



# CMR COLLEGE OF ENGINEERING & TECHNOLOGY

*An Autonomous Institution with NAAC Accreditation (A Grade)*

\*Approved by AICTE \*Permanently affiliated to JNTUH \*NBA Accreditation  
Kandlakoya (V), Medchal Road, Hyderabad -501401.

CMRCET/PRIN/ IT/2016-17/02

Date: 02.11.2016

## CIRCULAR

All the IT committee members are hereby informed that, the IT committee meeting is scheduled on 9<sup>th</sup> November 2016. The venue will be the Department of CSE seminar hall at 12.30pm. All the members are requested to be present on time.

The Agenda of the meeting is:

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

  
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



# CMR COLLEGE OF ENGINEERING & TECHNOLOGY

An Autonomous Institution with NAAC Accreditation (A Grade)

\*Approved by AICTE \*Permanently affiliated to JNTUH \*NBA Accreditation  
Kandlakoya (V), Medchal Road, Hyderabad -501401.

## Academic Year: 2016-17 IT COMMITTEE MINUTES OF MEETING

- The Meeting was held on 9<sup>th</sup> November 2016 from 12.30 to 01:30 pm in Department of CSE in the seminar Hall.
- Reviewed the earlier semester committee activities.
- Reviewed purchase of UPS and batteries and its installations.
- Install the routers in staff rooms to access internet.
- Discussed for next semester software installations, maintenance of hardware, networking and internet services.

The List of Committee members attended the meeting:

S.No	Name of the member	Designation	Position	Signature
1	Major Dr. V. A. Narayana	Principal	Chairman	
2	Mr. B. Bhaskar	Assistant Professor, CSE	Convener	
3	Mr. V. Ravindra	Assistant Professor, CE	Member	
4	Mr. G. Anil	Assistant Professor, EEE	Member	
5	Mr. N. Vinayak	Assistant Professor, ME	Member	
6	Mr. G. Nagarjun	Assistant Professor, ECE	Member	
7	Ms. Ch. Vidyullatha	Assistant Professor, H&S	Member	
8	Mr. N. Rajender Reddy	Assistant Professor, MBA	Member	
9	Mr. P. Vijaya Baskar	System Admin, CSE	Member	

Convener



# CMR COLLEGE OF ENGINEERING & TECHNOLOGY

*An Autonomous Institution with NAAC Accreditation (A Grade)*

\*Approved by AICTE \*Permanently affiliated to JNTUH \*NBA Accreditation  
Kandlakoya (V), Medchal Road, Hyderabad -501401.

CMRCET/PRIN/ IT/2016-17/03


Date: 20.03.2017

## CIRCULAR

All the IT committee members are hereby informed that, the IT committee meeting is scheduled on 24<sup>th</sup> March 2017. The venue will be the department of CSE in the seminar hall at 11.00am. All the members are requested to be present on time.

The Agenda of the meeting is:

- Review of the Academic year committee activities.

  
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



# CMR COLLEGE OF ENGINEERING & TECHNOLOGY

An Autonomous Institution with NAAC Accreditation (A Grade)  
\*Approved by AICTE \*Permanently affiliated to JNTUH \*NBA Accreditation  
Kandlakoya (V), Medchal Road, Hyderabad -501401.

## Academic Year: 2016-17 IT COMMITTEE MINUTES OF MEETING

1. The meeting was held on 24<sup>th</sup> March 2017 from 11.00 to 12:00 noon in Department of CSE Seminar Hall.
2. Discussed about improving IT enabled facilities for faculty members and students.
3. Discussed about internet services and browsing centers maintenances.
4. Discussed about software installations.
5. Establishment of new labs as per the academic year regulations and install the required software in those labs.
6. Requirement for the purchase of 350 computers and accessories was submitted with the following configuration DELL i3, 4GB RAM and 500GB HDD configuration.
7. 300 computers were installed.
8. Status of regular lab maintenance action plan, and pending issues.

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



# CMR COLLEGE OF ENGINEERING & TECHNOLOGY

An Autonomous Institution with NAAC Accreditation (A Grade)  
\*Approved by AICTE \*Permanently affiliated to JNTUH \*NBA Accreditation  
Kandlakoya (V), Medchal Road, Hyderabad-501401.

The List of Committee members attended the meeting:

S.No	Name of the member	Designation	Position	Signature
1	Major Dr. V. A. Narayana	Principal	Chairman	
2	Mr. B. Bhaskar	Assistant Professor, CSE	Convener	B.Bhaskar
3	Mr. V. Ravindra	Assistant Professor, CE	Member	V. Ravindra
4	Mr. G. Anil	Assistant Professor, EEE	Member	G. Anil
5	Mr. N. Vinayak	Assistant Professor, ME	Member	N. Vinayak
6	Mr. G. Nagarjun	Assistant Professor, ECE	Member	G. Nagarjun
7	Ms. Ch. Vidyullatha	Assistant Professor, H&S	Member	Ch. Vidyullatha
8	Mr. N. Rajender Reddy	Assistant Professor, MBA	Member	N. Rajender Reddy
9	Mr. P. Vijaya Baskar	System Admin, CSE	Member	P. Vijaya Baskar

B. Bhaskar  
Convener