

**Nepotism
BU-PP 032**

Policy:

Baylor University's policy regarding the employment and affiliations of relatives will be administered as noted below.

Topics:

Supervisory Relationships
Employment in the Same Department
Non-employee Relationships
Degree of Relationship

Related policies:

None

Additional information:

None

Contact:

Human Resources at 254.710.2000 or askHR@baylor.edu

Employment Relationships —

No employee may supervise or be supervised (either directly or indirectly) by another person related to them by blood or marriage, as described in group 1 below, without the written approval of the University President. The employment of a relative described in group 2, when a supervisory relationship exists, is discouraged but not prohibited; in such cases, written approval must be obtained from the appropriate division vice president. Close relatives, as defined in groups 1 and 2 below, may work in the same department if no direct or indirect supervisory relationship is involved, for example, in reporting down the line.

Non-employee relationships —

This policy also applies to those who might have oversight of an independent contractor or an auxiliary person related to the employee and/or when a supervisory situation is created between a non-Baylor employee who has a role at Baylor and a Baylor employee.

Degree of Relationship —

Group 1 prohibited from supervisory relationships	Group 2 discouraged from supervisory relationships
parent(s) of the employee and/or spouse	grandparent(s) of the employee and/or spouse
sibling(s) of the employee and/or spouse	uncle/aunt of the employee and/or spouse
spouse	nephew/niece of the employee and/or spouse
child(ren) and their spouse of the employee and/or spouse	cousin of the employee and/or spouse
cousin of the employee and/or spouse	grandchild(ren) of the employee and/or spouse