



VLB JANAKIAMMAL COLLEGE OF ARTS AND SCIENCE

An Autonomous Institution, Affiliated to Bharathiar University and Approved by AICTE

Re-Accredited by NAAC with 'B++' Grade

KOVAIPUDUR, COIMBATORE – 641 042

Phone: 0422-2605162 E-mail: principal@vlbjcas.ac.in Website: www.vlbjas.ac.in

GRIEVANCE REDRESSAL COMMITTEE

Ref: VLB/AUTO/NSC/GRC/2025-26/41

Meeting Notice

Minutes of the 41th Meeting of the Grievance Redressal Committee held on 27.06.2025 at 2.00 p.m. in the Board Room

Agenda

- 41.1 To discuss the request from students for establishing a Language Lab.
- 41.2 To analyze the feasibility and requirements for setting up the Language Lab.
- 41.3 Any other matter with the permission of the Chair.

All members are requested to make it convenient to attend the meeting.

PRINCIPAL

Copy to

1. Mrs. P. Sumathi – Assistant Professor, BCA
2. Mrs. R. Karthika – Assistant Professor, Mathematics
3. Mrs. S. Shakilabanu – Assistant Professor, Mathematics
4. Mr. R. Sathish – Assistant Professor, BCA
5. Ms. Ms.V. Steffina Rose – Advocate
6. Ms. P. S. Hilna – III BCA (Student Member)
7. Ms. M. Aarthy – III B.Sc. Mathematics (Student Member)
8. Mr. Deepak – II BCA (Student Member)



Minutes of the 41th Meeting of the Grievance Redressal Committee held on 27.06.2025 at 2.00 pm in the Board Room

S.No	Name	Designation	Position
1	Dr.D.Kalaivani	Principal	Chairman
2	Mrs .P.Sumathi	Assistant Professor, BCA	Coordinator
3	Mrs.R.Karthika	Assistant Professor, Mathematics	Co- Coordinator
4	Mrs .S.Shakilabanu	Assistant Professor, Mathematics	Member
5	Mr.R.Sathish	Assistant Professor, BCA	Member
6	Ms.V.Steffina Rose	Advocate	Member
7	Ms. P.S.Hilna	Student Chairperson	Member
8	Ms.M.Aarthy	Student Secretary	Member
9	Mr. Deepak	Student Joint Secretary	Member

The Chairperson welcomed all the members and highlighted the importance of enhancing students' communication skills. It was noted that several students had expressed the need for a **Language Lab** to improve their proficiency in English and other languages, which is essential for academic growth and employability.

The agenda items were taken up for discussion, and the following resolutions were passed:

- Item 41.1:** Resolved that the request from students to establish a Language Lab is genuine and beneficial for improving communication and soft skills.
- Item 41.2:** Resolved to recommend the establishment of a Language Lab with necessary infrastructure such as computers, audio-visual equipment, and language learning software. The committee also suggested allocating a dedicated space and appointing a faculty coordinator for effective functioning.
- Item 41.3:** As there were no other matters to discuss, the meeting concluded with a vote of thanks proposed by the Coordinator.



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Members:

S.No	Name	Designation	Signature
1	Dr.D. Kalaivani	Principal	
2	Mrs. P. Sumathi	Assistant Professor in BCA	
3	Mrs.R. Karthika	Assistant Professor in Mathematics	
4	Mrs. S.Shakilabanu	Assistant Professor in Mathematics	
5	Mr.R.Sathish	Assistant Professor in BCA	
6	Ms.V.Steffina Rose	Advocate	
7	Ms. P.S.Hilna	Student Chairman	
8	Ms.M.Aarthy	Student Secretary	
9	Mr. Deepak	Student Join Secretary	

PRINCIPAL