

**Circular**

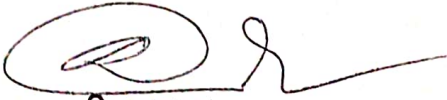
Circular No. NSRIT (A) / Systems & Internet Facilities \_Meeting / 2024 – 2025 / 5

20.1.2025



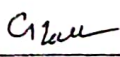
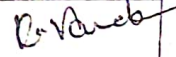


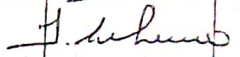
This is to inform all the members of Systems & Internet Facilities , there will be a meeting on Jan,23 2025 (Thursday) at 2:00 PM through offline mode in **Block-3 Seminar hall Roomno:308** with the following agenda. All members are requested to attend the meeting with necessary details for discussion and plan your day schedule accordingly well in advance. The meeting will span for one and hour approximately.

**Agenda**

1. The proposal to purchase equipment for R & D and Project lab.
2. Systems & lab maintenance.
3. Any other point

  
Convener

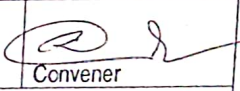
- Copy to : (a) The Chairman / Secretary / Treasurer for kind information  
(b) Academic units/Department heads for information and necessary action  
(c) File

S.No.	Name	Designation	Department	Role	Signature
1	Mrs. L.T. Priyanka	Assistant Professor	CSE	Co-Convener	
2	Mrs. D Aparna	Assistant Professor	CSE	Member	
3	G .Revathi	Assistant Professor	CSE	Member	
4	Mrs. K Vandana	Assistant Professor	CSM	Member	
5	Mrs. T Sujatha	Assistant Professor	CSD	Member	
6	Mr. T Ravi Kumar	Assistant Professor	CSD	Member	Leave
7	Mr. P. Chandra Mohan	System Administrator	CSE	Member	
8	Mr. T. Siva Smaran	System Administrator	CSE	Member	










Estd. 2008.

**NADIMPALLI SATYANARAYANA RAJU  
INSTITUTE OF TECHNOLOGY  
(AUTONOMOUS)**(Approved by AICTE, New Delhi & Permanently Affiliated to JNTUGV, Vizianagaram)  
Recognized under Section 2(F) & 12(B) of the UGC Act, 1956 Accredited by NAAC with 'A' Grade

Name of the Meeting	Systems & Internet Facilities Meeting	Communication Dated 20.1.2025
Venue	Block-3 Seminar hall Room no:308	Date   Jan 23,2025   Time   02:00 PM-03:30 PM
Members Present	Dr. Rayudu Srinivas (Professor, HOD & Convener), Mrs. L.T. Priyanka (Assistant Professor & Co-Convener), Mrs. D Apama (Assistant Professor & Member), Mrs. G.Revathi (Assistant Professor & Member), Mrs. K Vandana (Assistant Professor & Member), Mrs. T Sujatha (Assistant Professor & Member), Mr. P. Chandra Mohan (System Administrator & Member), Mr. T. Siva Smaran (System Administrator & Member)	
Grant of leave of absence	Mr.T. Ravi kumar	
<b>SI. No.</b>	<b>Points Discussed</b>	<b>Responsibility</b>
1.	The proposal to purchase new equipment for R & D and Project Lab. It was discussed to prepare and submit a proposal for the purchase of new components for R&D and project lab.	Convener, Co-convener and System admin
2.	<b>Action Points</b> a) System admins should take care about the system maintenance Next meeting to review progress on the above tasks.	-----
		Approved by  Convener

Copy to (a) Secretary (b) Treasurer (c) Principal / CMO / Dean R&amp;D/CoE/IQAC Coordinator/HoDs for immediate action (d) File

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