

**College of Micronesia – FSM
Committee (Staff Development) Minutes Reporting Form**

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| Committee or Working Group: | Staff Development Committee |
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| Date: November 8 th , 2011 | Time: 10:15 | Location: HR rep.'s office |
| | | Chuuk Campus |

| Members Present: | Members Absent: |
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| <ul style="list-style-type: none"> ▪ Marylene Bisalen (chair person, HR rep.) ▪ Merly Nelson (member, CRE rep) ▪ Tanty Marar (Administration Rep.) ▪ Marleen Ychiro (member, Stu. Services rep) | <ul style="list-style-type: none"> ▪ Kind Kando (Instructional Dept. Rep.) • |
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| Additional Attendees: | |
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| Agenda/Major Topics of Discussion: |
| <ul style="list-style-type: none"> ▪ Confusion with college-wide and campus wide Staff Development committees ▪ Pending Application requests |

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| <p>Discussion of Agenda/Information Sharing:</p> <ul style="list-style-type: none"> ▪ <i>Staff Dev. Committee Chairlady opens meeting by greeting all committee members, and explains the purpose of meeting.</i> ▪ <i>She goes on explaining the confusion with College-wide and campus wide staff development committee as it relates to HR representatives from each campus, and their respective TORs. As earlier learned with its reorganizing of combining system-wide committees involving more faculty members, committees were lessen to a workable number.</i> ▪ <i>Meeting procedes on to discuss on the second agenda; Pending Application Requests.</i> <ul style="list-style-type: none"> ○ <i>The two (2) applications was submitted to her office but due to the confusion of College-wide STC and campus STC as stated above, the requests were then submitted to the recently designated HR rep. Mr. Abraham Rayphand of Chuuk Campus, who is a faculty from the Education/Social Science division. After several email communication exchanges between the Chairperson of the College-wide HR Committee and our campus recently designated HR representative regarding the requests, the applications were brought back to Chuuk campus existing SD Chairperson. From there, the existing SD Committee began reviewing the applications as time was of essence. These applications were submitted earlier but no action taken due to the confusion stated above.</i> |
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