October 9, 1997

EXECUTIVE VICE CHANCELLOR
ASSOCIATE CHANCELLOR - ACADEMIC PLANNING & BUDGET
VICE CHANCELLOR -- ADMINISTRATION
VICE CHANCELLOR -- RESEARCH
VICE CHANCELLOR -- STUDENT SERVICES & ENROLLMENT MANAGEMENT
VICE CHANCELLOR -- UNIVERSITY RELATIONS & DEVELOPMENT
ASSOCIATE VICE CHANCELLOR -- COMPUTING & COMMUNICATIONS
DEAN -- COLLEGE OF ENGINEERING
DEAN -- COLLEGE OF HUMANITIES
DEAN -- COLLEGE OF NATURAL & AGRICULTURAL SCIENCES
DEAN - ANDERSON GRADUATE SCHOOL OF MANAGEMENT
DEAN -- SCHOOL OF EDUCATION
DEAN -- UNIVERSITY EXTENSION

Authority to Appoint Near Relatives

Re: Authority to Appoint Near Relatives

Per Academic Personnel Policy 520 and recently revised Staff Policy 21.G, the Chancellor has the authority to approve the appointment of near relatives who are in the same department or have a close working relationship with one another.

With this letter, I hereby redelegate this authority to each of you in your respective areas of authority and fund sources. This authority is effective immediately and may not be further redelegated. The only exception to this authority is in regard to appointments involving your own near relatives, which still require my approval. This delegation of authority supersedes any previous delegations on the subject, most notably the November 6, 1992 letter from the Chancellor to Vice Chancellors and Deans (CHA 0030).

Per policy, a near relative is defined as a spouse, parent, child, or
sibling, or any step-relative or in-law in these relationships.
Please note that when two employees who are in the same department (or
who work closely with one another) become near relatives, your
approval is also required for them to continue in that same working
relationship. This policy specifically applies to the following three
situations:

1. When an employee is in a supervisory relationship with a near
   relative;

2. When an employee has the same immediate supervisor as a near
   relative; or

3. When an employee has a close working relationship with a near
   relative.

Copies of Academic Personnel Policy 520 and Staff Policy 21.G are
attached for your information.

Raymond L. Orbach
Chancellor

cc: Secretary of The Regents
    Associate Vice President -- Employee and Labor Relations
    Special Assistant -- Coordination & Review
    UCR Director - Human Resources
    UCR Administrative Budget Office