



INTERNAL QUALITY ASSURANCE CELL
UTKAL UNIVERSITY
BHUBANESWAR 751 004, ODISHA
ANNUAL MANDATE FOR DEPARTMENTS

Department/Faculty/Students

1. Induction programme for the freshers and parents
2. To ensure Mentor-manatee
3. Revision of syllabi of different programmes on a regular basis
4. Feedback from students after each semester and yearly feedback from parent, alumni, and employers in the feedback format.
5. Conduct at least one value-added course of more than 30 hours involving students from their own departments and other departments / one certificate course
6. Conduct one seminar at National/International level seminar/conference workshop
7. Development of subject-wise course materials (Audio-Video Lectures) at DDCE for Utkal University LMS – At least 05 numbers by each faculty
8. Invited talk/Extramural lectures: 4 or more by each department
9. Participation/presentation in the seminars/conferences at National and International levels by each faculty – One in each category
10. Students participation in seminars/workshops/training programme outside the campus once in one academic session
11. Extension/outreach activity at the community level – At least one by each department.
12. Exposure visit of students to institutes/industries/historical places etc. once in an academic session
13. Publications by each faculty in refereed/UGC-listed journals – At least 02 by each faculty
14. Regular updating of departmental students' information, faculty profile, notices and activity (photo gallery)etc. on the University website.
15. Updating the former faculty window of the Department on the University website.
16. Collaborative Research/MOU/Consultancy
17. Participation and development in MOOC or other courses for uploading at National level
18. One FDP in a core subject or in an interdisciplinary subject with external funding/HRDC etc.
19. To undertake sponsored project(s) from different funding agency
20. Non-Ph.D. faculty should give priority to complete the Ph.D. programme
21. Annual Alumni meet and other activities by alumni association
