

# GENESE0

THE STATE UNIVERSITY OF NEW YORK

Approved By: Cabinet  
Effective Date: January 2005

Category: Human Resources  
Contact: Assistant to the President for Diversity  
& Equity/Director of Affirmative  
Action  
(585) 245-5273

## Affirmative Action - Nepotism Policy

### I. DEFINITION

- A. For the purpose of maintaining a policy regarding nepotism, a family member is defined as any domestic partner, relative, or relative in-law of an employee regardless of residence or any persons with whom an employee has been making his or her home.

### II. POLICY

- A. The College prohibits family members from participating in employment decisions regarding each other.

### III. PROCEDURE

#### A. General Procedure

1. On the occasion when an employee is in a supervisory position to another employee (or to a person seeking employment) and that person meets the definition of "family member," any employment decisions must be delegated to someone else or to a committee.

#### B. Employment Decisions

1. Employment decisions are personnel actions which include, but are not limited to hiring, discipline, performance, evaluation, promotion, tenure, demotion, transfer, discharge from employment, layoff, conditions of work, rates of pay, or similar financial decision and selection for training, and terms, conditions, or privileges of employment.