

PeopleAdmin – Zoom Training for the Online HR System for Managers, Faculty and Support Staff for all COM-FSM Campuses

Date: January 22-26 and 29-31, 2024

Topic: Position Management Module, Applicant Tracking System Module and Applicant Portal Site

Total Participants: 146

PeopleAdmin Zoom Training - Number of Participants							
Trainings conducted from January 22 - 31, 2024							
	National Campus	CTEC	Kosrae Campus	Chuuk Campus	Yap Campus	FMI	TOTAL by Groups
Supervisors	13	3	1	7	7	2	33
Faculty	18	7	4	2	3	4	38
Support Staff	18	8	7	18	18	4	73
TOTAL by Campus	49	18	12	27	28	10	144

Recommendation for Absentees: There was an Absentee total of **183** from all Campuses during the Zoom training. Considering the factors affecting their participation, Absentees will be included in another Zoom and Onsite Training Schedule tentatively planned for May 2024. Schedules to be developed and finalized.

PeopleAdmin – Onsite Training for the Online HR System for Supervisors, Faculty and Support Staff for all COM-FSM Campuses

Date: February 10-27 (Yap, FMI, Chuuk, CTEC, Kosrae) and March 1, 4, 11, 15, 18, 22, and 25 (National Campus), 2024

Topic: Position Management Module, Applicant Tracking System Module, Applicant Portal Site, Applying, Processing Applications and Search Committee

Total Participants: 178

PeopleAdmin Onsite Training - Number of Participants							
Trainings conducted from February 12 - March 25							
	National Campus	CTEC	Kosrae Campus	Chuuk Campus	Yap Campus	FMI	TOTAL by Groups

Supervisors	10	6	4	5	5	1	31
Faculty	29	8	5	7	6	3	58
Support Staff	30	17	11	12	14	6	90
TOTAL by Campus	69	31	20	24	25	10	179

Recommendation for Absentees: There was an Absentee total of **162** from all Campuses during the Onsite training. Considering the factors affecting their participation, it is recommended to conduct a targeted and separated zoom sessions for Kosrae, Chuuk, Yap and FMI Campuses. For National and CTEC Campuses, it is recommended that targeted participants attend a scheduled on-site session for each campus. Schedules to be developed and finalized.