



No: RD0/1071/22

Date: 21.03.2022

## Order

The following Computer Centre Advisory Committee (CCAC) is constituted to oversee the formulation of policies and strategies for the development of the computational services and facilities of the Institute and make recommendations to the Director.

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|--|------------|
| 1. Professor Incharge, Computer Centre                                       | - Chairman |
| 2. Prof. Sudip Kumar Chattopadhyay, Dept. of Chemistry                       | - Member   |
| 3. Dr. Indrajit Banerjee, Dept. of Information Technology                    | - Member   |
| 4. Dr. Malay Kule, Dept. of Computer Science and Technology                  | - Member   |
| 5. Dr. Debasis Mitra, Dept. of Electronics and Telecommunication Engineering | - Member   |
| 6. Dr. H. P. Sharma, Librarian (Acting)                                      | - Convener |

The functions and responsibilities of the committee are:


- Members of the committee will give their suggestions and directions for the smooth running of the Centre in academic aspect.
- To review regularly the academic and other related activities of the Computer Centre. The Committee will extend advice and suggestions of new ideas from time to time regarding the developmental activities of the Centre.
- To review the suggestions/comments (about the facilities of the Computer Centre) made by the users.
- To visualize and formulate perspective plans for the development and growth of the Computer Centre.
- Purchase of computers and related accessories, materials. The committee also responsible for procurement of all hardware and software items and renewal of software licenses and AMCs.
- To take disciplinary action to the users for violation and disobedience to the Computer Centre rule.

This is issued with the approval of the competent authority.

Sd/-  
(Dr. Devasis Datta)  
Registrar (Acting)

Copy forwarded for information and necessary action to:

1. Office of the Director
2. All the members of the Committee
3. All Deans/ Heads of the Departments/Schools/Centres
4. Deputy Registrar(Finance)
5. Deputy Registrar (Academic) and all other Officers
6. Internal Auditor
7. Institute Website

  
210322  
(Dr. Devasis Datta)  
Registrar (Acting)