

AUTONOMY PROGRESS REPORT

2018-19

Introduction

Jai Hind College, Churchgate, Mumbai, was founded soon after Indian independence by a group of erstwhile professors of D.J. Sind College, Karachi, and other eminent educationists under the registered name of ‘Sind Educationists’ Association’ for the educational rehabilitation of the Sindhi community. Starting from a humble two-room Arts College in 1948, it soon progressed to include Science in 1949, and Commerce in 1980. Self-financed courses tailored to augment employability of students, like Bachelor of Management Studies (BMS), Bachelor of Mass Media (BMM), Bachelor of Accounting and Finance (BAF), Bachelor of Banking and Insurance (BBI), Bachelor of Financial Management (BFM) as also vocational courses - Bachelor of Vocational Studies in Travel & Tourism Management (B. Voc. TT), and Software Skill Development (B. Voc. SD) were all developed post 2000, keeping in mind global trends. As it grew, the College expanded its embrace to encompass all sections of society, spreading the light of education to all who knocked on its door.

The institution has successfully undergone three cycles of accreditation by NAAC and has been placed consistently in the ‘A’ Grade. In the last (third) cycle, it has been a proud recipient of A+ grade with a CGPA of 3.52 out of 4. In adherence to the recommendations of the NAAC peer team, the College submitted its proposal for grant of autonomous status to the UGC and the University of Mumbai.

Recognizing the contribution of the College towards promotion of academic excellence, the University of Mumbai has conferred on it the “ Best College Award” during the academic year 2014-15. Following the same line of thought, the Union Ministry of HRD and the University of Mumbai conferred the Autonomous Status from the academic year 2018-19 onwards.

Foundation of Autonomous Process

To understand the process of autonomy and the varied responsibilities that form an integral part of it, IQAC personnel, Vice Principals and senior faculty members under the able chairmanship of the Principal conglomerated to constitute a 'Steering Committee for Autonomy' which spearheaded the transition. Several brainstorming sessions were held with the teaching and non-teaching faculty, the students and parents so as to create awareness about the advantages of autonomy and the responsibilities associated with this venture. The Committee also undertook visits to several reputed autonomous institutions especially in similar geographical terrain to achieve a clear understanding of the process and the working of the system; realization of the responsibilities associated and means to achieve them.. Lecture sessions by eminent academicians were also conducted under a Workshop 'Implementing Academic Autonomy' which provided a platform to share their thoughts and experiences on various aspects such as Syllabus design, Learning outcomes, Visioning exercises, and Assessment, Evaluation and Examination norms under Autonomy; a few prominent speakers being Dr Vijay Joshi, Ex-Principal, K.J. Somaiya College of Arts, Science and Commerce; Fr. Frazer Mascarenhas, Ex-Principal, St. Xavier's College Autonomous, Dr. Rajendra Shinde, Principal, St. Xavier's College Autonomous, Dr Vivien Amonkar, Ex-Vice Principal Academics, St. Xavier's College Autonomous, Prof. Dr. Louiza Rodrigues, Ramnarain College Autonomous.

Objectives & Goals under Autonomy

The objectives of the Institution in taking this giant step towards enhancement of overall excellence under Academic Autonomy were as follows:

- To design its own curricula and syllabi in keeping with the global trends so as to provide world-class education;
- To use modern pedagogical tools to achieve greater effectiveness in the teaching-learning process;
- To evolve innovative methods to assess learning outcomes based on higher order thinking skills (HOTS);
- To nurture creativity and out-of-the-box thinking;

- To be a platform to cultivate conscientious citizenship through promotion of community services, extension activities and the like, as an integral part of the curricula for the benefit of society at large.

In consequence to the several brainstorming sessions with its faculty, the pivotal architect in this mammoth process, the College has outlined the following goals under autonomy:

- Progress in academics
- Development of subject-specific career-oriented skills
- Augmentation of research
- Stress on interdisciplinary activity
- Search of possible solutions to environmental and ecological problems

Structure under Autonomy

Jai Hind College Autonomous is governed by the following mandated Statutory Committees as per UGC guidelines:

- Governing Body
- Academic Council
- Finance Committee
- Board of Studies

Beside the above, the following committees have been constituted for the smooth progression into autonomy:

- Autonomy Steering Committee
- Examination Committee

These committees work in resonance to ensure reinforcement of the quality mechanisms outlined in the goals and objectives of the Institution under the able guidance of **the IQAC**. Based on the policy framework set by these Statutory Committees, the day-to-day administrative activities are carried out under the direction of the Head of the Institution, the Principal, and in consultation with the Academic Heads of Faculties, the Vice Principals and the Heads of various Departments as well as several administrative

committees. The policies framed by these committees are based to a large extent on the feedback received from the various stakeholders involved in the overall educational process. Attempts to procure feedback from all stakeholders – student, faculty, alumni, management and employer is a task which is sincerely taken cognizance of. These feedbacks are then analysed and the future line of action is strategized.

A brief overview of some of the Committees is as follows:

Governing Body:

Constitution:

Mr. Suresh Goklaney – Chairman, Management Board
Mr. Kamal Bhawnani – Member, Management Board
Dr. Rajesh Thadani – Member, Management Board
Mr. Deepak Malkani - Member, Management Board
Ms. Meera Sanyal – Member, Management Board (Deceased)
Ms Petra Sequeira – Senior faculty nominated by Principal
Dr. Sushil Kulkarni - Senior faculty nominated by Principal
Dr. Rupa Shah – Educationist, Nominated by Management
Dr. V.S. Chatpalli – UGC Nominee
State Government Nominee – Awaited
Dr. Anushree Lokur – University Nominee
Dr Ashok G. Wadia – Principal & Ex-officio Member

Academic Council:

Constitution:

Dr Ashok G. Wadia – Principal & Chairman
Heads of all departments (28 departments)
Mrs Petra Sequeira – Senior Teacher of College (Science)
Ms N.K. Jyothi – Senior Teacher of College (Arts)
Mr Jimmy Wankhadia - Senior Teacher of College (Commerce)
Ms Leena Upadhye - Senior Teacher of College (Mathematics)

Mr. Sharad Sanghi - Alumnus, IT expert – Nominated by Governing body
Fr. (Dr.) Frazer Mascarenhas, S. J.-Educationist-Nominated by Governing body
Dr Phiroza Parikh – Medical professional - Nominated by Governing body
Prof B. M. Bhanage – ICT (Professor of Chemistry) – University Nominee
Prof Uttara Sahasrabuddhe – Professor, University Department of Political
Science- University Nominee
Prof. Suvarna Kulkarni – Professor of Chemistry, IIT(Powai) - University
Nominee
Dr Sreela Dasgupta - Member Secretary- Nominated by the Principal

Board of Studies

28 in number representing the different departments of the institution.

Constitution:

As per UGC mandate: Head of the Department, Two Senior teachers of
Department, Four Eminent Academicians of the Subject, Industry Expert,
University Nominee, Alumnus

No. of meetings held of the above Committees:

Two, one in each semester of Academic Calendar 2018-19.

Apart from the committees listed above, the College has also the following institutional committees as recommended by UGC:

- Research and Development Committee
- Admission Committee
- Student Council Committee
- Library Committee
- Anti-Ragging Committee
- Sexual Harassment Prohibition Committee

- Grievance Redressal Committee
- Unfair Means Committee
- Women's Development Cell
- Placement Cell

Programmes & Credits under Autonomy

Admission of students into the Autonomous Degree Course of the Institution will be done on the basis of merit, the marks secured in the preceding Standard XIIth examination of H.S.C. Board or its equivalent, being the parameter unless otherwise prescribed.

For the successful completion of a program, a student is required to acquire 150 academic credit points along with 2 mandatory credits under AAA or 'Additional Academic Activity' involving 60 points across a period of three years of an undergraduate program. A student can also acquire 2 additional credits through non-mandatory AA or 'Additional Activity' (60 points) as well as 2 non-mandatory credits through an Internship course during the course of the entire program. These non-mandatory credits will not be added to the final Grade point of the student but will be reflected in his/her Grade card. Whereas the AAA courses are more of a co-curricular nature to equip the student towards learning beyond the curriculum, the AA courses are more of an extra-curricular nature involving Extension activities, CSR activities etc. so as to sensitize the student towards his responsibility towards the society, and thereby to the nation as a whole. Internships/Fieldwork experience is encouraged by the College so as to enable the student to gain practical experience in the sphere of study.

The list of such AAA and AA courses conducted from time-to-time are available with the respective committees and are displayed in the designated Notice Boards from time-to-time.

The College has a **10-Point Grading Scale**, consisting of a Semester Grade Point Performance Index (SGPI) and a final Cumulative Grade Point Performance Index (CGPI). Grade cards are issued each Semester. A student will be considered to have completed a Course successfully and earned the credits if he/she is able to secure any Letter Grade in the range 'O' to 'P'.

Following is the list of undergraduate programmes offered at Jai Hind College:

1. Bachelor of Arts
2. Bachelor of Science
3. Bachelor of Commerce
4. Bachelor of Mass Media
5. Bachelor of Management Studies
6. Bachelor of Finance and Accounting
7. Bachelor of Financial Markets
8. Bachelor of Banking and Insurance
9. Bachelor in Vocational Studies of Travel & Tourism Management
10. Bachelor in Vocational Studies of Software Development
11. Bachelor of Science in Information Technology
12. Bachelor of Science in Biotechnology

The course combinations available with the Bachelor of Arts first year undergraduate program are as follows:-

- Commerce – History – Philosophy
- Commerce – Philosophy - History
- Commerce – Political Science – History
- Economics – Commerce – Maths
- Economics – Commerce – History
- Economics – Commerce – Philosophy
- Economics – Commerce – Political Science
- Economics – Political Science – Commerce
- Economics – English – Philosophy
- Economics – Philosophy – History
- Economics – History – Political Science
- Economics – Political Science – History
- Economics – Political Science – English
- Economics – Political Science – Philosophy
- English – Political Science – History
- Philosophy – History – English
- Philosophy – Political Science – English

- Philosophy – Political Science – History
- Psychology – English – History
- Psychology – History – Philosophy
- Psychology – History- Political Science
- Psychology – English- Philosophy
- Psychology- Political Science – English
- Psychology – Philosophy – Political Science

The student will have the opportunity to major in one of the following subjects in B.A. program, namely – Psychology, History, Economics and English Literature or do part major in Philosophy or Political Science along with the others.

The course combinations available with the Bachelor of Science first year undergraduate program are as follows:-

- Physics – Chemistry – Mathematics
- Physics – Chemistry – Botany
- Physics – Chemistry – Life Sciences
- Microbiology – Botany – Chemistry
- Life Sciences – Botany – Chemistry
- Biotechnology
- BSc- IT

The student will have the opportunity to major in any one of the above mentioned subjects in B.Sc. program.

Apart from this, B. Voc. in Software Development, B. Voc. in Travel and Tourism Management is also available at the under graduate level.

Post graduate program is available in the following courses - Chemistry (by papers & by research), Botany (by research) and M.Com.in Financial Accountancy

Ph.D. program is available in the course of Botany.

Short Term Skill Based Certificate Course under AAA

Under Autonomy, every student is required to acquire 2 Additional Academic credits under the AAA activities. These nature of these activities are listed in the Autonomy Ordinances which include attending Seminars, workshops, Presenting papers, Participating in discussion clubs, debates or joining any of the short term skill development certificates Courses.

Following are the courses offered by various departments:

S.No	Name of the Courses	No of Hours
1	Creative Writing	20 hrs
2	Film Production	20 hrs
3	Course in Theatre	40 hrs
4	Course in Advance Communication	30 hrs
5	Course in Editing	20 hrs
6	Course in Creative Production	20 hrs
7	Course in Photography	30 hrs
8	Course in Film Apperception	30 hrs
9	Course in Digital Marketing	60 hrs
10	Course in Digital Media	20 hrs
11	Course in Cruise Tourism	20 hrs
12	Course in Wine Tourism	10 hrs
13	Course in Destination Management	20 hrs
14	Certificate Course in Entrepreneurship	25 hrs
15	Certificate Courses in Forensic Science	60 hrs
16	International Relation Level I	30 hrs
17	International Relation Level II	30 hrs
18	Indian Cultural Heritage	30 hrs
19	Life Skill Certificate Course	60 hrs
20	Computer Cyber Security	30 hrs
21	Bio Composting	15 hrs
22	Basics of Financial Markets	15 hrs
23	Social Media Marketing	30 hrs
24	Course in Astronomy	30 hrs

These additional certificate courses haven introduced for skill development thereby enhancing the employability of students by bridging the gap between Industry and Academia. Skilled Resource Persons from various industries will be identified and MoUs were explored with professional Institutes and firms. This course will add value to the degree programmes. Even though these courses are optional, to support these courses a nominal charge is proposed to be collected from the participants which is approved.

Examination Process

All examinations in the institution is conducted under the purview of the examination Committee which is responsible for the smooth conduct of the process in accordance with the examination guidelines prescribed. The Committee is headed by the Principal who is the Chief Controller of Examination. The overall process is conduct under the guidance of the Controller of Examination, a senior faculty member nominated by the Principal, and the Examination sub-committees.

Assessment and Evaluation of all Undergraduate and Postgraduate Courses will consist of the following two components:

Continuous Assessment (CA): This will consist of two Continuous Assessments, namely CA-I and CA-II; or one CA for 40% of the total marks of the said Courses; of which one will be a written test, to be conducted online or offline, of 20 marks, and the other a Course work of 20 marks, to be assigned by respective departments, which may comprise of any one of the following mentioned: Assignment / Seminar / Oral Presentation / Field-Visit Report / Survey / Mini Project or any other novel / innovative method. All assessment of the second CA will be based on pre-standardized rubrics.

Semester End Examination (SEE): This will consist of one Semester-end examination to be conducted at the end of each Semester for 60% of the total marks of the said Courses. Any method adopted in CA-II, will be implemented with the prior approval of BOS.

Research Culture

The College understands the significance of promotion of research culture in HEI and has undertaken the following measures for the same:

- Incorporation of Research component from second year of under-graduation;
- Establishment of Research Committee to oversee publication of research papers in reputed journals ;
- Discussion of Research activities on the innovative ‘Teachers’ Academic Forum’;
- Submission of Research project to various funding agencies for Grants;

- Promotion of Doctoral research especially of faculty by way of seed money from Management;
- Promotion of Entrepreneurship (e-Summit, Entrepreneurship Cell, Skill-Hub Innovation Centre)

CSR and Social Inclusiveness

Activities organised by NSS:

University Based activities

Date	Name of the activity	No of volunteers
5.8.2018	Gandhi Peace Rally	50
24.8.2018	Dharma Bharti mission lecture	21
1.9.18	World peace Rally	18
6.9.18	Attending University anti-addiction rally	22
15.9.18	Attending University rally on Plastic ban	19
22.9.18	Swachh Bharat rally	11

Area Based activities

Date	Name of the activity	No of volunteers
19.7.2018	Blood donation drive I in College	40
11.8.2018	Community connect Fellowship session at Matunga	10
20.8.2018	Road safety event and orientation	53
19.9.2018	Blood donation II in College	34
22.9.18	Crowd management at Chowpatty	51

College Based activities

Date	Name of the activity	No of volunteers
15.8.2018	Independence day Celebration	158
18.8.2018	Collecting clothes for Kerala flood relief	4
27.8.2018	Lecture on Toxic relationships	24

28.8.2018	Mental health seminar	13
12.9.18	Panel discussion on breaking stereotypes	5
15.9.18	Discussion on Health for everyone	19
17.9.18	Session on stress management	23

Additional activities

1. Organising Awareness talk on RTI by Mr Shailesh Gandhi on 8th December
- 2 Attending Cybercrime Security session at Ramniranjan Jhunjhunwala College on 8th August 2018
3. Attending ‘Solidarity Rally ‘ for Martyr’s at NCPA on 27th August 2018
4. Attending special event on National Voters’ Awareness on 20th August 2018 at Jai Hind
5. Organising special program for management of waste after Ganpati Immersion at Girgaum Chowpatty in September.

Other CSR activities

1. Organisation of Bachat Gat - NGO fair, held with the motive of empowering women.
2. Celebration of National Voters’ Day in collaboration with The National Election Commission and VCan to create and spread awareness about the importance of voting through posters, invite, messages, website and social media promotions.
3. Distribution of cloth bags in the city of Mumbai to promote – SAY NO TO PLASTICS
4. PROJECT NAZIF - comprehensive women empowerment project considering the 3Es - Educate, Empower and Envision
 - The Warriors Classroom - language and effective communication [SEP] classes for women in Gazdhar Bandh Slum, Santacruz;
 - The Soldiers Art School - Free Art classes for slum kids ;
 - The Language World – Teaching basic language to kids in balwadi;
 - Count the Numbers - improving basic mathematical abilities for the balwadi kids;

- The Health and Hygiene values: As a part of project Nazif, workshops conducted in Asalpha Slum ,Dharavii ,Palghar ,Shirgaon BMC schools.
- Recycling of used soaps in hotels as liquid soap by women in Santacruz slum and Kamathipura.

Online Campaigns

- ‘teach them the wash’ campaign on social media- 30 secs video explaining the 5 steps of handwash.
- #soapntfound campaign to click pictures when no soap is found in a restaurant

Entrepreneurship initiatives

The Entrepreneurship Cell and Skill Hub at Jai Hind College has been recognised and Digitally Launched by Honourable Prime Minister Shri Narendra Modi ji. The event was held at Jai Hind College on 3rd of February, 2019.

Distinctive features of the institution

Jai Hind College has a strong academic structure comprising of 19 UG programmes, 2 PG programmes, 2 Research programmes and 18 Certificate/Value-added Courses. Above 85% of the sanctioned faculty positions have been filled either as clear vacancies with sanction from the University or from Management.

The student-teacher ratio is about 1:40 if one takes into account the eminent visiting faculty panel especially for the self-financed courses.

The College has also been the proud recipient of the DST-FIST grant (Zero level) in 2014-15 for improvement in Science and Technology infrastructure. The midterm progress report submitted for this grant in October 2018 was very well appreciated. Three departments of the College namely Botany, Chemistry and Microbiology have been identified for promotion of Science under the DBT-STAR scheme in 2018-19. Relevant programs in this regard were successfully executed which reflected when the College became one amongst a select few to receive the ‘A’ Grade from amongst 72 others, on submission of its Annual Progress Report.

The previous academic year of 2018-19 also saw the College being recognized as a 'Centre of Excellence' by RUSA for which it was given a grant of five crores.

The College also has a well-established strongly functional Placement Cell which cater to students of all streams. Both in- and off-Campus placements are encouraged. A large number of notable concerns depict interest in such placement activities. About 50-55% students are approximately successfully placed through such endeavours.

The College has a strong Alumni Association who contribute to the *alma mater* in diverse forms. Some of notable alumni are Dr. Rupa Shah, Former VC, SNDT University and Dr. R. A. Mashelkar, former Director General, CSIR. One of the notable Alumni contribution is in the form of participation in 'Leadership Series' lectures wherein they share their life experiences which serve as an inspiration to the current young minds. A few notable speakers in this series were Shri Piyush Goyal, Hon. Minister for Coal, Petroleum and Corporate Affairs in the Government of India and Ms Rutuja Diwekar, renowned dietician.

Amongst varied facilities available in the College, a few notable are: a well-established Placement Cell; a well-equipped library, largely digitalised; an excellent Centre of Research with state-of-the-art instrumentation facility; an Audio-Visual Centre and an Auditorium; and an Interactive Learning Centre, a Language Lab which couples as a Mentoring cell.

Jai Hind College assures all its stakeholders that under Autonomy it shall continue serving society to the satisfaction of all its stakeholders to their best interest and in keeping with the Vision and Mission Statement of the Institution.

VISION: To provide world-class education.

MISSION STATEMENT: To be the institution of choice for students and the employers alike, known for producing good citizens and leaders by providing a well-rounded education of international standards.
