

COLLEGE OF MICRONESIA-FSM

BOARD POLICY No. 6020

Sexual Harassment

Date Adopted: 1 April 1993

Date Revised:

Date Reviewed: 30 April 2015

References: Section XV, 13 May 2013 Personnel Policy and Procedure Manual

COM-FSM Policy prohibits sexual harassment including unwelcomed and repeated sexual advances, requests for sexual favors, physical contact, written or verbal communication of a sexual nature made by someone directed at or to another in the work or educational setting.

a. Application

This policy applies to all COM-FSM employees.

b. Responsibilities

The president has the overall authority for implementing this policy. Supervisors are responsible for the day to day implementation. Employees are responsible for understanding and complying with this policy. Human resources office is responsible for maintaining employee records.

c. Timelines

Any individual that believes he or she has been a victim of sexual harassment is to follow the current college grievance procedures in the case of harassment by faculty or staff. In special circumstances grievances will be allowed to be filed outside the 30-day limit. In the case of harassment by a student, the procedure is through the section on Scope and Procedures of Disciplinary Hearing in the current Student Handbook.

1. To retain confidentiality, the entire process must be kept in total confidence by all concerned. Appropriate sanctions will be applied administratively to anyone who goes outside the system during this grievance procedure period.
2. Non-retaliation: The employee who files a sexual harassment complaint shall not be retaliated against for filing the complaint. Retaliation against the complainant will not be tolerated. Appropriate sanctions may be applied. The record of the complaint shall not be placed in any personnel file or student file.
3. In a situation where evidence is found that an allegation of sexual harassment is brought solely for the purpose of vexation, the appropriate disciplinary action will be taken.