



NORTH CAROLINA AGRICULTURAL AND TECHNICAL STATE UNIVERSITY

SEC. III—Employment Terms 2.0
SEC. II—FACULTY -- Employment Terms 5.0

EMPLOYMENT OF RELATED PERSONS (ANTI-NEPOTISM POLICY)

UNIVERSITY POLICY

I. Policy

University employees and prospective employees shall be evaluated on the basis of individual merit, without consideration of any other factors not involving personal professional qualifications and performance. The following restrictions, designed to avoid the possibility of favoritism based on family or personal relationships, shall be observed with respect to all employees-- faculty and staff.

For this policy, the expression "related persons" shall include any of the following:

- a. Parent and child
- b. Brothers and sisters
- c. Grandparent and grandchild
- d. Aunt and/or uncle and niece and/or nephew
- e. First cousins
- f. Step-parent and step-child
- g. Step-brothers and step-sisters
- h. Half-brothers and half-sisters
- i. Husband and wife
- j. Parents-in-law and children-in-law

- k. Brothers-in-law and sisters-in-law
- l. Guardian and ward
- m. Persons engaged in amorous relationships; an amorous relationship exists when, without the benefit of marriage, two persons voluntarily have a sexual union or are engaged in a romantic courtship (e.g., dating or engaged to be married) that may or may not have been consummated sexually
- n. Persons living in the same household, who share a relationship comparable to immediate family members, if either occupies a position that requires influence over the other's employment, promotion, salary administration or other related management or personnel considerations.

Related persons shall not serve concurrently within A&T in any case where one such person would occupy a position having responsibility for the direct supervision of the other related person. Appointing a different person as supervisor may be an appropriate method of resolving such a situation. An exercise of discretion may be necessary in such situations, with the possibility of varying conclusions depending on the circumstances. In general, if the relationship between an employee and an official in the line of supervision is sufficiently remote to give rise to no substantial supervisory relationship, it may be appropriate to disregard the fact they are related persons.

With respect to proposed employment decisions, which would result in the concurrent service of related persons within the same academic department (or other comparable institutional subdivision of employment), a related person related to an incumbent employee may not be employed if the professional qualifications of other candidates for the available position are demonstrably superior to those of the related person. The administrative official who has authority to give final approval to the employment shall obtain from the official recommending employment a certification to the effect that no other candidate for the position in question possesses qualifications superior to those of the candidate who is the related person.

With respect to the concurrent service of related persons within the same academic department (or other comparable institutional subdivision of employment) neither related person shall be permitted, either individually or as a member of a faculty or a member of a committee of a faculty, to participate in the evaluation of the other related person.

An annual report on all specific cases during the preceding year in which the terms of this policy were applied shall be made to the Board of Trustees by the Chancellor at the regular meeting falling closest to commencement. See UNC Policy 300.4.2 and 300.4.2.1[G], paragraph 5, for reporting details.

II. Procedure

Anyone who believes this policy has been violated by an employee should report the concern to the supervisor of the alleged violator, to a higher level supervisor in A&T's administration, to the Employee Relations/Affirmative Action/Title IX Co-coordinator in the Division of Human

Resources, or to A&T's Office of Internal Auditing (which may be done anonymously using the Auditor's hotline, at 877-507-7313).

REPEAL OF OTHER POLICIES

This policy repeals "Nepotism," Sec. 6.10 of The Faculty Handbook's Chapter VI, the policy "Improper Relationships Between Students and Employees" currently on the Human Resources policy webpage (January 9, 2008), and any other policy on this topic that is not posted on the A&T "Approved Policies" website.

Date revised policy is effective: upon approval

Approved by the Board of Trustees

First approved: Prior to February 21, 2007

Revised: April 8, 2011

July 20, 2018