

The FarmHouse *Flash*

February 2010 Edition



An insider's view into the latest news, notes and reminders within FarmHouse Fraternity.

Know your Role in Risk!

Risk Management is a term that most fraternity members are familiar with today, but when it comes to who's responsible, it's often a hot potato in chapters.

Some chapters are required by their universities to establish an office of a risk manager, for other chapters the president assumes the majority of the responsibility, for others a social chair is in charge of risk management.

It's important to realize that risk management focuses on much more than just hazing and alcohol awareness.

This article takes a look at who's responsible for the risk management efforts of a chapter and what they're responsible for.

Chapter President - as the CEO of the chapter, he has the ultimate responsibility for the chapter's risk management program. The attitude the president takes towards risk management will set the tone for the rest of the chapter. Primary responsibilities include:

- work closely with the risk manager and social chair
- be prepared to execute a Crisis Management Plan (for death, serious injury, suicide, sexual assault allegation, hazing allegation, etc.)
- ensure that risk management workshops and forms are completed
- be aware of laws/responsibilities when hiring, evaluating and terminating cooks or housemothers.
- media/community/university relations, spokesman for chapter

Director of Risk Management - if you don't have this officer, please look at immediately adding it to your Exec Board. You need someone who is able to look at every action of the chapter from an outsiders' viewpoint. He is in charge of the risk management efforts of the chapter. Primary responsibilities include:

- develop a risk management & Crisis Management plan
- make sure risk management seminar takes place one semester, alcohol awareness seminar the next
- ensure RM/Alcohol Verification Forms submitted to FH International
- review T-shirt designs before printed and review theme party ideas
- review plans for all social events with social chair and his committee to ensure compliance with FH and FIPG policies
- meet semesterly with each officer who has risk management duties.
- have a committee that helps with onsite risk management efforts at social events.

Social Chair - he must be aware of the FH Alcohol/Drug policy and FIPG policy and plan events accordingly. Responsibilities include:

- Develop with risk manager a social event planning checklist; complete prior to each social event (guest lists, ID process, 3/4 vote, etc).
- Ensure that all events are BYOB or Cash Bar and that proper steps are in place to hold members/guests accountable to policies/laws.
- With risk manager, implementing carding, security and working with 3rd party vendors at social events.
- Implementing member and guest safety at events.

Director of House Operations - he's primarily responsible for house safety issues. Specifically, he's responsible for:

- Once a semester, reviewing Safety Self-Inspection Form with advisor or association officer - http://www.farmhouse.org/guides/drm_house_inspection.pdf
- Written reports to association and chapter president of potential liability/risk concerns - plumbing, electrical, fire hazards, furnaces/hot water heaters, kitchen, etc.
- Coordinate fire/evacuation drills periodically (contact the local fire department to assist for more effective workshop/drill).
- Work with city/county/university health and fire inspections to ensure we're meeting code.

Director of New Member Education - Specific responsibilities include:

- ensuring that the pledge education program, pre-initiation process and other pledging activities are hazing free.
- hold all active members accountable and bring charges before the chapter of any active that crosses the line of hazing.
- making sure no alcohol is present at pledge activities - pledge retreat, pledging ceremony, pre-initiation, etc.

VP - Recruitment - Specific responsibilities include:

- ensuring that all recruitment events are alcohol-free.
- being diligent in enforcing dry rush policy for all recruitment and hold brothers accountable/ask them to leave if they have alcohol.

VP - Finance - Specific responsibilities include:

- working with a finance committee that reviews finances monthly
- ensure that annual audit occurs (whether an outside firm or committee made up of officers and alums/advisors)
- keep detailed records in secure location, accounting for each transaction, check written, etc. - and have back-ups for all computer files.

Chapter Advisor - Specific responsibilities include:

- serve as a moral conscience for the chapter, making them aware of when a planned event is not following policy.
- help ensure the required workshops/forms are submitted and that all members are aware of policies.

Association Board - Specific responsibilities include:

- inspect the chapter house and property and work with house manager to ensure that all safety/risk related challenges are addressed.
- assist chapter in enforcing policy and help educate them on risks.

Every brother - Specific responsibilities include:

- learn FH Alcohol/Drug Policy and FIPG policy
- sign RM & Alcohol Policy Verification Forms
- conduct self as FarmHouse man & hold one another accountable
- report unsafe conditions
- attend risk management sessions

FarmHouse in a Flash...

Important Dates Coming Up... for FarmHouse

- April 1 - International Board Nominations deadline
- April 1 - To Be and Become Participants
- April 1 - Master Builder Nominations deadline
- April 1 - Honorary Member Nominations deadline
- April 1 - Deadline for bylaw/policy/ritual proposals
- April 15 -Deadline to report Official Voting Delegate
- April 15- 105th Founder's Day
- April 18-20 FH International Promise of Service Week
- May 25-27 To Be and Become Emerging Talent Retreat in Kansas City sponsored by Monsanto.
- Summer- Summer Recruitment Events for Chapters
- June 1 - Scholarship application entries due
- June 1 - Foundation Speech Contest forms due
- July 1 - Conclave 2010 registration deadline!!!
- July 15 - Please notify International HQ of all items you wish to donate to Conclave auctions
- Aug. 4-8 - 44th Biennial Conclave in Columbus, OH.

Top 10 reasons not to miss Conclave....

10. To be a Jack Hanna stand-in at the Columbus Zoo Monkey Exhibit.
9. Behind the scenes tour of Ohio Stadium.
8. To figure out how to truly eat a Buckeye.
7. So you can dream about being a famous golfer at the Jack Nicklaus Golf Museum.
6. Will you be able to hang on for 8 seconds on the mechanical bull?
5. Because you are craving the ultimate in Fair Food at the Ohio State Fair.
4. Hang out with FarmHouse men from all over the continent.
3. You might just find your first job as you network with FarmHouse Alumni.
2. Have your say in the future of the Fraternity during the legislative business meetings.
1. Be there as your chapter takes home the Ruby Cup as the top FarmHouse Chapter!

FarmHouse Programming Recap

More than 400 attendees participated in four FarmHouse Regional Leadership Conferences in February throughout the country. In January, more than 132 attended the 2010 FarmHouse Leadership Academy - a four track program designed for chapter presidents, vice president of finance and recruitment directors of new member education. We would like to give a big thank you to Monsanto imagine and The FarmHouse Foundation for making the Leadership Academy possible.

Policies At A Glance...

FarmHouse Alcohol & Drug Policy

- Must follow state, local university laws - 21 to consume in US
- No alcohol with chapter funds & no kegs/bulk quantities of alcohol
- Can't purchase alcohol for minors & no drinking games
- Illegal drug use of any kind by members strictly prohibited
- Can't co-sponsor with bar (where you get cut of cover/sales)
- Can't co-sponsor event in which host chapter provides alcohol
- All recruitment and pledge activities dry(formal and informal)
- No open parties (must have guest list) & events BYOB or cash-bar
- Risk Management and alcohol education programs each semester
- Chapters may have alcohol at events off FH property with 3/4 vote
- Chapter function is 5 or more members together in situation an outsider would deem FH event
- In no case may alcohol be stored or consumed on FH property
- Must provide alternative drink and food and safe travel at events
- No chapter or association can hold liquor license
- Chapters may choose to have stricter policies if they choose

FIPG Risk Management Policy

1. Alcohol & Drugs (all points covered in FH policy)
2. Hazing
 - strictly prohibited and a felony in many states
 - mental/physical discomfort, embarrassment, harassment, ridicule
 - Paddling of any form &/or creating of excessive fatigue
 - morally degrading or humiliating games or activities
3. Sexual abuse and harassment
 - actions demeaning to women or other men, other cultures
 - any type of rape or verbal harassment
4. Fire, Health & Safety
 - meet all local fire and health codes and standards
 - evacuation routes posted on back of door in sleeping rooms
 - crisis management plan and emergency phone list
 - no firearms or explosive devices in house
5. Education
 - all members to annually receive copy of risk management policies



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