

MANAGEMENT REVIEW MEETING
 SRIVENKATESHWARAA MEDICAL COLLEGE HOSPITAL AND RESEARCH CENTRE
 SRIVENKATESHWARAA DENTAL COLLEGE ,SRI VENKATESHWARAA COLLEGE OF ENGINEERING AND TECHNOLOGY &
 INDIRANI COLLEGE OF NURSING

Minutes of MRM meeting		MINUTES OF MEETING SVMCH,ICON,SVCET, SVDC	REF NO	MRM/2020-01	
			DATE	30.05.2020	
			VENUE	BOARD ROOM	
SL NO	TOPICS	DETAILS DISCUSSED	RESPONSIBILITY	STATUS	TARGET
1	The status of actions from previous management reviews	Reviewed the previous minutes and discussed about the policies and objectives of EOMS department wise.	Principal, Vice principal, HOD of each department	Objectives were achieved 90% approximately	Action will be taken to achieve the target criterias
2	Changes in external and internal issues that are relevant to the EOMS	Feedback from interested parties were evaluated and discussed about the existing policies. No changes in internal and external issues were needed.	Principal, Vice principal and HOD of each department	Feedback corrective measures will be implemented to promote satisfaction of interested	Action will be taken to achieve the satisfaction of interested parties.
3	Information on the EOMS performance and effectiveness, including trends in	Admission- analysed about the admission status in each course wise Academic performance - discussed about the result EOMS	Principal, Vice principal and HOD of each department, administrative personnels	90% of the resources utilized well	Resource utilization and maintenance policies will increase the percentage of
3.1	Learner and other beneficiary satisfaction and feedback related to learner and other	Discussed about the feedback analysis and its corrective action taken towards the satisfaction of beneficiaries.	Principal, HOD of each department	feedback from the beneficiaries were analysed. The corrective measures recorded as per the protocols	90% feedback to be obtained from the beneficiaries
3.2	The extent to which objectives have been met.	discussed with the objective trend chart of each department. Objectives were met in most cases. Action plan identified for those cases where objectives not	Principal, Vice principal and HOD of each department	Objectives were achieved 90% approximately	Action will be taken to achieve the target criterias
3.3	Process performance and conformity of services	Input, Throughput, output of each process were discussed	Principal, Vice principal and HOD of each department, administrative personnels	Results were comparable to the set targets	continual improvement will be made to improve the quality

3.4	Non conformities and corrective actions	Non conformities were identified and found to be effective to meet the objectives.	Principal, Vice principal and HOD of each department, administrative personnels	NC's were closed as per the scheduled date	Mitigate the NC's
3.5	Monitoring and measurements results	Discussed about the laid policies and protocols followed to monitor and measure the output. University results were discussed and analysed.	Principal, Vice principal and HOD of each department, administrative personnels	Strict monitoring measurement system available.	Enhance the monitoring and measurement system to facilitate the learning environment
3.6	Audit results	Audit review were summarized and discussed in the management review meeting	Principal, Vice principal and HOD of each department, administrative personnels	NC's were closed as per the scheduled date	Mitigate the NC's
3.7	Formative and summative assessment outcomes	Discussed about the Internal assessment performance of the learners	Principal, Vice principal and HOD of each department	Records for performance assesment available.	enhance the assessment system through soft version.
4	The adequacy of resourses	Adequate resources were available for the proper delivery of educational need and implementation of EOMS system.	Principal, Vice principal and HOD of each department, administrative personnels	90% of the resources utilized well	Resource utilization and maintenance policies will increase the percentage of utilization to 95%
D	The effectiveness of action taken to address risks and opportunities	Possible risk were identified in all the process, and action plan and opportunities were available.	Principal, Vice principal and HOD of each department	presently protocols followed to take corrective measures	Promote the interested parties satisfaction to 90%
6	Opportunities for continual improvement	opportunities for the continual improvement were made possible.	Principal, Vice principal and HOD of each department, administrative personnels	conducting many CNE, updated library and laboratory as per the	
7	Staff feedback related to activities to enhance their competence	Discussed about the human resource training. Faculty development programmes were conducted periodically to improve the competence.	Principal, Vice principal and HOD of each department, administrative personnels	CNEs, journal club, computer training session organized	Empower the human resource 100% skilled.
8	Any need for changes to the EMOS	Discussed about the EOMS objectives.No need of change at present.	Principal, Vice principal and HOD of each department, administrative personnels	EOMS policies displayed with authentication	Plan to revise it as per the need of the interested parties
9	Resource needs	Discussed about the stock and needs.Area of lacunae of resource need were identified and necessary steps were taken to rectify.	Principal, Vice principal and HOD of each department, administrative personnels	stock as per the need available	Revision plan to submit in future to meet the
10	Social Responsibility	Discussed about the social responsibilities activites. All activities found to be satisfactory.	Principal, Vice principal and Incharges for each committee, SNA co ordinator, NSS,RRC, Green corps	20 nos of activites carried out	Regular schedule can be planned to extend the social activities

12	Organization knowledge	Discussed about the organizational culture	Principal, Vice principal and HOD of each department, administrative personnels	Policies, protocols and organizational attitude followed	Plan to communicate about the organization information to the new employees to promote adherence
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