



St. MARTIN'S ENGINEERING COLLEGE

UGC Autonomous

NBA & NAAC A+ Accredited

Dhulapally, Secunderabad – 500100

www.smec.ac.in



COMPUTER MAINTENANCE COMMITTEE: 2022-23

Various committees are formed in the college for the smooth and efficient management of activities. The Computer Maintenance Committee is constituted in consultation with HOD IT for one academic year or until new committees are constituted. The committee is constituted with the following faculty members and system administrators:

S. No	Name of the Faculty	Designation	Department
1.	Mr. A Bhasha	Convener	IT
2.	Mr. S Avinash	Member	CSE
3.	Mr. G Navabharat reddy	Member	ECE
4.	Mr. K.V.Govardhan Rao	Member	EEE
5.	Mr. A Ranjit	Member	ME
6.	Mr. K Upender Reddy	Member	FME

Frequency of Meeting: Once in year or as and when required.

Functionalities: The Computer Maintenance Committee will:

1. To keep the healthy working atmosphere in all computer labs.
2. To record their complaints and solve their problems related to computers, printers and internet related problems.
3. To maintain the servers, desktops, laptops, networks, printers, scanners, UPS etc.
4. To install and update various system software's in the labs.
5. Provide internet facilities and rectify their problems.
6. To assist purchasing of computers, printers and related components.
7. To monitor and maintain surveillance cameras in the college.

CC to:

1. The Chairman – for kind information
2. The Executive Director – For kind information
3. The Dean (Academic)
4. The Dean(Administration)
5. The Dean (R & D)
6. All HODs
7. IQAC committee for approval

PRINCIPAL

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St. MARTIN'S ENGINEERING COLLEGE
UGC - AUTONOMOUS
Survey No. 98 & 100, Dhulapally (V)
Dundigal-Gandimaisamma (M), Medchal-Malkajgiri (D)
Secunderabad-500 100, Telangana.