

Coast Community College District
BOARD POLICY
Chapter 5
Personnel Policies and Human Resources

BP 7310 Nepotism

Legal References: Government code Section 12920 et seq., 1090 et seq.

The Coast Community College District (“District”) prohibits the practice of nepotism.

For the purpose of this Policy, nepotism is broadly defined as the practice of an employee or Trustee using his/her personal power or influence to aid or hinder another in the employment setting where there is a current or past immediate family relationship, or any other current or past relationship by blood, adoption, marriage, cohabitation, or domestic partnership (as defined in Section 297 of the California Family Code.) Examples of relationships covered by this Policy include, but are not limited to, the following:

- spouses
- registered domestic partners
- parents and grandparents
- siblings
- children and grandchildren
- in-laws and/or any relative living in the employee’s home

This Policy is established to ensure that no employee or Trustee shall use his or her position or authority to influence hiring, compensation, tenure, retention, transfers, promotions, performance evaluation, disciplinary action, supervision, work assignments, or any other aspect of the District’s day-to-day operations based on relationships defined in this Policy. Employment actions shall be conducted in a manner which prevents partiality, preferential treatment, improper influence, conflict of interest, or the appearance thereof. This Policy applies to all types of employment, including but not limited to full-time, part-time, temporary, student assistants, professional experts, and independent contractors.

This Policy does not prohibit the employment of relatives or registered domestic partners within the District. However, District employees shall not participate in making recommendations or decisions affecting any aspect of employment based on relationships as defined above.

The District administration will exercise due diligence in ensuring compliance with this Policy.

It is recognized that current assignments may conflict with this Policy. When existing assignments, based on relationships as defined in this Policy, have a verified adverse impact on supervision, safety, security, or involve other conflicts of interest, or the appearance thereof, the District retains the right to determine, within the limitations of the District collective bargaining agreements, reasonable practical solutions. Such solutions may include, but are not limited to, reassignment, transfer or refusal to place related persons in the same department, division, or facility.

The District shall establish procedures, using a participatory governance model, to ensure compliance with this Policy.

Adopted February 5, 2003

Revised August 18, 2010

Replaces CCCD Policy 050-1-1.9, Spring 2011