

**CENTRAL MICHIGAN UNIVERSITY** CHAPTER 3  
**MANUAL OF BOARD OF TRUSTEES**  
**POLICIES, PRACTICES AND REGULATIONS** PAGE 3-5(R)

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**SUBJECT: PERSONAL FINANCIAL AFFAIRS OF SERVICE STAFF**

The Following Statement is Adopted as a Policy Statement in Regard to the Personal Financial Affairs of Service Staff

Personal financial affairs are the primary concern of each individual employee and should be managed in a manner which prevents involving the University in legal proceedings and unnecessary expense through garnishments, tax levies and other collection devices.

Repeated garnishments or other extended difficulties over indebtedness which interfere with an employee's ability to satisfactorily perform his duties or in any way hinders the normal operation of the University, will cause an administrative review of the situation to determine the desirability of continued employment. Two or more garnishments or tax levies are considered cause for termination of employment. \*

**Authority:** BTM 12-16-64 at 11

**History:** \*See federal consumer protection statute, 15-U.S.C. 1674 which prohibits discharge of an employee due to earnings garnishment "for any one indebtedness"