



EMPLOYMENT OF RELATIVES AND HOUSEHOLD MEMBERS

PERSONNEL| 300.392

Last Reviewed

1/3/24

Executive Staff Approval

1/16/24

Board Approval

1/17/24

1. Purpose

The purpose of this policy is to avoid favoritism, the appearance of or potential for favoritism, and conflicts of interest and loyalty often associated with nepotism. Nepotism is inconsistent with state law and Mountainland Technical College's (MTECH) intent to make employment decisions and other business decisions based solely on the college's needs and individual qualifications, skills, ability and performance.

2. Definitions

Employee - a person whose salary, wages, pay or compensation is paid from College managed funds provided by the State of Utah.

Household Member - a person who resides in the same residence as the employee.

Relative - An employee's father, mother, husband, wife, son, daughter, sister, brother, grandfather, grandmother, uncle, aunt, nephew, niece, grandson, granddaughter, first cousin, mother-in-law, father-in-law, brother-in-law, sister-in-law, son-in-law, daughter-in-law, domestic partner, or step-family members.

Supervisor - a person employed by MTECH who has hiring authority for and holds a position that directly supervises an employee of the College.

3. References

3.1 Annotated Utah Code – 52-3-1

3.2 [300.313 MTECH Domestic Partner Policy](#)

4. Scope

This policy applies to all employees of MTECH. This policy does not apply to contractors or unpaid volunteers.

5. Policy

5.1 In compliance with Annotated Utah Code 52-3-1, it is unlawful for a public employee to appoint, employ, vote for, or recommend the appointment of a relative or household member in or to any position of paid employment with the College or directly supervise the employee. The restraint extends further in that a subordinate supervisor may not exercise any direct supervisory authority over another employee who is a relative or household member of their direct supervisor.

5.2 The above applies to the transfer of current MTECH employees from one position to another.

6. Procedure

All job applicants will be required to declare, as part of their application process, whether or not they are a relative or household member of anyone that currently works at MTECH.

6.1 The discovery of a failure to disclose a relative or household member relationship during the application process may be grounds for immediate termination.

6.2 In instances where a prohibited relationship is formed where one did not previously exist, the individuals will notify the Associate Vice President of Human Resources within thirty days in writing. The pertinent Vice President will then be notified, and they will work with the President's Council to determine what safeguards need to be instituted.

6.3 Adoption of this policy does not affect any employment circumstances at the time of adoption, but does affect all employment decisions going

forward with the exception of those approved by the College President and a minimum of two Vice Presidents.

- 6.4 Any exceptions to this policy will be documented in the employee's personnel file, after approval from the Attorney General's Office.

7. Revision History

Last Reviewed	Executive Committee Approval	Board Approval
10/12/2022	10/17/2022	10/19/2022