



Committee Management



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HIMACHAL PRADESH TECHNICAL UNIVERSITY

Topic: User Login

Prerequisite:

1. User should be registered into JUNO Campus.

Roles: Admin/Faculty/Staff/Student

Path: <http://erp.himtu.ac.in> Enter Username and Password then click on Login Button.

Admin/Faculty/Staff/Student login screen:

HIMACHAL PRADESH TECHNICAL UNIVERSITY
Gandhi Chowk, Hamirpur, Himachal Pradesh 177001

University Automation System

Welcome! Please login to continue.

Username Enter Username

Password Enter Password

Click to login

[Forgot password?](#)



HIMACHAL PRADESH TECHNICAL UNIVERSITY

Topic: Create new committee

Prerequisite:

1. User should be registered into JUNO Campus.

Roles: Head Admin

Path: Organization >> Governance >> Other Committee

★ ORGANIZATION » GOVERNANCE » OTHER COMMITTEE FEB 19, 2020 8:03:27 PM

Policy Name : HPTU Renewal Policy HPTU

[Back](#) **Add Committee Details**

Name	Event Mgt. Committee	Formation Date	Feb 01,2020
Meeting Frequency(in a year)	5	Meeting Date	10
Functioning	<div><p>Source</p><p>Dear all, We have formed a discipline committee</p></div>		
Annual Report Category	Select		

body p

Click to Save

Save Cancel

HIMACHAL PRADESH TECHNICAL UNIVERSITY



Topic: Add members in committee

Prerequisite:

1. User should be registered into JUNO Campus.

Roles: Head Admin

★ ORGANIZATION » GOVERNANCE » OTHER COMMITTEE FEB 19, 2020 8:11:23 PM

Policy Name :

[Back To Main](#) **Other Committee Member Details**

Members

Internal Committee Member [Add New](#)

[Download Internal Members CVs](#) [Download Internal Members Profile Images](#) [Click to Add New](#)

Internal Member Details

<input type="checkbox"/>	Post	Image	Member Name	Portfolio	Mobile No.	E-mail	Member Type	Sign.	Meeting Approval	Agenda Approval	Meeting Creation Authority	Grievance Authority	Profile	Action
<input type="checkbox"/>	Member		Director Sbas	-	1234567890	director.sbas@hptu.ac.in	Employee	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Profile	Discontinue
<input type="checkbox"/>	Member		Director Set	-	1234567890	director.set@hptu.ac.in	Employee	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Profile	Discontinue
<input type="checkbox"/>	Chairman		Kulbhushan Chandel	-	9418074081	deanacademics@hptu.ac.in	Employee	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Profile	Discontinue

[Edit](#)

[Send Email Notification](#)

Members x

Duty Name : Start Date:

Member Details [Add Other Member](#) [Student Participation](#) [Batch wise Student Participation](#)

Search:

Sr.No	Member Name	Post Name	Post Type
1	<input checked="" type="checkbox"/> Dr. Kulbhushan Chandel	Dean (Academics)	Teaching
2	<input type="text"/>	<input type="text"/>	<input type="text"/>

Showing 1 to 2 of 2 entries

[Click to submit](#)

[Submit](#) [Select All](#) [Reset All](#)

HIMACHAL PRADESH TECHNICAL UNIVERSITY



Topic: Add external Members in committee

The screenshot displays a web application window titled "Members". At the top, there are two input fields: "Duty Name :" with the value "Obervation" and "Start Date:" with the value "Mar 06,2020". Below these is a horizontal menu with four tabs: "Member Details", "Add Other Member" (which is highlighted in dark blue), "Student Participation", and "Batch wise Student Participation". Under the "Add Other Member" tab, there is a "Search Employee" section. A search input field contains the text "Avni Sharma" with a small 'x' icon to its right. A callout box points to this field with the text "Search for external person". Below the search field is a "Save Member" button. A callout box points to this button with the text "Click to save member".

HIMACHAL PRADESH TECHNICAL UNIVERSITY



Topic: Schedule meeting define agenda and capture minutes of meeting

★ ORGANIZATION » GOVERNANCE » OTHER COMMITTEE MAR 07, 2020 1:29:00 AM

Policy Name :

Current Committee **Dismiss Committee**

Other Committee Details [Add New Committee](#)

Sr.No	Committee Name	Formation Date	Frequency	Frequency Details	Action
1	Test committee	Jan 24,2020	2	2	Action ▾
2	Event Mgt. Committee	Feb 1,2020	5	10	Action ▾

Click to add meeting details

Edit Committee
 Member Details
 Meeting Details
 Announcement
 Budget
 Dismiss

★ ORGANIZATION » GOVERNANCE » OTHER COMMITTEE MAR 07, 2020 1:27:42 AM

Policy Name :

[Back](#) **Committee Name : Event Mgt. Committee** Click to add new meeting

Committee Meeting Details [Add New Meeting](#)

Sr.No	Arranged By	Subject	Date	Time	Venus	Status	Action
1	Dr. Kulbhushan Chandel	Monthly Meeting	Mar 06,2020	09:00 AM-11:00 AM	Conferance Room 1	Completed	Action ▾



Click to add Agenda and minutes of meeting

Edit
 Agenda
 Attended
 PDF

HIMACHAL PRADESH TECHNICAL UNIVERSITY



Meeting Report

	<p style="text-align: center;">Himachal Pradesh Technical University Himachal Pradesh Technical University Gandhi Chowk, Hamirpur, Himachal Pradesh</p>	
Proceedings of Event Mgt. Committee Meeting		
Convened Details		
Meeting:	Chairman and Secretary	
Meeting Date :	Mar 06,2020	
Meeting Subject :	Monthly Meeting	
Meeting Time :	09:00 AM To 11:00 AM	
Meeting Venue :	Conferance Room 1	
Meeting Description :	Upcomming convocation planning	
Meeting Agenda		
Director Sbas [Member]	Director Set [Member]	Kulbhusan Chandel (Meeting Creation Authority) [Chairman]