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About EthicsPoint

What is EthicsPoint?

EthicsPoint is a comprehensive and confidential reporting tool created by NAVEX Global to assist administrators and students in working together to address conduct violations and create a positive learning environment.

Why do we need a system like EthicsPoint?

- An effective reporting system will strengthen our efforts to foster a positive and safe campus environment. By creating open channels of communication, we can make positive changes to our campus culture.

Reporting – General

May I report using either the Internet or the telephone?

Yes. With EthicsPoint, you have the ability to file a confidential, anonymous report via either the telephone or the Internet.

What type of situations should I report?

The EthicsPoint system is designed for students to report any violation of our Student Conduct Code, Sexual and Gender-based Misconduct Policy, or other concerns members of the IHCC community may have.

If I see a violation, shouldn't I just report it to security or the Executive Dean of Student Services?

We recognize that there may be circumstances when you are not comfortable reporting the issue directly. It is for such circumstances that we have partnered with EthicsPoint. We would rather you report anonymously than keep the information to yourself. We can only take steps to address the issue and help you connect with any other resources that you may need if we know that something occurred.

Why should I report what I know? What's in it for me?

By working together, we can maintain a safe and productive learning environment. We count on our students to tell us about issues that we may not otherwise learn about so that we can address those issues and, hopefully, prevent similar situations in the future. Additionally, when students report, we can help them find the resources and support that they may need.

Does Indian Hills really want me to report?

We certainly do. In fact, we *need* you to report. You know what is happening on our campus - both good and bad. You may have initial knowledge of an activity that may be cause for concern. Your reporting can minimize the potential negative impact.

Where do these reports go? Who can access them?

Reports are entered directly on the EthicsPoint secure server to prevent any possible breach in security. EthicsPoint makes these reports available only to specific individuals within the College who are charged with evaluating the report, based on the type of violation and location of the incident. Each of these report recipients has had training in keeping these reports in the utmost confidence.

Isn't this system just an example of someone watching over me?

The EthicsPoint system concentrates on being a positive aspect of our overall philosophy, and allows us to assure a safe, secure, and positive learning environment. You are encouraged to report conduct violations and safety concerns.

We have carefully chosen the best reporting tool to ensure that you will remain anonymous, if you choose to report anonymously, and still allow administrators to respond to your report with resources, updates, and additional questions.

Reporting Security & Confidentiality

Is the telephone toll-free hotline confidential and anonymous too?

Yes. You will be asked to provide the same information that you would provide in an Internet-based report, and an interviewer will type your responses into the EthicsPoint Web site. These reports have the same security and confidentiality measures applied to them during delivery.

What if I want to be identified with my report?

There is a section in the report for identifying yourself, if you wish.

Tips & Best Practices

I am not sure if what I have observed or heard is a violation of the conduct code, but it just does not look right to me. What should I do?

File a report. EthicsPoint can help you prepare and file your report so it can be properly understood. We would rather investigate and learn that there is no cause for concern than not receive reports of incidents that, upon investigation, would need to be addressed further.

What if an instructor or other employee of the College is involved in a violation? Won't they get the report and start a cover-up?

The EthicsPoint system and report distribution are designed so that implicated parties are not granted access to reports in which they have been named.

What if I remember something important about the incident after I file the report? Or what if the College has further questions for me concerning my report?

When you file a report at the EthicsPoint Web site or through the EthicsPoint Call Center, you receive a report number and are asked to choose a password. You can return to the EthicsPoint system again either by Internet or telephone and access the original report to add more detail, answer questions posed by a staff member investigating the incident, or to ask for/receive information about resources or support. We strongly suggest that you return to the site in the time specified to receive information and answer questions. You and the College now have entered into an anonymous dialogue, where situations are not only identified, but can also be resolved, no matter how complex.

Are these follow-ups on reports as secure as the first one?

All EthicsPoint correspondences are held in the same strict confidence as the initial report, continuing under the umbrella of anonymity.

Can I still file a report if I don't have access to the Internet?

You can file an EthicsPoint report from any computer that can access the Internet. You can file from home. Many public locations, including the public library, have Internet computers. If you don't have access to or are uncomfortable using a computer, you can call the EthicsPoint toll-free hotline, which is available 24 hours a day, 365 days a year.