



VLB JANAKIAMMAL COLLEGE OF ARTS AND SCIENCE
(AUTONOMOUS)
AFFILIATED TO BHARATHIAR UNIVERSITY
KOVAIPUDUR, COIMBATORE - 42

AQAR – 2022-2023

CRITERIA – 5

5.3.2 Sample Document -Internal Complaints Committee

V.L.B JANAKIAMMAL COLLEGE OF ARTS AND SCIENCE
AUTONOMOUS
KOVAI PUDUR, COIMBATORE-42
Minutes of Internal complaint committee

15.09.2022

Minutes of the fourth meeting of the Internal complaint committee held on 15.09.2022 at 2.00 p.m in the Board Room.

Members Present:

S.No	Name	Designation	Position
1.	Dr.K.Ramamurthi	Principal	Chairman
2.	Dr.J.Shiamo	HOD, Mathematics-PG	Convener
3.	Dr.J.Golda	Director of Physical Education	Member
4.	Ms.A.Deepa	Associate Professor, Department of Computer Science	Member
5.	Mr.J.Godwin Ezekiel	Assistant Director of Physical Education	Member
6	Ms.B.Bavitha	Advocate	Member
7	R.Sathish	Student Coordinator(II M.Sc CS)	Member
8	A.Mohammed Jaseem	Student Coordinator(III BCA)	Member

The Chairman/ Principal welcomed the committee members for the meeting. He explained about the importance of conducting a program for the students on legal awareness on cyber crimes. Further items of the agenda were taken one by one and the resolutions were passed as follows.

Item 4.1: To decide to conduct a Legal awareness program on **“cyber crime”**

Resolved to conduct a Legal awareness program on **“cyber crime”** on 21.09.2022.

Item 4.2: To discuss about the members responsibilities to conduct the guest lecture.

Resolved to give the responsibilities for the following members

Dr.J.Golda -Invitation

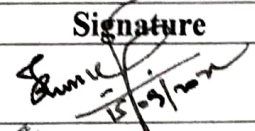
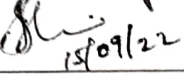

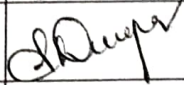
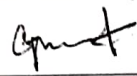
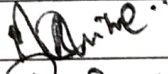
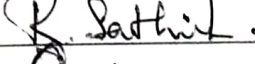

Ms.A.Deepa & R.Sathish -MOC

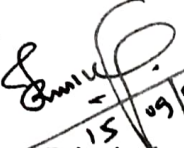
Mr.J.Godwin Ezekiel & A.Mohammed Jaseem - Hall arrangements

Item 4.3: To discuss any other items

Since there is no further items, meeting was closed with vote of thanks proposed by the convener Dr.J.Shiamo.

Members:

S.No	Name	Designation	Signature
1.	Dr.K.Ramamurthi	Principal	 15/09/22
2.	Dr.J.Shiana	HOD, Mathematics-PG	 15/09/22
3.	Dr.J.Golda	Director of Physical Education	
4.	Ms.A.Deepa	Associate Professor, Department of Computer Science	
5.	Mr.J.Godwin ezeziel	Assistant Director of Physical Education	
6.	Ms.B.Bavitha	Advocate	
7.	R.Sathish	Student Coordinator(II M.Sc CS)	
8.	A.Mohammed Jaseem	Student Coordinator(III BCA)	


15/09/22
Principal

**V.L.B JANAKIAMMAL COLLEGE OF ARTS AND SCIENCE
AUTONOMOUS
KOVAI PUDUR, COIMBATORE-42
INTERNAL COMPLAINT COMMITTEE**

Ref: VLB/AUTO/NSC/ICC-4/2022-23

12.09.2022

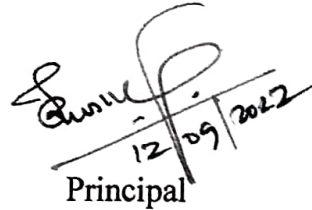
Meeting Notice

The fourth meeting of the **Internal Complaint Committee** scheduled to be held on 15.09.2022 at 2.00 p.m in the Board Room.

Agenda

- 4.1: To decide to conduct a guest lecture on “**Legal awareness program on cyber crime**” on 21.09.2022
- 4.2: To discuss about the members responsibilities to conduct the guest lecture.
- 4.3: To discuss any other points

Kindly make it convenient to attend the meeting


12/09/2022
Principal

Copy to

- 1 Dr.J.Golda
2. Ms.A.Deepa
3. Mr.J.Godwin Ezekiel
4. Ms.B.Bavitha
5. R.Sathish
6. A.Mohammed Jaseem

V.L.B JANAKIAMMAL COLLEGE OF ARTS AND SCIENCE
AUTONOMOUS
KOVAI PUDUR, COIMBATORE-42
Minutes of Internal Complaint Committee

20.02.2023

Minutes of the fifth meeting of the Internal complaint committee held on 20.02.2023 at 2.00 p.m in the Board Room.

Members Present:

S.No	Name	Designation	Position
1.	Dr.K.Ramamurthi	Principal	Chairman
2.	Dr.J.Shiama	HOD, Mathematics-PG	Convener
3.	Dr.J.Golda	Director of Physical Education	Member
4.	Ms.A.Deepa	Associate Professor, Department of Computer Science	Member
5.	Mr.M.Sabareedharan	Assistant Professor, Department of Business management(UG)	Member
6	Ms.B.Bavitha	Advocate	Member
7	R.Sathish	Student Coordinator(II M.Sc CS)	Member
8	A.Mohammed Jaseem	Student Coordinator(III BCA)	Member

The Chairman/ Principal welcomed the committee members for the meeting. He explained about the importance of conducting a program to promote and facilitate measures to create a work environment that is free of sexual harassment. Further items of the agenda were taken one by one and the resolutions were passed as follows.

To work towards creating an atmosphere promoting equality, non-discrimination and gender sensitivity

Item 5.1: To decide to conduct a guest lecture.

The convener spoke about the importance of conducting a guest lecture for promoting the life style of young women. All the members accepted and decided to conduct a guest lecture on "LIFESTYLE MANGEMENT FOR YOUNG WOMEN.

Resolved to conduct a guest lecture on "LIFESTYLE MANGEMENT FOR YOUNG WOMEN" on 03.03.2023

Item 5.2: To discuss about the members responsibilities to conduct the guest lecture.

Members discussed and decided to give invitation printing work , MOC and Hall arrangement among themselves.

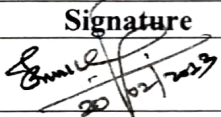
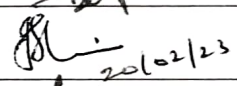


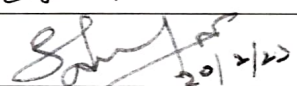
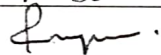
Resolved to give the responsibilities for the following members


Dr.J.Golda -Invitation
 Ms.A.Deepa & R.Sathish -MOC
 Mr.M.Sabareedharan & A.Mohammed Jaseem - Hall arrangements

Item 5.3: To discuss any other items

Since there is no further items, meeting was closed with vote of thanks proposed by the convener Dr.J.Shiamo.

Members:

S.No	Name	Designation	Signature
1.	Dr.K.Ramamurthi	Principal	 20/02/2023
2.	Dr.J.Shiamo	HOD, Mathematics-PG	 20/02/23
3.	Dr.J.Golda	Director of Physical Education	
4.	Ms.A.Deepa	Associate Professor, Department of Computer Science	
5.	Mr.M.Sabareedharan	Assistant Professor, Department of Business management(UG)	 20/2/23
6.	Ms.B.Bavithaa	Advocate	absent
7.	R.Sathish	Student Coordinator(II M.Sc CS)	R. Sathish.
8.	A.Mohammed Jaseem	Student Coordinator(III BCA)	


20/02/23
Principal

**V.L.B JANAKIAMMAL COLLEGE OF ARTS AND SCIENCE
AUTONOMOUS
KOVAI PUDUR, COIMBATORE-42
INTERNAL COMPLAINT COMMITTEE**

Ref: VLB/AUTO/NSC/ICC-5/2022-23

17.02.2023

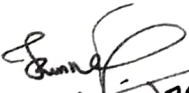
Meeting Notice

The Fifth meeting of the **Internal Complaint Committee** scheduled to be held on 20.02.2023 at 2.00 p.m in the Board Room.

Agenda

- 5.1: To decide to conduct a guest lecture on "LIFESTYLE MANGEMENT FOR YOUNG WOMEN"
- 5.2: To discuss about the members responsibility to conduct the guest lecture
- 5.3: To discuss any other point

Kindly make it convenient to attend the meeting


17/02/2023
Principal

Copy to

1. Dr.J.Golda
2. Ms.A.Deepa
3. Mr.M.Sabareedharan
4. Advocate – Ms.B.Bavitha
4. B.Sowndarya
5. A.Mohammed Jaseem