

Upper Iowa University University Policy Proposal Form

University Policy Definition: Except as limited by law, University Policy is a course or principal of action broadly applied across the institution in an effort to 1) support the University's strategic direction, 2) mitigate risk, 3) improve operational efficiency, and 4) promote a culture of best practices. All approved University policies are posted on myUIU under University Policies.

**Departmental guidelines, practices, procedures, and preferences must meet or exceed established University Policy.

Prior to submitting the University Policy Proposal Form, please consult with one of the members of the University Policy Committee (UPC) and identify below by checking the appropriate box:

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|-------------------------------------|--|--|---|-------------------------------------|
| <input type="checkbox"/> Amy Bond | <input type="checkbox"/> Tammy Carolan | <input type="checkbox"/> Kathy Franken | <input type="checkbox"/> Ryan Griffith | <input type="checkbox"/> Janet Kehe |
| <input type="checkbox"/> Dawn Novak | <input type="checkbox"/> Barb Schultz | <input type="checkbox"/> Deena Serra | <input type="checkbox"/> Janet Shepherd | |

Date of Request: 08/23/14
Policy Name: Whistleblower Policy
Responsible Officer: Director of HR
Responsible Office: Human Resources

Policy Statement:

All Upper Iowa University community members are expected to abide by applicable state and federal laws and regulations as well as University policies, procedures, and applicable accreditation standards. Individuals who have knowledge of specific acts which he or she believes violate the law, University policy or procedure, or requirements of accrediting agencies must disclose those acts to internal legal counsel.

Upper Iowa University shall protect reporting Individuals who make a good faith report from retaliatory academic or employment action including, but not limited to discharge, reassignment, demotion, suspension, harassment, or other discrimination.

The University shall develop and implement procedures for handling a Good Faith Report of Wrongful Conduct and for responding to complaints of reprisal or retaliation against Individuals making such reports. These procedures will be published on the University website and including in appropriate printed materials.

Purpose: To ensure compliance with all federal, state, local, and accreditation rules and regulations and ensure proper treatment of individuals who bring issues forward in good faith.

Scope: All University community members including, but not limited to faculty, staff, students, vendors, and board members.

Implementation: The Whistleblower Policy will be accompanied by applicable procedure language that will be published and provided to all University community members.

Benchmarking: Examples of this type of policy were obtained from various institutions.

Contact information:

Name: Amanda Duval
Email: duvala@uiu.edu
Phone #: 563-425-5959

Upper Iowa "University Policy" Form

AQIP Category: #6 Supporting Institutional Operations

Strategic Initiative: This policy addresses the Strategic Plan Item XIV: Risk Discussion.

(For UPC Use Only)

Approvals:

University Policy Committee

Date Approved: 9/8/2014

Executive Leadership Team (ELT)

Date Approved: 9/23/2014 Pending

Legal Review

Date Approved: 9/23/2014 Pending

Academic Affairs Council/Faculty *(if required)*

Date Approved: N/A

Board of Trustees (BOT) *(if required)*

Date Approved: 2/6/2015

Policy Effective Date: Immediately