

University Ethics and Compliance Committee

Scope/Charge:

The University Ethics and Compliance Committee is dedicated to fostering and upholding a culture of ethical behavior and professional conduct in financial and operational matters. The Committee plays a critical role in mitigating the risk of non-compliance with applicable laws, regulations, and University policies by University employees.

The Committee is charged with the following responsibilities:

1. **Policy and Procedure Review:** Evaluating and recommending policies or procedures to the President that enable University personnel to report, in good faith, suspicions of unethical or inappropriate activity without fear of retaliation.
2. **Ethical Climate Promotion:** Identifying and addressing issues that contribute to a working environment that encourages ethical behavior.
3. **Communication and Awareness:** Reviewing and recommending communications practices that enhance employee understanding of ethical conduct and reduce the risk of non-compliance with laws, regulations, and University policies.

Advisory Role:

The Committee serves exclusively in an advisory capacity to the President and does not function as a disciplinary body, nor does it participate in judicial or due process proceedings or the creation of University policies or regulations.

Scope of Focus:

The Committee's focus is strictly on ethical financial and operational conduct concerning non-compliance with laws, regulations, and University policies by University employees. It does not address matters related to Title IV, student conduct, or faculty-related issues.

Membership:

The Committee is chaired by the Vice President for Human Resources and includes the Provost and the Vice President for Business Affairs. The Committee may invite additional representatives on an ad hoc basis to address specific issues.

Meeting Frequency:

The Committee shall meet monthly. Additional meetings may be convened at the discretion of the Chair or by request of the President.

Reporting:

The Committee is responsible for documenting meeting agendas and minutes. An annual summary report will be submitted to the president, and the Committee Chair will communicate recommendations to the President as needed.