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**Human Resources**

**BP 6310 NEPOTISM**

**References:**

Government Code Sections 1090 et seq. and 12920 et seq.  
California Family Code 297, et seq.

The District does not prohibit the employment of a relative, an immediate family member or domestic partner (as defined by Family Code Sections 297 et seq.) of a current employee in the same department or division, with the exception that they shall not be assigned to a position within the same department, division, or site that has an immediate family member, as defined below, who is in a position to recommend or influence personnel decisions.

Employees and Board members are prohibited from making or influencing personnel decisions about an employee who is in his/her immediate family, as defined below, or living in the same household.

Any employee of the District is also prohibited from making any admissions, financial aid, work-study, student hourly employment, or internship decisions for student(s) who are in the employee's immediate family, as defined below.

Personnel decisions include appointment, retention, evaluation, tenure, work assignment, promotion, demotion, or salary of the relative or domestic partner as defined by Family Code Sections 297 et seq.

For purposes of this policy, immediate family means those relatives or step-relatives bearing the following relationships to the employee or the employee's spouse: spouse, domestic partner, parents, grandparents, siblings, children, grandchildren, children for which the employee or spouse is a legal guardian, foster child, foster parent, uncles, aunts, nieces, nephews and in-laws or any other relative living in the employee's home.

The District will make reasonable efforts to assign job duties to minimize the potential for creating an adverse impact on supervision, safety, security, or morale, or creating other potential conflicts of interest.

Notwithstanding the above, the District retains the right where such placement has the potential for creating an adverse impact on supervision, safety, security, or morale, or involves other potential conflicts of interest, to refuse to place spouses in the same department, division, or facility. The District retains the right to reassign or transfer any person to eliminate the potential for creating an adverse impact on supervision, safety, security, or morale, or involves other potential conflicts of interest.

This policy applies to all employees of the district, including student employees.

Employees have the responsibility to immediately disclose in writing that a conflict of interest may exist to the dean, director, department head or other relevant administrator prior to making any employment decisions. Failure of the employee to notify the District may lead to disciplinary action.

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Date Adopted: December 9, 2008  
(Replaces RCCD Policies 3005 and 4005)  
Formerly: 7310