



A.M. REDDY

Memorial College of Engineering and Technology
Approved by AICTE, New Delhi, Affiliated to JNTUK Kakinada

SPONSORED BY
ATLURI MASTAN REDDY EDUCATIONAL SOCIETY, REG. NO. 450/2003

An ISO 9001:2015 Certified Institution

Web : www.amreddyengineering.ac.in

E-mail: principal.amreddyengineering@gmail.com

OBJECTIVES OF THE COMMITTEE

- **Strategic Planning:** Develop and oversee the implementation of ICT strategies aligned with the organizations overall goals and objectives.
- **Technology Assessment:** Evaluate emerging technologies and trends to determine their potential impact on the organization and recommend adoption or adaptation strategies.
- **Budgeting and Resource Allocation:** Review and approve ICT budgets, ensuring resources are allocated efficiently to support the organization's priorities.
- **Policy Development:** Establish and review policies and guidelines related to ICT infrastructure, cybersecurity, data management, and usage to ensure compliance, security, and ethical standards.
- **Risk Management:** Identify and mitigate risks associated with ICT systems, including cybersecurity threats, data breaches, system failures, and regulatory compliance issues.
- **Collaboration and Communication:** Facilitate communication and collaboration among different departments or teams within the organization to ensure ICT initiatives align with business needs and objectives.
- **Infrastructure Management:** Oversee the planning, implementation, and maintenance of ICT infrastructure, including networks, servers, databases, and hardware/software systems.
- **User Support and Training:** Ensure that adequate support mechanisms and training programs are in place to help users effectively utilize ICT tools and systems.
- **Performance Monitoring and Evaluation:** Establish key performance indicators (KPIs) to measure the effectiveness and efficiency of ICT initiatives and regularly assess progress towards goals.
- **Continuous Improvement:** Promote a culture of innovation and continuous improvement within the organization's ICT ecosystem, seeking opportunities to enhance processes, streamline operations, and leverage technology for competitive advantage.

FUNCTIONS OF THE COMMITTEE

- **Technology Roadmap Development:** The committee can develop a technology roadmap outlining the planned adoption and integration of new technologies within the organization. This includes assessing current systems, identifying gaps, and planning for future upgrades or implementations to ensure alignment with business objectives.
- **Cybersecurity Oversight:** Ensuring the organization's ICT systems are secure is paramount. The committee can oversee cybersecurity measures, including risk assessments, implementation of security protocols, monitoring of threats, and ensuring compliance with relevant regulations (such as GDPR or HIPAA).
- **Vendor Management:** Managing relationships with ICT vendors is essential for procuring hardware, software, and services. The committee can oversee the vendor selection process, negotiate contracts, and evaluate vendor performance to ensure value for money and alignment with organizational needs.
- **Data Governance and Privacy:** With the increasing importance of data, the committee can establish policies and procedures for data governance, including data quality standards, data

classification, data retention policies, and ensuring compliance with data privacy regulations like GDPR or CCPA.

- **ICT Infrastructure Planning:** Planning and maintaining the organization's ICT infrastructure is crucial for ensuring reliability and scalability. The committee can oversee infrastructure planning, including network design, server management, cloud services adoption, and disaster recovery planning.
- **ICT Training and Awareness:** Promoting ICT literacy and awareness among employees is essential for maximizing the benefits of technology investments. The committee can develop training programs, workshops, and resources to educate employees about new technologies, best practices, and security awareness.
- **ICT Performance Monitoring and Reporting**



A.M. REDDY

Memorial College of Engineering and Technology
Approved by AICTE, New Delhi, Affiliated to JNTUK-Kakinada

SPONSORED BY

An ISO 9001:2015 Certified Institution

Web : www.amreddyengineering.ac.in

E.mail: principal.amreddyengineering@gmail.com

Reconstitution of IT Infrastructure and ICT committee

This is informed to all the Faculty/staff and students that, the IT Infrastructure & ICT committee is formed for AY: 2023-24 and below are the staff and student members of the committee. They are advised to conduct meetings, arrange activities and prepare necessary documents to fulfill the participative management and decentralization of power for smooth running of the college.

Sl. No.	Name of the faculty	Designation & Department	Phone No.	Position
1.	Dr. J. Ganesh Prasad Reddy	Principal	9866414252	Chairman
2.	Mr. A. Madhava Reddy	HOD of CSE	9949783781	Convener
3.	Mr. P. Ravi Sankar	Administrative Officer	9989865615	Member
4.	Mr. V. V. B. Chari	Asst. Professor, CSE	9985994890	Member
5.	Mr. G. Anil Kumar	Asst. Professor, ECE	8465030360	Member
6.	Mr. B. Anji Babu	Asst. Professor, EEE	9703437318	Member
7.	Mr. K. Ramu	Asst. Professor, CE	9642734324	Member
8.	Mr. Sk. Meravali	Asst. Professor, ME	9000976388	Member
9.	Mr. K. Murali	Asst. Professor, AGE	9948587383	Member
10.	Mr. R. Rama Krishna Reddy	Asst. Professor, S & H	9014698941	Member
11.	Mrs. T. Deepthi	Asst. Professor, MBA	9581883346	Member
12.	Mr. Narendra	Network Administrator	9704403531	Member

Student members in IT Infrastructure and ICT committee Cell:

Sl. No.	Name of the student	Year/Branch/Reg no	Position
1	LUKALAPU ADARSH	III-CSE, 21HM1A0529	Student Member
2	POLISETTI DEVAKI	III-ECE, 21HM1A0422	Student Member
3	B. VENKATA GANESH	III-EEE, 22HM5A0201	Student Member
4	P.V. PRASANNA KUMAR	IV-ME, 21HM5A0301	Student Member
5	K. MAHENDRA	III-CE, 21HM1A0105	Student Member
6	K. GURUPRASAD	III-CS, 21HM1A5915	Student Member
7	VEERA DHRUTHI	III-AGE, 21HM1A3516	Student Member


Convener


Principal

C. C to 1. Diploma Principal 2. All HODs 3. A.O. 4. Members of the committee

A.M. REDDY MEMORIAL COLLEGE OF
ENGINEERING & TECHNOLOGY
P. URIVARI PALEM
Narasaraopet (Midi), Guntur, Dr



A.M. REDDY

Memorial College of Engineering and Technology

Approved by AICTE, New Delhi, Affiliated to JNTUK-Kakinada

SPONSORED BY

ATLURI MASTAN REDDY EDUCATIONAL SOCIETY, REG. NO. 450/2003

An ISO 9001:2015 Certified Institution

Web : www.amreddyengineering.ac.in

E.mail: principal.amreddyengineering@gmail.com

Vinukonda Road, Petturivaripalem, Narasaraopet

Palnadu (D.t)- 522601, Contact : 08647-247190

IT POLICIES & GUIDELINES

In its commitment to furnish faculty, students, and staff with a contemporary, fully networked computing and IT environment for official purposes, the A.M. Reddy Memorial College of Engineering and Technology has established a policy governing IT usage within its domain.

IT infrastructure encompasses devices such as computers, laptops, tablets, and mobile devices, along with web servers, local area networks, internet access via leased line or Wi-Fi, software, web and mobile applications, printing and scanning devices, electronic screens, projectors, and related components.

Users of the IT facilities are defined as departmental, divisional, or constituent units of AMR, academic, non-academic, and technical staff, project staff, and students enrolled in AMR courses, other students, researchers, library members, guests, or any individual with account access facilitated through AMR authority. Authorized accounts and necessary permissions are required for accessing hardware, software, and network facilities. Users are expected to adhere to the following rules to maintain the functionality and flexibility of the system safeguard user privacy and work, and uphold the institution's access to international networks:

1. Authorized account holders may utilize IT facilities for academic, official institute business, and Personal purposes, provided such usage:
 - Complies with applicable laws, institute policies, and government IT regulations.
 - Does not disrupt institute duties or academic work.
 - Does not aim for commercial gain or private profit.

2. Users must respect the privacy of others and refrain from sharing passwords or account access. It is the user's responsibility to safeguard their account from unauthorized use by regularly changing passwords and selecting secure passwords. Sharing passwords for any reason is strictly prohibited, and the account owner is accountable for any incidents under their login identity.

3. Any attempt to bypass system security, guess passwords, or gain unauthorized access to resources is prohibited. Users may not use another person's account, impersonate another user, or use false account information or email addresses.

4. Unauthorized transfer of copyrighted materials to or from AMR systems is illegal. Commercial activities on educational sites are prohibited. Users are warned against downloading

6. Installation of new software requires consent from the respective facility in-charge. Unlicensed software installation on AMR systems or individual machines connected to the network is strictly prohibited.
7. Misuse of electronic communication facilities, including harassment, impersonation, spamming, or commercial advertising, is forbidden. Users must not subscribe others to external mailing lists without consent.
8. Recreational downloads and peer-to-peer connections are not permitted.
9. Users are encouraged to connect to the official AMR Wi-Fi network for wireless access, as setting up unsecured Wi-Fi systems is against government guidelines.
10. Users must log out after each session and shut down systems properly to avoid damage.
11. Users are responsible for data protection and backup, particularly in decentralized work environments.
12. Users must report equipment malfunctions and refrain from unauthorized modifications or repairs.
13. Food, drinks, smoking, and disruptive behavior are prohibited in computer laboratories.
14. Playing games or accessing inappropriate content using institute facilities is strictly prohibited.
15. Displaying offensive material is prohibited, with severe consequences for offenders.
16. Users not requiring continued services must notify in writing for account closure and obtain clearance.
17. Violations will be treated as misconduct, with penalties ranging from account disablement to fines, as determined by the Institute IT Discipline committee. Repeat offenders may lose IT facility access or face further disciplinary action.
18. The policy is subject to change with immediate effect following notification via email, notices, or office orders.

Any activity causing inconvenience, depleting resources, or compromising system security constitutes unethical use, and penalties are subject to change as deemed necessary.


PRINCIPAL
Principal

A.M REDDY MEMORIAL COLLEGE OF
ENGINEERING & TECHNOLOGY
PETLURIVARI PALEM
Narasaraopet (Mdi), Guntur Dt