



**Cochise College  
Administrative Policy**

**Category: Instruction  
Policy Number: 3026  
Title: Academic Nepotism**

Cochise College adheres to the highest level of professional and ethical conduct and does not engage in academic nepotism.

**Procedure 3026.1  
Definition of Relative**

For the purposes of this policy, relative is defined as those persons related within the third degree by marriage or blood and shall include a legally recognized spouse, child, parent, legal guardian, grandchild, grandparent, sister, brother, great grandchild, great grandparent, aunt, uncle, niece, or nephew. In addition, any other individual related by blood or affinity whose close association with the employee is the equivalent of a family relationship.

**Procedure 3026.2  
Academic Nepotism**

Students who are relatives, or the equivalent, of a faculty member may not enroll in any course, lab or studio taught by that faculty member unless approved by the academic dean or the executive dean for academics. Faculty and staff members are to inform students they may not enroll in courses taught by a relative.

In the event a required course is only taught by a relative:

- a. The faculty member will contact the instructional manager of the academic unit offering the course and request the course with another faculty member, either in the same or later term.
- b. If no alternate instructor is available, the instructional manager will prepare an evaluation plan that ensures the related instructor has no input into the grade.
- c. The evaluation plan will be submitted by the instructional manager for approval by the academic dean or executive dean for academics.

Clarification of or assistance in resolving such cases shall be sought from the academic dean or the executive dean for academics.