

New hire policy acknowledgement

Staff

I acknowledge receipt of the St. Mary's University's policies listed below. I further acknowledge that I have read and understood each policy. Full policies located in Gateway/Departmental Services/Human Resources/Policies

- Employee Code of Business Conduct
- Whistleblower Policy
- Title IX Policy
- Sexual Harassment Policy
- Workplace Violence Policy
- Accident Prevention Plan
- Drug-Free Workplace Policy
- Weapons Policy
- Health Insurance Portability and Accountability (HIPPA)

I also acknowledge that I have been notified that the Personnel Manual can be accessed online view my gateway account. I acknowledge that I will refer to and read the manual for any personnel related matters.

Faculty

I acknowledge receipt of the St. Mary's University's policies listed below. I further acknowledge that I have read and understood each policy. Full policies located in Gateway/Departmental Services/Human Resources/Policies

- Employee Code of Business Conduct
- Whistleblower Policy
- Title IX Policy
- Sexual Harassment Policy
- Workplace Violence Policy
- Accident Prevention Plan
- Drug-Free Workplace Policy
- Weapons Policy
- Health Insurance Portability and Accountability (HIPPA)

I also acknowledge that I have been notified that the Faculty Handbook can be accessed online at gateway.stmarytx.edu under Departmental Services, Academic Affairs. I acknowledge that I will refer to and read the handbook for any personnel matters.

Employee's signature

Department

Employee's name (please print)

Date