

ADMINISTRATIVE RULES

Title: EMPLOYMENT OF RELATIVES	Identification: 6HX-10-10-3.04
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	Effective Date: 01/24/18
Authority: FS 1001.64; 1001.65	Signature/Approval: Dr. Ken Atwater

PURPOSE

This administrative rule establishes College policy concerning the employment of relatives of current employees of Hillsborough Community College.

RULE

To avoid the appearance of any conflict of interest, a College employee may not make recommendations or decisions affecting the appointment, employment, retention, tenure, work assignments, evaluation, promotion, demotion, salary or advancement of a relative to a position supervised by a relative or where the relative has control over or is responsible for the position including a department under the overall supervision of a relative. Employees of the College may not initiate or participate in any institutional decisions which involve a direct benefit to their relative, including advocating for a relative with another College employee for such benefit.

For purposes of this rule, a “relative” is defined as: father, mother, *in loco parentis* (“in place of a parent”) or someone who has acted as a parent when he or she was a child, son, daughter, brother, sister, uncle, aunt, first cousin, nephew, niece, husband, wife, grandparent, grandchild, 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 or half-sister. “Relative” or “related” person also includes a person who is engaged to be married to an employee or who otherwise holds himself or herself out as, or is generally known as, the person who the employee intends to marry or with whom the employee intends to form a household; or any other person having the same legal residence as the college employee.

Exceptions to this policy may be made at the discretion of the President of the College.

History: Adopted: 11/30/95; Formerly: 6HX-10-2.004; Revised: 6/15/05