

SECTION I

PURPOSE AND SCOPE

1. PURPOSE

The purpose of this Manual is to articulate the general policies, rules and regulations of the Board of Regents and how they affect employees and the management of the College of Micronesia-FSM, sometimes hereinafter referred to as “COM-FSM” or “the College”.

2. COVERAGE

The policies shall apply to all persons employed by COM-FSM, except the members of the Board of Regents, the President of the College, and the students. It is recognized that the governing board of the College of Micronesia may have jurisdiction to appoint, remove, and compensate certain employees that are part of the Land Grant Program of the College of Micronesia. The provisions of this manual are not meant to expand or limit the jurisdiction of that governing board, whose authority is provided by Treaty. To the extent that this Manual can be applied to such employees consistent with the provisions of the Treaty, it should be so applied.

3. GUIDING PRINCIPLES

The following are the guiding principles which COM-FSM system should apply in the implementation of the Personnel System:

- a. Recruiting, selecting and advancing employees on the basis of relative abilities, knowledge, and skills including open consideration of qualified applicants for initial appointment;
- b. Providing equitable and adequate compensation;
- c. Training employees as needed to ensure high quality performance;
- d. Retaining employees on the basis of adequacy of their performance and separating employees whose inadequate performance cannot be corrected;
- e. Ensuring high quality management/employee relations, and
- f. Adopting and adhering to the policy of “equal opportunity” and non-discrimination in the formulation and adoption of institutional policies including, but not limited to: rules and regulations for the administration of the college and all its campuses; and for the purpose of carrying out all other duties, powers, and responsibilities heretofore and hereinafter conferred to it.

4. ACADEMIC FREEDOM AND RESPONSIBILITY

a. Academic Freedom

The College of Micronesia-FSM recognizes the principle of academic freedom for each faculty member. This principle asserts that: each member of the faculty is entitled to

freedom within his/her classroom to discuss his/her field of expertise; that each faculty member is free also to conduct research in his/her field of special competence; and that each faculty member is free to publish the results of his/her research.

The College recognizes that when a faculty member speaks and writes privately as an individual citizen, he/she will be absolutely free of any censorship or discipline imposed by the College

b. Responsibility

Every faculty member is responsible for maintaining his/her professional standards of both scholarship and instruction in his/her field of expertise. When giving instruction upon controversial matters, each faculty member is responsible for setting forth clearly and objectively differing opinions in that particular field. Each faculty is also responsible for not introducing into his/her instruction controversial matter, which has no relation to his/her subject. When engaged in research, each faculty member is responsible for adhering to legal and ethical standards. A faculty member employed by, or funded by (e.g., through grants) an extramural unit is responsible for following the directions of his/her supervisor or principle investigator in conducting his/her research, or in fulfilling the terms of his/her contract or grant.

The commitment to academic freedom of research does not imply that a faculty member's research is not subject to critical review and judgement as to its value and its quality.

Any faculty member, when speaking, writing, or acting as a private individual, is responsible for taking all proper precautions to ensure that his/her acts, statements, or speech can not be construed as representing the College as a body.

5. CODE OF ETHICS

The College of Micronesia-FSM requires employees to maintain the Code of Ethics when engaging in any college-related activity or when representing the college in any manner. See Policy 005 for the specifics to this policy.