



Swami Keshvanand Institute of Technology, Management & Gramothan

Approved by AICTE, Ministry of HRD, Government of India
Recognized by UGC under Section 2(f) of the UGC Act, 1956
Affiliated to Rajasthan Technical University, Kota

Human Values and Professional Ethics:

7.1.10 The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard:

**SUBMITTED UNDER DATA VALIDATION AND
VERIFICATION PROCESS**

(Proceedings of the monitoring committee)

Swami Keshvanand Institute of Technology, Management & Gramothan
Ramnagar (Jagatpura) Jaipur-17

Agenda Item 11: To review progress regarding accreditation of B. Tech. courses in CS and EE.

The report submitted by HOD-CS was returned back for revision and the HOD-EE was asked to accelerate the submission of first draft of the report.

The HOD-CE was also requested to take necessary steps to prepare report for accreditation of B. Tech. course of his department.

Agenda Item 12: Any other item with the permission of the Chair.

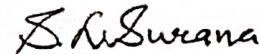
(a) Due to fall in the pass percentage of the students the HODs were requested to initiate suitable steps to improve the results. It was also decided not to grant NOC to any faculty for new enrollment for pursuing higher studies so that they concentrate on teaching.

(b) It was also decided that the faculty and staff can avail CL and AL during any one academic session till the end of the session which is 30th June. The HODs were reminded that they should make it clear to their faculty and staff that they should not consider it their right to avail CL, AL, summer and winter breaks. If their services are needed by the Institute these can be curtailed/denied.

(c) As AICTE included the Universal Human Values (UHV) in the model curriculum, it was decided to form UHV & Ethics Committee comprising following members -

1. Prof.(Dr.) Archana Saxena (Chemistry Department)	Convener
2. Prof.(Dr.) Amber Srivastava (Mathematics Department)	Member
3. Dr. Nidhi Sharma(English Department)	Member
4. Dr. Anurag Sharma (Chemistry Department)	Member
5. Mr. B.S. Sharma (Dy. Registrar)	Member
6. Mr. Pradeep Sihag (Chief Warden)	Member

Since there was no other item to be discussed, the meeting was declared closed.



Dr. S. L. Surana
Director (Academics)

Copy to:

1. Director
2. Principal
3. Registrar
4. Advisers
5. I/c B. Tech. 1 year
6. Head-PAQIC
7. HODs-EC, EE, CS, IT, ME, CE, Phy, Chem, Maths, English, MS.
8. All concerned
9. File.

CIRCULAR

SKIT/OFFICE/2021/1257

Date: 24.09.2021

Following faculty/staff members are appointed as coordinators/members of various activities for the session 2021-22. This will be effective immediately.

S.No.	Name	Department/Designation	Role/Responsibility/Duty
1	Mr. Anirudh Mathur	CE	Chief Proctor
	Mr. Pramod Jain	ME	Dy. Chief Proctor
2	Dr. Komal Sharma	Physics	Chief Coordinator (Extra Curricular Activities-Clubs)
	Mr. Lalit Kr. Lata	ECE	Member
3	Dr. Praveen Kumar Jain	ECE	Chief Coordinator (Professional Societies/ Student Chapters)
	Mr. Rajiv Kumar	Physics	Member
4	Dr. Anurag Sharma	Chemistry	Coordinator, NSS
5	Dr. B.R. Sharma	Physics	Chief Coordinator, Red Cross Club
	Mr. M.K. Beniwal	CS	Coordinator
	Mr. Naveen Jain	CS	Member
6	Mr. Yogesh Kumar Sharma	ME	Member
	Dr. R. K. Jain	Physics	I/C Examination
	Dr. Nawal Kishore Jangid	Mathematics	Dy. I/C Examination
7	Dr. Rishi Vyas	Physics	Coordinator (Exam) PG Programme
	Mr. C.P. Jain	Mathematics	Coordinator (Exam) UG Programme
	Dr. Rohit Mukherjee	Mathematics	I/C B.Tech I Year
8	Dr. Sangeeta Gupta	Mathematics	Dy. I/C B.Tech I Year
	Prof. M. L. Bhargava	Advisor	Incubation Cell
	Mr. Ajay Dhanopia	ME	Coordinator, Incubation Cell
9	Mr. S.N. Vijayvargiya	ECE	Member
	Mr. Pallav Rawal	ECE	Member
	Mr. Akash Deo	EE	Member
10	Mr. Vishnu Jangid	ME	Member
	Dr. Maneesha Kaushik	MS	Member
	Dr. Amber Srivastava	Mathematics	Coordinator, Press and Media
11	Dr. Anurag Sharma	Chemistry	Member
	Dr. Prachi Kushwaha	CE	Coordinator, Art Exhibition
12	Dr. Sangeeta Vyas	Chemistry	Student Counseling Cell
13	Dr. Sangeeta Gupta	Mathematics	ICC/Women Cell
14	Ms. Rachna Meel	Registrar	Convener, Grievance Redressal Committee
15	Dr. Amber Srivastava	Mathematics	Institution-Industry Cell
16	Dr. Pramila Kumawat	Mathematics	SC/ST/OBC Cell/ CBDP Committee
17	Dr. C.M. Choudhary	CS	Anti-Ragging Squad
18	Dr. Rohit Mukherjee	Mathematics	Coordinator, SPIC MACAY Heritage Club
	Dr. Anupriya Singh	English	Member
19	Mr. D.R. Bhincher	Librarian	Coordinator, SWAYAM-NPTEL
	Mr. D.R. Bhincher	Librarian	Coordinator, National Digital Library

**Swami Keshvanand Institute of Technology, Management & Gramothan,
Jaipur**

CIRCULAR

SKIT/OFFICE/2021/1257

Date: 24.09.2021

Following faculty/staff members are appointed as coordinators/members of various activities for the session 2021-22. This will be effective immediately.

S.No.	Name	Department/ Designation	Role/Responsibility/Duty	
20	Dr. Neha Purohit	English	Coordinator, Toastmasters Club	
21	Dr. Anupriya Singh	English	Chief Editor, SKIT Times	
	Ms. Sheeba Anjum	English	Editor, SKIT Times	
22	Dr. Savita Choudhary	DMS	Convener, IPR Cell	
	Dr. Praveen Kr. Jain	ECE	Co-Convener, IPR Cell	
	Dr. Rishi Vyas	Physics		
23	Dr. Amber Srivastava	Mathematics	Coordinator, Skill Development Cell	
	Dr. Neha Purohit	English		
24	Dr. Praveen Kumar Jain	ECE	SPOC-Sponsorship AICTE/DST etc.	
25	Dr. Archana Saxena	Chemistry	Coordinator, E-Cell (TOPAZ)	
	Dr. Maneesha Kaushik	MS	Member	
26	Mr. M.K. Beniwal	CS	Chief Coordinator, Alumni Association	
	Dr. Neha Purohit	English	Coordinator	
	Dr. Ashish Nayyar	ME	Member	
	Mr. Anirudh Mathur	CE	Member	
	Mr. Sarfaraz Nawaz	EE	Member	
	Mr. Mehul Maharishi	IT	Member	
	Dr. Monika Mathur	ECE	Member	
	Dr. Atul Gupta	MS	Member	
	27	Dr. Archana Saxena	Chemistry	Convener, UHV & Ethics Committee
		Dr. Nidhi Sharma	English	Member
Dr. Anurag Sharma		Chemistry	Member	
Mr. B.S. Sharma		Dy. Registrar	Member	
Mr. Pradeep Sihag		Chief Warden	Member	
28	Mr. Ajay Dhanopia	ME	Nodal Coordinator-Virtual Lab	
	Mr. Nikhil Kumar Sharma	CE	Member	
	Ms. Garima Gupta	CS/IT	Member	
	Ms. Priyanka Sharma	ECE	Member	
	Mr. Mohd. Imran	EE	Member	
	Dr. Raj Kumar	ME	Member	
	Mr. Rajiv Kumar	I Yr.	Member	
	29	Mr. Praveen Saraswat	ME	Coordinator, E-Yantra Lab
Mr. Ankit Vijay		EE	Member	
Mr. Ankit Agarwal		ECE	Member	
30	Mr. Ankit Kumar	CS	Coordinator, Centre of Excellence (IOT)	
31	Mr. Anirudh Mathur	CE	Coordinator, Centre of Excellence (Transportation Engg.)	

**Swami Keshvanand Institute of Technology, Management & Gramothan,
Jaipur**


CIRCULAR

SKIT/OFFICE/2021/1257

Date: 24.09.2021

Following faculty/staff members are appointed as coordinators/members of various activities for the session 2021-22. This will be effective immediately.

S.No.	Name	Department/ Designation	Role/Responsibility/Duty
32	Dr. Ashish Nayyar	ME	Coordinator, PG Programme (M.Tech & PhD)
	Mr. Girish Sharma	CS	Member
	Dr. Prachi Kushwaha	CE	Member
	Dr. Monika Mathur	ECE	Member
	Mr. Tarun Naruka	EE	Member
33	Mr. M.K. Beniwal	CS	Coordinator, Sports & Games
	Mr. Kailash Soni	CS	Co-Coordinator
	Mr. Ajit Kumar Singh	PTI	Member
34	Mr. Pradeep Sihag	Chief Warden	Coordinator, Canteen Committee
	Dr. Vinita Sharma	Chemistry	Member
	Mr. Ankush Tondon	EE	Member
35	Dr. Rukhsar Zafar	ECE	Member, Library Committee
	Mr. Neeraj Garg	CS/IT	Member
	Mr. Madhav Khatri	CS/IT	Member
	Dr. Bharathi M	CE	Member
	Mr. Avadhesh kumar Sharma	EE	Member
	Dr. Vikas Gautam	ME	Member
	Dr. Priyanka Bhaskar	MS	Member
Mr. Ajay Kumar Sharma	I Yr.	Member	


Dr. Ramesh Kumar Pachar
Principal

Copy to:

Director

Director (Academics)

Registrar

Advisors

All HODs

I/C Examination Cell

I/C B.Tech I Year

All Concerned (By Email)

All Faculty/Staff members (by Email)

File

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Swami Keshvanand Institute of Technology, Management & Gramothan, Jaipur

Universal Human Values and Ethics Committee

Date: 19/09/2019

NOTICE

All the concerned members are requested to join the meeting of the UHV & Ethics Committee to plan and discuss activities of the club. Please join online Google Meet for the same at 1.30 PM on 20 September 2019. The link shall be shared an hour prior to the meeting.


Prof. (Dr.) Archana Saxena
Convener, UHV & EC

Copy to : Director, Director (Acad), Principal, Registrar, all the members of the UHV & EC

Swami Keshvanand Institute of Technology, Management & Gramothan, Jaipur

Universal Human Values and Ethics Committee

Date: 23/09/2019

Minutes of Meeting

The meeting was held on 20 September 2019 at 1.30PM. Following were present.

MINUTES OF THE MEETING

DATE: 20/9/2019

TIME: 1.30 PM - 2.15 PM

MEMBERS PRESENT:

PROF. ARCHANA SAXENA, CONVENOR

PROF. AMBER SRIVASTAVA, MEMBER

DR. NIDHI SHARMA, MEMBER

DR. ANURAG SHARMA, MEMBER

MR. B S SHARMA, DY. REGISTRAR

FOLLOWING POINTS WERE DISCUSSED/ DECIDED

For a happy and successful life it is important to know, explore, verify and practice universal human values, professional ethics.

It is important not only to educate our students and staff community but also to motivate them to practice values and ethics so that students can realize and actualize all goodness with human values and professional ethics.

OBJECTIVE OF UHV & E COMMITTEE

Nurturing students to live with mutual happiness with human beings and mutual prosperity with rest of Nature along with the development of technical and managerial competence.

METHODOLOGY self-reflective methodology will be adopted

A self-reflective methodology of teaching facilitates understanding through self-exploration. It opens the space for the student to explore his/her role (value) in all aspects of living – as an individual, as a member of a family, as a part of the society and as an unit in nature. Through this process of self-exploration, students are able to discover the values intrinsic in them.

KEY OBJECTIVES OF “UNIVERSAL HUMAN VALUES EDUCATION”

- To help the student to see the need for developing a holistic perspective of life.
- To sensitize the student about the scope of life – individual, family, society and nature/existence.
- Strengthening self-reflection.
- To develop more confidence and commitment to understand, learn and act accordingly.

KEY OBJECTIVES OF “PROFESSIONAL ETHICS” EDUCATION

- Moral awareness (proficiency in recognizing moral problems in engineering like Plagiarism and patenting)
- Convincing moral reasoning (comprehending, assessing different views)
- Moral coherence (forming consistent viewpoints based on facts)
- Moral imagination (searching beyond obvious the alternative responses to issues and being receptive to creative solutions)
- Moral communication, to express and support one's views to others
 - A. Commemorative days and festivals will be celebrated
 - B. Dr. Nidhi Sharma will coordinate the celebration of Republic Day
 - C. Dr. Anurag Sharma will do social activities with the help of students to promote values.
 - D. In our routine lectures we teachers need to talk to students about importance of Human Values.

Meeting ended with thanks note to all those who were present.



Prof. (Dr.) Archana Saxena
Convener, UHV & EC

Copy to : Director, Director (Acad), Principal, Registrar, all the members of the UHV & EC



Swami Keshvanand Institute of Technology, Management & Gramothan, Jaipur

Universal Human Values and Ethics Committee

Date: 20/01/2020

NOTICE

It is hereby informed to the faculty members of the UHV & Ethics Committee to discuss and plan about activities of UHVEC. Activities held will be reviewed, and other important activities will be discussed. Please join the meeting at 12.30 pm on 21/01/2020. The link shall be shared half an hour prior to the meeting.

Prof. (Dr.) Archana Saxena
Convener, UHV & EC

Copy to : Director, Director (Acad), Principal, Registrar, all the members of the UHV & EC

Swami Keshvanand Institute of Technology, Management & Gramothan, Jaipur
Universal Human Values and Ethics Committee

Date: 27/01/2020

Minutes of Meeting

The meeting was held on 21 JAN 2020 at 12.30PM. Following were present.

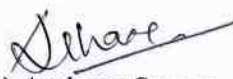
MEMBERS PRESENT:

PROF. ARCHANA SAXENA, CONVENOR
PROF. AMBER SRIVASTAVA, MEMBER
DR. NIDHI SHARMA, MEMBER
DR. ANURAG SHARMA, MEMBER
MR. PRADEEP SIHAG

FOLLOWING POINTS WERE DISCUSSED/ DECIDED

1. To incorporate the basic guidelines issued by AICTE about the celebration of all the commemorative days in the academic year. It was unanimously decided to celebrate all the important upcoming years of the academic session 2019- 2020. Since the current celebration has to be planned online, it was decided that the invitation has to be circulated to as many students as possible. It was decided that the events need to either be organized in the form of role plays or some other activity associated with group learning eventually enlightening the life of the commemorated person.

2. To initiate proper planning for the upcoming Faculty Development Programme on Code of Conduct and Professional Ethics. The convener asked the faculty and student members of the committee to prepare attractive posters for the upcoming FDP. It was decided that since the event was to plan online, the number of participants were to be invited across India. The importance of the UHV Committee was to be emphatically disseminated to all the concerned faculty members. It was also decided that these kinds of programmes had to be planned every three months to publicize the initiative of the central committee of the governing body of the AICTE. Finally the meeting ended with a warm note where the convener thanked all the members for their prompt presence and hoped that the current team would do good work in future.


Prof. (Dr.) Archana Saxena
Convener, UHV & EC

Copy to : Director, Director (Acad), Principal, Registrar, all the members of the UHV & EC



Swami Keshvanand Institute of Technology, Management & Gramothan, Jaipur

Universal Human Values and Ethics Committee

Date: 01/08/2020

NOTICE

All the UHVEC members are requested to join the meeting of the committee. Celebration of Commemorative days, FDP for faculty members, Workshop for students will be planned. Please join an Online Google Meet link on, 3rd August, 2021 from 1.30 pm onwards. Link shall be shared before 15 min of the meeting.

S/d

Prof. (Dr.) Archana Saxena
Convener, UHV & EC

Copy to : Director, Director (Acad), Principal, Registrar, all the members of the UHV & EC

Swami Keshvanand Institute of Technology, Management & Gramothan, Jaipur

Universal Human Values and Ethics Committee

Date: 06/08/2020

Minutes of Meeting

The meeting was held on 03 Aug 2020 at 1.30PM . Following were present.

MEMBERS PRESENT:

PROF. ARCHANA SAXENA, CONVENOR

PROF. AMBER SRIVASTAVA

DR.NIDHI SHARMA, MEMBER

DR. ANURAG SHARMA, MEMBER

FOLLOWING POINTS WERE DISCUSSED/ DECIDED

1. To constitute a new Student Working Committee

Right from the beginning it was decided that the students who work efficiently had to be promoted and the students who don't put in desired efforts would be chucked off from the committee.

2. To plan for the upcoming Independence Day celebrations.

The convener asked the students to plan properly for the upcoming Independence Day celebrations with great fanfare. It was decided that the spirit of independence has to be spread across. Student members also offered to organize a role play depicting the importance of freedom fighters.

3. Orientation of UHVEC will be done FOR First Year students.

4. 5 Day Workshop on Incorporating Human Values for B.Tech. I year students is planned.

5. Posters of greetings, messages on all the days of national and international importance will be circulated.

Finally the meeting ended with a warm note where the convener thanked all the members for their prompt presence and hoped that the current team would do good work in future.

S/d

Prof. (Dr.) Archana Saxena
Convener, UHV & EC

Copy to : Director, Director (Acad), Principal, Registrar, all the members of the UHV & EC



Swami Keshvanand Institute of Technology, Management & Gramothan, Jaipur

Universal Human Values and Ethics Committee

Date: 13/02/2021

NOTICE

A meeting of UHVEC is scheduled on 14th February, 2021 at 1.30 PM to discuss the upcoming activities on Google meet.

Prof. (Dr.) Archana Saxena
Convener, UHV & EC

Copy to : Director, Director (Acad), Principal, Registrar, all the members of the UHV & EC

Swami Keshvanand Institute of Technology, Management & Gramothan, Jaipur

Universal Human Values and Ethics Committee

Date: 16/02/2021

Minutes of Meeting

The meeting of UHVEC was held on 14th February, 2021 at 1.30 PM to discuss the upcoming activities on Google meet.

MEMBERS PRESENT:

PROF. ARCHANA SAXENA, CONVENOR
DR. NIDHI SHARMA, MEMBER
DR. ANURAG SHARMA, MEMBER
MR. PRADEEP SIHAG

POINTS DISCUSSED / FINALIZED

Students team to be decided

Awareness posters

Message posters

On line Activities

Festival celebrations

Workshop on code of conduct

Workshop on Covid care

Faculty members will be motivated to attend UHV Workshops of AICTE

Meeting ended with thanks note.



Prof. (Dr.) Archana Saxena
Convener, UHV & EC

Copy to : Director, Director (Acad), Principal, Registrar, all the members of the UHV & EC



Swami Keshvanand Institute of Technology, Management & Gramothan, Jaipur

Universal Human Values and Ethics Committee

Date: 3/10/2021

NOTICE

A meeting of UHVEC is scheduled on 5 OCT, 2021 at 1.30 PM to discuss the upcoming activities on Google meet.

Prof. (Dr.) Archana Saxena
Convener, UHV & EC

Copy to : Director, Director (Acad), Principal, Registrar, all the members of the UHV & EC

Swami Keshvanand Institute of Technology, Management & Gramothan, Jaipur

Universal Human Values and Ethics Committee

Date: 7/10/2021

Minutes of Meeting

The meeting of UHVEC was held on 05/10/ 2021 at 1.30 PM to discuss the upcoming activities on Google meet.

MEMBERS PRESENT:

PROF. ARCHANA SAXENA, CONVENOR

DR. NIDHI SHARMA, MEMBER

DR. ANURAG SHARMA, MEMBER

POINTS DISCUSSED / FINALIZED

➤ Commemorative Days/ Festival celebration is going well. It is appreciated.

1. Orientation Programme of UHVEC for B.Tech. I Year students

2. 5 day Workshop on UHV for B.Tech. I Year students

3. Seminar on Code of Conduct for students

4. Seminar on Rights, Duties and responsibilities of citizens

Dates will be decided as soon as they are finalized by the respective department.



Prof. (Dr.) Archana Saxena
Convener, UHV & EC

Copy to: Director, Director (Acad), Principal, Registrar, all the members of the UHV & EC