

# Nepotism

Nepotism occurs when the use of power benefits your family or friends within the workplace. The University does not prohibit the employment of relatives, as long as the employment is in compliance with all University's policies such as performance, promotion and employment qualifications. Employment includes regular and temporary full- and part-time employment, student employment and work-study, and graduate and other assistant programs.

Definition of relatives: Relative means a person's father, mother, brother, sister, husband, wife, son, daughter, aunt, uncle, son-in-law, daughter-in-law, and step-relatives in the same relationships. Employment of relatives within the same department or division shall be approved by the senior administrator.

## Process

- 1.) The AFS Business Office is responsible for verifying that the employment will not cause an infringement with the policy.
- 2.) The AFS Business Office will coordinate with Human Resources or the Office of Faculty Advancement for review and approval of the hiring of a relative within the same unit, regardless of supervisory authority, which includes a management plan to construct an outline of the supervision structure.
- 3.) The Management Plan approval process must occur before the hiring of the relative

In certain circumstances, when it is in the best interest of the University, possible conflicts can be arranged through clear disclosure of the relationship and approval by the appropriate department administrator.

Please find more information regarding the University's Nepotism policy here:

<https://hr.uky.edu/policies/nepotism>

## **Animal and Food Sciences**