

NEPOTISM POLICY

All candidates for full or part-time positions at Suffolk County Community College shall complete and file with the Office of Human Resources a certification of relationships (not limited to the relationships indicated below) with current and former employees and Trustees of the College. The Office of Human Resources shall provide the certification to the President before approval of an appointment to any position.

This policy applies to the spouse, domestic partner, parent, stepparent, grandparent, child, stepchild, grandchild, sibling or stepsibling of any full or part time employee, including relationships by marriage entered into before or while employed at the College.

No supervisory employee or Trustee shall exercise influence upon any other supervisory employee or Trustee to bring about the employment of his/her relative, as listed above. No person shall be employed in a position in which an employee is in a relationship (listed above) that has the authority to affect his/her working conditions, including but not limited to decisions affecting the appointment, retention, continuing appointment, work assignment, promotion, demotion or salary. In addition, after the effective date of this policy, no person shall be employed in the same campus department or central department as a related employee (listed above). "Employed" for purposes herein, shall include work in the capacity of an independent contractor.

The application of this policy may be waived, in writing, by the President, in specific cases where special circumstances warrant such waiver and arrangements can be made to ensure that special treatment is not given to the employee involved.