



St. MARTIN'S ENGINEERING COLLEGE
UGC Autonomous
Dhulapally, Secunderabad – 500100
NBA & NAAC A+ Accredited



MINUTES OF MEETING

Meeting of the LANGUAGE LAB COMMITTEE was held on 24/09/2022 at 3:10 PM in the ELCS Lab-1 at M.V. Block. The following members attended the meeting:

S.No.	Name Of The Faculty	Designation	Dept.	Sign.
1	Mr. G. Laxmikanth	Convener	H&S	
2	Dr. M. Nirmala Devi	Member	H&S	
3	Mr. M. Govind Raj	Member	ECE	
4	Ms. P. Swetha	Member	CSE	
5	Mr. Ch. Srinivas	Member	EEE	
6	Mr. P. Uday Kumar	Member	MECH	
7	Mr. K. Prabhakar	Member	CIVIL	
8	Mr. B.Sampath Kumar	Member	IT	

Points Discussed:

1. Reviewed the requirements of the language lab equipments for the A.Y. 2022-2023.
2. Advised to engage the English Lab classes through blended mode based on the necessity.
3. Instructed to engage ice-breaking sessions for the active participation of students in lab activities and improving their confidence levels.
4. Recommended to assign listening exercises for enhancing appropriate pronunciation.
5. Suggested to play videos of Public speakers during the lab sessions for improving the suitable body language and voice characteristics.
6. Proposed to record students' lab activity videos for their gradual development.
7. Intimated to award grades for the active participants and motivate the hesitant participants to join the lab activity sessions.

CONVENER