ESTD1995

SHADAN COLLEGE OF ENGINEERING &TECHNOLOGY

Established by SHADAN EDUCATIONAL SOCIETY.
Approved by A.I.C.T.E and Affiliated to JNTUH, Hyderabad.
Website: www.scet.in E- Mail:scet_shadan@yahoo.co.uk

LIBRARY AND PROFESSIONAL SOCIETIES COMMITTEE

Academic year: 2019 -2020

CONVENING ORDER

The academic administration of the college is decentralized and transparency is maintained by constituting various committees with senior faculty members. Library And Professional Societies Committee (faculty and staff) is constituted with the following staff members:

Sl.No	Name	Designation	Department
1	Dr. Ravi Chandran	Committee [Convener]	CSE
2	Mr. Mohammed Mohiuddin	Member	MECH
3	Mr. Syed Abdul Wahab	Member	IT
4	Mr. Pandu Rangaiah	Member	EEE
5	Miss. Masrath Fathima	Member	CIVIL
6	Mr.Md.Wajid Hussain	Member	ECE
7	Mr. Mohammed.Jani	Member	H&S

8	Mr.Syed Abdul Mannan	Member	MBA
9	Mr.Md.Anwar Pasha	Member	Librarian [H&S]

Frequency of Meeting: Once in a year

Functions and Responsibilities :

- The Librarian prepare the lists of books as per the requirement of various departments.
- The Librarian suggest improvements to run the library smoothly, orderly and satisfactorily.
- The Librarian prepare the journal's list subscribed and to be subscribed.
- The Librarian suggest the structure of fine for the late returning of books.
- Suggestions for revising remedial activities for violating the guidelines of the library.

PRINCIPAL

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Shadan College of Engineering & Technology
Peeran Cheru, Hyderabad-86, T.S.
College Code: 08

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