Nepotism and Cronyism Policy

Policy Number	300.35.02	**Custodian**	Human Resources
Approved Date	10/20/2020		
Effective Date	7/10/2024	**Review Date**	10/2020
References: Corrective Actions Policy, Nepotism Policy, Complaints and Grievance Policy			

1. **Purpose**

   To avoid favoritism, conflicts of interest and loyalty associated with nepotism or cronyism.

2. **Persons Affected**

   2.1. Staff
   2.2. Board of Trustees (BOT)
   2.3. Employee Candidates

3. **Policy**

   This policy is to ensure the following:

   3.1. Employees and potential candidates are not disadvantaged or advantaged due to a personal or familial relationship.

4. **Definitions**

   4.1. Cronyism. A practice among those with power or influence of favoring friends.

   4.2. Nepotism. A practice among those with power or influence of favoring relatives.

   4.3. Relatives. Spouses, domestic partners, parents, children, siblings, in-laws, grandparents, grandchildren, aunts, uncles, cousins, step relatives, or any individual with whom an employee has a personal relationship.

5. **Procedures**

   Prohibited Employment Relationships

   5.1. The hiring or employment of relatives is prohibited in the following situations:
   - A supervisor or subordinate relationship exists between a relative and an employee.
   - The hiring or employment of an employee's relatives in any position that has an auditing or supervisory relationship to the employee's job.

   Complaint or Grievance

   5.2. If a grievance or complaint is filed by an employee against a supervisor's relative, the supervisor shall recuse themselves from any involvement in the proceedings.

Marriage or Relationships between Employees

5.3. Employees who marry or establish a close personal relationship can continue in their current positions if a prohibited employment relationship is not created.

5.4. If one of the prohibited situations does occur, attempts will be made to find another position within WETCC to which one of the employees can transfer.

5.5. Efforts will be made to arrange such a transfer at the earliest possible time.

5.6. If accommodations of this nature are not feasible, the employees will be given the option to determine which of them will resign within a reasonable time frame established by their supervisor and the president.

5.7. If the employees do not comply with the decision, their supervisor and the president shall make the final determination.

Close Friendships

5.8. In addition to relatives, supervisors are not allowed to show favoritism towards friends.

5.9. If a friendship appears to cause problems in the form of favoritism, the department director has the right to enact this policy.

Final Decisions

5.10. All decisions and personnel actions taken because of this policy must be reviewed and approved by the president or by the BOT.

5.11. Decisions made by the president, or the BOT are final and not appealable.

Covered Employment Classifications

5.12. This policy applies to hiring and employment decisions affecting all job classifications. These restrictions are applicable when assigning, transferring, or promoting an employee.

Revision History

Rev. Date	Rev. No.	Revision
7/10/2024	2.	Housekeeping; New Format; Custodian Change
10/20/2020	1.	Original