

Rock Valley College

RVC Board Policy 3:20.090

Employment of Related Parties

The Board of Trustees is committed to ensuring the hiring and retention of the most qualified individuals for all positions and preventing nepotism at the College. In order to avoid both the reality and the appearance of nepotism in employment, related parties of College employees or Trustees may only be employed or hired as independent contractors under the following conditions:

No employment decision regarding an employee, applicant, or independent contractor may be made by a College employee or Trustee who is related to the employee, applicant, or independent contractor. This includes, but is not limited to, references, interviewing, hiring, any supervisory activity, evaluation, recommendation, compensation, other employment benefits, or termination.

For purposes of this policy, "related party" means members of the same family including a child, spouse, mother, father, brother, sister, stepchild, stepparent, or grandparent (including the spouse of the foregoing) or people living in the same residence. People living in the same residence are individuals residing at the same US postal address.

If an employee becomes a related party of a subordinate, the individuals involved will be offered an opportunity for alternate employment. If neither person volunteers for alternate employment, the employee with the least seniority will be transferred to a different assignment at an equivalent level of pay.

The employee/employees are responsible for promptly notifying the College of a relationship that is covered by this Policy.

The written approval of the President will be necessary in making exceptions to this Policy. Individuals who are employed by the College as of December 2013, will be excluded from this Policy in their current position. This Policy applies to the employment of full-time, part-time, temporary employees, and independent contractors.

This Policy will be administered consistent with the College's collective bargaining agreement obligations where applicable.

Implemented: April 8, 2014