



Florida Agricultural & Mechanical University Board of Trustees Policy

Board of Trustees Policy Number: 2005-03	Date of Adoption/Revision: February 25, 2005
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Subject	EMPLOYMENT OF RELATED PERSONS
Authority	Sections 1001.74 (19), F.S.
Applicability	This policy applies to all university employees regardless of status of classification.

I. Policy Statement and Purpose

It is the intent of the Board of Trustees that employees not be involved in decisions affecting the employment of a related person as defined herein. All supervisors, administrators and managers are responsible for maintaining objectivity in their work relationships, and avoiding situations which raise the question of favoritism based upon family relationships is prohibited by this policy. Thus, no person shall be employed by, transferred to or promoted into a work unit where a supervisory relationship would exist between two related persons. Such a relationship exists when either related person could have a direct effect on the other's appointment, performance evaluation, salary, schedule or other conditions of employment.

This policy shall prevail over any previously adopted policy or rule of the University related to the employment of related persons and shall be used to establish guidelines to be utilized regarding the employment of related persons. This policy may be suspended by the President, if the employment of a related person may become necessary to address an emergency or short term employment situation.

II. Definitions

For the purposes of this policy, the following words shall be given such definitions as set out below.

- A. *Related person* means the father, mother, son, daughter, brother, sister, uncle, aunt, cousin, nephew, niece, husband, wife, father-in-law, mother-in-law, son-in-law, daughter-in-law, brother-in-law, sister-in-law, stepfather, stepmother, stepson, stepdaughter, stepbrother, stepsister, half brother, half sister, grandparent, great grandparent, grandchild, great grandchild, step grandparent, step great grandparent, step grandchild, step great grandchild, person the employee intends to marry or intends to form a household, have formed a household or domestic partner of the employee.
- B. *Favoritism* is the basing of decisions regarding appointment, promotion, wages, hours or other terms and conditions of work or employment on relationship rather than objective standards and the best interests of the university.

- C. *Nepotism* is favoritism toward related persons.
- D. *Emergency* is an occurrence, or threat thereof, whether natural, technological, or manmade, which results or may result in substantial injury, harm or damage to the University, its students and employees, or its property.
- E. *Short Term Employment* is the temporary employment of a related person for no more than six (6) months.

III. Implementation of Procedures and Guidelines

The President shall establish procedures and guidelines to implement this policy and circulate such procedures and guidelines to all employees.