



SUNY Orange Policies and Procedures

Policy Number	Policy Title
BP3.7	Employment of Relatives (Nepotism)

The College prohibits the employment of close relatives in the same department or administrative unit (or anywhere within the College) where the relatives participate in making recommendations or decisions affecting the appointment, evaluation, retention, work assignments, promotion, demotion or salary of other relatives.

All members of the Board of Trustees, at the outset of their appointed term and at each date of subsequent term renewals, will sign a Conflict of Interest form that requires the Trustee to disclose whenever a close relative is subject to any hiring, promotion or other College personnel action. The Trustee will be required to recuse himself/herself/themselves from any Board vote or action involving the Trustee's close relative.

"Close relative" refers to persons related consanguineously ("blood relatives") within the third degree of relationship (e.g., second cousin) and to persons related by affinity ("relatives by marriage") within the second degree of relationship (e.g., first cousin-in-law).

The Board of Trustees directs the President to develop such procedures as to fairly implement this policy.

Amended: March 16, 2022