



# St. Martin's Engineering College

Dhulapally, Secunderbad-500 014

Date: 15/05/2017

## MINUTES OF MEETING

Computer Maintenance Committee meeting was held on 15<sup>th</sup> May, 2017 at 03:00 PM in the Meeting Room of IT Department at MG Block, SMEC. The following members were present:

S.No	Name of the Staff	Dept	Role	Signature
1	Dr. R.Ch.Naidu	IT	Convener	<i>Naidu</i>
2	Mr. Pramod Kumar Gouda	IT	Member	<i>Pramod</i>
3	Mr. Y.Praveen Kumar	IT	Member	<i>Praveen</i>
4	Mr. S.Srikanth	IT	Member	<i>Srikanth</i>
5	Mr. Satyakanth	IT	Member	<i>Satyakanth</i>
6	Mr. Promodh Kiran	IT	Member	<i>Promodh</i>

### **Points discussed:**

1. Discussed the previous pending works and system requirements.
2. To maintain the computer systems in the lab for next semesters.
3. Maintenance of the Network and fiber issues.
4. Updating of the Antivirus
5. Acquiring the required equipments.

The above points were thoroughly debated and forwarded to the Management.

*Naidu*  
CONVENER

Cc to:

The Principal-For kind information