



## POLICY STATEMENT 25 NEPOTISM

### POLICY DIGEST

Monitoring Unit: Office of Human Resource Management  
Initially Issued: December 9, 2004  
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### I. PURPOSE

To define the policy of the University on nepotism, including the requirements of the Louisiana Code of Ethics.

### II. DEFINITIONS

**Nepotism:** favoritism in employment or promotion on the basis of family relationship rather than on the basis of merit

**Immediate Family:** an individual's children, spouses of children, siblings, spouses of siblings, parents, spouse, and the parents of the individual's spouse

**Employment:** all University employment relationships including faculty, other academic, unclassified, classified, student, and others.

**Code of Ethics** refers to the Code of Governmental Ethics of the State of Louisiana, per Louisiana Revised Statute 42:1101 et seq.

### III. GENERAL POLICY

- A. It is the policy of Louisiana State University to recruit and employ the best qualified individuals solely on the basis of merit. In accordance with this policy, persons related to University employees will not be excluded from employment by the University.
- B. The University will enforce nepotism provisions of the Code of Ethics which require that no member of the immediate family of a governing authority or the chief executive of a governmental entity shall be employed by the governmental entity in either a paid or unpaid (gratis) status. Additionally:
  - 1. No member of the immediate family of the Board of Supervisors may be employed on the campus.
  - 2. No member of the immediate family of the President may be employed on the campus.
  - 3. No member of the immediate family of a vice president may be employed within that Vice President's administrative division.

4. No member of the immediate family of a dean may be employed within that college.
  5. No member of the immediate family of any administrator may be employed within that individual's administrative area, whether or not intervening levels of supervision are present between the administrator and the immediate family member.
- C. In administering and enforcing the above policy the University will follow the qualifications to existing and future employment relationships as set forth in R.S. 42:1119. C as follows:
1. "Any person serving in public employment on the effective date of the Section, whose employment is in violation of the Section, may continue in such employment and the provisions of this Section shall not be construed to hinder, alter, or in any way affect normal promotional advancements in public employment for such employee."
  2. "The provisions of this Section shall not prohibit the continued employment of any public employee nor shall it be construed to hinder, alter, or in any way affect normal promotional advancements for such public employee where a member of public employee's immediate family becomes the agency head of such public employee's agency, provided that such public employee has been employed in the agency for a period of at least one year prior to the member of the public employee's immediate family becoming the agency head."
- D. Under no circumstances will University employees be permitted to initiate or participate in institutional decisions involving direct benefit (initial appointment, retention, promotion, salary, leave of absence, etc.) to members of their immediate family. In the case of decisions involving faculty participation, such as recommendations for promotion, retention, tenure, etc., a faculty member of the immediate family of the candidate about whom such a decision is being made shall recuse themselves from the decision-making process. In cases in which an immediate family supervisor- employee relationship has developed in a manner not in violation of the Code of Ethics or of this policy, the supervisor will pass all responsibilities to their immediate supervisor for making decisions involving direct benefit to the employee member of their immediate family.
- E. Violation may subject the offender, including the employee and their immediate supervisor, to both University disciplinary penalties and fines under the laws of the State of Louisiana. Should the current version of the Code of Ethics be in conflict with any provisions in this policy, the Code of Ethics shall supersede.
- F. While this policy outlines the general guidelines surrounding the employment of immediate family members, it should be noted that employing family members not covered by this policy can also create concerns within the employing organization and is generally not recommended. Questions about this policy and nepotism should be directed to the Office of Human Resource Management.

#### **IV. SOURCES**

[Louisiana Revised Statute 42:1101](#) et seq.  
[Louisiana Revised Statute 42:1119](#)