


THE CALIFORNIA STATE UNIVERSITY
Office of the Chancellor
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To: CSU Presidents

From: Jackie R. McClain 
Vice Chancellor
Human Resources

Subject: Revised CSU Nepotism Guidelines

It is the policy of the California State University to seek for its administrators, instructional faculty, and support staff the most qualified candidates through appropriate search procedures preceding each appointment and promotion. There shall be no bars to the appointment of immediate family members in administrative, faculty or staff employment categories, in the same or different units or departments so long as the following standard is met:

Distribution:

Chancellor
Associate Vice Presidents/Deans of Faculty Affairs
Vice Presidents, Administration
Vice Presidents, Academic Affairs

Human Resources Directors
Benefits Officers
SOSS Director

For the purposes of this policy, “immediate family member” is defined as a close relative including: parent, child, grandparent, grandchild, sibling, uncle, aunt, nephew, niece, first cousin, spouse, registered domestic partner, step-parent, step-child, brother-in-law, sister-in-law, father-in-law, mother-in-law, son-in-law, daughter-in-law, and by guardianship and/or adoption or a person residing in the immediate household except live-in household employees or roomers.

Relatives of domestic partners shall be treated as relatives of spouses.

Campuses may enact policies that set reasonable restrictions on an individual’s capacity to function as a judge or advocate in specific situations involving a member of his/her immediate family. However, consistent with applicable law, any such restriction cannot have the effect of denying any equal employment opportunity.

Exceptions to this policy are at the discretion of the President or the Chancellor for the Office of the Chancellor.

If you have any questions, please contact Employee Relations at (562) 951-4421.

This Human Resources memorandum is also available on Human Resources Administration’s Web page at: <http://www.calstate.edu/HRAdm/memos.shtml>.

JRMCC/ms