

APPLICABILITY:

While this policy prohibits certain workplace relationships, the University does recognize the possible advantages of employing members of the same family or domestic partner unit and is supportive of such when not in violation of this policy.

The University requires full disclosure of any relationships as defined herein at the time of initial employment or at any time such a relationship develops during the course of employment.

Employment includes regular and temporary full- and part-time employment, student employment and work-study, and graduate and other assistant programs.

POLICY STATEMENT:

The employment of relatives within the University is not precluded, as long as the employment is in compliance with all University policies regarding employment qualifications, performance, promotion, and management of situations where nepotism, or the appearance of nepotism, is possible.

1. No member of the Board of Regents, except those elected to the Board of

University.

2. No relative of the President or any person reporting directly to the President shall be employed in a position in that person's administrative area, unless approval is granted by the Board of Regents. Approval by the Board shall only be granted upon a determination that:
 - a. The employment is in the best interest of the University;
 - b. The Board has been informed of the selection process and all University regulations and policies regarding hiring and employment qualifications have been followed; and
 - c. The Board has reviewed and approved a written Nepotism Disclosure Form. The Nepotism Disclosure Form shall ensure that employment decisions are made impartially and that neither employee is disadvantaged. The Nepotism Disclosure Form shall ensure that the employee is not disadvantaged.

within the same department or division shall be approved by the senior administrator.

5. The employment of relatives of University employees, as described in this paragraph, whose relationship was not a violation of this section of this policy prior to its revision on _____, does not constitute a violation of the revised policy provided the relatives are regular employees of the University and remain in the University employment positions which they held on _____. However, the transfer of any such employees described in this paragraph (whose employment relationship was not a violation of policy prior to its revisions on _____) to any other regular University position shall require approval of the President.

RELATED PROCEDURE:

1. Potential candidates will be asked via the employment application to identify if

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