OREGON STATE UNIVERSITY
Employment & Supervision of Immediate Family Members

PURPOSE
To outline the University's policy regarding hiring and supervision of family members of classified and student employees. The University's policy for unclassified employees is set forth in OAR 580-022-0055.

APPLICABILITY
This policy applies to classified and student employees. Unclassified employees should refer to OAR 580-022-0055, Employment of More Than One Member of a Household.

DEFINITIONS
Employee
For the purposes of this policy, “employee” means classified or student employee.

Family Member
For the purposes of this policy, “family member” means the classified or student employee’s spouse or domestic partner, child, step-child, parent, step-parent, grandparent, grandchild, brother, sister, father-in-law, mother-in-law, brother-in-law, sister-in-law, aunt, uncle, niece, nephew, and first cousin.

POLICY
Persons related to each other may be employed at the University in the same department or unit within the limitations set forth in this policy. Employment of an individual must be based on his or her qualifications, experience, training, and merits. Hiring officials must determine that individuals are qualified and suitable hires for the University.

An employee of the University may not supervise, hire, or appoint his or her family member, or a family member of the employee’s supervisor.

In addition, an employee may not supervise or participate in the processes of review and decision-making on matters concerning retention, promotion, salary, termination, or discipline of the employee’s family members.

This policy applies to all appointments (including transfers) made after the effective date of this policy. This policy does not apply to employment and supervisory arrangements that were in place on the effective date of this policy. However, any future changes in these existing supervisory arrangements will be covered by this policy.

EXCEPTIONS
Exceptions to this policy will be granted only in cases where the Director of Human Resources, or designee, determines the exception to be in accordance with applicable law and in the best interest of the University.

CROSS REFERENCE
Consensual Relationship Policy

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