

WALLA WALLA COMMUNITY COLLEGE
NEPOTISM
ADMINISTRATIVE POLICY 5010

I. POLICY BACKGROUND/PURPOSE

This policy describes the requirements regarding supervisory/subordinate relationships between Walla Walla Community College (WWCC) supervisors and managers and their relatives or household members.

II. AUTHORITY

Board Policy 1370.

III. SCOPE OF POLICY

This policy applies to all WWCC employees and volunteers.

IV. DEFINITIONS

A. Relative – for the purposes of this policy, a relative of a WWCC employee is considered a:

1. Parent, Step-Parent, or Parent-in-Law
2. Grandparent
3. Spouse or Domestic Partner
4. Sibling or Sibling-in-Law
5. Child, Step-Child, or Foster Child
6. Grandchild
7. Legal Ward
8. Any other family member residing within the same domicile as the employee.

B. Household member – a person cohabitating or living as a family unit, or having a guardian/dependent relationship with a WWCC employee.

V. POLICY

A. WWCC will actively recruit qualified candidates for all positions consistent with College policies and regulations.

B. Family relationships and shared living arrangements shall only be considered in hiring decisions as provided.

C. Persons identified as either a relative or household member may not be employed by WWCC in a situation in which:

1. One person would have authority or practical power to supervise, appoint, remove, or discipline the work of the other person;
2. One person would be responsible for auditing the work of the other person; or
3. Other circumstances exist that would place the persons in a situation of actual or reasonably foreseeable conflict between their interests and the interests of the College.

<p>Policy Contact: <u>VP of Human Resources</u></p> <p>Approved by (Department/Body): <u>Dr. Chad Hickox, President</u></p> <p>Date Originally Approved: <u>June 2003</u></p> <p>Last Reviewed/Revised on: <u>April 18, 2022</u></p>
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