



INTERNAL COMPLAINT COMMITTEE

Ref: VLB/AUTO/NSC/ICC/2025-26/46

Meeting Notice

Minutes of the 46th Meeting of the Grievance Redressal Committee held on 05.12.2025 at 2.00 p.m. in the Board Room

Agenda

- 46.1 To discuss the request from students to conduct placement training programs by external vendors.
- 46.2 To analyze the benefits and feasibility of organizing such training session
- 46.3 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. R. Karthika – Assistant Professor, Mathematics
2. Mrs. S. Shakilabanu – Assistant Professor, Mathematics
3. Mr.M.Sabareedharan– Assistant Professor, BBA
4. Ms.V.Steffina Rose – Advocate
5. Ms. M. Aarthy – III B.Sc. Mathematics (Student Member)
6. Mr.Ashwin.S– II B.Sc Computer Science (Student Member)
7. Hari Dharshini R- I BBA(Student Member)



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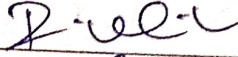
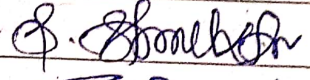
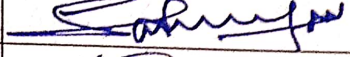
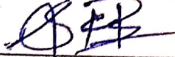
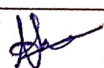
S.No	Name	Designation	Position
1	Dr.D.Kalaivani	Principal	Chairman
2	Mrs.R.Karthika	Assistant Professor, Mathematics	Coordinator
3	Mrs .S.Shakilabanu	Assistant Professor, Mathematics	Co- Coordinator
4	Mr.M.Sabareedharan	Assistant Professor, BBA	Member
5	Ms.V.Steffina Rose	Advocate	Member
6	Ms.M.Aarthy	Student Chairperson	Member
7	Mr.Ashwin.S	Student Secretary	Member
8	Hari Dharshini R	Student Joint Secretary	Member

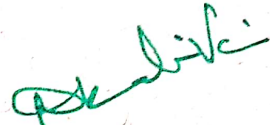
The Chairperson welcomed all the members and highlighted the importance of enhancing students' employability skills through structured placement training programs. It was brought to the notice of the committee that students have requested to organize placement training sessions conducted by external professional vendors to improve aptitude, communication, and technical skills.

Item 46.1: Resolved that the request from students to conduct placement classes through external vendors is genuine and essential for improving employability skills and campus placement opportunities.

Item 46.2: Resolved to recommend engaging qualified external training agencies to conduct placement training programmes. The committee suggested organizing sessions on aptitude, technical skills, soft skills, group discussion, and interview techniques. It was also recommended to schedule these sessions regularly and ensure maximum student participation.

Item 46.3: As there were no other matters to discuss, the meeting concluded with a vote of thanks proposed by the Coordinator.

S.No	Name	Designation	Signature
1	Dr.D.Kalaivani	Principal	
2	Mrs.R.Karthika	Assistant Professor in Mathematics	
3	Mrs .S.Shakilabanu	Assistant Professor in Mathematics	
4	Mr.M.Sabareedharan	Assistant Professor in BBA	
5	Ms.V.Steffina Rose	Advocate	
6	Ms.M.Aarthy	Student Chairman	
7	Mr.Ashwin.S	Student Secretary	
8	Hari Dharshini R	Student Join Secretary	
			Hari Dharshini R



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