

**POLICY
BOARD OF TRUSTEES
MAYLAND COMMUNITY COLLEGE**

Title: NEPOTISM

Type: PERSONNEL

POLICY NO: 4.007

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EFFECTIVE DATE: 3/11/13

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Charles Ronald Kates

Chairman

AUTHORITY: 23 NCAC 2C.0204

The following provisions are adopted to avoid the possibility of favoritism based on familial relationships for all employees of the College:

1. Mayland Community College shall not employ two or more persons on either a full-time or part-time basis concurrently who are closely related by blood or marriage in positions which would result in one person of such family relationship supervising, either directly or indirectly, another closely related person, or having a substantial influence over the employment, salary, wages, or other management or personnel actions pertaining to the close relative.
2. With respect to the concurrent service of closely related persons within the same academic department or other comparable institutional subdivision of employment, neither relative shall be permitted, either individually or as a member of a committee, to participate in the evaluation of the other relative.
3. Should two or more person become closely related by marriage subsequent to their employment by the College, both the employee and their supervisor shall have the joint responsibility and duty to inform the President of a potential conflict with the provisions of this policy. The President shall then make a determination as to whether a conflict with the policy has, in fact, been created by marriage.
4. In the event that the President determines that a conflict with the policy has been created by the marriage and the continued employment of these individuals will result in a violation of this policy, the employees shall first be given an opportunity by the President to reconcile the conflict with the policy. If the parties are unable to personally resolve the conflict, the President shall recommend a resolution to the Board of Trustees, which shall base its decision with regard to the continued employment of both individuals upon the best interests of the College. In any event, the College shall make reasonable accommodations to allow individuals to remain employed at the College through transfer to another department or subdivision where such transfer is possible and is deemed to be in the best interests of the College.
5. To prevent undue hardship in meeting personnel needs, the President may approve part-time employment under a contract until the next regular Board meeting, notwithstanding the foregoing provisions of this policy. The Board shall be advised of the action at its next regular meeting and may authorize continuation of the contract for a term determined appropriate in view of the hardship to be alleviated.
6. "Closely related" means mother, father, brother, sister, son, daughter, father-in-law, mother-in-law, son-in-law, daughter-in-law, brother-in-law, sister-in-law, grandfather, grandmother, grandson, granddaughter, uncle, aunt, nephew, niece, husband, wife, step-parent, step-child, step-brother, step-sister, first cousin, guardian or ward.