

# Whistleblower Policy

## Policy Statement

Marywood University is committed to operate in an ethical, honest, and law abiding environment. The University expects that faculty, administrators, staff and students will adhere to such standards, conduct their activities and carry out their duties consistent with these values and in accordance with University policies and procedures and applicable law.

To protect the integrity of the University's community and to ensure ethical, honest, and lawful standards of conduct by and among members of the community, the University will investigate any possible dishonest or fraudulent use or misuse of University resources or property as well as any other conduct that may be criminal by faculty, administrators, staff, or students in connection with their employment or attendance at the University.

In order that the University's goals for operating under these standards are upheld, the University strongly encourages and expects all faculty, administrators, staff and students to report suspected or actual wrongful conduct by Marywood employees and/or students through channels that the University establishes for such reporting.

A member of the University community can report to his /her immediate supervisor, his/ her manager, department chair, dean, director, or to the University office or official responsible for overseeing compliance with the policy or procedure at issue. In addition, the member of the University community may call the University Whistleblower Hot Line at 855-278-2074 and/or use the Internet based reporting system at <http://marywood.ethicspoint.com>

A person may request that a report made under this Policy be handled as confidentially as possible under the circumstances. The University will endeavor to handle all such reports with discretion and due regard for privacy; other obligations and considerations may, however, prevent the University from maintaining confidentiality in all circumstances.

A person can make an anonymous report. An investigation resulting from such report, however, may be hampered or be made impracticable if the person making the report cannot be identified and questioned about the facts contained in the report.

No University faculty, administrator, staff or student may interfere with the good faith reporting of suspected or actual wrongful conduct; no individual who makes such a good faith report shall be subject to retaliation, including harassment or any adverse employment, academic or educational consequence, as a result of making a report.

An employee or student who retaliates against someone who has made a report in good faith will be subject to disciplinary action, up to and including, dismissal from the University.

This Whistleblower Policy is not intended to supplant, but rather to complement and supplement existing University policies. It thus does not affect any rights, responsibilities, or procedures set forth in other University policies addressing misconduct.

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## Related Policies and Committees

Civil Rights Policy

**History of the Policy**

12/09/11 – Approved by the President of the University as recommended by the Policy Committee of the University

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MARYWOOD UNIVERSITY  
POLICIES AND PROCEDURES MANUAL

Mary Theresa Gardier Paterson, Esquire,  
Secretary of the University