

# ACADEMIC EVENT REPORT



Event ID:	23
Event Title:	Staff Meeting
Date:	2025-05-13
Department:	DFIA Staff

## PARTICIPANTS

Teaching Staff and Administrative Staff

## EVENT SUMMARY

A staff meeting was conducted under the Staff Secretary to discuss students' academic progress and welfare. Key points included reviewing performance, addressing student concerns, and planning initiatives to support academic and personal development. The meeting strengthened coordination among staff members for effective student guidance.

## SUGGESTIONS & RECOMMENDATIONS

Regular follow-up meetings and clear documentation of action points may enhance the implementation of decisions regarding student welfare and academic support.