

**Section:** Employee/Labor Relations

**Section Number:** 4.8.7

**Subject:** Staffing: Employment of Relatives

**Date of Present Issue:** 03/25/93

**Date of Previous Issues:**  
01/79, 11/81, 03/87, 06/87, 02/92

**POLICY:**

- A. Effective February 1, 1993, and for employees hired after such date, concurrent employment of immediate family members in a department shall be prohibited when one member is in the supervisory chain of command of the other.
- B. Family members shall be defined as the spouse of a staff member, as well as the daughter, son, mother, father, sister, brother of the staff member, or of the staff member's spouse; or son-in-law, daughter-in-law, aunt, uncle, niece, nephew, step-parent, step-child.
- C. To avoid any suggestions of favoritism, staff members will not be placed in a direct supervisory role over members of their family nor shall individuals, not covered by the Educational Support Personnel MEA/NEA collective bargaining agreement, be appointed into positions which result in a supervisory relation with a relative herein defined.
- D. Staff members should neither initiate nor participate in institutional decisions involving a direct benefit to members of their families (i.e., initial appointment, retention, promotion, salary, leave of absence, etc.)
- E. This policy does not apply to the employment of students, temporary employees, and adjunct appointments to the faculty.
- F. Exceptions to this policy will require prior approval of the President of the University. Exceptions involving the President must be approved by the Board of Regents.

**Rationale:** The above policy is intended to strengthen the University's position regarding the employment of relatives. Rather than just prohibiting the employment of relatives in a direct supervisory relationship, this policy prohibits employment of relatives throughout the entire chain of command. Regardless of whether the relatives work in a direct supervisor/employee relationship or have supervisor(s) between their positions, management decisions could impact the relative. The University wishes to avoid potential conflicts of interest. The conditions outlined herein shall apply also if two employees become related through marriage after they are employed.

Approved by the Board of Regents on 03/25/93.