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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: 2016 -2017

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 [Convenor]	CSE
2	Mr.Potla Rama Rao	Member	ECE
3	Mr.Gangula Reddy	Member	EEE
4	Mr.Abdul Moiz	Member	MBA
5	Mr.Mohd Areef	Member	CIVIL
6	Mr. Mohd Azeemullah	Member	IT
7	Mr.Md.Ghazwan Ahmed Khan	Member	CSE

8	Mr.Sirajuddin Mohd	Member	IT
9	Mrs.Asra	Member	S&H
10	Mr.S.A.Muneem	Member	S&H
11	Mr.Abdul Rehman	Member	MECH
12	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.
- To prepare the journal's list subscribed and to be subscribed.
- To suggest the structure of fine for the late returning of books.
- Suggestions for revising remedial activities for violating the guidelines of the library.

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

PRINCIPAL

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