

**Subject:** Nepotism

**Board Policy Reference:** DBE (LEGAL) Employment Requirements and Restrictions - Nepotism

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## **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 DBE (Exhibit) Employment Requirements and Restrictions - Nepotism. 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.