

# Experience of Conducting Student Induction Program (SIP) since 2018



**I K Gujral Punjab Technical University  
Main Campus, Kapurthala (Punjab)**

## Background of IKGPTU

- The centre IRC-UHVE – International Resource Centre for Universal Human Values & Ethics has been conducting Student Induction Program since 2018
- With above background, some of the experiences gained of conducting SIP are presented here
  - In this particular SIP, 300+ students from about 8 UG departments participated
  - In addition; some 30-40 senior students were involved in coordination and conduct of SIP
  - Some 12-14 committees were constituted with one core committee

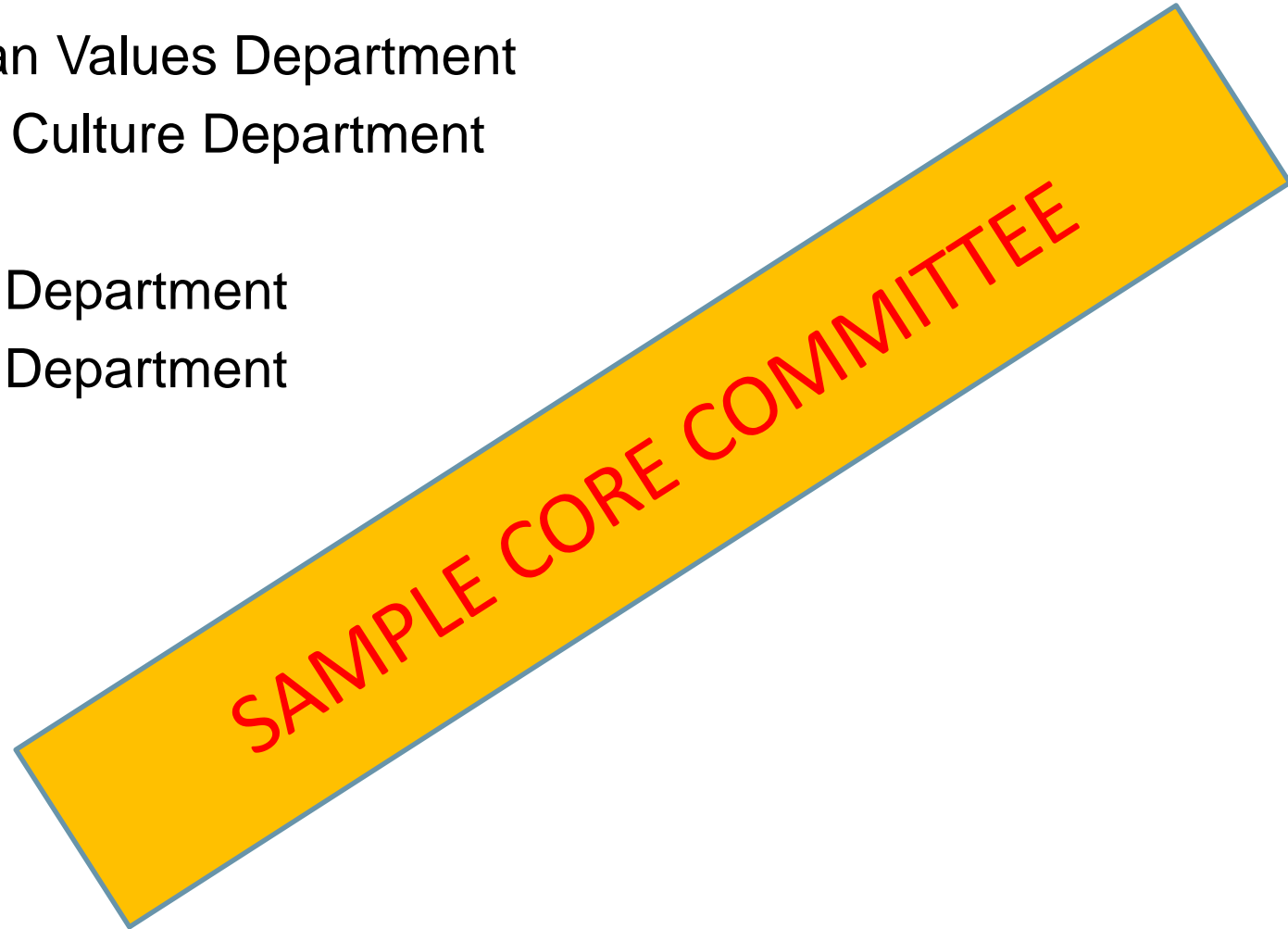
- **Identification of core team & formation of appropriate team/ committee**
  - One core team of 5-7 people like Director/ Principal, Dean Student Welfare, Youth & Culture Officer, HoDs of each department and SIP Coordinator
  - Implementation Committee for each of the 09 module
    - Involvement of Faculties from each academic department
    - Involvement of Senior students: 2<sup>nd</sup> – 4<sup>th</sup> year
    - Involvement of Staff

## **Important considerations:**

- **Keep at least 1-2 pro-active, initiative driven people in each committee who we can really rely upon**
- **Role of senior students (sincere & dedicated ones) is of paramount importance pre-during and post SIP and even afterwards**

## Core Committee at IKG PTU Main Campus Kapurthala

- Dr. Y S Brar, Director & Chairman
- Dr. Satvir Singh, Advisor & Chief Warden
- Dr. Sarabjit Singh Mann, NSS Coordinator
- Dr. Jagmeet Singh Bawa, Faculty, Human Values Department
- Sh. Sumeer Sharma, Head Youth & Culture Department
- Sh. Jitender Narula, Coordinator
- Sh. Mohit Kumar Jain, Human Value Department
- Sh. Vinay Kehar, Human Value Department



# Implementation Committees

## Core Committee

1. Dr. Satvir Singh, Associate Professor - **Advisor**
2. Dr. Sarabjit Singh, Assistant Professor
3. Dr. Jagmeet Singh, Assistant Professor
4. Sh. Sumeer Sharma, Assistant Director
5. Sh. Jitender Narula, Assistant Registrar- Coordinator
6. Sh. Mohit Kumar Jain, Database Administrator
7. Sh. Vinay Kehar, Network Administrator

## Universal Human Values Workshop Committee

1. Dr. Ashish Arora, Associate Professor- chairman
2. Dr. Jagmeet Singh, Assistant Professor
3. Sh. Jitender Narula, Assistant Registrar- convener
4. Sh. Mohit Kumar Jain, Database Administrator
5. Sh. Vinay Kehar, Network Administration

## Creative Practices (Music, Dance, Theatre, Painting, Clay Modeling etc) Committee

1. Dr. Sarabjit Singh, Assistant Professor-Chairman
2. Sh. Sumeer Sharma, Assistant Director
3. Dr. Anshu Bhasin, Assistant Professor
4. Dr. Jujhar Singh Assistant Professor- Convener
5. Ar. Dr. Fuzail Jawaid, Assistant Professor

## Conduct of morning Activities -Yoga & Meditation

1. Dr. Amit Bansal, Assistant Professor- Chairman
2. Dr. Megha Goyal, Assistant Professor
3. Dr. Alok Singh Kushwaha, Assistant Professor
4. Dr. Deepika Bhalla, Assistant Professor
5. Dr. Roopa, Assistant Professor
6. Sh. Ajay Kumar, Youth Officer
7. Sh. Sanjeev Sharma, Youth Officer, Convener

## Conduct of Evening Activities- Sports

1. Dr. Jagmeet Singh, Assistant Professor
2. All Sports Co-coordinator
3. Sh. Ajay Kumar, Youth Officer
4. Sh. Sanjeev Sharma, Youth Officer, Convener

## Conduct of Trips- Educational/ Sports

1. Dr. Monika Sachdeva, Assistant Professor
2. Dr. Rajesh Narula, Assistant Professor
3. Dr. Sarabjit Singh, Assistant Professor
4. Sh. Sumeer Sharma, Assistant Director
5. Dr. De... Assistant Professor

**SAMPLE IMPLEMENTATION COMMITTEE**

# Implementation Committees

## Accommodation & Transport Committee

1. Dr. Rajiv Chauhan, Associate Professor- Chairman
2. Sh. Rishi Gupta, Assistant Registrar, GA
3. Dr. Amoljit Singh Gill, Assistant Professor
4. Dr. Amit Gupta, Assistant Professor- Convener
5. Dr. Rupesh Kumar, Assistant Professor

## Publicity, Photography, Banner, Poster, Film Making Workshop & Media Coverage Committee

1. Dr. Ranbir Singh, Associate Professor- Chairman
2. Dr. Sarabjit Singh, Assistant Professor
3. Dr. Rajneesh Sharma, PRO – Convener
4. Dr. Priyanka Mahajan, Assistant Professor
5. Dr. Ekta Mahajan, Assistant Professor

## Discipline Committee

1. Dr. Avtar Singh Buttar, Associate Professor- Chairman
2. Dr. Harmeen Soch, Associate Professor
3. Dr. Deepika Bhalla, Assistant Professor- Convener
4. Dr. Varinderjit Singh, Assistant Professor

## Medical Aid Committee

1. Dr. Sanjeev Bansal, Assistant Professor- Chairman
2. Dr. Shabir Sidhu, Assistant Professor
3. Dr. Vandana Naithani, Assistant Professor
4. Dr. Harpreet Kaur, Assistant Professor- Convener
5. Dr. Barinderjit Singh, Assistant Professor
6. Sh. Tajinder Singh, Pharmacist

## Refreshment Committee for closing day ceremony

1. Dr. Rajneesh Sachdeva, Associate Professor- Chairman
2. Dr. Amit Sarin, Associate Professor
3. Dr. Rakesh Goyal, Assistant Professor
4. Dr. Varinderjit Singh, Assistant Professor
5. Dr. Dinesh Gupta, Assistant Professor- Convener
6. Ms. Jasleen Kaur, Assistant Registrar

## Seminar Hall, Stage Manager, Bouquet & Committee

1. Dr. Gagandeep, Chairman

**SAMPLE IMPLEMENTATION COMMITTEE**

## Name

## Responsibility Area

- |                                           |                                          |
|-------------------------------------------|------------------------------------------|
| 1. Mr. Gaurav Thakur, ME- Final Year      | Attendance, Morning & Evening Activities |
| 2. Mr. Anand Chaudhary, Civil- Final Year | Fine Arts, Photographs & Daily reports   |
| 3. Mr. Parshant Veer, ME- Final Year      | Literary                                 |
| 4. Mr. Saras, ECE- Second Year            | Music                                    |
| 5. Mr. Ankur Raj, CSE- Third Year         | Cultural Activities                      |
| 6. Mr. Varun, Civil- Third Year           | Seminar Hall                             |
| 7. Mr. Divyanshu, CSE- Second Year        | Seminar Hall                             |
| 8. Ms. Gurkamal Kaur, CSE- Second Year    | Computer work                            |
| 9. Mr. Satinder, Civil- Second Year       | Seminar Hall                             |

**Student Volunteers for Each Module**

# Identification of Resource Persons for each module – List of Instructors/Teachers

## Name

## Responsibility Area

- |                             |                                                       |
|-----------------------------|-------------------------------------------------------|
| 1. Sh. Sanjeev Sharma       | Overall Co-ordination of Morning & Evening Activities |
| 2. Mrs. Geeta Verma         | Report Designing of SIP                               |
| 3. Mrs. Neha                | Documentary of SIP                                    |
| 4. Mr. Dhiraj Bhagat        | Mild Exercises                                        |
| 5. Mr. Ajay Kumar           | Yoga & Meditation                                     |
| 6. Mr. Jagjit Singh Bhullar | Volley- Ball, Basket Ball                             |
| 7. Mr. Bhupinder Singh      | Male Dance, (Bhangra)                                 |
| 8. Ms. Kajal Rawat          | Female Group Dance                                    |
| 9. Mr. Karamdeep Nahar      | Music (Tabla)                                         |
| 10. Mr. Pankaj              | Music (Harmonium)                                     |
| 11. Ms. Babita              | Fine Arts                                             |
| 12. Mr. Pourush             | Fine Arts                                             |

Instructors/ Teachers involved during SIP



# Process adopted for planning & conducting SIP at IKGPTU

- **Mainly 2 types of committees**
  - ✓ **Core committee**
  - ✓ **Implementation committee**
    - SIP 09 Module based committee – UHV, Health, Creative Practices, Literary Committee etc.
    - Service Committee – Accommodation & Transportation Committee, Medical aid, Discipline committee, Reporting & Publication Committee, SIP Help-desk committee etc.
- **Develop clarity on objective and detail of each of 9 modules of SIP**
  - ✓ At least 02 rounds of presentation on the **objective** and proposed schedule to be implemented is quite important so that
    - the entire team gets a comprehensive view of what needs to be done and also
    - is able to visualize the details that go into conducting a full-fledged SIP
- **Detailed schedule (Both for hostelers & day scholars) for each module**
  - ✓ Differentiate between activity and process (to achieve the objective)
  - ✓ Thorough study of AICTE developed documents pertaining to Students Induction Program like Mentors' manual, RP Guidelines, SIP Handbook etc.
- **Identification of Resource Persons for each module**
  - ✓ We may avoid looking for some brand name and find out experts concerned for service and real education (सेवा और असल शिक्षा). Many a times, these people are easily available in our vicinity/ local area specially for topics like Health & Yoga, Creative Practices etc.
  - ✓ Use of online resources/ video talks by noted experts may also be useful if guided by available faculty in the college
  - ✓ In some cases, we may pick a couple of our senior students who are really talented in some activity like sports, yoga, music, painting etc.

## Process adopted for planning & conducting SIP at IKGPTU

- 02-03 people dedicated for supervising adherence to schedule when the show has gone live and for making run time changes.
- Proper communication to all stakeholders – faculties & staff involved, students, experts, service providers like seminar hall / auditorium staff, librarian, lab in charges etc.
- Plan of Inauguration Session
  - ✓ Invitation to all faculties, staff & students as well as parents
- Efficient use of college resources – auditorium, lecture theatre, library, labs etc. Team to minutely allot resources as many multiple activities are planned.
- Everyday review meetings and planning of next day
  - ✓ Entire team to review whether the day went as per plan
  - ✓ Deviation and working out improvement
  - ✓ Planning of next day

## Process adopted for planning & conducting SIP at IKGPTU

- Keep the budget of SIP as genuine as possible so as to make it a sustainable activity
- Everyday reporting to all concerned through Whatsapp group and email group – one page newsletter
- Grand celebration including participation of parents and all the contributors in the SIP
- Comprehensive report incl. pre and post SIP Survey with its analysis & conclusion and report to AICTE and your parent University
- Identify potential students in each area from each department and for each talent type
- Evolve continuous development plan for the students with help of potential students identified like weekly meetings on UHV, Health related activities, sports, various clubs like film club, sustainable technology club etc.

# Purpose of Student Induction Program

Purpose is to make the students :

- Develop a holistic, comprehensive world view of students
- Develop awareness, sensitivity and understanding of the self, people around them, society at large, and nature.
- Feel comfortable in their new environment
- Make them ready and open for learning & development including discover their interests, inclination etc.
- Set a healthy daily routine
- Create bonding in the batch as well as between faculty and students

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SCHEDULE FOR STUDENTS INDUCTION PROGRAM at IKGPTU MAIN CAMPUS KAPURTHALA										
		For Hostelers Only	For all students (both hostelers and day scholars)				For Hostelers Only			
Time/ Session	Day	05.30 AM - 9.00 AM	09:00 AM- 11:00 AM	11:00 AM- 01:00 PM	02:00 PM- 3.30 PM	03:30 PM- 05:00 PM	05:00 PM- 06:00 PM	06:00 PM- 07:30 PM	07:30 PM- 9:00 PM	09:00 PM- 10:00 PM
(Day 0) 15.07.2019 Monday	0		<b>ACTIVITY:</b> Students Arrival- Hostel Allotment (Preferably do pre-allotment). Familiarization with the hostel...Presentation/ <b>Interaction</b> by Hostel wardens <b>RESP.:</b> (Wardens- Boys and Girls Hostels)						Rest and Dinner	Informal interactions in Hostels by Hostel Wardens & In-house Faculties
(Day 1) 16.07.2019 Tuesday	1		<b>ACTIVITY:</b> Academic Registration <b>RESP.:</b> Concerned HoD and Team		<b>ACTIVITY:</b> About the stream/ department <b>RESP.:</b> Concerned HoD and Team				Rest and Dinner	Informal interactions in Hostels by Hostel Wardens & In-house Faculties
(Day 2) 17.07.2019 Wednesday	2		<b>ACTIVITY:</b> Visit to respective department <b>RESP.:</b> Concerned HoD and Team	<b>ACTIVITY:</b> Inauguration: Vice Chancellor/ Registrar/ Director address- Vision of university, about Student Induction Program (formation of Mentor-mentee Groups)	Interaction with parents	Mentor-mentee groups meet - Introductions within groups... Sharing by students on - detailed journey till date/ achievements so far/ aspirations/ expectation from the college/ hobbies/ strengths-weaknesses etc.		<b>ACTIVITY:</b> Evening Games/Sports/ Walking/ Relaxing/ Contemplating over the day/ discussion etc. <i>Tree plantation &amp; adoption of tree by students</i> <i>As celebration of 'Van Mahotsav'</i>	Rest and Dinner	Informal interactions in Hostels by Hostel Wardens & In-house Faculties
(Day 3) 18.07.2019 Thursday	3	<b>ACTIVITY:</b> -Waking up-getting ready 5.30-6.00 AM, -Physical Activity (Mild Exercise/Yoga) 6.00-7.00am, - Getting ready/ Breakfast 7.00 - 8.55 AM <b>RESP.</b> Sh. Sanjeev Sharma, Youth officer & Hostel Wardens (Boys & Girls) <b>Venue:</b> Lawn in front of girls hostel.	<b>ACTIVITY:</b> Online Self- Learning Swayam & MOOCs, etc. <b>RESP.:</b> Dr. Satvir Singh <b>Venue:</b> Seminar Hall-II		<b>ACTIVITY:</b> Panel Discussion on Scope of Startups. <b>RESP.:</b> Dr. Neelkanth Grover <b>Venue:</b> Seminar Hall-II			<b>ACTIVITY:</b> Evening Games/Sports/ Walking/ Relaxing/ Contemplating over the day/ discussion etc. <b>RESP:</b> Dr. Jagmeet Singh	Rest and Dinner	Informal interactions in Hostels by Hostel Wardens, In-house Faculties
(Day 4) 19.07.2019 Friday	4	<b>MORNING ACTIVITY REPEAT AS IT IS</b> <b>RESP:</b> Sh. Sanjeev Sharma	<b>ACTIVITY:</b> Visit to Knowledge Resource Centre <b>RESP:</b> Mentor(s)	<b>ACTIVITY:</b> Expert Talk 1 by Sh. Pawan Gupta, Educationist, SIDH Mussoorie <b>RESP.</b> - Sh. Jitender Narula <b>Venue:</b> Seminar	Mentor-mentee groups meet - Introductions within groups... Sharing by students on - detailed journey till date/ achievements so far/ aspirations/ expectation from the college/ hobbies/ strengths-weaknesses etc.			<b>ACTIVITY:</b> Evening Games/Sports/ Walking/ Relaxing/ Contemplating over the day/ discussion etc. <b>RESP:</b> Dr. Jagmeet Singh	Rest and Dinner	Informal interactions in Hostels by Hostel Wardens & In-house Faculties

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# Daily schedule of SIP

- Some of the activities are on a daily basis, while some others are at specified periods within the Induction Program

Session	Time	Activity
	Day 0	Students arrival– Hostel allotment
	Day 1	Academic Registration
I	06:30 am – 07:10 am	Physical activity (mild exercise/yoga)
	07:15 am – 08:55 am	Bath, Breakfast, etc.
II	09:00 am – 10:45 am	Expert Talks/Visit of Departments
III	11:00 am – 12:45 pm	Universal Human Values/ Creative Practices
	01:00 pm – 02:25 pm	Lunch
IV	02:30 pm – 05:00 pm	Universal Human Values/ Creative Practices
V	05:00 pm – 06:00 pm	Break / light tea
VI	06:00 pm – 07:30 pm	Outdoor Games
	07:30 pm – 09:00 pm	Rest and Dinner
VII	09:00 pm – 10:00 pm	Informal interactions (in hostels)

## A few feedbacks by Students

- *I have known here that 'Right Understanding' matters a lot. Relationships play an important role in our life.....*
- *I had never spent so much time on me but now its different. After Induction Program I came to know difference between Excellence and Competition*
- *I was in a habit that nothing bothers me if someone is upset or hurt but now trying to change me after induction program. Team work is also a new virtue in me*
- *I am feeling blessed to be here at IKGPTU. We were told so many things which are not a part of our course but is helpful to live a happy & prosperous life.*

***The feedbacks of all the students are documented in hand written reports and audio-video format, which they shared in front of all the students in Seminar Hall.***

# Impact of SIP

- Students came forward in participating in follow-up activities like weekly meeting on Universal Human Values.
- Students started volunteering for offering coaching classes to school children in the campus after college hours
- Students became interested in volunteering for various college level activities
- Students became interested in co-curricular activities beside their studies

## Key Management Take-aways

Management and faculties could observe & appreciate the importance of exposing students to a comprehensive, holistic worldview which led to their firm commitment that this 03 weeks Mandatory SIP is a much useful activity for the new entrants.

There's much clarity now that input like Student Induction Program and Universal Human Values are really foundational inputs required for shaping the all round personality of the students and teachers too.



## Yoga & Exercise- Daily Routine Activity ( 06:00 AM-07:30 AM)

The daily morning yoga and exercise session helped students to know the importance of getting up early in the morning and how does yoga, meditation & mild exercise is helpful for the body.



**Mr. Dhiraj Bhagat & Mr. Ajay Kumar** were instructor during the Morning yoga & Mild Exercise session.

On an average **60 students** participated in the morning session on the daily basis

## Getting Familiar with Departments, Moocs and Start-Ups



**Dr. Jujhar Singh (Asst. prof. ME, E-Cell head)** Dr. Singh introduces IKGPTU innovation for Entrepreneurship/Innovation cell with the fresher's (new student) and also elaborated all the activities done within the campus and different clubs established regarding this in IKGPTU main campus

An information session on online self-learning SWAYAM & MOOC was conducted by **Dr. Satvir Singh (HOD-ECE)** to make students aware of the importance of self-education and various ways to pursue it.



# Getting Familiar with the NSS & Sports Activities

**Dr. Jagmeet Singh Bawa, Incharge NSS & Sports** shared with student how to keep themselves physically & mentally fit to achieve their goals. He advised students to take part in the sports and NSS activities of IKGPTU.

**Students were told about the annual Calendar of NSS & Sports Activities of IKGPTU**



# Visit to Knowledge Resource Center (Central Library)

All the students visited to the Knowledge Resource Centre along with their mentors and SIP co-ordinators.

During this session, the students and library assistants were cooperating with each other in understanding the system of working of library and its functioning under the guidance of Mrs. Madhu Midha (Deputy Librarian).



## Expert Talks

The speaker of this expert talk was **Ms. Manjula Salria, CEO of 'The Transformers of Values'**. She motivated students to know their strength & weakness through interactive session



The speaker of this expert talk was **Mr. Vishal Sood, an IIM Ahmedabad alumnus** presently working in news channel “**Khabrain Aaj Tak**” as CEO & hosts popular TV show on education “**Campus Ki Baat**”

# Expert Talks

**Dr. S B Singh Ji, Former Principal, GNDEC, Ludhiana** also blessed students by sharing his life time experiences of Engineering & real life implementation of technology with students..



# STUDENTS VISITED NIRMAL KUTIA FOR POSTIVITY



A visit to Gurudwara Ber Sahib Ji, Sultanpur Lodhi and Seechewal Village. Environmentalist, **'Padam Sri' Sant Balbir Singh 'Seechewal'** blessed students. Student also visited the Model of 'Severage Treatment Plant'. **Dr. Sarabjit Singh Mann** accompanied the students along teachers/mentors of first year students

## 6 Days' Workshop on 'Universal Human Values'

A 6 Days' workshop on Universal Human Values was conducted for the first year students. It helped them to differentiate between '**Value Domain**' and '**Skill Domain**', **Competition and Cooperation, etc.**

Sh. Jitender Narula & Sh. Mohit Jain conducted this workshop.

Around 80 students attended all the session of this workshop. .





# Cultural Activities – Dance, Music, Skit, Poetry....



# Fine Arts- Painting, Sketching, Collage, Rangoli Designing



# Sports Activities- (Daily 06:00 PM-07:30 PM)



## Informal Interaction with the Students at Hostel (09:00 PM-10:00 PM)

Wardens & Volunteers Student of the Campus had informal interaction in small groups in boys and girls hostel after dinner.



## Best Practice – Introduction of Universal Human Values at IKGPTU

- IKGPTU introduced a foundation course in Universal Human Values for all of its 300+ affiliated colleges in the year 2011.
- Since then, More than 5000 Faculties Oriented for teaching Universal Human Values
- Currently 100+ people deeply into process of self-exploration including contributing through Volunteering for various UHV initiatives at Pan India level.
- The Centre for Universal Human Values (IRC-UHVE) at the University has also translated UHV course textbook and Teachers' Manual in Punjabi Language to make it easily understandable.
- Since 2017, actively supporting AICTE in implementation of UHV related initiatives in entire technical education of the country.
- Inspired many Universities to introduce UHV into their system

**Thank You**