I. Purpose and Scope

The University seeks to foster a working environment in which people are treated with respect and fairness and without any potential for conflict of interest or an appearance of favoritism. In keeping with this workplace philosophy, the University prohibits situations where relatives of employees might be hired, transferred, or promoted to positions where one relative might have influence over another relative's employment, performance review, salary administration, promotion, or other employment-related decisions. While this policy prohibits certain workplace relationships, the University does recognize the possible advantages of employing members of the same family and is supportive of such when not in violation of this policy.

II. Policy

1. If a relative relationship develops during the course of employment that would violate this policy, the Department of Human Resources will work with the affected department(s) and individuals involved to resolve the situation. In all cases, the needs of the University will determine the resolution.

2. For purposes of this policy, relatives are defined as an employee's spouse, children, parents, grandparents, great-grandparents, brothers, sisters, nieces, nephews, aunts, uncles, grandchildren, great-grandchildren and in-laws or step-relatives of same.

3. In compliance with KRS 164.360, no person shall be employed at an institution where his or her relative serves on the Board of Regents for that institution. “Relative” as defined under KRS 164.001(20) shall include: “father, mother, brother, sister, husband, wife, son, daughter, aunt, uncle, son-in-law, or daughter-in-law”.

Policy for: All Employees

Authorized by: Tony Glisson, Director Human Resources
III. Procedure

1. The University requires full disclosure of any relationship as defined herein at the time of initial employment or at any time that it occurs during the course of employment.

IV. Exclusions

V. Related Policies

See also:

VI. Reason for Revision

Modified to comply with KRS 164.360

Appendices: