
TITLE:	Employment Practices as They Relate to Nepotism
NUMBER	736 (formerly 406)
APPROVED BY	President
Date	04/15/2012

In accordance with the Whatcom Community College Policy 403 on Affirmative Action/Fair Employment Practices, *“Whatcom Community College is an equal opportunity employer and complies with federal and state laws specifically requiring that the College does not discriminate on the basis of race, color, national origin, religion, sex, disability, honorably discharged veteran or military status, sexual orientation, genetic information or age in its programs and activities.”*

Accordingly, the best-qualified person shall be actively recruited for all positions and consideration is based solely on merit. Family relationship shall not be used as a basis for either granting or denying rights, privileges, benefits, regular appointments, or regular job status.

Although it is not illegal for the College to hire the family members of College employees, there are potential conflicts of interest in certain employment relationships with family members. To avoid not only conflicts of interest, but also the appearance of conflicts of interest, it is necessary to provide an agency procedure regarding employment of and contracting with family members.

For purposes of this procedure, "family member" is defined as any person having the following relationships to any current Whatcom Community College employee by blood, adoption or marriage (either a union between a man and woman or a same gender identity union): spouse, sibling, child, grandchild, parent, grandparent, aunt, uncle, niece, nephew, cousin, (or the same relationship in-law).

For all types of paid permanent or temporary employment (classified, exempt, student, hourly, intern), and all types of personal service contracts, this procedure precludes the following practices:

1. Supervisory – subordinate relationships between family members
2. Appointment of any family member by the person making the appointment
3. Any employee influencing or attempting to influence the appointment of his/her family member to any position in the agency or in the colleges served by the agency
4. Any employee awarding, or influencing, or attempting to influence the award of any agency or College personal service contract to any family member of said employee

It is the responsibility of the department head, and the Human Resources Director to ensure compliance with this procedure.