

# Hindusthan

## College of Engineering and Technology

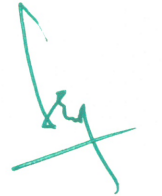
Coimbatore – 641 032

Date: 07.05.2020

### COMPUTER MAINTENANCE COMMITTEE MEETING CIRCULAR

It is hereby informed that, the computer maintenance committee meeting is scheduled on 08.05.2020 by 4.30pm at Department of Principal board room. All the computer maintenance committee members are requested to attend the meeting and give your valuable suggestions.

  
**Coordinator**

  
**Principal**

#### Copy To

1. The computer maintenance Committee Members
2. All hods / Establishments
3. File



  
**PRINCIPAL**  
Hindusthan College of Engineering & Technology  
COIMBATORE - 641 032



**Hindusthan College of Engineering and Technology** Approved by AICTE,  
New Delhi and Accredited with 'A' Grade by NAAC  
(An Autonomous Institution, Affiliated to Anna University, Chennai)  
Othakalmandapam Post, Coimbatore



Date: 10.05.2020

The Computer maintenance committee meeting was held on 08.05.2020 by 4.30pm at Principal board room.

The following were discussed with the members.

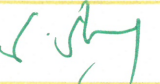
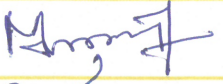
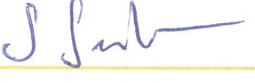
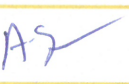
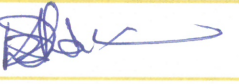
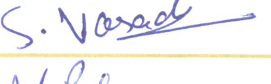
1. The committee reviewed the work done as suggested in the last meeting
2. The committee reviewed the Computer peripherals maintain during the last six months.
3. The committee discussed about the repairs and new works to be done.
4. Any other

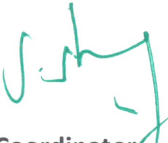
| S.NO | Nature of work                                  |
|------|-------------------------------------------------|
| 1    | Printer Top Cover Replacement for IT Department |
| 2    | Teflon sheet Replacement MCA                    |
| 3    | SCANNER Unit Replace Office Department          |
| 4    | Printer Service for EEE, CIVIL, ACCOUNTS        |
| 5    | Toner Refiling for AUTO DEPARTMENT              |

The meeting end with a thanks note.



Members Present:

| S.No | Name                  | Designation                        | Position       | Signature                                                                             |
|------|-----------------------|------------------------------------|----------------|---------------------------------------------------------------------------------------|
| 1.   | Dr.T.Kannadasan       | Principal                          | Chairperson    |    |
| 2.   | Dr S Shankar          | HoD / Computer Science Engineering | Coordinator    |    |
| 3.   | Mr M. Sankaralingam   | Maintenance Manager                | Co-Coordinator |    |
| 4.   | Mr Mohammed Ali Jinna | System Admin                       | Member         |    |
| 5.   | Mr P Mani             | Network Admin                      | Member         |    |
| 6.   | Mr S Senthilkumar     | Junior Hardware Engineer           | Member         |    |
| 7.   | Mr S Marimuthu        | Lab Technician                     | Member         |    |
| 8.   | Mr A Ganeshan         | Lab Technician                     | Member         |    |
| 9.   | Mr D Ashok Kumar      | Lab Technician                     | Member         |   |
| 10.  | Mr S Dinesh           | Lab Technician                     | Member         |  |
| 11.  | Mr D Prem Kumar       | Lab Technician                     | Member         |  |
| 12.  | Mr P Pugalmani        | Lab Technician                     | Member         |  |
| 13.  | Mr S Varadarajan      | Lab Technician                     | Member         |  |
| 14.  | Mr M Rameshkumar      | Lab Technician                     | Member         |  |

  
Coordinator

  
Principal



  
PRINCIPAL  
Hindusthan College of Engineering & Technology  
GOIMBATORE - 641 032

# Hindusthan

## College of Engineering and Technology

### Coimbatore – 641 032

Date: 19.11.2020

#### COMPUTER MAINTENANCE COMMITTEE MEETING CIRCULAR

It is hereby informed that, the computer maintenance committee meeting is scheduled on 20.11.2020 by 4.30pm at Department of Principal board room. All the computer maintenance committee members are requested to attend the meeting and give your valuable suggestions.

  
Coordinator

  
Principal

#### Copy To

1. The computer maintenance Committee Members
2. All hods / Establishments
3. File



  
PRINCIPAL  
Hindusthan College of Engineering & Technology  
COIMBATORE - 641 032

Date: 21.11.2020

The computer maintenance committee meeting was held on 20.11.2020 by 4.30pm at Principal board room.

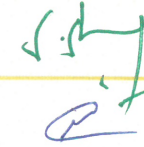
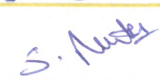
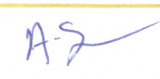
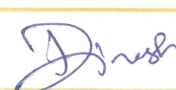
The following were discussed with the members.

1. The committee reviewed the work done as suggested in the last meeting
2. The committee verified the Computer peripherals maintain during the last six months.
3. The committee discussed about the repairs and new works to be done.
4. Any other

| S.No | Nature of work                                      |
|------|-----------------------------------------------------|
| 1    | HP Printer Serviced for IT Department               |
| 2    | HP Printer Serviced for Placement cell              |
| 3    | HP Printer Serviced for Office                      |
| 4    | Toner Refilling for CSE Department                  |
| 5    | Toner Refilling for MECHANICAL Department           |
| 6    | Toner Refilling for ECE Department                  |
| 7    | Toner Refilling for Science and humanity Department |
| 8    | Toner Refilling for Office and exam Cell            |
| 9    | Toner Refilling for Civil Department                |
| 10   | Toner Refilling for Food Technology, EIE and IT     |
| 11   | Toner Refilling for MCA, MCT Placement cell and Lib |
| 12   | HP Printer Serviced for MCA                         |
| 13   | Toner Refilling for S&H                             |

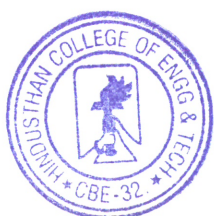
The meeting end with a thanks note.

Members Present:

| S.No | Name                   | Designation                        | Position       | Signature                                                                             |
|------|------------------------|------------------------------------|----------------|---------------------------------------------------------------------------------------|
| 1.   | Dr,K.Karunakaran       | Principal                          | Chairperson    |    |
| 2.   | Dr S Shankar           | HoD / Computer Science Engineering | Coordinator    |    |
| 3.   | Mr M. Sankaralingam    | Maintenance Manager                | Co-Coordinator |    |
| 4.   | Mr Mohammed Ali Jinnah | System Admin                       | Member         |    |
| 5.   | Mr P Mani              | Network Admin                      | Member         |    |
| 6.   | Mr S Senthilkumar      | Junior Hardware Engineer           | Member         |    |
| 7.   | Mr S Marimuthu         | Lab Technician                     | Member         |    |
| 8.   | Mr A Ganeshan          | Lab Technician                     | Member         |    |
| 9.   | Mr D Ashok Kumar       | Lab Technician                     | Member         |   |
| 10.  | Mr S Dinesh            | Lab Technician                     | Member         |  |
| 11.  | Mr D Prem Kumar        | Lab Technician                     | Member         |  |
| 12.  | Mr P Pugalmani         | Lab Technician                     | Member         |  |
| 13.  | Mr S Varadarajan       | Lab Technician                     | Member         |  |
| 14.  | Mr M Rameshkumar       | Lab Technician                     | Member         |  |

  
Coordinator

  
Principal



  
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