

Academic Nepotism	Document No.	
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1.0 Purpose

This policy establishes guidelines regarding faculty teaching relatives or individuals with whom the faculty has a close personal relationship that could raise a perception of impropriety.

2.0 Revision History

Date	Rev. No.	Change	Ref Section
4-14-09	1.0	Procedure rewrite	

3.0 Persons Affected

- 3.1 All faculty who teach classes for academic credit.
- 3.2 All faculty who teach non-credit classes that result in a formal certification.
- 3.3 Current and potential students

4.0 Policy

The policy of Casper College is to ensure:

- 4.1 Faculty treat all students fairly and without bias.
- 4.2 Students are not advantaged or disadvantaged because of a familial or personal relationship.
- 4.3 Faculty do not provide instruction that earns academic credit to a student who is a relative or with whom they have a close personal relationship that could raise a perception of impropriety.

4.4 Faculty do not provide non-credit instruction that leads to a formal certification to a student who is a relative or with whom they have a close personal relationship that could raise a perception of impropriety.

## 5.0 Definitions

5.1 Academic Nepotism. The act of faculty showing favoritism to a relative or someone with whom they have a close personal relationship that could raise a perception of impropriety.

5.2 Relative. This group includes the following family members: spouse, child, parent, sibling, grandparent, grandchild, step-parent, step-children, step-sibling, mother-in-law, father-in-law, sister-in-law, brother-in-law, son-in-law, daughter-in-law, aunt, uncle, niece, nephew, or first cousin.

## 6.0 Responsibilities

6.1 The Vice President for Academic Affairs is responsible for ensuring compliance to this policy.

6.2 The President is responsible for determining if a personal relationship exists that could raise a perception of impropriety.

6.3 The President is responsible for granting or denying exceptions to this policy.

6.4 Faculty are responsible for identifying academic nepotism violations, working with the student to resolve the issue, and notifying their respective Dean of any violation of this policy.

6.5 Deans are responsible for notifying the Vice President for Academic Affairs of any violation of this policy.

## 7.0 Procedures

7.1 Faculty, upon becoming aware that a relative or a person with whom they have a close personal relationship that could raise a perception of impropriety is interested in or has actually enrolled in their class, should advise the student of the academic nepotism policy and work with the student to resolve the situation. If the student wishes to remain in the class, the faculty is responsible for submitting a written petition to the President on behalf of the student.

- 7.2 Faculty are to notify their respective Dean of the situation and related actions.
- 7.3 Deans are to notify the Vice President for Academic Affairs of the situation and related actions.
- 7.4 The President or designee has five business days to respond to a written petition for an exception to this policy.