

COLLEGE OF MICRONESIA-FSM

BOARD POLICY No. 6001

Purpose and Scope of Policies Relating to Human Resources

Date Adopted: 1 April 1993

Date Revised: 24 May 2012, 11 March 2022

Date Reviewed: 30 April 2015, 11 March 2022

References: Section I, 13 May 2013 Personnel Policy and Procedures Manual

1. HOW TO ESTABLISH AND MAINTAIN PERSONNEL POLICIES

Policies referring to human resources as developed and amended, are to be incorporated into all employee contracts as if fully stated in the contracts. The Board of Regents reserves the right to amend these policies at any time, and any subsequent amendments shall apply to an existing employee contract, as if they had been in place at the time of the execution of the contract.

2. WHO IS COVERED

The policies shall apply to all persons employed by the college, except the members of the Board of Regents, the President of the College, and the students (unless a student is employed by the college, then the policies apply to the individual in all employment related areas.)

3. WHAT ARE THE GUIDING PRINCIPLES

- A. The following are the guiding principles which COM–FSM system should apply in the implementation of the Personnel System:
1. Recruiting, selecting and advancing employees on the basis of relative abilities, knowledge, and skills including open consideration of qualified applicants for initial appointment;
 2. Providing equitable and adequate compensation;
 3. Training employees as needed to ensure high quality performance;
 4. Retaining employees on the basis of adequacy of their performance and separating employees whose inadequate performance cannot be corrected;
 5. Ensuring high quality management/employee relations, and;
 6. Adhering to Public Law No.7-79 and non-discrimination in the formulation and adoption of institutional policies.

See Administrative Procedure 6001