



Confidential Reporting of Wrongdoing

College of DuPage is committed to the highest ethical standards and conducting its operations in compliance with federal laws and regulations.

To ensure that this standard of performance is achieved and maintained, a mechanism for confidential anonymous reporting of perceived wrongdoing, using an external, independent party, is provided both via telephone and the internet, and via other channels as appropriate.

This Policy encourages staff, students, and all stakeholders to disclose allegations of wrongdoing concerning the College.

Wrongdoing may include, but is not limited to:

- Crimes or violations of the law or governmental regulations
- Fraud or financial irregularity
- Improper use of College funds, property or assets
- Corruption, bribery or blackmail
- Endangering the health or safety of an individual
- Harming College property
- Abuse of students, staff, patrons, College guests, or visitors
- Engaging in activity in violation of Board policy or administrative procedures
- Other unethical conduct

The College will not tolerate any harassment or victimization of reporters and will take appropriate action to protect reporters, including their anonymity (if name is known), who raise concerns in good faith.

Alleged wrongdoer's name may be disclosed only upon completion of the investigation and if found guilty. If wrongdoer is found guilty, appropriate legal and/or personnel action will be taken.

The President will designate a senior administrator who will have overall responsibility for the maintenance and operation of this policy.

- a. Where the complaint involves the senior administrator with this oversight responsibility or his/her immediate staff, the reporter may instead submit a report to the President.
- b. Where the complaint involves the President, Treasurer, Controller, or other senior administrator where the reporter is concerned the President may possess a conflict of interest, the reporter may instead submit a report to the Chair of the Board of Trustees, and/or to the Board's general counsel. Should a complaint involve the president, and be received by the senior administrator, the senior administrator shall notify the Chair of the Board immediately upon receipt of the same.

For all complaints set forth in (a) and (b) above, the senior administrator will maintain a record of raised concerns and related outcomes. At a minimum, the senior administrator will provide the Board with a quarterly update of all such complaints received and actions taken, although the Board may ask for reports at any time.

For all complaints set forth in (a) and (b) above, the President, Chair of the Board and/or general counsel (as applicable) shall maintain a record of raised concerns and related outcomes

Complaints involving a Board member will be brought to the Board's attention by the President and/or the Chair and to general counsel upon receipt of the same.

If any substantial changes are made to implementing procedures related to this policy, the Board will be notified.

The President shall ensure the College web page under the Office of the President and the Board of Trustees includes a link for members of the College and members of the public, to confidentially report wrongdoing to the senior administrator, President and the Board.

Adopted: 3/19/09	Reviewed:4/4/16	Amended: 5/19/16
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