



## Nepotism Policy #1710.205

INITIAL EFFECTIVE DATE:	LAST REVISION DATE:	RESPONSIBLE UNIVERSITY DIVISION/DEPARTMENT
July 2005	May 7, 2025	Division of Human Resources Employee & Labor Relations

### POLICY STATEMENT

Relationship to another individual employed by the University shall not constitute a bar to hiring, promotion or reappointment, provided, that no employee shall be under the direct or indirect supervision or control of a related individual. The University retains the right to refuse to appoint a person to a position in the same department, division or facility, whereby his/her relationship to another employee can create an adverse impact on supervision, safety, security, morale, or involves a potential conflict of interest.

Individuals should not be employed in a department or unit, which will result in a subordinate-supervisor relationship between such individuals and any related individual as defined above through any "line of authority."

Related individuals, as defined by this policy, may not be supervised or work in the same division, department, or unit without prior approval from the Assistant Vice President of Human Resources and the Vice President in charge of Human Resources.

### SCOPE

This policy is applicable to all out-of-unit faculty and staff and is not applicable to faculty and staff whose position is covered under a collective bargaining agreement with the University.

### REASON FOR POLICY

To ensure that no preferential treatment will be afforded to individuals based on relationships that may place undue or inappropriate influence on terms and conditions of employment.

### DEFINITIONS

TERM	DEFINITIONS
Relationship	For the purpose of this policy, "relationship" is defined as individuals related by blood, marriage, adoption [e.g. father, mother, son, daughter, brother, sister, uncle, aunt, first cousin, nephew, niece, husband, wife, 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, Florida Statute Section 112.3135(1)(d)]; a person a public employee intends to marry, or with whom the public employee intends to form a household, or any other natural person having the same legal residence as the public employee, Florida Statute Section 112.312, Code of Ethics; domestic partnership, dating, or other personal relationship in which objectivity might be impaired. "Line of authority" is defined as authority extending vertically through one or more organizational levels of supervision or management.

### ROLES AND RESPONSIBILITIES

**Employees** are to disclose their nepotic relationship(s) immediately through the PantherSoft portal.

**Supervisors** are to review and determine whether the disclosure would create an adverse impact on supervision, safety, security, morale, or involves a potential conflict of interest and either approve or deny request. An added review will be conducted by the Office of Research and Economic Development (ORED) if there is research involved.

**Employee & Labor Relations** will review disclosure(s) and make a final determination on whether the nepotic relationship disclosure will be approved or denied.

### RELATED RESOURCES

Conflict of Interest Policy # 1710.075

Intimate Relationship Regulation # 107

Title IX Sexual Harassment and Sexual Misconduct Regulation #105105

### CONTACTS

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## HISTORY

**Initial Effective Date:** July 2005

**Review Dates** (*review performed, no updates*): N/A

**Revision Dates** (*updates made to document*): February 12, 2021; March 8, 2024; May 7, 2025.