

Solano Community College Educational Foundation
Whistleblower Policy

The Solano Community College Educational Foundation (the 'Foundation') recognizes the importance and desirability of implementing an anonymous procedure by which individuals acting on behalf of the Foundation may submit to the Executive Committee or any governmental or law enforcement agency, their concerns regarding possible law violations and/or improper accounting, internal control or auditing practices.

The Foundation shall not:

- A. Retaliate against any individual acting on behalf of the Foundation who, in good faith, notifies the Executive Committee, government, or law enforcement agency when they have reason to believe that the Foundation is violating laws that protect members, individual acting on behalf of the Foundation, or the general public; or they are being asked to participate in activities that would result in a violation of law or regulation.
- B. Retaliate against any individual acting on behalf of the Foundation who refuses to participate in an activity which violates a state or federal law, or cause noncompliance with a state or federal rule or regulation.
- C. Adopt or enforce any rule preventing individual acting on behalf of the Foundations from disclosing information to a government or law enforcement agency when there is reasonable cause to believe that the information discloses a violation of, or noncompliance with, a state or federal law, rule, or regulation.
- D. The Executive Committee or its designee shall be responsible for receiving and investigating any complaint submitted by an individual acting on behalf of the Foundation. The individual is encouraged to report concerns to the Director, unless the concern involves that person. Matters involving senior leadership or the Executive Committee should be reported directly to the Board Chair, unless the concern involves that person. Such complaints may then be sent directly to the Executive Committee and may be submitted anonymously. Complaints being submitted should contain a description of the alleged violation and a clear explanation as to why the individual acting on behalf of the Foundation feels the action(s) are in violation of state or federal law, rule, or regulation. The individual acting on behalf of the Foundation does not need to sign his/her name but should provide sufficient information that will enable the Executive Committee to begin its investigation. An objective investigation shall take place as directed by the Director/Executive Committee and all parties involved will be interviewed. Confidentiality shall be maintained to the extent the circumstances permit. The Director/Executive Committee shall review all such complaints and investigations and if needed, take whatever further investigatory actions it deems necessary within a reasonable time frame. Actions may include, at the discretion of the Executive Committee, the hiring of an outside consultant, auditing firm, or other unbiased

external expert necessary to fully investigate the situation. Where appropriate, the Director may provide the Board a report of findings and recommended corrective action.

Approved at the Executive Committee meeting on April 14, 2026

Approved by the Board of Directors on April 28, 2026