**Centre for Information on Communication Disorders: A Proposal**

**Preamble**

The Library and Information Centre, All India Institute of Speech and Hearing (AIISH), Mysuru was established along with the Institute in the year 1966. It caters to the educational, research and clinical information needs of the Institute academic community. The Centre has an exclusive collection of various information resources on communication disorders published across the world. It includes a rare collection of more than 2000 print books donated by Dr Wendell Johnson, the famous American psychologist-cum-Speech Pathologist, to the Institute way back in 1966. Housed in a stand-alone building of 26, 000 sq.ft., the fully-automated Library and Information Centre provides a number of innovative information services to its user community. The Centre also offers an open elective course on Information Management in Speech, Language and Hearing for the M.Sc. programmes of the University of Mysore. The Publication Section of the Institute, known as the ‘Product Development Cell’ was established in the year 2014. It is involved in publishing professional learning, public education and screening, assessment, and treatment materials on communication disorders in both print and electronic formats**.**

The present proposal aims to establish a **Centre for Information on Communication Disorders** (**CICD**) by integrating the Product Development Cell with the Library and Information Centre, and strengthening and extending the publication and information services to the faculty, students, researchers and practitioners in the field of communication disorders across the country.

**Vision**

The CICD will function as a strategic asset of the AIISH and contribute to its educational, research, clinical care and public education activities and will act as the National Information Centre in the field of communication disorders supporting the professionals across the country through information and publication services and training.

**Mission**

The CICD will play a vital role in providing innovative information resources and services, offering training in information management and developing and disseminating useful information products pertaining to the field of communication disorders among the faculty, researchers, practitioners and students in and outside the Institute.

**Objectives**

The major objectives and related activities of the Centre for Information on Communication Disorders are given below.

**O1**. To function as an academic centre for promoting academic integrity and imparting skills in information management in speech, language and hearing.

Activities

**A1**. To propose information management and academic integrity as mandatory subjects for the UG and PG programmes conducted by the Institute.

**A2.** To organize workshops and short-term training programmes on topics such as reference management, research ethics and anti-plagiarism techniques for faculty, researchers and students of speech and hearing institutions across the country.

**O2**. Develop an archive of scholarly output in the field of communication disorders published in the country and abroad.

Activities

**A1**. Design and develop a national research repository on communication disorders

**A2**. Design and develop an International literature database on communication disorders

**A3**. Digitize and preserve out-of-print resources in the field of communication disorders in collaboration with the respective publishers and copyright owners.

**O3.** To address the cost challenge in accessing information resources on communication disorders by the academic community in the field.

Activities

**A1**. Take initiative to establish a consortium of Indian speech and hearing institutions for purchase/subscription of e-resource in communication disorders

**A2**. Develop an online union catalogue of library resources of speech and hearing institutions in the country

**A3**. Publish academic books and similar professional learning materials on communication disorders in collaboration with Indian experts in the field.

**O4**. To support public education on prevention and control of communication disorders

Activities

**A1**. Develop high impact documentaries, short films, videos, posters, and other information artefacts in print and electronic media

**A2**. Develop an e-learning portal on prevention and control of communication disorders

**O5**. Establish and foster formal and informal channels of scientific communication for Indian professionals in the field of communication disorders.

Activities

**A1**. Publish online peer-reviewed scientific journals

**A2**. Provide technical support for other Institutions in the field to publish online journals

**A3**. Create online platform for informal knowledge sharing by professional community using open source applications.

**O6**. To address the scarcity of tools for screening, assessment, diagnosis and rehabilitation of Indian population affected with communication disorders.

Activities

**A1**. Develop clinically useful tools from the research works already completed in collaboration with concerned researchers and disseminate such products among the practising speech and hearing professions across the country

**A2**. Develop online screening and assessment tools

**A3**. Encourage and support clinical research on communication disorders

**O7**. To design, develop and deliver electronic information services beneficial and affordable for the speech and hearing community across the country

Activity

**A1**. Develop interactive website and mobile apps

**O8**. To generate revenue by selling publications and providing information services to the professionals across the country.

**Justification**

* The Library and Information Centre of the Institute is an established entity with regular staff and infrastructure facilities whereas the Publication Section is of comparatively recent origin. Currently, the Publication Section is functioning in the Library and Information Centre by insourcing the service of the library personnel as a temporary arrangement. The recent trend in higher education institutions is to integrate the Publication Section with the Library and Information Centre as a cost-effective and sustainable model for providing information and publication services.
* Plagiarism is considered as a menace in the higher education scenario in the country. Recently, University Grants Commission (UGC) in its regulation titled *Promotion of Academic Integrity and Prevention of Plagiarism in Higher Educational Institutions, Regulations, 2018* instructed the Institutions to incorporate topics on academic integrity and information management as compulsory subjects in the UG and PG curricula in order to curb plagiarism and prevent academic dishonesty.
* According to the Rehabilitation Council of India website, there are more than 100 higher education institutions in the country running different academic programmes on communication disorders. From an observation of the official websites of these organizations, it is understood that majority of them do not have good library and information service facilities and the publication facilities are almost nil in them. Obviously, information needs of academic community in these organizations are not being met with satisfactorily, in turn affecting the teachers’ professional competence and the student outcome. The major reasons for the poorly developed library facilities in these institutions are the scarcity of original Indian publications in the field of communication disorders on one hand and the exorbitant cost of foreign publications on the other hand.
* The scarcity of indigenously published tools like guidelines, manuals, and procedures for managing persons with communication disorders is a key challenge faced by the practising audiologists and speech-language pathologists in the country.

**Outcome**

* Emergence of ethically sound academic community
* Enhancement in the quality of learning, teaching and research in the field of communication disorders
* Better care and rehabilitation for the persons with communication disorders
* Generation of revenue for the organization
* Improved access to required information by the professionals in the field of communication disorders

**Organizational Structure and the duties and responsibilities**

The organizational structure of the Centre is depicted in figure 1. As indicated, the proposed Centre will work under the overall control of the Director, AIISH and headed by the Principal Library and Information Officer. It will have two sections, Library and Information Services and Publication Services. The Library Advisory Council and the Editorial-cum-Advisory Board advise the Principal Library and Information Officer on matters related to the respective sections. The different functionaries of the proposed Centre and their roles and responsibilities are given below.

1. **Principal Library and Information Officer**

Overall administrative responsibility of the Centre **#** Formulation of policies, programmes and plans for the growth of the Centre **#** Liaise with Editorial-cum- Advisory Board and the Library Advisory Council **#** Design and develop curricula for the long-term and short-term training programme related to Information Management and Academic Integrity **#** Engage classes on Information Management and Academic Integrity **#** Liaise with the library and information centres of other speech and hearing institutions in the country for cooperative purchase and subscription of resources **#** Liaise with faculty and practising speech and hearing professionals within and outside the Institute for authoring books and similar materials.

1. **Library and Information Officer**

Supervise the library and information services **#** Plan Library Budget **#** Organize library orientation and training programmes **#** Coordinate purchase of books and subscription of journals and other resources in both print and e-formats **#** Maintain Institute Statistics **#** Collect Faculty Productivity Statistics from various sources and maintain and analyse **#** Assist staff to build their digital IDs on platforms such as ORCID or Scopus to ensure citations for their work.

1. **Information Scientist**

**#** Supervise the IT applications of both the Library and Information Services and Publication Services. **#** Design suitable IT-related information services and publication services **#** Work in coordination with the Software Engineer for developing suitable IT applications **#**Upgrade the IT infrastructure of both the Sections **#** Keep-up-to-date on open source software developments in the areas of information science and publication sector **#** Maintain and manage the contents of both the Library Services and Publication Services websites ensuring contents are up-to-date.

1. **Assistant Editor**

Overall management of the Publication Services in coordination with the Assistant Library and Information Officer **#** Assist the Managing Editor in coordinating the editorial and peer-reviewing activities of the Institute journals **#** Write and compile content for newsletters, media releases and annual report.

1. **Assistant Library and Information Officer**

Overall Supervision of the Publication Services **#** Maintain up-to-date bibliographic information for all the publications **#** Register DOIs upon publication as needed, and maintain DOI records **#** Developing strategies for distribution of publications **#** Market Analysis and Sales promotion **#** Grievance redressal **#** Coordinate author copies, legal deposit copies and gratis copies for copyright holders. **#** Process and maintain copyright and permission requests **#** Maintain all the statistics related to the publication services

1. **Software Engineer**

Development of IT applications for boththe Library and Information Services and Publication Services **#** Customization of suitable open source software for Information management

1. **Senior Library and Information Assistant (Library)**

Serial management **#**  E-resource management **#** Subscription.

1. **Senior Library and Information Assistant (Publication)**

Point of contact for printing **#**  Sales and distribution **#**  Dispatch Monitoring **#**  Receiving orders

1. **Graphic Designer-cum-visualizer**

Graphic design of print and electronic materials **#**  Video editing **#**  Audio Editing

1. **Library and Information Assistant**

Cataloguing **#** Classification **#** Shelf rectification

1. **Library Assistant**

Shel Rectification **#** Book Circulation**#** User Management

**Staffing requirements**

Of the 10 posts proposed for the Centre, six posts are already in position and the remaining five posts have to be created through promotion and direct recruitment. The new posts to be created are mentioned below and the respective recruitment rules are attached as Appendix-II.

1. Principal Library and Information Officer
2. Information Scientist
3. Software Engineer
4. Graphic Designer-cum-visualizer
5. Assistant Editor

**Budget and Timeline for Implementation**

Only limited budget is required for setting up of the proposed CCID as it will be carried out using the already available infrastructure and by insourcing the service of all the six existing professional staff of the Library and Information Centre. Hence, the budget requirement is needed for the augmentation of some of the infrastructure and the salary for the new posts only. The proposed Centre can be set up in two phases in a span of 18 months.

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| **Period** | Personnel-Salary | **Equipment and Materials** | Miscellaneous  | Total |
| Phase-1 |  |  |  |  |
| Phase-2 |  |  |  |  |