



SHADAN COLLEGE OF ENGINEERING AND TECHNOLOGY

Affiliated to JNTUH | Approved by AICTE, New Delhi | Permitted by TS Govt.

HimayatSagar Road, Peerancheru, Hyderabad, Telangana State

CONVENING ORDER

COMPUTER MAINTENANCE COMMITTEE

The academic administration of the college is decentralized and transparency is maintained by constituting various committees with senior faculty members. The Computer Maintenance Committee is constituted with the following members:

S. No.	Name of the Faculty	Designation	Dept.
1	Dr. Sridhar Gummalla	Convener	CSE
2	Dr. Mohammed Sirajuddin	Member	IT
3	Mohd Abdul Mubeen	Member	ECE
4	Amer Ali Khan	Member	EEE
5	Mohd Mohiuddin	Member	MECH

Frequency of Meeting Once in a year, as and when required

Functions and Responsibilities the Computer Maintenance Committee will:

- To keep the healthy working atmosphere in all Computer Labs.
- To record their complaints and solve their problems related to Computer, Printers, and Internet related problems.
- To Maintain the Servers, Desktops Laptops, Network, Printers, Scanners, UPS etc.,
- To install and update various system states and application software's in the labs.
- Provide Internet Facilities and rectify their problems.
- To assist purchasing of Computers, Printers and related components.
- To monitor and maintain Surveillance Cameras in the college.



Md Atiq
PRINCIPAL
Shadan College of Engineering & Technology
Peeran Cheru, Hyderabad-08, T.S.
College Code: 08