

Bradley University
Policy on Reporting and Investigating Allegations of
Suspected Improper Activities
(Whistleblower Policy)

Policy Purpose and Statement:

Institutions of higher education are entrusted by society with great resources and commensurately great responsibilities for creation, dissemination, and preservation of knowledge. College and university personnel play a key role in upholding public trust and acting in the highest standards of ethical practice, integrity, openness, honesty, accountability, responsibility and fairness. Bradley University (University) encourages everyone associated with it to commit to acting in the best interest of the University.

In order to facilitate open and honest communication, the University has established a Code of Ethics for Trustees, Officers and Key Employees. This Code of Ethics reinforces other standards of ethics and responsibilities contained in employment agreements and policies at Bradley. The University is committed to maintaining a positive, ethical work environment for all members of the University community.

To this extent, if an individual suspects fraud, abuse or misuse of the University's resources or assets; encounters dishonest actions or deeds; suspects a conflict of interest; or any other behavior that violates University policies, laws and regulations, then these types of violations or suspected violations should be reported to the University.

Policy Guidelines:

A report of a violation should reflect a real or legitimate concern that is believed should be addressed. Anyone who reports a violation will not suffer harassment, retaliation or adverse employment consequences. Anyone who perpetuates harassment, retaliation or in any way affects the employment of a reporter will be subject to disciplinary action, up to and including termination of employment. The University encourages employees and other involved parties to bring forth serious issues and concerns utilizing established procedures and policy protocols.

Disclosures of violations or suspected violations should be reported to your immediate supervisor, department chair, dean, director, vice president, human resources, or internal audit department.

If an individual is uncomfortable making such a submission as indicated above, the University has contracted with a third party who provides confidential, anonymous reporting services. All reports involving a violation will be treated seriously and fully investigated to determine the facts and resolution appropriate under the circumstances. Instructions for anonymous submissions to this third party provider can be found on the University's website.