

NISH

NATIONAL INSTITUTE OF SPEECH & HEARING

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

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Minutes of Meeting -12, Date: 17/05/2018

The 12th meeting of the IQAC of NISH was held on 17th May, 2018 at the Board Room, NISH.

Present:

- Dr Samuel N Mathew
- Dr Sreekumar
- Dr K G Satheesh Kumar
- Ms Sreebha Sreedhar
- Ms Maria M Reji
- Ms Shirley G
- Ms Anoop Mathew
- Ms Raji Gopal
- Ms Raji N R
- Ms Parvathy Pavithran
- Ms Jeena Mary Joy
- Ms Daisy Sebastian
- Ms Chithra Prasad
- Dr Suja Kunnath

Absent:

- Shri Nooh IAS
- Dr Ajimsha K M
- Ms Sindhu I V
- Ms Anju V J
- Prof Vijaya Kumar

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

Minutes

Agenda Item: 01: To confirm the minutes on 11th meeting of IQAC.

Ms Shirley presented the Minutes of 11th meeting and Action taken report.

Dr Sreekumar gave the following suggestions for the formats presented by Ms Daisy.

1. **Purchase monitoring mechanism-** to include purchase order no /hyperlink of the purchase order
2. **Maintenance register-** to include a list box with common maintenances which will help to analyze and take preventive actions in future.

Ms Chithra, the convenor of the subcommittee constituted to identify mechanisms to collect feedback from stakeholders on all the 7 criteria of NAAC updated the outcome of the committee. (Pls ref action taken report)

The committee approved the minutes.

Agenda Item: 02: To review the following items of NAAC peer team report on Institutional Accreditation

1. 2.3.4 **Inadequate research publications**
2. 3.3 Translate research outputs to the benefit of society

A number of questions were asked and extensive discussion ensued to come to a decision. It was decided to appoint a **consultant editor on part time basis**. Payment can be on per day or per hour basis. S/he should be a certified person with academic journal publishing editing experience. S/he should do 3rd level editing and language correction. S/he should sign a confidentiality and non-disclosure agreement with NISH.

Dr Suja was entrusted to identify a consultant.

Agenda Item: 03: To discuss about conducting an **accessibility audit**.

It was decided to conduct the audit through an agency like Samarthyam or Govt agency. Also discussed about the possibility of including Architectural dept, CET.

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

Ms Anupa, DHI rep had complaints about the following.

1. Necessary software are not installed in the PCs in CS lab.
2. No opportunity to interact with all DHI students. Games which enrich logical ability or similar can be conducted for all students, she suggested.
3. No locker facility for Prep year students
4. Kiosk should provide fresh juice and traditional snacks instead of baked snacks like puffs.
5. As the CS teachers are attending ISL class during after class hours, not getting opportunity to clear doubts about projects

6. CS lab is very hot. Require AC.

1, 5- Entrusted Ms Raji N R to take action

2- Entrusted Ms Raji Gopal to take action

3- Entrusted Ms Raji Gopal to identify a suitable location

4- Decided to entrust canteen committee.

6- Dr Samuel updated that steps are being taken already to install AC in labs.

Ms Maria M Reji, ASLP rep had complaints about water filter and sick room this time.

1. Water filters are not in proper working condition especially not getting hot water

2. Girls' sick room has only 2 beds which is not sufficient.

1. Decided to inform Admin to take immediate action.


2. Decided to inform Admin to procure bunk beds for girls.

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

Coordinator reminded the committee about the **AQAR** to be submitted to NAAC/UGC by the mid of June, 2018 and also about the **Plan of Action for 2018-19** to be prepared by all the depts. by the first week of June, 2018.

Dr Samuel urged the committee to start working from 2020 itself for next NAAC audit which is due for 2021. Earning atleast 3.26 is necessary to become **centre of excellence**. We are **currently** accredited CGPA of 3.15 on four point scale at A grade.

It was also decided to convene next meeting on **16th August, 2018** at 3pm. Coordinator thanked the members for attending the meeting. The meeting was adjourned.



IQAC Coordinator



For Executive Director