



# **RISK MANAGEMENT EDUCATION OVERVIEW**

## ***Academic Year 2021-2022***

### **Risk Management Educational Requirements**

In accordance with the Chapter Management Education Certification (CMEC) Program, there are mandatory requirements for chapters to provide Risk Management Education to their members. Each chapter must host at least two (2) risk management education programs throughout the academic year. This is a minimum standard requirement for all chapters in 2021-2022. Failure to comply with minimum standards may result in a 10% increase of the chapter's insurance premium for the following academic year. Additional details about the risk management education program requirements are outlined below:

#### ➤ **Fall 2021 Requirement**

- Topic: Alcohol & Drug Abuse (mandatory)

#### ➤ **Spring 2022 Requirement**

- Topic: Chapter may select from one of five topics (below)

#### ➤ **Attendance**

- Each presentation must have both 85% of current members and 85% of new members present for the program to be approved. In the event that the chapter does not have a new member class, 85% of the current members must be in attendance.

#### ➤ **Documentation & Submission**

- Upon completion of the program, the chapter's Risk Management Chairman will submit a form on the Phi Psi Portal that will require an overview of the program and names of attendees. A member of the National Fraternity staff will then review the submission to verify the information provided is correct and compliant. The attendance requirement will be evaluated based on the chapter's roster on the Phi Psi Portal at the time the educational program was held.

#### ➤ **Risk Management Education Program Topics**

- Hazing & Fraternity Education
- General Fraternity Insurance Coverage & Risk Management Overview
- Criminal Liability & Basic Legal Concepts
- Sexual Violence Prevention
- Fire Prevention



## Risk Management Education Program Topics

The following topics are recommended to fulfill your chapter's educational requirements. If you have an additional topic you would like to be considered, please contact Benjamin Sigler, Senior Director of Chapter Operations, at [bds@phikappapsi.com](mailto:bds@phikappapsi.com) for approval. Many colleges and universities have staff members who are trained and available to present on these topics. You may also utilize community organizations and local resources for these requirements. If you need help identifying someone to provide a presentation to you, please contact Benjamin Sigler, Senior Director of Chapter Operations, at [bds@phikappapsi.com](mailto:bds@phikappapsi.com).

### **Topic: Alcohol & Drug Abuse**

Alcohol and drug abuse programs focus on the effects of alcohol and illegal drugs. They include signs and dangers of addictive behavior and focus on the resources available to support those suffering and recovering from addiction.

- Resources to Contact:
  - *Alcohol & Drug Education Center*
  - *Student Health Services*
  - *Counseling Center*
  - *Student Conduct Office*
- Areas of Focus:
  - *Effects of alcohol and drugs on the body*
  - *Myths of alcohol and drug use*
  - *Alcoholism & substance use disorder*
  - *Signs of abuse and addiction*
  - *How to talk to someone who may be suffering from substance abuse/addiction*
  - *Long-term impacts of substance abuse*

### **Topic: Hazing & Fraternity Education**

Anti-hazing programs focus on reviewing the policies and definitions of hazing. They identify what hazing is and how it can impact new members. These programs stress the importance of a positive new member experience and provide information on how to build this type of program.

- Resources to Contact:
  - *Fraternity & Sorority Life Office*
  - *Student Conduct Office*
- Areas of Focus:
  - *Phi Kappa Psi Policies, Statement on Fraternity Education, & Edict of Executive Council*
  - *University policies & state laws regarding hazing*
  - *NIC Statement on Hazing & Pre-Initiation Activities*
  - *Alternatives to hazing to build brotherhood*
  - *Resources for reporting hazing*



## **Topic: General Fraternity Insurance Coverage & Risk Management Policy Review**

Chapters will be provided with the opportunity to attend a virtual risk management educational program offered by the National Fraternity. This program will be available on-demand throughout the academic year for members to attend at their own discretion. Each member must register for and attend the webinar individually. Although there will be a record of registrants, the chapter must still submit a form on the Phi Psi Portal if they wish to receive credit. Attendance will be based on the date of submission.

- Resources to Contact:
  - *This presentation will be provided by the National Fraternity*
- Areas of Focus:
  - *Review and discussion of the Fraternity's general risk management policy*
  - *General insurance policy, including coverage limitations, exclusions, cost and named insured*
  - *Explanation of Risk Management Committee and role they play in the organization*
  - *Identify the role each member plays in risk management and prevention*

## **Topic: Sexual Violence Prevention**

Sexual violence prevention programs explain culture and behavior that can perpetuate sexual violence. These programs focus on how to establish consent and create healthy relationships. These programs explain strategies to intervene in problematic situations and ways you can support survivors.

- Resources to Contact:
  - *Title IX Office*
  - *Sexual Violence Prevention Services*
  - *Community Rape Crisis Center*
  - *Student Health Services*
- Areas of Focus:
  - *Characteristics of healthy and unhealthy relationships*
  - *Facts and statistics about sexual assault*
  - *Resources for reporting sexual assault*
  - *Role of bystanders in sexual violence prevention*
  - *Role of masculinity and socialization in sexual violence*
  - *Understanding and avoiding sexism (e.g., party themes)*

## **Topic: Fire Prevention Program**

Fire prevention programs focus on creating a safe chapter environment. Often, these programs will include demonstrations and activities to learn proper procedures for incidents.

- Resources to Contact:
  - *Fire Marshal and/or Local Fire Department*
- Areas of Focus:
  - *Fire drill at facility and review of evacuation procedures*
  - *Fire prevention policies and procedures for the facility*
  - *Fire escape tips & usage of fire extinguishers*
  - *Common fire hazards*



### **Topic: Criminal Liability & Basic Legal Concepts**

Criminal liability and basic legal concepts should focus on the legal aspects of organizational membership and activity. They should explain how individual decisions and policy violations may have legal repercussions for both the chapter and its individual members.

- Resources to Contact:
  - *Student Legal Services*
  - *Local District Attorney*
  - *Local Attorney*
  
- Areas of Focus:
  - *Criminal liability associated with a fraternity*
  - *Legal concerns/issues around alcohol (organizational and individual)*
  - *Legal concerns/issues around hazing (organizational and individual)*
  - *Legal concerns around sexual assault (organizational and individual)*
  - *Current legal issues, including social event accidents and deaths*
  - *Chapter officer/member liability for chapter actions*



## Risk Management Education Program Planning & Considerations

To ensure a successful risk management education program, a chapter officer should be responsible for coordinating the presentations. This can become the main focus for the Risk Management Chairman, VGP, or another appropriate officer. Before scheduling a presentation, it can be helpful to spend some time thinking about *why* an educational program would be beneficial. Spend time as a committee and/or executive board to consider the following questions:

- *What issues do you currently see in your chapter, Greek community, or campus community?*
- *What types of programs do your members respond best to?*
- *What program would help make your chapter a healthier, safer organization?*

When contacting a presenter, there will be some logistics to consider. Make sure to have the following information available for your presenter:

- **Who will be in attendance?**  
*Share how many members should be in attendance. Providing an estimate for the presenter allows them to determine the appropriate format and activities.*
- **What program are you looking for?**  
*Share the general topic you are looking to have them cover. If the office has “pre-packaged” presentations, mention the specific presentation you believe would be most appropriate. If you are looking for the presentation to focus on a specific issue, be sure to mention this as well. If you find there is a format that works well for your chapter (e.g., interactive, small group discussions, etc.), please share this with your presenter.*
- **When will the presentation occur?**  
*Identify a preferred date and time for your presentation. If there are additional dates that work, share these as well. When requesting the presentation, you should either ask the presenter how long their program takes and/or provide a desired length of time.*
- **Where will this presentation be held?**  
*Provide a meeting location for the presenter, and make sure they are comfortable in this space. Consider whether they will need technology or visual accessories. If your chapter facility won't suffice, reserve another space on campus.*
- **Why are you doing all this?**  
*Explain the Risk Management Education program requirements and/or if this is part of another requirement (e.g., sanction). Indicate what you hope your members will gain from this presentation, which may include points from your initial planning discussions.*

The presenter will be a guest of the organization, so it's important to be professional and accommodating. Presenters should be contacted a minimum of two weeks prior to the presentation, although the ideal scheduling would be four to six weeks out. Prior to their arrival, please assign a member to be the presenter's host. If you are eating a meal prior to the presentation, invite them to join. Following the presentation, send a thank you note to the individual.