

Dr. S.S. Ahluwalia

Ref. No. IRC-UHVE/3660
Date 23/1/2017

To,
Director/Principal
As Chairperson
Value Education Cell
All Affiliated Colleges of IK Gujral Punjab Technical University, Kapurthala

Sub: Updating Value Education (VE) Cell for Session 2016-17 (Even Semester) for Human Values & Professional Ethics Course (HVPE-101)

Dear all,
We are happy to share that the five academic years of HVPE-101 have concluded successfully. More than 2200 teachers have undergone 8-day Teachers Orientation Program (TOP). The preliminary feedback has been quite encouraging both at the level of teachers and students as well.

Thank you for being part in this process of change with enthusiasm and willingness...

In order to take this process further, we are sharing a few action points for the academic year 2016-17 (Even Semester). Again, the idea is to help VE Cell members contribute to developing a conducive environment within the college.

- To oversee that the HVPE activity is conducted in accordance with the vision, each college is expected to establish a Value Education Cell with the director/principal as the chairperson, a Teachers' Orientation Programme (TOP) trained and actively teaching faculty member as coordinator and other TOP trained teachers as members. **As per the BoS Guidelines (attached Annexure 1) only those teachers who have gone through an 8-day full residential training program organized by IK Gujral Punjab Technical University are eligible to teach the subject of HVPE 101.**
- **BoG of IKG PTU has approved a sensitization project.** To cater this, IRC-UHVE is going to organize a series of 1 day refresher workshops for VE Cell strengthen program in all Districts of IKG PTU affiliated colleges during 21st Feb to 3rd March 2017 (districts divided cluster wise as per Annexure 2.1). **All VE Cell coordinators and VE Cell members are requested to join this refresher workshop to be held in the colleges as per the schedule given in Annexure 2 and Annexure 2.1.**
- University is sending an open invitation to all the colleges to express their interest for developing their college as a nodal centre for UHVE activities. The criterion for selection of nodal centre is attached in this mail.
- **In case you would like to host 3 to 8 days workshops on Universal Human Values in your college then please mention that too in Annexure 1.1 given below. We would explore the possibility of conducting such workshop in your college at a mutually convenient time.**

Enclosed (Below Annexures)

1. *BoS Guidelines_for_HVPE-101*
 - 1.1. Annexure to update Value Education Cell Information
2. About One day refresher workshop for VE Cell strengthen program
 - 2.1 District meeting schedule in Feb & March
3. Criteria & Plan For Developing Nodal Centres
 - 3.1 Expression of Interest For Developing Nodal Centre

Contact details:-

Please email us the scanned copy of required information at mohitkjain@ptu.ac.in till 3rd Feb 2017.
(Please do not post) **or contact:** Mr. Nirmal Singh: - 09257200105, Mr. Vinay Kehar:- 9478098083,
Mr. Mohit Jain:- 9478098136

With warm regards


Dr. Sukhbir Singh Ahluwalia
Director

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Ref. PTU/DA/V.S. Cell/127

Dated 12.08.11

**Guidelines for implementation of the course
"Human Values and Professional Ethics (HVPE)"**

Course Introduction

1. The course is named as "Human Values and Professional Ethics (HVPE)", and the course code to be "HVPE101".
2. This subject will be adopted as credited subject for which external exam will be conducted by the university. The L T P is 3 0 0.
3. The medium for this course shall be Punjabi as compulsory language.
 - 3.1. However, students, not qualified in Punjabi language, may opt for Hindi or English **but only for the year 2011-12.**
 - 3.2. **From 2012-13 onwards**, the medium of examination for this course shall be Punjabi only. Students not qualified in Punjabi language may opt for Hindi language. But Students, not qualified in both Punjabi as well as Hindi, shall need to take Vice Chancellor's special permission for English language.

Teachers Selection and Training


4. Suitable teachers may be identified and selections will be based on criteria that includes
 - responsible in teaching and have a good reputation with management
 - consistent interaction with students and have a good reputation with students
 - socially aware, concerned and are working for social causes
 - have an interest in human values
5. Only the regular and selected teachers who have gone through an 8-day full residential training program organized by Punjab Technical University shall be eligible to teach the subject of HVPE 101.
6. The teachers may be selected from any stream/subject e.g. physics, computer science etc. and need not necessarily be only from Applied Science/ humanities etc.
7. Teaching Load of HVPE101 on Faculty to be < 50%, so they can continue to devote attention to their base subject as well. If they volunteer to spend more time, they may do so.

Value Education Cell

8. The college is also required to form a Value Education (VE) Cell with the director as its Chairperson, Principal as its convener and other nominated teachers as its members.
9. After undergoing 8 days residential workshop, the member-teachers shall also be required to participate in refresher and higher level workshops as and when organized by the university.
10. The Value Education (VE) cell at University shall facilitate the Value Education cell at institute for carrying out the various activities of the course effectively.

Teaching Learning Aid

11. The lectures presentations and other relevant study materials will be provided by Value Education Cell @ PTU that may be used for teaching the subject.


Dean 12/08/11
(Academics)


Assistant Professor
(Value Education Cell) 12/8/11

Annexure 1

Updating Value Education Cell Information **(PLZ FILL IN ALL THE DETAILS AND IN CAPITAL LETTERS ONLY)**

Particulars	UPDATED Name	UPDATED Mobile No.	UPDATED Email id	Attended the 8 day Workshop (Yes/No)	Teaching/ Taught HVPE (Yes/No)	Nomination for Future Workshop (Mark ✓)
Value Education Cell Chairperson Detail (Director)						
Value Education Cell Coordinator (Teacher)						
Member Teacher 1						
Member Teacher 2						
Member Teacher 3						
Member Teacher 4						
Student of Final Year 1 (Any course)					NA	
Student of Final Year 2 (Any course)					NA	
College Information	College Name:				Code:	
	Director Name:-			Director Email Id		
	Director Contact No:-			College Email ID		
Interested in hosting 3 day/ 8 day workshop on Universal Human Values at our college at mutually convenient time				Yes/ No (Please mention the no of days workshops)		
Group Name (if any)						
Adequate time table (LTP 3-0-0) is allocated (Yes/No)						

Pls email us the scanned copy of Annexure-1 required information at mohitk Jain@ptu.ac.in by 3rd Feb 2017 - (Please don't post it at the university address)

Please attach an extra sheet in case more than 4 teachers have undergone 8 days' workshop on Human Values who may/may not be teaching HVPE Course

Annexure 2

One day refresher workshop for VE Cell strengthen program during 21st Feb to 3rd Feb 2017

To oversee that the activity is conducted in accordance with the vision, each college is expected to establish a Value Education Cell with the director/principal as the chairperson, a Teachers' Orientation Programme (TOP) trained and actively teaching faculty member as convenor and other TOP trained teachers as members.

To help you to define the agenda and activity of the VE Cell at your college, some officer from the IRC-UHVE, IKG PTU Kapurthala **will visit** you in the next few weeks as per the schedule given in Annexure 2.1

Roll of VE CELL at College Level:-

- Directors/ Principals to establish a Value Education Cell at each college
- Plan & facilitate course as per Board of Studies (BOS) guidelines
- Coordinate with V.E. Cell at university level
- Collect & share college level measures/action with V.E Cell at university level
- Ensure Teachers Orientation/ Participation through 8-day TOPs/ Refreshers workshop
- Make available Books, Manual & other material in your library
- To share the Course – Status, Feedback & Update with VE Cell periodically
- Facilitate members/ teachers participation in meetings as and when organized by the university
- Invite other people i.e. who have done good work in their area and introduce HVPE to them and seek to have their role/ participation in it

Guidelines for Value Education Cell:-

- All the teachers/members for Value Education Cell are required to undergo 8 days Teachers Orientation Program (TOP). One/Two teacher from your college has already been invited and other teachers (mentioned here) shall be invited in next rounds.
- The VE CELL member teachers (after having gone through 8-day TOP) only shall be eligible to teach the course.
- You need to set-up VE CELL even if course is not running in current at your college.
- **Student Coordinator** – Please select two students from 1st year as per the following criteria:-
 - Have gone/Are going through HVPE Course at your college
 - Keen interest in Value Education/Social Participation
 - Entrepreneurial orientation

Annexure 2.1

District Cluster & Visit Schedule

Cluster #	Districts	Day	Date	Venue
1.	Kapurthala & Jalandhar (colleges of Phagwara also)	Tuesday	21 Feb 2017	KCL-IMT, Jalandhar
2.	Amritsar & Tarantaran	Wednesday	22 Feb 2017	Amritsar College of Engineering & Technology, Amritsar
3.	Gurdaspur & Pathankot	Thursday	23 Feb 2017	Beant College of Engg & Tech, Gurdaspur
4.	Hoshiarpur	Friday	24 Feb 2017	IKG PTU Campus, Hoshiarpur (Inside Pt. Jagat Ram Polytechnic, Hoshiarpur)
5.	Ludhiana	Tuesday	28 Feb 2017	GNIMT, Ludhiana
6.	Nawanshahar (SBS Nagar) + Ropar	Wednesday	1 March 2017	Rayat Institute of Management, Railmajra (Ropar)
7.	SAS Nagar (Mohali)	Thursday	2 March 2017	IKG PTU Campus, Khunimajra, Mohali
8.	SAS Nagar (Mohali) (only Nearby colleges of Derabassi)	Friday	3 March 2017	Sri Sukhmani Group of Institutions, Derabassi

CRITERIA & PLAN FOR DEVELOPING NODAL CENTERS

The university is inviting applications to set-up 5 Nodal Centers for carrying out the implementation of Human Values in letter and spirit. This is an opportunity for interested colleges to establish themselves as one of the Key Leaders in one of the most globally talked-about area of Human Values.

The University can invest more effort in colleges that see the significant value of HVPE. We can have deeper contact with such colleges – starting with 3 day to 8 day workshops. For this we can pick one or more colleges in each region. The college expressing Interest to become a Nodal Centre essentially appreciates the following:

1. Commitment & Preparation of Management:

- Management is supportive, has attended or is committed to attend FDP. Believes in Management by Relationship vs. Domination
- Commits to organize at least one 8-days residential workshop at their institute (for 100 people)
- College willing to share the expenses of Nodal Center
- All effort for development of Human Values are integrated and follow common guidelines for Value Education (Universal, Rational, Natural, Holistic or All encompassing, Experientially Verifiable – Living this way with other Human Beings leads to mutual happiness, with rest of nature leads to mutual enrichment.)

2. Commitment & Preparation of Teachers:

- Opportunity for Teachers to attend HVPE workshop
- Promotes the Teachers for advanced study on this subject 'Human Values'
- At least one teacher is fully committed to coordinate the complete effort

3. Vision, Goals & Program:

- Active VE cell, well-coordinated with IRC-UHVE, IKG-PTU
- HVPE projects and activities including NSS/NCC (like water harvesting)
- Regular discussions with students throughout their stay in the college (not limited to 1 semester, not limited to few HVPE teachers)
- Development of relationship in college
- Effort toward production & holistic development of all (like *Yuktahar* mess, IIIT Hyderabad)
- Research & effort towards Human Values based Education (and not limited to a course in Value Education)
- Outreach activities (parents of students, family of teachers)

Specific responsibilities of the Nodal Center are to take responsibility for their region and to:

- Develop the vision for the Value Education for all the colleges in their region
- Host (together with IRC-UHVE) 3-8 days HVPE workshops for their region, so that 100% HVPE teachers complete the FDP
- Conduct one day workshops for teachers at each city periodically say once every semester
- Ensure that recommended teaching material is available to HVPE teachers before they start teaching this course and guide them periodically
- Develop & integrate projects and HVPE activities with co-curricular activities of the institute, including NSS/NCC
- Organize weekly meeting of own college
- Organize district level meeting for all HVPE teachers of nearby area
- Document the real impact of this initiative and share it as appropriate

**To,
Director
IRC-UHVE
IKG PTU, Kapurthala**

Expression of Interest

For developing our college as Nodal Centre for Universal Human Values & Ethics (UHVE) for IKG PTU

Our institute appreciates the importance of HVPE to build a conducive environment of Values and is committed to realise it for itself and help others. We have gone through the requirements shared by your good self and found them to be within our bounds.

Our senior management believes in '**Management by relationship**' and wants to put further effort in this area starting from having Top Management to participate in one of the HVPE workshops.

We also visualise that in the process of organising and taking part in various HVPE activities, our faculty will be empowered to build an environment of trust and respect and also be a source of Inspiration for other institutions as well.

We have adequate facilities to arrange 8-day Residential Workshop for at least 100 people twice in a year. We can also host short (2-3 days) HVPE workshops/ project/ activities at any time during the year.

We request you to consider our institute as Nodal Centre for Human Values activities. We further request to send across your team to visit our campus to assess the adequacy of their requirement.

In anticipation!

Sincerely,

Director Name
(College Name)

Chairman
(College/Group Name)