

NISH

NATIONAL INSTITUTE OF SPEECH & HEARING

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

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Minutes of Meeting -11, Date: 15/02/2018

The 11th meeting of the IQAC of NISH was held on 15th February, 2018 at the Daffodil Hall, NISH.

Present:

- Dr Sreekumar
- Prof VijayaKumar
- Ms Shirly G
- Ms Anoop Mathew
- Ms Raji Gopal
- Ms Raji N R
- Ms Parvathy Pavithran
- Ms Jeena Mary Joy
- Ms Sindhu I V
- Ms Daisy Sebastian
- Ms Chithra Prasad
- Dr Suja Kunnath
- Ms Anju V J

Absent:

- Dr Samuel N Mathew
- Dr K G Satheesh Kumar
- Ms Sreebha Sreedhar
- Ms Maria M Reji
- Dr Ajimsha K M

A quorum of members were present, and the meeting, been duly convened, and proceeded with a discussion. As Dr Samuel N Mathew, the chairperson of IQAC was absent, the meeting was chaired by Ms Shirly and she welcomed everyone to the meeting and presented the agenda.

Minutes

Agenda Item: 01: To confirm the minutes on 10th meeting of IQAC.

The committee approved the minutes.

Agenda Item: 02: To review the application developed by Mr Linesh Paul, Lab Asst to capture data digitally for AQAR.

Mr Linesh Paul demonstrated the application developed. He will share the application with NISH staff at the earliest. Committee appreciated him for his work.

Agenda Item: 03: To review the following items of NAAC peer team report

1. 2.3.3 Add devices with latest technology for high end research
2. IV hygienic environment and quality food in consultation with qualified dietician

Item No 2.3.3:

Ms Jeena updated that ASLP dept has already taken steps and the installation of the following labs are under process.

1. Vestibular testing lab
2. Electrophysiology lab
3. Speech Science lab
4. Psychophysics lab

Dr Suja said NDS is proactively having discussions with ED and taking necessary steps to fulfil the above in her dept.

Item IV:

The committee decided to entrust canteen committee to take necessary actions based on the comments in the NAAC report about canteen services.

Agenda Item: 04: To device a mechanism to collect feedback from students on all the 7 quality criteria specified by NAAC/UGC

Constituted a subcommittee with the following members

- Ms Chithra- Convener
- Dr Suja
- Ms Anju
- Ms Pavathy
- Ms Daisy
- Ms Sreebha
- Ms Shirley

IQAC entrusted the subcommittee to develop a mechanism to collect feedback.

Agenda Item: 03: To collect suggestions from students' representatives and Alumnus.

Ms Anupa, DHI rep had complaints only about the PCs in the lab. She told most of the time the PCs in the CS lab are down. She requested to take steps to resolve this urgently.

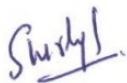
The following decisions were taken

- Entrusted Ms Daisy Sebastian to develop a purchase monitoring mechanism.
- Ms Daisy to ask Mr Vishnu to keep a maintenance register and do the maintenance works like mending the broken curtain rods, loose network cables without delay.
- The department HODs to entrust staff from their departments to send reminders about the expiry of warranty/AMC to Admin and the Admin team to do the required process for the renewal.

Agenda Item: 05: Any other item with the permission of chair.

Ms Jeena complained about the reverberation in classrooms. Reverberation and open ventilation in some classrooms are affecting the quality of teaching and it is strain for teachers. It was decided to inform Admin department to take necessary action.

It was also decided to convene next meeting on **17th May, 2018** at 3pm. Coordinator thanked the members for attending the meeting. The meeting was adjourned.



IQAC Coordinator



For Executive Director