**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**
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| **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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