

Title:	Nepotism Policy
Effective Date:	09/01/2023
Date of Last Revision:	08/17/2023
Review Date:	
Cancellation:	
Responsible Office:	Human Resources

Nepotism Policy

Definition:

Nepotism refers to the practice of showing favoritism or granting preferential treatment to relatives or close personal connections in matters of hiring, promotion, compensation, assignments, or other employment-related decisions.

Policy:

South Louisiana Community College is committed to fostering a fair and inclusive work environment that promotes equal opportunities for all employees. This policy on nepotism aims to establish guidelines and procedures to prevent favoritism, conflicts of interest, and unfair treatment resulting from personal relationships within the workplace. Hiring, promotion, compensation, benefits, assignments, and opportunities shall be awarded on objective criteria and job performance, not personal relationships.

Per revised statute La. R.S. 42:1119, employees shall not be placed in a reporting chain with an immediate family member. This policy also forbids supervision of those with close personal connections when it is deemed to cause a conflict of interest. This includes direct supervision or indirect supervision. If a reporting relationship exists due to a change in personal circumstances, such as marriage or familial relations, appropriate steps will be taken to avoid conflicts of interest and employees should review the college Consensual Relationships Policy and section 1119 of the Louisiana Code of Governmental Ethics (La. R.S. 42:1119).

Employees are required to disclose any existing or potential conflicts of interest arising from personal relationships that may influence or compromise fair decision-making processes at the time of any employment action such as a hire, promotion, transfer, or any other method of filling a vacancy. Such disclosures should be made to the Human Resources department or the appropriate Vice Chancellor of the respective division, who is then responsible for reporting to Human Resources. Upon identification of a conflict of interest, the College will take appropriate steps to mitigate the conflict, which may include transferring one of the employees involved to a different department, team, or reporting structure.

Employees who report instances of nepotism or conflicts of interest will be protected against retaliation. Retaliation against employees for reporting or participating in investigations related to nepotism is prohibited.

Policy Consequences:

Failure to comply will result in progressive disciplinary action up to and including termination.

Review Process: HR-526 Nepotism Policy

Reviewing Committee/Entity	Review Date(s)	Approval Date	Effective Date
Responsible Office	Init. 08/17/2023		
Committee for Institutional Policy Review	Init. 09/19/2023	09/19/2023	
Executive Leadership Team	Init. 10/19/2023	10/19/2023	09/01/2023

Chancellor's Signature/Approval

SIGNATURE: _____

Vincent G. June, Ph.D.
Chancellor

DATE: _____

10/19/2023

Final Distribution:

Electronic: posted to College's website and sent via email to college personnel

Hard copy: Original to Executive Assistant to the Chancellor for Master Policy Binder, copy to Chair of Committee of Institutional Policy Review