SOUTHERN UTAH UNIVERSITY
Policies and Procedures

Policy # 5.18
Date Approved: 11/02/90
Date Amended: 11/12/2004
Office of Responsibility: VP Fin
Page 1 of 1

SUBJECT: NEPOTISM

I. PURPOSE: To outline the institution's policy toward employment of relatives and to minimize the negative impact on productivity and job satisfaction created by nepotism or the perception of nepotism. (Reference: 52-3-1, Utah Code Annotated, 1953).

II. POLICY:

   A. It is unlawful for a public employee to appoint, employ, or vote for or recommend the appointment of a relative (father, mother, husband, wife, son, daughter, sister, brother, uncle, aunt, nephew, niece, first cousin, mother-in-law, father-in-law, brother-in-law, sister-in-law, son-in-law, or daughter-in-law) in or to any position or employment when the salary, wages, pay or compensation of the appointee will be paid from public funds and the appointee will be directly supervised by a relative. The restraint extends further in that a subordinate supervisor may not hire the relative (as defined above) of a superior.

   B. Exceptions to this policy may be granted as follows:

   1. The relative was employed before the public officer assumed his/her position, if the relative's appointment did not violate the provisions of this policy; or

   2. The appointee will be employed for a period of 12 weeks or less; or

   3. The appointee is a volunteer as defined by the institution; or

   4. The President of the University determines that the appointee is the only qualified person to fill the position or that the public officer is the only person available or the best qualified person to supervise the functions of the appointee.

   C. Reporting Requirements. When an employee does supervise a relative as permitted under Section II the following conditions apply:

   1. The supervisor shall make a complete written disclosure of the relationship to the President of the institution; and

   2. The supervisor may not evaluate the relative's job performance or recommend salary increases.