

ACADEMIC EVENT REPORT



Event ID:	40
Event Title:	Staff & Management Meeting
Date:	2025-06-17
Department:	DFIA Staff & Management

PARTICIPANTS

Staff Members and Management

EVENT SUMMARY

Following the regular staff meeting, the monthly Staff & Management Meeting was conducted to review departmental operations, academic progress, and administrative matters. Discussions included planning for upcoming events, addressing operational challenges, and coordinating staff responsibilities. The meeting strengthened communication between management and staff, ensuring alignment of departmental objectives.

SUGGESTIONS & RECOMMENDATIONS

Encourage proposals from staff for process improvements. Review past action items to ensure accountability and efficiency.