, 2020 to May 2, 2020.
 - Session on "Best Practices and HEIs" for teaching and the non-teaching staff by Mr. Shrihari Pingale, IQAC Coordinator of Sangamner College on 16-6-2020.
 - Alongwith the Placement Cell, IQAC facilitated a session on Studies in Education Technology for TY students of all faculty on 6-2-2019 conducted by Dr. Madhavi Dharankar, Associate Professor with Department of Education Technology, SNDTWU.
 - An orientation for TY students on Special Education Programs after Graduation was facilitated along with Placement Cell on 4-3-2020. Ms. Apoorva Panshikar, Assistant Professor with the Department of Special Education, SNDTWU conducted the orientation.

- The formats for the Academic Audit for 2018-19 and 2019-20 have been designed and distributed to the teachers. Internal audit process will start in the last week of August.
- For this academic year IQAC has taken up major work of formulating policies and finalising procedures for important areas of institution functioning.

Agenda No. V

Any other matter with permission of the chair

All the three Nominees expressed their satisfaction on the smooth working of the college and implementation of Autonomy. They appreciated the Add-On/ CBCS courses planned and recommended that college should make the courses affordable to students. They congratulated the management for their good work in women empowerment.

The meeting came to an end with a Vote of Thanks to the chair.