



MEMBER SAFETY PROGRAMMING

RISK MANAGEMENT POLICY REVIEW PRESENTATION GUIDE

MATERIALS NEEDED

- [Phi Sigma Kappa Risk Management Policies](#)
- [Phi Sigma Kappa Risk Management Policy Review PowerPoint Presentation](#)
- This presentation guide is also needed and is beneficial to read through ahead of the program.

TIMEFRAME

- This program should run around 30-45 minutes.

PROGRAM OUTCOMES

- Review the Phi Sigma Kappa Risk Management Policies.
- Translate policies into layman's terms.
- Discuss ways chapter can improve in areas related to risk management.

FACILITATOR NOTES

- These risk management policies are designed to make the Phi Sig experience safer for members, advisers, guests, students, volunteers, and campus staff.
- These are specifically the policies of Phi Sigma Kappa Fraternity. The chapter should also familiarize themselves with their campus's risk management policies as well as any additional local bylaws related to risk management.
- Most North American Interfraternity Conference (NIC) fraternities share the same or have very similar risk management policies.

Facilitation tips:

- If doing this session virtually:
 - Try using break out rooms and polls to help keep members engaged and thinking. The breakout rooms should be used to recreate the small group aspect for the activity below.
 - Use a virtual white board, message board, or Google Doc that members can add their thoughts and questions during the session.
 - When posing a question, give them a little extra time to think about their answer and either come off mute or type it in the chat box.
- Look for other *facilitator tips* throughout the document, as shown in red italics.

RISK MANAGEMENT POLICY REVIEW ACTIVITY

Split members into eight groups and assign one section of the Risk Management Policy (see the PowerPoint presentation and policy document linked above for reference).

***Facilitator tip:** If your group is too small to split into eight groups of two people, consider making less groups, but assigning groups multiple sections of the Risk Management Policy. If this method still doesn't work with your size group, consider just reviewing each section with the entire group, asking them to translate each item into layman's terms.*

Give the groups time to review their section of the policy and highlight the key components and try to translate into layman's terms. Once all the groups have had enough time, have each group report out the key components of their policy. The facilitator should use the PowerPoint presentation as a reference and fill in any important concepts a group may have missed or provide clarification as needed. If chapters have any questions about any of the policies, they should reach out to their Chapter Adviser, Regional Adviser, or International Headquarters to clarify.

Once all the groups have finished reporting on their section, the facilitator should ask the following questions:

- Does the chapter do a good job at following these policies?
- Which ones are easier for the chapter to follow?
- Which policies does the chapter have trouble following?
- How could the chapter work to better follow the policies from the last question?

PRESENTATION NOTES

Slide 3: Expectations

- Members are expected to be familiar with and follow the Fraternity's risk management policies.
- Local chapters should educate members on the Fraternity's risk management policies on a regular basis.
- It is expected that members will not violate local, state or federal laws.

Slide 4: Alcohol and Drugs

- Members and guests should comply with local, state, and federal laws regarding the legal consumption, possession and purchase of alcohol, illegal substances, or controlled substances outside of their prescribed use.
- No alcohol products above 15% alcohol by volume (ABV).
- Use either a BYOB or Third-Party Vendor policy for social events.
- Cannot use chapter funds, or use the chapter to organize funds, to purchase alcohol.
- All recruitment and associate member experiences should be dry.
- The chapter should not condone or engage in activities that promote the rapid consumption of alcohol.

Slide 5: Hazing

- Hazing is unacceptable in the Fraternity.
- Chapters should be familiar with state and campus laws and policies regarding hazing.
- If you're not sure if an activity is hazing, ask ahead of time:
 - Campus fraternity/sorority adviser

- Chapter Adviser
- International Headquarters professional staff

Slide 6: Sexual Misconduct

- Sexual misconduct is unacceptable.
- Members should be familiar and comply with all federal, state, local and campus policies.
- Sexual Misconduct may include
 - Non-consensual sex (aka rape or sexual assault), sexual violence, sexual harassment, domestic or partner violence, stalking and sexual exploitation.
- No strippers or exotic dancers at any Fraternity events or activities.

Slide 7: Assault & Battery

- Members should not engage in assault & battery, as defined by their state.
 - Typically includes acts of physical violence, fighting, or causing physical harm to someone else.

Slide 7: Firearms, Explosives, or Incendiary Devices

- These are not allowed in Fraternity spaces or at Fraternity events and activities.
- Members should follow all federal, state, local laws and campus policies regarding the possession of these items.

Slide 8: Retaliation

- The chapter, or individual members, should not retaliate against anyone for reporting, inquiring, or cooperating with reporting a violation of the Fraternity's policies.
- Retaliation can include actions, statements or behaviors intended to punish an individual.
- This could include, but is not limited to:
 - An associate member reporting being hazed to the campus or International Headquarters professional staff.
 - A student providing a statement during a sexual harassment investigation.
 - A bystander reporting a large social event that visibly appears to be over the stated local gathering policies.

Slide 9: Good Samaritan Policy

- In general, if an individual or chapter acts to get someone medical help related to drinking or using drugs, or another kind of medical emergency, may not be subject to disciplinary actions from the Fraternity.
- This is not a guaranteed "get out of jail free" card.
- May still result in disciplinary actions, albeit less severe.
- This policy applies to the fraternity's Grand Chapter only.
 - Members and chapters should familiarize themselves with their campus and state/local Good Samaritan policies, as well.