

NISH

NATIONAL INSTITUTE OF SPEECH & HEARING

(An autonomous organisation under the Social Justice Department, Government of Kerala)

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Minutes of Meeting -2, Dates: 29/7/15 & 4/8/15

Present: 29/7/15

- Dr Samuel N Mathew,
- Dr SreeKumar
- Prof VijayaKumar
- Dr Suja Kunnath
- Ms Praveena Davis
- Ms Raji Gopal
- Ms Raji N R
- Ms Daisy Sebastain
- Ms Shirly G

Present: 4/8/15

- Dr Samuel N Mathew,
- Prof VijayaKumar
- Dr Suja Kunnath
- Ms Praveena Davis
- Ms Raji Gopal
- Ms Raji N R
- Ms Daisy Sebastain
- Ms Shirly G

Minutes

Agenda Item: 01: To confirm the minutes on 1st meeting of IQAC and subcommittee meetings conducted.

Presenters: Ms Shirly, Ms Raji N R, Ms Praveena

Discussion:

Ms Praveena presented BASLP students' skill matrix. It was approved by the members.

Ms Raji NR presented the skill matrix format of DHI students. Few suggestions came up to change the terminology used. She was asked to change them and circulate through email for approval of the committee.

Ms Raji N R presented the staff skill matrix. It was reviewed and discussed. As the committee could not come to a conclusion by 4.30pm the meeting was adjourned and decided to meet at the earliest.

The continuation of the second IQAC meeting was held on 4th Aug, 2015.

The committee decided to conduct a pilot study including the whole population ie all the regular staff members with a single question "Am I having a positive relationship with ----?" Each staff has to rate the relationship with his/her colleagues with respect to a likert scale of 0-5.

[0-Not Known 1-Not Good 2-Satisfactory 3-Neutral 4-Good 5-Excellent]

Ms Rji N R was asked to create a google doc including the names of all the regular staff members and submit to the Executive Director and Executive Director will send the link to all the staff.

Conclusion:

Minutes were approved. The class coordinators has to conduct the student skill matrix once in a semester. To discuss the outcome of the pilot study in the next meeting to finalise the staff skill matrix.

Agenda Item: 02: To note the SSR submitted to NAAC by the Steering committee.

Presenter: Shirly

Members congratulated Dr Suja Kunnath, NAAC SSR preparation steering committee coordinator. Dr Suja thanked Shirly for arranging grant from

UGC under GDA. But for the grants NISH should have paid an additional Rs 3.5 lakhs as NAAC processing fee.

Agenda Item: 03: Setting up IQAC office using the fund received for that from UGC

Presenter: Shirly

The Chairman gave permission to set up IQAC office at the earliest in the Academic block once the building is ready.

Agenda Item: 04: Reporting on the utilization of the fund provided by the UGC under General Development Assistance.

Presenter: Shirly

She reported that NISH's proposal was approved by UGC and thus received grant.

Agenda Item: 05: Any other item with the permission of Chair

Nil

Coordinator thanked the members for attending the meeting. The meeting was adjourned.



IQAC Coordinator

Executive Coordinator