

IV. STUDENT RIGHTS & RESPONSIBILITIES

MISCONDUCT REPORTING TIP LINE

Mount St. Joseph University's mission as a Catholic University emphasizes values, integrity and social responsibility. This distinct focus reflects the University's Catholic roots, Sisters of Charity heritage, and a commitment to a culture of ethical conduct. Our Statement of Ethical Conduct contains general guidelines for conducting University business with the highest standards of ethics.

Mount St. Joseph University has implemented a comprehensive and confidential reporting tool to assist our Mount community to address potential misconduct while cultivating a positive academic and work environment. When you observe behavior that you believe violates our Statement of Ethical Conduct or other University policy, we expect you to report it or request clarification of policy using standard reporting methods or call (513) 244-TIPS, text 244-TIPS, or email 244TIPS@msj.edu. The Misconduct Reporting and Inquiry Hotline, administered by EthicsPoint, allow users to confidentially report potential ethical misconduct or breaches of laws, rules, regulations or University policies, and may be accessed online or by calling a toll-free telephone number. Reports are entered directly on the EthicsPoint secure server to prevent any possible breach in security.

For student conduct matters, when possible, please first report in accordance with the guidelines established in the Student Handbook prior to using this Tip Line as the first course of action. We recognize, however, that there may be circumstances when you are not comfortable reporting the issue in this manner or where clarification of University policy prior to reporting is desirable.

COMPLAINT REFERRAL

If, at any point during the informal or formal grievance procedure, it becomes known or apparent that the grievance or concern arises from acts of discrimination or harassment not related to the University's obligations under Section 504 of the Rehabilitation Act, the grievance or concern will be promptly referred to the Vice President of Compliance, Risk, and Legal Affairs/General Counsel, University Provost or Dean of Students as appropriate pursuant to the University's Policy Against Discrimination, Harassment, Sexual Harassment and Misconduct, and Retaliation. In such cases, the University will conduct only a single investigation pursuant to the applicable policy and procedures.