

Washington State Chapter Risk Management Programming Award

In 2010, our chapter took several steps that helped to improve risk management in our organization. These steps greatly improved the safety of the men and guests of the house and the means by which we enforce violations of serious risk and standards issues.

- 1) The first step was the chapter's complete compliance with the WSU IFC's new alcohol agreement amongst fraternities, which included eliminating the consumption of hard liquors after 11:00pm during "wet" chapter functions. This gave the end result of lowering chapter liability by ending functions slightly sooner with less total consumption throughout the night.
- 2) The second step was the implementation of "roll call" voting on issues that had the potential to cause the chapter liability, especially "wet" functions. This afforded certain individuals the opportunity to go on the record as against the planning of such events, which helped to protect their personal liability from backlash in the event of legal problems.
- 3) Finally, the chapter implemented a plan in our bylaws to address serious risk and standards issues through a chapter "Standards Board", outlined in Article VII of the chapter bylaws. This board is made up of the President, the Director of Risk and Standards (DRS), and an outside chapter advisor (typically the Live-in Advisor), with cases only getting a hearing if at the discretion of the DRS. This was to help ensure that only serious violations (such as endangering the chapter's safety, a member/guests safety or dignity, or seriously embarrassing the chapter and soiling its image) were decided upon by the board, as opposed to smaller issues, like failing to complete a crew, to be heard by the chapter judicial board.

The duties of the Director of Risk and Standards are as follows:

- • To educate the chapter and new members about FarmHouse's risk management policies and the dangers posed by alcohol & substance abuse.
- • Work closely with the Executive Vice President and the Director of New Member Education to incorporate a risk management education into the program and ensure that program encourages not only knowledge of, but also the practice of risk management.
- • The DRS must set the example for others to follow.
- • Coordinating the implementation of safety measures for all social events, house management, and fire safety.
- • Chair the Risk Management Committee.
- • Co-Chair and act as secretary of the Standards Board.
- • Maintain private records of all Standards complaints brought before the Standards Board, in concurrence with Article VII, Section 7 of these bylaws.
- • Obtain a list of emergency contacts and potential health problems of each resident of the chapter house starting each semester. The DRS shall keep this information confidential.

- • Hold programs and simulations on emergency and safety topics.
- • Ensure that inspections occur on a monthly basis and the house remains up to code for all appropriate regulations. Develop improvement plans from the inspection results with the Association and chapter on an agreed upon timetable.

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Attachment A: The Standards Board

From Article VII of the WSU FH Chapter Bylaws:

Section 1- The Purpose of the FarmHouse Standards Board is to hold members and new members responsible for serious detrimental actions that are considered unbecoming of a FarmHouse man. Only active members and new members can be taken to the Standard's Board.

Section 2-The board will consist of three members: The Chapter President, The Director of Risk and Standards (DRS), and an advisor (live-in or otherwise).

Section 3- All complaints/requests to send a member/new member to Standards Board will be sent either in written form or through email to the DRS who will confer with the other board members whether or not to take the complaint seriously. If the complaint is not accepted it will be sent to the Judicial Board for review.

Section 4- There are three levels of possible offense that can be bestowed upon the offender:

1: Warning with \$50 fine (if found guilty by board)

2: Pledge Status and Social Probation, including the loss of voting rights for all membership and chapter matters.

3: A questioned Membership brought up before the whole of membership (if a vote of 2/3 is not obtained to revoke membership, then punishment will be on the second level).

Section 4.1- If the person on social probation violates said restriction than he will be sent to standards board automatically for a new offense and a \$50 fine will be administered as well.

Section 4.2- Probation duration is determined by the standards board and will be based upon severity of the offense. This can range anywhere from 1-4 weeks.

Section 4.3- Social probation is defined as the restriction of attendance at any social function that is considered hosted by or in conjunction with the Chapter or other student organization.

Section 5- If a member on the standards board (president or DRS) is brought before the standards board, the executive board shall be in charge of a vote of no confidence to determine if the member shall go to standards. If the said officer goes to standards the second in command shall take the place of whatever officer is being charged. Furthermore, if a complaint is to be

made against the president it shall be sent to the DRS, and if it is the DRS it will be sent to the President.

Section 6-If membership wishes to overturn a decision made by Standards Board then a 2/3 vote is required.

Section 7- Standards board will determine the length of time an offense will remain in the DRS's records depending on severity, and pass on active records to his successor.

Section 8- Any standards complaints must be brought to the attention of the Standards Board within one week from the time of the alleged offense.

Section 9-All members and new members will be required to sign a "Standards Contract" on the first day of classes on an annual basis (or until alumni status if during the middle of the school year).

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Attachment B: Chapter Crisis Plan

Please see the attached document for details.

- Co-Chair and act as secretary of the Standards Board.
- Maintain private records of all Standards complaints brought before the Standards Board, in concurrence with Article VII, Section 7 of these bylaws.
- Obtain a list of emergency contacts and potential health problems of each resident of the chapter house starting each semester. The Risk Manager shall keep this information confidential.
- Hold programs and simulations on emergency and safety topics.
- Ensure that inspections occur on a monthly basis and the house remains up to code for all appropriate regulations. Develop improvement plans from the inspection results with the Association and chapter on an agreed upon timetable.