

# NISH

## NATIONAL INSTITUTE OF SPEECH & HEARING

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

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### Minutes of Meeting -16, Date: 19/02/2020

The 16<sup>th</sup> meeting of the IQAC of NISH was held on 19<sup>th</sup> February, 2020 at the Board Room, NISH.

Present:

- Ms Sheeba George IAS
- Dr K G Satheesh Kumar
- Ms Shirley G
- Dr Vinitha Mary George
- Prof Vijaya Kumar
- Ms Rejitha
- Ms Sreebha Sreedhar
- Ms Parvathy Pavithran
- Mr Gopakumar
- Ms Chithra Prasad
- Ms Daisy Sebastian
- Ms Annsy Lal Mathew
- Ms Sindhu I V
- Ms Mini

Absent:

- Dr Sreekumar
- Dr Suja Kunnath
- Ms Raji Gopal
- Ms Raji N R
- Mr K C Deepak
- Dr Ajimsha K M

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

**Agenda Item: 01:** To confirm the minutes on 15<sup>th</sup> meeting of IQAC and to discuss the actions taken.

The committee approved the minutes. Ms Shirley updated the action taken for the decisions made during the 15<sup>th</sup> meeting.

**Agenda Item: 02:** To finalise the guidelines developed by the sub-committee constituted for awards to staff and students

The following were the sub-committee members,

- **Ms Shirley G-** Convenor
- **Ms Nimitha Liz Joseph-**Researcher (staff, student), Pace setter
- **Dr Anjana-** Student clinician-Audiology
- **Ms Manju-** Student Clinician- SLP
- **Dr Anu Mukund-** DHI, DISLI students
- **Ms Bindhu-** DECSE students

The above team presented the guidelines prepared by them. Suggestions made by the members to be incorporated and send to IQAC before publishing.

**Agenda Item: 03:** To finalise AAA guidelines

The following entrusted persons presented the guidelines prepared by them.

**Ms Shirley-** Academic Audit

**Mr Gopakumar-** Administrative Audit

It was decided to conduct AAA annually. The first one to be in 2<sup>nd</sup> week of April 2020 (Internal). AAA to be done by external agency every third year.

**Agenda Item: 04:** To finalise ISL consultancy guidelines

Ms Shirley presented the guidelines prepared by her. She was asked to include rates for all the tasks like interpretation in the court etc. Consultancy charges can be received by NISH.

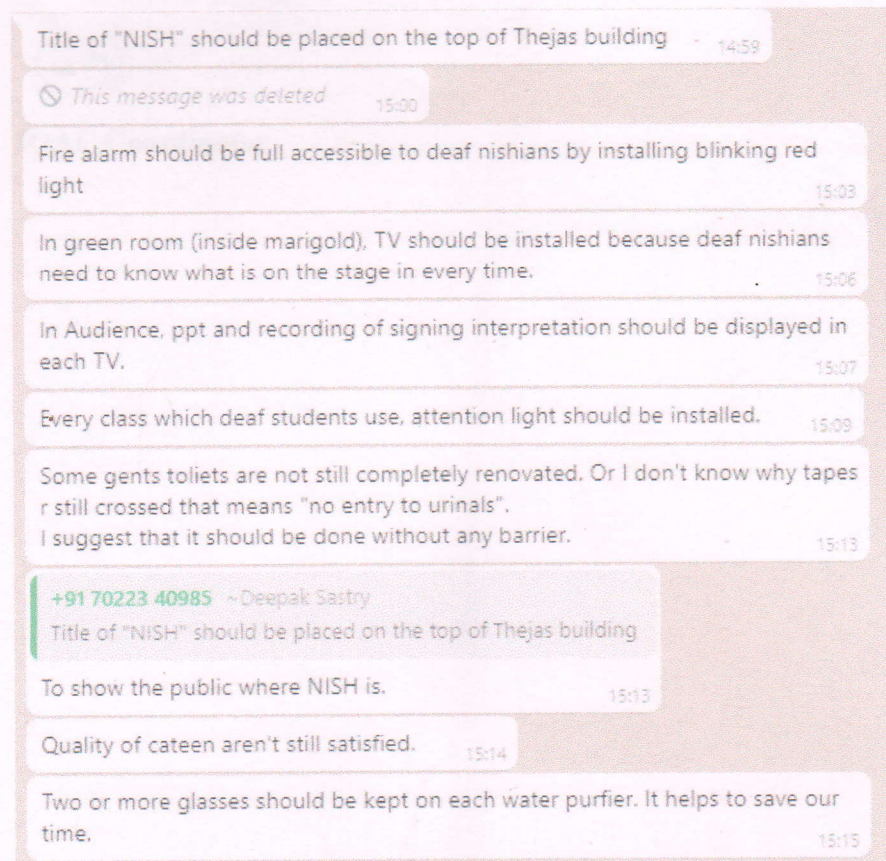
**Agenda Item: 05:** To collect suggestions from students' representatives and Alumnus.

As Mr K C Deepak could not attend the meeting, he had send the following concerns through WhatsApp.

To be conducted once in 6 months on a regular basis. Decided to entrust Ms Preetha Davis, Head RPOC. She should enable NASHF students to conduct clinical research after getting the clearance so that the outcome can be published in corpus journals.

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





Fire alarm, attention seeking blinking light in classroom- Shirley informed that SIPDA project will take care of this.

TV in green room, issues in gents toilet, wall mounted LED display board of NISH, more steel glasses for water dispenser- Decided to entrust AO to resolve these.

PPT to be displayed in all the TV in Marigold- Decided to entrust System Admin to resolve this

Quality of canteen – Canteen committee convenor to take action

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

1. To arrange a 3 hour training session on a Saturday or any convenient day on "Getting ready for NAAC". The resource person is Dr Simon Thattil.
2. IEC to be conducted once in 6 months on a regular basis. Decided to entrust Ms Praveena Davis, Head RPCC. She should enable MASLP students & faculty to do clinical research after getting IEC clearance so that the outcome can be published in corpus journals.

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

*Shirley L.*

**IQAC Coordinator**

*Geoff*

**Executive Director**

### Minutes of Meeting - 16. Date: 17/02/2020

The 16<sup>th</sup> meeting of the IQAC of NISH was held on 16<sup>th</sup> February 2020 at the Bagel Room.

NISH

Present:

- Mr. Shashi Chandra IAS
- Dr. K. M. Suresh Kumar
- Mr. Manoj K.
- Dr. Vignesh Mar. George
- Prof. Vignesh Kumar
- Mr. Rajitha
- Mrs. Sreelatha Sreedhar
- Mr. Parvathy Chanthran
- Mr. Gopalan
- Mr. Chithra Ponnai
- Mr. Gauri Sebastian
- Mr. Anuraj Lal Mathew
- Mr. Sudha I V
- Mr. Raji

Absent:

- Dr. Vivekanand
- Dr. Santhi Chandra
- Mr. Ravi Varad
- Mr. Raji N.R.
- Mr. C. Deepak
- Dr. Anuraj E. M.

A quorum of members were present, and the meeting, being duly convened, was presided over by the Chairman. The Chairman welcomed everyone, especially Mr. Shashi Chandra IAS and Mr. Manoj K. to the meeting and presented the agenda.