

I. Reports of Possible Wrongdoing

A. Whistleblowers.

As a matter of general policy, IIT encourages its faculty, employees and students to report alleged or potential misconduct or wrongdoing either to an appropriate university official or anonymously on EthicsPoint. IIT cannot investigate alleged or potential misconduct or wrongdoing and it cannot take corrective action, if appropriate, unless the university is made aware of the alleged or potential misconduct or wrongdoing.

B. EthicsPoint.

EthicsPoint is a phone- and internet-based reporting system designed to enable faculty and staff to promote safety, security and ethical behavior in the workplace by providing for the confidential reporting of possible misconduct. EthicsPoint not only allows for the protection of anonymity but also manages the reporting system for IIT, which ensures that the program is completely confidential.

EthicsPoint permits the reporting of possible misconduct as it relates to the following areas:

Financial Matters: Accounting, Auditing, Theft, and Donor Stewardship

Research: All issues dealing with Research.

Human Resources: Misconduct, Discrimination and Time Abuse.

Information Technology: Data Privacy and Misuse of Resources.

Risk & Safety: Unsafe Working Conditions, Waste and Misuse of Resources.

EthicsPoint also has an “Other” option to report anything not covered in the list above. EthicsPoint is not designed to report a situation where an immediate threat to safety exists. In such instances, one should contact 911 or the university Public Safety Department (ext. 8-6363).

EthicsPoint is at www.ethicspoint.com. One may also call 1.866.294.9314 to learn more about the program or to make a report. Again, everything reported is confidential as guaranteed through the EthicsPoint administrative system.

C. Harassment.

Conduct that constitutes sexual harassment or sexual misconduct, including Title IX Sexual Harassment, under applicable policies, including, but not limited to Sections E of the Human Resources Policies and Procedures Manual, Articles II and III of the Student Handbook, and Appendix M of the Faculty Handbook should be reported in accordance with the procedures set forth therein.

II. No Retaliation

Neither IIT nor any supervisory employee or faculty member of IIT should take any retaliatory action against an IIT faculty member, student or employee because he or she, acting in good faith, discloses, threatens to disclose or is about to disclose an activity, policy or practice that the employee reasonably believes violates the law or IIT policy or procedures.

III. Duty to Cooperate

Every member of the university community – faculty, employees and students – has a duty to cooperate with the university, including, but not limited to, the General Counsel’s Office and any counsel retained by the university, in the initiation and defense of actual or contemplated litigation affecting the interests of the university and in the conduct of any investigation of alleged or potential misconduct or wrongdoing by the General Counsel’s Office, any counsel retained by the university or any other duly authorized university officer.

IV. Duty of Honesty

Any employee who makes a complaint, report or allegation of any kind against another is expected to do so in good faith. Any employee who cooperates in any investigation is intended to provide accurate information to the best of their knowledge. It shall be a violation of this policy for any employee to make a false or frivolous charge to provide false or frivolous information to the university. A false and frivolous charge refer to cases where the accuser is using a complaint to accomplish some end other than stopping the alleged misconduct, including, but not limited to, making a complaint based on information that they knew to be or should have known to be false. It does not refer to a charge made in good faith which cannot be proven. False and frivolous information refers to information that the provider knew or reasonably should have known to be untrue.