



College of The Albemarle Policy

Policy Number: 3.1.6

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Title: Employment of Relatives

Related Policy and Procedures:

Division of Responsibility: Human Resources

1. The College shall not employ two (2) or more persons concurrently who are "closely related" in positions which would result in one person of such relationship supervising another closely related person or having a substantial influence over employment, salary, or wages or other management or personnel actions pertaining to the close relative.
2. "Closely related" is defined to mean mother, father, brother, sister, son, daughter, father/ mother-in-law, son/daughter-in-law, brother/sister-in-law, grandfather, grandmother, grandson, granddaughter, uncle, aunt, nephew, niece, husband, wife, first cousin, step-parent, step-child, step-brother/sister, guardian/ward, or some person engaged in an amorous, physical, or romantic relationship without the benefit of marriage that live in the same house.
3. With respect to the concurrent service of closely related persons within the same academic department or other comparable institutional subdivision of employment, neither relative shall be permitted, either individually or as a member of a committee, to participate in the evaluation of the other relative.
4. Board members shall not take part in any official action regarding the employment of a closely related family member that results in financial gain to the Board member. For any official action regarding the employment status of a family member that would result in the financial gain to the Board member, the Board member shall disclose the conflict to the full Board and will not take part in the official action unless otherwise allowed by law.
5. Employees with the authority to recommend the hiring of another employee shall not recommend the hiring of another person with whom they are "closely related."

Legal Reference: 1C SBCCC 200.98

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