

## **EMPLOYMENT OF RELATIVES: NEPOTISM**

The College welcomes the applications of an employee's relatives and will consider them based on qualifications for openings not under the direct supervision of or hiring by a relative as defined below.

Department Chairs, Supervisors or any other individual who supervises or hires employees may not hire or supervise a relative without the advance, written approval of the President. For the purposes of this policy, a "relative" applies to relationships within the third degree by consanguinity or within the second degree by affinity, see chart below. Relatives will also include any other individual living in the same household. This applies to all categories of employees, including regular exempt and non-exempt, temporary, and on-call employees. If a change in an employee's family relationship results in a violation of this policy, the situation must be corrected within six (6) months through the transfer, resignation, or discharge of one (1) or more of the related employees. Any exceptions must be approved in writing by the President and the approval must be placed in both employees' official personnel file.

This policy does not permit the employment of relatives of Temple College's Board of Trustees members which is prohibited by Texas Government Code, Chapter 573. Chapter 573 applies to relationships within the third degree by consanguinity or within the second degree by affinity.

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Board Approval Date: August 19, 2013

Effective Date: August 20, 2013

Final Revision Date: February 26, 2013

Policy Manual Review Committee – No Changes: January 14, 2016

<b>Relationship of Consanguinity</b>			
	<b>1st Degree</b>	<b>2nd Degree</b>	<b>3rd Degree</b>
<b>Person</b>	child or	grandchild,	great-grandchild,
	parent	sister,	niece,
		brother or	nephew,
		grand-parent	aunt,*
			uncle* or
			great-grandparent
*Includes aunt and uncle of spouse			

<b>Relationship of Affinity</b>		
	<b>1st Degree</b>	<b>2nd Degree</b>
<b>Person</b>	spouse,	brother-in-law,
	mother-in-law,	sister-in-law,
	father-in-law,	spouse's grandparent,
	son-in-law,	spouse's grandchild,
	daughter-in-law,	grandchild's spouse or
	stepson,	spouse of grandparent
	stepdaughter,	

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stepmother or
stepfather