

Management Review — April 16, 2026

1. Meeting Information

Date: April 16, 2026

Convened by: Quality Assurance Office (QAO)

Meeting Type: Institutional Governance and Management Review

Coverage: University-wide academic and administrative units

2. Purpose of the Meeting

- Review university performance before the annual assessment.
- Discuss SWOT and TOWS findings from the Academic, Administration, and Finance Councils.
- Review ISO readiness, professional examination results, and AUN-QA preparation.
- Agree on practical improvement actions across schools and offices.

3. Attendance and Governance Representation

The meeting included university leadership and representatives of academic and administrative offices. Individual attendance records and personnel details are omitted from this distribution copy.

4. Key Agenda Items

- Academic Council SWOT and TOWS
- Administration Council SWOT and TOWS
- Finance Council SWOT and TOWS
- Management feedback
- ISO readiness and audit follow-up
- Bar and board examination trends
- AUN-QA preparation and related matters

5. Key Governance Decisions

- The three councils reviewed their strengths, weaknesses, opportunities, and threats. They identified better digital systems, improved facilities, staff development, and stronger reporting as shared priorities.
- The management team asked councils to finalize their SWOT and TOWS results and link them to practical operational plans.
- The ISO review found progress in earlier audits but continuing gaps in closing more recent audit findings. Offices were asked to act on findings and give QAO supporting evidence.
- Professional examination results were compared with institutional targets. Schools were asked to improve support for repeat examinees, provide complete data, and learn from programs with stronger results.
- The AUN-QA training update called for stronger self-assessment reports, better evidence, and clear contributions from both academic and support offices.

6. Action Points and Accountability

Action Item	Responsible Units	Timeline	Expected Outcome
Finalize consolidated SWOT/TOWS outputs	Academic, Administration, and Finance Councils	For planning cycle	Plans respond to verified institutional needs
Review digital, staffing, facility, and risk priorities	MIS, CPDO, HRMC, Finance, concerned offices	During operational planning	Feasible improvement priorities
Address pending ISO	Process owners; QAO	By agreed audit	Verified corrective

audit findings	monitors	deadlines	actions
Complete examination data and improvement actions	Schools with examinations; QAO	Next review cycle	More reliable performance analysis
Prepare AUN-QA evidence and self-assessment inputs	Academic and support offices; QAO	During programme assessment preparation	More complete assessment records

7. Monitoring and Evaluation Mechanism

Progress is to be checked through QAO follow-ups, council reviews, audit monitoring, and the annual assessment.

8. Alignment with Audit Expectations

- Executive participation in planning and oversight
- Use of evidence and SWOT/TOWS in decisions
- Link between audit results, programme results, and actions
- Clear unit-level responsibility for follow-up

9. Conclusion

The review identified practical ways to improve academic and administrative services and prepared the university for its annual evaluation.

Prepared by the: Quality Assurance Office Team