

CMRCET/PRIN/ IT/2014-15/02

Date: 03.11.2014


CIRCULAR

All the IT committee members are hereby informed that, the IT committee meeting is scheduled on 10<sup>th</sup> November 2014. The venue will be the department of CSE seminar hall at 11.00am. All are requested to be present on time.

The Agenda of the meeting is:

- Review of the previous semester committee activities.
- Discussion on purchase of upcoming semester requirements.
- Discussion for the following semester Software installations, maintenance of hardware, and networking.
- Discussion on maintenance of UPS.

  
Convener

  
Principal

Copy Submitted to: (1) The Secretary Garu – For your kind information Pl.

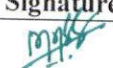
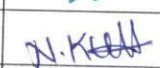
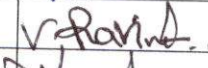
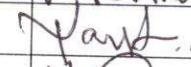
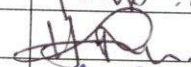
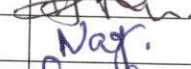
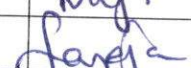


Copy to:

1. IQAC Coordinator
2. Deans
3. Controller of Examinations
4. All HODS
5. Administrative Officer
6. Accounts Officer
7. Librarian
8. Training & Placement
9. Faculty Concerned

Academic Year: 2014-15  
IT COMMITTEE  
MINUTES OF MEETING

1. The meeting was held on 10<sup>th</sup> November 2014 from 11.00 to 12:00 noon in Department of CSE seminar hall.
2. Discussed the pending and resolved issues.
3. Discussed on maintenance of browsing centers, internet services.
4. Discussed on regular maintenance of UPS.
5. Discussed the update of Antivirus software in labs.

The List of IT Committee members attended the meeting:

S.No	Name of the member	Designation	Position	Signature
1	Dr. M. Ramlinga Reddy	Principal	Chairman	
2	Ms. N. Kusuma	Assistant Professor, CSE	Convener	
3	Mr. V. Ravindra	Assistant Professor, CE	Member	
4	Mr. K. Naresh	Assistant Professor, EEE	Member	
5	Mr. Ch. Hari Prasad	Assistant Professor, ME	Member	
6	Mr. G. Nagarjun	Assistant Professor, ECE	Member	
7	Ms. J. Saroja	Assistant Professor, H&S	Member	
8	Mr. L. Ramanjaneya	Assistant Professor, MBA	Member	
9	Mr. P. Vijaya Baskar	System Admin, CSE	Member	

  
Convener

CMRCET/PRIN/ IT/2014-15/03

Date: 18.03.2015

CIRCULAR

All the IT committee members are hereby informed that, the IT committee meeting is scheduled on 26<sup>th</sup> March 2015. The venue will be the department of CSE in the seminar hall at 11.00a.m. All are requested to be present on time.

The Agenda of the meeting is:

- Review of the Annual Academic Year committee activities.

  
Convener

  
Principal

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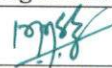
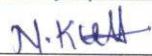
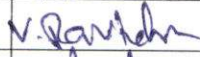


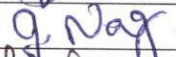
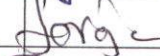
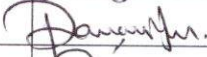
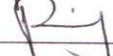
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**Academic Year: 2014-15**  
**IT COMMITTEE**  
**MINUTES OF MEETING**

- The meeting was held on 16<sup>th</sup> March 2015 from 11.00 to 12:00 noon in Department of CSE in the Seminar Hall.
- Discussed about software installations.
- Discussed about pending and resolved issues.
- Discussed about problems and maintenance of computer labs in all departments.
- Discussed about the maintenance that has been done throughout the academic year.
- Discussed on maintenance of browsing centers and internet services.
- Discussed on maintenance status.

S. No	Action Plan	Plan discussed during committee meeting	Action Performed	Status
1	Computer Maintenance	To check and rectify the hardware & software issues of the system	Checked all the systems, problems rectified and antivirus updated regularly	Successfully Completed
2	Network Maintenance	To test out and fix the network issues	Checked and fix the network issues in all laboratories and departments	Successfully Completed
3	UPS maintenance	To test out the UPS backup and problems	Checked and inform to UPS Maintenance people and fixed	Successfully Completed

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Convener