**COM-FSM Chuuk Campus**

**All Campus Meeting**

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| **DATE: August 16, 2023** | **TIME:12:01pm-12:45pm** | | **LOCATION:** Student Center |
| **Attendance (In Numbers):**  **Employees: 28 Students: 56** | | | |
| **Agenda/Major Topics of Discussion** | | | |
| 1. **Call to order: HR specialist Marylene Bisalen** 2. **Asking of Blessing: Reverend Miuty Nokar** 3. **Reciting of the College’s Mission Statement: Greda Irons & ACE students** 4. **Welcoming remarks from Atkin Buliche** 5. **Introduction and Reports from Departments**  * **Instructional** * **Student Services** * **SBA** * **CRE**  1. **Introduction of COM-FSM Standing Committees** | | | 1. **Administration** 2. **Q & A** 3. **Adjournment** |
| **Discussion on Agenda/Major Topics of Discussion** | | | |
| 1. **Call to order by: HR-Marylene Bisalen** 2. **Prayer by Rev. Miuty Nokar** 3. **Reciting of the College Mission Statement led by Greda Irons and ACE students.** 4. **Welcoming Remarks: Instructor Atkin Buliche delivers welcoming remarks to all present during this first all-Campus meeting of Fall 2023 semester, especially to all students- returning, continuing, and new- for choosing COM-FSM as their higher educational learning grounds.** 5. **Introduction and Reports from Departments:**  * **Instructional: Instructional Coordinator Genevy Samuel stood and formally introduced all instructors, each in their subject area/field along with staff at their designated area and concluded with the announcement of the unexpected passing of a dear colleague, instructor, Abraham Rayphand.** * **Student Services: Student Services Coordinator Kestery Enlet also stood to formally introduce staff under her division. Announcements includes the following**  1. **Influenza Workshop on Aug. 25, 2023 at 12:00 – 2:00 in the student center where there will be a distribution of first aid kits to students.** 2. **Winner-Loser Challenge is open to students willing to join.** 3. **Moses Nokar, tutors in Math** 4. **Vacancy announcement for English tutors especially to 2nd, 3rd, and 4th year students.** 5. **SBA positions are open for willing candidates.**  * **CRE: Yosko Kim takes the floor, on behalf of acting CRE coordinator, Kalvin Assito, to also introduce CRE staff.**   **Announcements are as follows:**   1. **Biggest Loser Challenge activity is on Mondays, Wednesdays, and Fridays from 4:30 – 5:00.** 2. **Early Education training, which was concluded on the 9th, was conducted at Zion’s from August 1-9.** 3. **Electrical Carpentry training completed as well as the awarding ceremony.** 4. **CRE plan of work for fiscal years 2023-2028 attended by Kalvin Assito from August 20-28** 5. **3rd opening Joint Environment & Risk Management platforms for the FSM meeting will be conducted at the Governor’s office on August 30-September 1, 2023**   **CRE reports were concluded with Dr. Lolita’s fact-findings on male papaya flower.**   * **Administration: Campus Dean Kind Kanto introduced staff and their designated areas/offices and concluded with outlining the plans of the funeral cortege of the late Abraham Rayphand through COM-FSM Chuuk Campus.**   **Announcements from HR department:**   1. **Social Science vacancy** 2. **CRE Agriculture researcher**   **VI. Adjournment at 12:45** | | | |
| **Next meeting:TBA** | | | |
| **Hand-Outs/documents referenced: None** | | | |
| **Prepared by: Jennifer Robert** | | **Date distributed: August 21, 2023** | |

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| **Summary/ Recommendation/Action steps/Motion with timeline/Responsible** |
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