

NISH

NATIONAL INSTITUTE OF SPEECH & HEARING

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

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Minutes of Meeting -6, Date: 25/08/2016

A meeting of the IQAC of NISH was held on 25th August, 2016 at the Board Room in Thejus, NISH.

Present:

- Dr Samuel N Mathew
- Dr Sreekumar
- Ms Shirley G
- Prof VijayaKumar
- Ms Daisy Sebastian
- Ms Chithra Prasad
- Dr Suja Kunnath
- Ms Anju V J
- Ms Anoop Mathew
- Ms Sneha Bose

Absent:

- Ms Anuja Sudheer
- Ms Sreebha Sreedhar
- Ms Raji Gopal
- Ms Raji N R
- Ms Parvathy Pavithran
- Ms Praveena Davis

A quorum of members were present, and the meeting, been duly convened, and proceeded with a discussion. Ms Shirley welcomed everyone to the meeting and presented the agenda.

Minutes

Agenda Item: 01: Dr Suja Kunnath to share the NAAC score and grade to the IQAC.

The ED informed the IQAC the outcome of NAAC inspection. NISH cleared the NAAC inspection with A Grade and 3.15 score. Dr Sreekumar appreciated NISH for the best score. It was decided to circulate the NAAC report among NISH staff. It was also decided to take steps to rectify the defects reported by the NAAC team.

Agenda Item: 02: To confirm the minutes on 5th meeting of IQAC.

Committee approved the minutes.

Agenda Item: 03: Ms Chithra to present the software developed to identify the workload of teachers and to present the outcome of the pilot run.

Mr Linesh Paul, Lab Assistant, Computer Science presented the software developed by him using ASP.net as front end and MySQL as back end. He also presented the graph output of the pilot run conducted for four staff members. The IQAC appreciated Mr Linesh Paul for the software developed by him. Ms Chithra to do the needful for all the staff to start entering their workload from 1st September onwards.

Agenda Item: 04: Discuss and approve Action Plan for 2016-17.

It was decided in the ISO's Steering Committee Meeting held on 3 rd August, 2016 to set one set of objectives which can be labelled as Quality Objectives and considered as Plan of Action in IQAC term. Shirly informed this to the committee and the IQAC approved this. She presented the quality objectives of all the departments collected as part of ISO. The IQAC approved the QO as the action plan for the year 2016-2017 with minor changes. It goes as follows, Sl.No	Objectives
1	To develop a computer assisted learning program for children with Autism Spectrum Disorders
2	To conduct <ul style="list-style-type: none">• an Applied Learning series seminar in Neurodevelopmental Sciences

	<ul style="list-style-type: none"> • one hands on software workshop for CS students • Workshop using Internal resources for students • atleast 2 hands on training to on software testing • EAP (employability skill augmentation program) for atleast one batch • a workshop on sign language for teachers of the deaf • disability awareness seminars for mainstream teachers • a cultural workshop as part of the Cultural club • a reading awareness week for faculty and students • awareness session deafness and ISL class in colleges • integrated class for CS students • a student organized conference to enhance the organizational capacity of students
3	<p>To start</p> <ul style="list-style-type: none"> • LREP [Logical reasoning enhancement programme] • Spoken tutorial certification by IIT • atleast 2 short term courses for the exit students • ISL batch (min 1) at IT companies • a movie club and conduct two days film festival

	<ul style="list-style-type: none"> • Bilingual program for children below 3 years
4	<p>To identify</p> <ul style="list-style-type: none"> • atleast 3 internship partners • short term skill development courses for persons who suffer from CP and ASD
5	<p>To create</p> <ul style="list-style-type: none"> • FM classrooms for DHI and EIP • a DIY (Do-it-yourself) lab
6	<p>To prepare a new curriculum for improving reading, writing and comprehension skills in English and improving mathematical skills of HEFP students and check its effectiveness</p>
7	<p>In order to ease hurdles in technical writing, research publications of students and teachers, the Library will make available APA Style Central, an online platform of the American Psychological Association.</p>
8	<p>In order to encourage varied reading among its Patrons; and to strengthen its diverse collection, the Library will procure atleast 100 books in subject areas like motivational, personality development, self-helping , entrepreneurship, fiction, career guidance etc.</p>
9	<p>To organize</p> <ul style="list-style-type: none"> • training sessions for faculty in teaching aid preparation

	<ul style="list-style-type: none"> • faculty - student interaction program once in three months to build a healthy relationship between students and faculty
10	<p>To set up</p> <ul style="list-style-type: none"> • an Electrophysiology lab exclusively for research purpose • a Vestibular Assessment lab

- Changes suggested by IQAC:
- Start a single club for cultural activities including film fest. Need not have another club namely Film club. Different similar activities to be clubbed and brought under one umbrella. For example Soft Skill Sessions-SSS, Logical reasoning enhancement programme-LREP to be brought under KELP. This will make documentation simple. They may have different objectives. It has also been decided to intimate the conveners and coordinators of various clubs and committees to document the meetings, activities so that there will be ownership, sustainability and next person who takes the charge will get a better knowledge about the objectives and activities done so far.
- The outcome of conducting a student organized seminar should be developing a conference and not to enhance the organizational capacity of students.
- To reword the objective of HEFP as follows.
To ensure that the new curriculum for HEFP for improving English language skills in reading, writing and comprehension and numerical ability is periodically reviewed for effectiveness.
- Considering the importance of eliminating Soft skill gaps, it was decided to arrange SSS frequently.

Agenda Item: 05: Student representatives to share their suggestions for discussion

ASLP representative requested to make available more number of copies of text books in the library. Now only two copies are available for most of the important text books. Also the language level of some books are very difficult for all the students to understand. Hence she suggested that library should store books by different authors for the same subject.

DHI representative requested to inform the commerce teachers to prepare notes using simple sentences and to avoid complex sentences which the deaf students find very difficult to study. She also said the CS staff use simple sentences.

Agenda Item: 06: Any other item with the permission of chair

Shirly informed that she did not include discussion on AAA as one of the agenda as decided in the last meeting because she researched and understood that it is to be done by departments under a University and NISH being an affiliated college need not do AAA.

It is also decided to convene next meeting on last Thursday of November at 3.30pm. Coordinator thanked the members for attending the meeting. The meeting was adjourned.



IQAC Coordinator



Executive Director

For