

AREA OF RESPONSIBILITY: HUMAN RESOURCES DEPARTMENT  
RESPONSIBLE CONTACT: DIRECTOR OF HUMAN RESOURCES  
POLICY IDENTIFICATION: NEPOTISM  
REVISED: 05/2022

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The University welcomes the hiring of all qualified individuals, including those of the same family or those who have a close personal relationship with an employee. For purposes of this policy, relatives include those related by adoption, blood, or marriage, members of the same household, domestic partners, or individuals who share an intimate relationship.

- The University will not deny or give preferential treatment for employment to persons who are relatives.
- Relatives may be employed in the same or different departments of the University; however, no supervisory relationship can exist. Therefore, no employee shall participate in or attempt to influence in any institutional decisions involving direct benefits such as but not limited to: appointments, promotions, compensation, performance review, hours, leaves of absence, or awards of their relatives.
- The University requires full disclosure of any relationship as defined in this policy to Human Resources and Talent Management at the time of employment or at any time that it occurs in the course of employment.