

**Attachment 1**  
**Proposed Changes to University Handbook**  
**Section A40**

Rationale: Section A40 of the University Handbook should be changed to reflect a 1991 Board of Regents change that had not been incorporated in the University Handbook. The strikethrough text should be deleted and the underlined text should be added.

Also added is the reference to the PPM Chapter on Nepotism, it contains the BOR policy in a version tailored to K-State, plus other pertinent information.

**Employment Policies or Obligations**

FROM:

A40 Persons may be appointed to classified or unclassified positions without regard to family relationship to other members of faculty or ~~unclassified professionals~~. If a person is in a position which requires an evaluation on a personnel decision such as those concerning appointment, retention, promotion, tenure, or salary of a ~~close relative~~, such condition shall be deemed a conflict of interest and that person shall not participate in such a decision, and that person shall not participate in any group or body which is considering any such decision. (BOR 11-20-81)

TO:

A40 Persons may be appointed to classified or unclassified positions without regard to family relationship to or living arrangements with other members of faculty or staff.

The applicant(s) or employee(s) is/are obligated to disclose all persons who could have potential conflicts of interest in providing an unbiased evaluation of the applicant or employee.

Involved parties are obligated to disclose all relationships that could preclude an unbiased evaluation of an applicant or employee.

If a person is in a position which requires an evaluation or a personnel decision such as those concerning appointment, retention, promotion, discipline, tenure or salary of a family member or a member of such person's household, such condition shall be deemed a conflict of interest and that person shall not participate in such a decision, and that person shall not participate in any group or body which is considering any such decision. (BOR 11-20-81; 10-17-91). See also PPM Chapter 4095.