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Precisely Right

**Report on Quality Management System Audit
ISO 9001:2008**

Organization: S.N.R. Sons College

Date : 17th November 2017


PRINCIPAL
SRI RAMAKRISHNA
COLLEGE OF ARTS AND SCIENCE (Autonomous)
Avinashi Road, Nava India,
Coimbatore - 641 006.



Audit Observations made during the 1st Surveillance Audit of S.N.R. Sons College

Opportunities for improvement

Quality Management System - MR Related Functions

1. ISO 9001:2008 standard requirements have to be added appropriately to quality manual and procedures.
Example: 7.5.2, 7.6 can be brought into QMS.
2. Procedures should be developed for all mandatory processes and all other relevant processes. Example: Disciplinary Committee, Supplier Evaluation.
3. Student's feedback should be used as a tool for identifying & improving teaching learning process. Example: Final year Projects feedback not evidenced
4. Corrective actions & Preventive actions (Both planning and implementation) for the identified NC's during internal audits has to be implemented across the institution.
5. Management reviews has to cover all review inputs stated by standard ISO 9001:2008 in detail.
6. Internal audit should come up with continual improvement observations
7. Monitoring of quality objectives has to done on a regular basis and complete data analysis has to be included in the minutes of management review meeting.
8. Details in the admission register have to be reviewed.
9. Monitoring of foreign students Passport expiry and VISA renewal has to be strengthened.
10. Details in the TC register have to be in line with the requirements.
Example: DOB in words



Teaching Learning Process

1. Regulations for study can also be verified and approved by board of studies committee every year.
2. All important discussions during Board of Studies meeting should be recorded. E.g.: Removal of content, Addition of content...etc.
3. Unit wise reference wrt, Content, Period (No. of Hours), Topic getting repeated, Reference material to be reviewed.
4. Important areas in the syllabus creation such as Hours to be taught per unit and total hours of completion of the subject to be reviewed
5. Referencing course outcome with learning outcome and the lesson plan details may also be reviewed.
6. Guidelines for setting question papers may be introduced and practiced.
7. Details of assessment and evaluation may be added in the regulations for components like assignments & Seminar.
8. Wherever required, improvements can be added to the quality management system in terms of procedures & regulations. Example: Controller of Examination cell
9. Coverage of syllabus as per the requirements to be reviewed for both theory and practical courses.
10. Laboratory manuals to be prepared for the courses wherever necessary.

