AZTU

AZERBAIJAN
TECHNICAL UNIVERSITY

ABOUT THE CENTER

University Events and Activities Center

Connecting the university with students, partners and the wider community through academic, cultural and social events.



01 Mission

The University Events and Activities Center at Azerbaijan Technical University (AzTU) serves as a central coordinating unit responsible for the planning, organization, implementation, and evaluation of university events and activities.

The Center facilitates academic, scientific, cultural, social, educational, and community engagement initiatives, ensuring the effective use of institutional resources and the delivery of high-quality events.

Through collaboration with university departments, students, academic staff, industry partners, public institutions, and community organizations, the Center promotes an inclusive and dynamic campus environment that supports student development, lifelong learning, innovation, and social responsibility.

The Center also contributes to the University's strategic objectives by strengthening stakeholder engagement, encouraging public participation, promoting sustainable event management, and supporting activities aligned with the United Nations Sustainable Development Goals (SDGs).



Inclusive campus
Open, accessible events for students, staff and guests

Stakeholder engagement
Partners, institutions and community organizations

Sustainable events
Activities aligned with the UN SDGs

02 · VISION

Our Vision

To establish AzTU as a vibrant center for academic, scientific, cultural, and community engagement by delivering innovative, inclusive, accessible, and sustainable events that strengthen the University's national and international impact.

03 Our Objectives

Eight objectives guide how the Center plans, delivers and improves events across the University — from centralized coordination to measurable, sustainable outcomes.



01
Centralized Event Management
Coordinate the scheduling, planning, organization, and evaluation of university-wide events and activities.

02
Student Engagement and Development
Enhance students' academic, professional, leadership, creative, and interpersonal skills through extracurricular activities.

03
Academic and Scientific Engagement
Support conferences, seminars, workshops, exhibitions, competitions, and knowledge-sharing initiatives.

04
Community and Public Engagement
Expand opportunities for local communities, schools, civil society organizations, and external stakeholders to participate in university events.

05
Cultural and Social Development
Promote cultural heritage, artistic expression, diversity, inclusion, and social responsibility through public events and performances.

06
University–Industry Cooperation
Facilitate networking events, career fairs, innovation forums, and collaborative activities involving industry and institutional partners.

07
Sustainable Event Management
Encourage environmentally responsible practices, accessibility, and efficient resource utilization in event planning and delivery.

08
Monitoring and Continuous Improvement
Maintain event records, collect participant feedback, evaluate outcomes, and prepare annual performance reports.

04 Main Functions

The University Events and Activities Center coordinates the following areas of activity:

Academic and scientific events
Conferences · Research symposiums · Seminars · Workshops · Innovation competitions · Exhibitions

Cultural and artistic activities
Concerts · Theatrical performances · Cultural festivals · Heritage exhibitions · Creative events

Student activities
Student club events · Competitions · Leadership programmes · Volunteering initiatives · Extracurricular activities

Public and community events
Open lectures · Educational outreach · School visits · Community workshops · Public discussions · Awareness campaigns

Institutional events
University ceremonies · International delegation visits · Partnership meetings · Official celebrations · Networking programmes

Career and industry engagement
Career fairs · Employer presentations · Professional development sessions · Industry networking events

Sustainability and SDG activities
Environmental awareness campaigns · Sustainability workshops · Inclusive community programmes · SDG-related initiatives

Event monitoring and reporting
University event calendar · Attendance records · Participant feedback · Event documentation · Annual activity reports



8

areas of activity coordinated by the Center — academic, cultural, student, public, institutional, career, sustainability and reporting.



05 Event Coordination and Management

The Center supports a structured event management process — from the first request to post-event evaluation.

01 Event request
Proposal submitted by a unit, club or partner

02 Scheduling
Date and slot fixed in the university calendar

03 Resource allocation
Venue, equipment and staff assigned

04 Logistical coordination
Setup, safety and registration organized

05 Accessibility arrangements
Inclusive access for all participants

06 Publicity
Announcements and communication materials

07 Implementation
Delivery of the event on the day

08 Post-event evaluation
Feedback, outcomes and reporting

Cooperation across the University

The Center works in cooperation with relevant university departments to coordinate:

- Venues
- Technical equipment
- Communication materials
- Safety requirements
- Participant registration

Event Documentation

Event documentation includes the following, where applicable:

- Programmes
- Announcements
- Attendance records
- Photographs
- Feedback summaries
- Activity reports







COMMITMENT TO THE SDGS

Events that build an inclusive, sustainable and engaged university community.

By encouraging public participation, accessibility and environmentally responsible event practices, the University Events and Activities Center supports AzTU's contribution to the United Nations Sustainable Development Goals.

LOCATION
Azerbaijan Technical University, Baku

WEBSITE
aztu.edu.az/sdg/centers

EMAIL
event@aztu.edu.az

PHONE
(+994 12) 538-33-83

AZTU

UNIVERSITY EVENTS AND ACTIVITIES CENTER
AZERBAIJAN TECHNICAL UNIVERSITY