

## Southwestern Oregon Community College

### AP 7310 Nepotism

In order to avoid both potential and actual conflicts of interests, College employees must abide by the following rules when an employee's relative or member of the household is seeking and/or holds a position with the College:

1. A College employee may not appoint, employ, promote, discharge, fire, or demote or advocate for such an employment decision for a relative or a member of the household, unless they comply with the conflict of interest requirements of ORS Chapter 244. This rule does not apply to employment decisions regarding unpaid volunteer positions, unless it is a Board-related position. If an employee has a potential or actual conflict of interest, the employee must notify their supervisor in writing of the nature of the conflict and request that the supervisor resolve the conflict.
2. A College employee may not participate in any interview, discussion, or debate regarding the appointment, employment, promotion, discharge, firing, or demotion of a relative or a member of the household.
3. More than one member of an employee's family may be hired as a regular College employee. In accordance with Oregon law, however, the College may refuse to hire individuals, or may transfer supervision of current employees in situations where an appointment would place one family member in a position of exercising direct supervisory, appointment or grievance adjustment authority over another member of the same family. Situations in which there may be an indirect supervisory, appointment or grievance adjustment authority, meaning there is at least one person occupying a position of authority between the individual exercising the authority and the individual subject to the authority, will be handled on a case by case basis. No employee may directly supervise another "member of the household" or "relative".
4. When more than one relative or member of the household is employed by the College, together they may not be involved with matters of financial controls and physical inventories of College property.

For purposes of this policy "member of the household" means any person who resides with the employee and "relative" means:

1. The employee's spouse or domestic partner;
2. Any children of the employee or their spouse/domestic partner; and
3. Brothers, sisters, half-brothers, half-sisters, brothers-in-law, sisters-in-law, sons-in-law, daughters-in-law, mothers-in-law, fathers-in-law, aunts, uncles, nieces, nephews, stepparents, stepchildren, or parents of the employee, or their spouse.

ORS 244.175-.179

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Reviewed: February 5, 2020

Reviewed: January 11, 2023 (First Reading - Updated numbering from APP 7035)

Approved: February 8, 2023

*Southwestern Oregon Community College does not discriminate on the basis of race, color, gender, sexual orientation, marital status, religion, national origin, age, disability status, gender identity, or protected veterans in employment, education, or activities as set forth in compliance with federal and state statutes and regulations.*