The University of Texas at Arlington

Student Organization Risk Management

2017-2018

As an officer, you are responsible for sharing this information to your organization.

Questions? Contact us at:

- Student Organizations
  E.H. Hereford University Center, Lower Level
  (817) 272-2293 | mavorgs@uta.edu
Why?

- **It’s the law**
  - State law requires student organizations to complete a risk management training in order to be considered a registered student organization

- **To promote a safe and positive experience**
  - Risk management is about managing the potential risks to your organization and its members. By acknowledging the potential risks of your organization’s activities, you can attempt to mitigate those risks and help keep everyone involved safe.
Legislation

HB 2639/SB 1138 – effective September 1, 2007 80th
Texas Legislature; Texas Education Code § 51.9361

*Mandates risk management education for members and advisors of student organizations registered at postsecondary education institutions.*

Who?
- Representatives of registered student organizations
- Advisors
- Individuals selected by the University

What?
- Required by law to complete a risk management education program
Risk Management involves:

**Considering** the potential and perceived risk involved in student events and activities

**Monitoring** organization activities

Taking both **proactive action** and **corrective steps** to minimize potential injury, damage or loss.
Categories of Risk

Physical Risks
Reputational Risks
Emotional Risks
Financial Risks
Facilities Risks

Source: Kim-Senior (2014)
Physical Risks

Bodily injuries that occur from participation in an activity

Examples

- Obvious risks such as rope climbing
- Less obvious such as food-borne illnesses from a picnic

Source: Kim-Senior (2014)
Reputational Risks

Incidents that may lead to defamation or portray a bad image of the organization, its members, or UTA

Examples

- Negative publicity/coverage in the media or campus community
- Bringing a guest speaker who has sparked controversy

Source: Kim-Senior (2014)
Emotional Risks

**Incidents that alienate or harm the feelings of members of the community**

**Example**

- **Selecting a theme for your event that stereotypes/offends a particular group**

Source: Kim-Senior (2014)
Financial Risks

Occurrences that negatively impact the fiscal stability of the organization

Examples

• Paying for damages incurred by a band you booked to play on campus
• Theft or misuse of funds due to poor accounting or financial oversight

Source: Kim-Senior (2014)
Facilities Risks

Incidents that may cause property damage

Examples

• Inclement weather
• Reserving a space that is too small for the number of participants that show up

Source: Kim-Senior (2014)
Risk Items

Managing the Risks:
Learn. Succeed. Live.
Let’s take a closer look at the following:

1. Alcohol and illegal substances
2. Hazing
3. Sexual assault and harassment
4. Student travel
5. Fire and event safety
6. Accommodations for students with disabilities
7. Behavior
8. Bystander Intervention
For each risk item, we will review:

- Definition
- Facts
- Policy
- How to Manage the Risks
Alcohol & Illegal Substances
Alcohol

21

The minimum age for purchasing and possessing alcohol in Texas is twenty-one.
The following are statistics on college students (ages 18 to 24) from the National Institute on Alcohol Abuse and Alcoholism (2013):

- **Deaths** - 1,825 die from alcohol-related unintentional injuries, including motor vehicle crashes
- **Assaults** – More than 690,000 are assaulted by another student who has been drinking.
- **Sexual Abuse** – More than 97,000 victims of alcohol-related sexual assault or date rape
- **Injuries** – 599,000 unintentionally injured under the influence of alcohol
- **Academic Problems** – 25% of college students report negative academic consequences related to their drinking, including missing class, falling behind, doing poorly on exams or papers, and receiving lower grades overall
- **Health Problems/Suicide Attempts**— More than 150,000 students develop an alcohol-related health problem and approximately 1.5% of students indicate they tried to commit suicide within the past year due to drinking or drug use
Binge Drinking¹
Binge drinking means men drinking 5 or more alcoholic drinks within a short period of time or women drinking 4 or more drinks within a short period of time.

• Age group with most binge drinkers: 18-34 years³
• Most people who binge drink are not alcohol dependent or alcoholics
• More than 90% of the alcohol youth drink is binge

Some risks associated with binge drinking
• Alcohol poisoning (including death)
• Increased chance for unsafe sex
• Increased chance of violence, sexual assault
• Accidental injuries/death such as drowning or falling from a height

Sources:
¹Centers for Disease Control and Prevention
²College Binge Drinking
Amnesty

The university supports the Texas Alcoholic Beverage Commission’s amnesty policy and affords amnesty to a minor (under 21) seeking medical aid if the minor:

1) requested emergency medical assistance in response to the possible alcohol overdose of the minor or another person;

2) was the first person to make a request for medical assistance; and

3) if the minor requested emergency medical assistance for the possible alcohol overdose of another person:
   a) remained on the scene until the medical assistance arrived; and
   b) cooperated with medical assistance and law enforcement personnel.
Managing the Risks
Alcohol & Illegal Substances

• Follow all university rules and state laws
• Provide an alcohol education program for your members.
• Utilize campus resources
  • Center for Students in Recovery (website)
  • Counseling & Psychological Services (website)

Register all activities and events where alcohol will be present or served (both on and off campus)
• Provide sober monitors and designated drivers
• Do not participate in drinking games
• Choose not to binge drink and help others not to do it
• If you suspect severe alcohol impairment, call for help immediately.
Managing the Risks
Alcohol & Illegal Substances

Register all activities and events where alcohol will be present or served (both on and off campus) with Student Organizations

• Make available non-salty food and alternative nonalcoholic beverages whenever alcohol is served
• Do not engage in drinking games or rapid “binge” drinking
• Intervene when a guest is clearly intoxicated beyond a reasonable degree and should not be served more alcohol
• Charter group transportation to/from event when possible
• Provide sober monitors and designated drivers throughout the venue and make them identifiable and available
• If you suspect severe alcohol impairment, call for help immediately.
Policy - UTA
Handbook of Operating Procedures (HOP) 9-200

- Minimum disciplinary penalty—**suspension**
  “If a student is found responsible for the illegal use, possession, and/or sale of a drug or narcotic on campus, the minimum sanction assessed shall be **suspension** from the institution for a specified period of time and/or suspension of rights and privileges.”

- Suspension or expulsion notations become part of your **permanent** academic transcript.

- Other penalties include
  - disciplinary probation
  - payment for damage to property
  - suspension of rights and privileges
  - suspension for a specified period of time
  - expulsion, or such other penalty as deemed appropriate under the circumstances of the incident at hand.
• All on- and off-campus events where alcohol will be present must be registered through Student Organizations.

• Required forms may be found in the Student Organizations office or at http://www.uta.edu/studentorganizations. Meetings with University staff members may be required in order for the event to be approved.
Hazing
“Hazing is any action taken or any situation created intentionally that causes embarrassment, harassment or ridicule and risks emotional and/or physical harm to members of a group or team, whether new or not, regardless of the person’s willingness to participate.”

-HazingPrevention.Org
Facts

Hazing

Some common factors that define hazing are:

• Power differential between those in a group and those who want to join a group, or between senior and junior members of a group

• Intentional initiation rite, practice or ‘tradition’ involved

• Willingness to participate does not absolve responsibility for either party

Did you know?

• Engaging in, encouraging, aiding or permitting hazing is a criminal offence in Texas (§ 51.936, 37.151 Education Code)

Source: hazingprevention.org
Facts

Hazing happens across a range of student groups

Percentage of Students that Experienced at Least one Hazing Behavior

- Other Organization: 30%
- Honor Society: 20%
- Academic Club: 28%
- Recreational Club: 42%
- Intramural Team: 49%
- Service Fraternity or Sorority: 50%
- Performing Arts: 56%
- Club Sport: 64%
- Social Fraternity or Sorority: 73%
- Varsity Athletics: 74%

Source: StopHazing.org
Some examples of hazing include:

- Forced activities for new recruits to ‘prove’ their worth to join
- Forced or required consumption of alcohol or drinking games
- Require members to associate with specific people and not others
- Requirement to endure hardships such as staying awake, menial tasks, physical labor, running while blindfolded, etc.
- Humiliation of new or potential members
- Isolation of new or potential members
- Beatings, paddling, or other physical acts against new or potential members
- Requirements for new or potential members to do things established members are not required to do
- Illegal activities such as requirement to steal local items as part of a scavenger hunt
Facts

Hazing

HAZING VS. BULLYING

What is the difference between hazing and bullying?

Hazing
- To gain membership in a group
- Sometimes aggressive behavior
- Not always intended or perceived to cause harm
- Not always repeated over time

Bullying
- Forms of youth violence
- Power Imbalance
- Physical Verbal Social
- Not tied to gaining membership in a group
- Unwanted aggressive behavior
- Intended or perceived to cause harm
- Repeated over time

Source: stophazing.org
Managing the Risks

Hazing

If you’re not sure whether or not something happening to you or someone else is hazing, ask yourself…

• Would I feel comfortable participating in this activity if my parents were watching?

• Would we get in trouble if a school/college administrator walked by and saw us?

• Am I being asked to keep these activities a secret?

• Am I doing anything illegal?

• Does participation in this activity violate my values or those of this organization?

• Is this causing emotional or physical distress or stress to myself or to others?

Source: hazingprevention.org
Managing the Risks

Hazing

- Familiarize yourself and your members with the definition of hazing

- Take responsibility when you see it occurring or if it happens to you speak up and report it immediately

- Do not allow the excuses of something being a ‘tradition’ or dismiss it as ‘harmless’ in order to continue hazing

- Take a hazing prevention pledge and participate in National Hazing Prevention Week

- Initiations or activities of organizations may include no feature that is dangerous, harmful, or degrading to the student.

Source: hazingprevention.org
Texas Education Code, §51.936

- In an effort to encourage the reporting of hazing incidents, the law grants immunity from civil or criminal liability to any person who reports a specific hazing event and immunizes that person from participation in any judicial proceeding resulting from that report.

- Failure to report: a fine of up to $2,000, up to 180 days in jail, or both. Penalties for other hazing offenses range from $500 to $10,000 in fines and up to two years confinement. An individual can be personally sued and wages garnished if found guilty.

- Criminal charges and University sanctions may be applied to both the individual and the student organization for hazing offenses.
The University of Texas at Arlington does not tolerate hazing. Individuals or groups found responsible for a violation are subject to disciplinary sanctions (HOP 9-200 et. seq.).

The policy definition of hazing includes, but is not limited to any type of physical brutality, physical activity, activity involving consumption of food, liquid, drugs, or alcohol, activity that intimidates or threatens the student, or any activity that induces, causes, or requires the student to perform a duty or task which involves a violation of the Texas Education Code.

A hazing violation…

- Can occur at a location either on- or off-campus
- Occurs with or without the consent of the persons being hazed
- Includes a person willingly submitting to hazing; he or she is also subject to discipline
- Occurs when one knowingly fails to report an incident of hazing
Sexual Assault & Harassment
**Sexual Assault & Harassment**

**Sexual Harassment**
- Sexual advances, requests for sexual favors, or sexually-oriented conduct that is considered unwanted or offensive by the target of the conduct.

**Sexual Assault**
- Any sexual act perpetrated against another person’s will, forcibly or through coercive actions, or where the victim is *incapable of giving full consent* (i.e. unconscious, drug or alcohol induced, mental impairment).
  - Includes non-consensual intercourse, non-consensual sexual penetration with an object, and unwanted touching or kissing.
Facts

Sexual Assault and Harassment

• 97,000 students between the ages of 18 and 24 are victims of alcohol-related sexual assault or date rape (NIAAA, 2013).

• Several studies indicate that a substantial proportion of female students—between 18 and 20 percent—experience rape or some other form of sexual assault during their college years.†

• About 85 to 90 percent of sexual assaults reported by college women are perpetrated by someone known to the victim; about half occur on a date.†

• Alcohol is more frequently associated with sexual assault on campuses than drugs.†

• In addition to the immediate trauma, victims face the risk of sexually transmitted diseases and pregnancy. Long-term mental health effects can include depression, anxiety and post-traumatic stress disorder.†

†National Institute of Justice
State of Texas
Sexual assault and harassment is also proscribed by state law as listed in the Texas Penal Code and Texas Family Code

- Sexual Assault - §22.011
- Aggravated Sexual Assault - §22.021
- Stalking - §42.072
- Dating Violence - §71.0021

Federal Law
In addition to being prohibited by numerous statues, sexual assault and harassment constitute gender-based discrimination of a student’s civil rights under Title IX of the Education Amendment of 1972.
The University of Texas at Arlington is committed to maintaining a learning environment that is free from discrimination based on gender, including inappropriate conduct of a sexual nature. Sexual harassment (including sexual violence, stalking, domestic violence and/or dating violence) and sexual misconduct in any form are prohibited and will not be tolerated. See full policy online at [HOP 5-513](https://www.uta.edu).

The university will take prompt disciplinary action against any individuals or organizations within its control who violate this policy. The university encourages any student, faculty, staff or visitor to promptly report violations of this policy to one of the following individuals. Victims of sexual assault should also consider contacting the UTA Police Department.

**Title IX Deputy Coordinator for Students**
Heather Snow, Dean of Students
E.H. Hereford University Center
817-272-2354 / hsnow@uta.edu

**Title IX Coordinator**
Jean Hood, Vice President for Human Resources
Wetsel Service Center, Ste. 212
817-272-5554 / jmhood@uta.edu
Managing the Risks

Sexual Assault and Harassment

A few basic tips to help manage risk from RAINN (Rape, Abuse & Incest National Network):

- **Know your resources.** Who should you contact if you or a friend needs help? Where should you go? Locate resources such as the campus health center, campus police station, and the Relationship Violence and Sexual Assault Prevention Program.

- **Be a good friend.** Trust your instincts. If you notice something that doesn’t feel right, it probably isn’t. Be an effective bystander and intervene when needed.

- **Stay alert.** When you’re moving around on campus or in the surrounding neighborhood, be aware of your surroundings. Consider inviting a friend to join you or asking campus security for an escort. If you’re alone, only use headphones in one ear to stay aware of your surroundings.

- **Make others earn your trust.** A college environment can foster a false sense of security. They may feel like fast friends, but give people time to earn your trust before relying on them.

- **Protect your drink.** Don’t leave your drink unattended, and watch out for your friends’ drinks if you can. If you go to the bathroom or step outside, take the drink with you or toss it out. Drink from unopened containers or drinks you watched being made and poured. It’s not always possible to know if something has been added to someone’s drink. In drug-facilitated sexual assault, a perpetrator could use a substance that has no color, taste, or odor.

For more info visit [www.rainn.org](http://www.rainn.org)
Managing the Risks
Sexual Assault and Harassment

Report any sexual misconduct including harassment, stalking or sexual assault to Heather Snow by calling 817-272-2354 or through an anonymous report found at uta.edu/rvsp/file-report/

UTA’s Relationship Violence and Sexual Assault Prevention (RVSP) Program:

- Provides support and referral services
- Advocates for students affected by violence
- Promotes education and awareness of sexual assaults, relationship violence and stalking

**Website:** [www.uta.edu/rvsp](http://www.uta.edu/rvsp)

**RVSP Coordinator:** (817) 272-9250
Student travel incorporates any travel planned or sponsored by the student organization or its members as part of the organization’s activities.
Motor vehicle traffic crashes are the number one cause of death among people 16 to 24 years old for each year 2012 to 2014.

Drivers in their 20s are 23 percent of drivers in all fatal crashes, but are 27 percent of the distracted drivers and 38 percent of the distracted drivers who were using cell phones in fatal crashes. (NHTSA)

The primary risks associated with driving accidents and fatalities are:

- Aggressive driving (such as speeding)
- Distracted driving (texting, eating, grooming, talking to passengers, adjusting radio)
- Impaired driving (under influence of alcohol or other substance)
- Drowsy driving, driver fatigue
- Lack of occupant protection (e.g., seat belts, air bags)
- Poor weather conditions

Source: National Highway Traffic Safety Administration
• Seat belts are required for ALL the occupants – it’s the law!
• Alcohol and other illegal substances are strictly prohibited.
• The total number of passengers in the vehicle should not exceed the manufacturer’s recommended capacity or number specified in applicable policies.
• Make sure the driver/s are in possession of a valid driver’s license and have been trained to drive the vehicle as required by law.
• Each vehicle must have current proof of liability insurance card and state inspection certificate.
Managing the Risks

For trips that are over 2 hours long, it is strongly recommended you have a navigator to assist with the trip.

Drivers cannot operate the vehicle for more than 3 hours without a minimum 15 minute break.

Driving between the hours of 11 p.m. and 6 a.m. is not allowed without prior approval.

Do not text or use the phone while operating the vehicle. If you need to use the phone, use a hands-free device but never attempt to text message while driving.

Obey the posted speed limits at all times to ensure safety and always plan ahead for a long trip.
A student organization must obtain prior approval from the university if it requires its members to travel more than 25 miles from the UTA campus to an activity or event.

This process involves completing the necessary travel forms and participant waivers which can be found on the Student Organizations website.

- **General Organizations** - The faculty/staff advisor on record will approve the request to travel and retain a copy along with waivers of liability. Once approved, travel documents shall be forwarded to Student Organizations for review.

- **Social Fraternities/Sororities** – Submit their paperwork for approval to the office of Fraternity & Sorority Life. Once approved, travel documents shall be forwarded to Student Organizations for review.

- **Sport Clubs** – Submit their paperwork for approval to the Department of Campus Recreation. Once approved, travel documents shall be forwarded to Student Organizations for review.

The Student Travel Policy is outlined in UTA’s *Handbook of Operating Procedures* ([Policy 13-600](#)).
Fire & Event Safety
In this section we will briefly cover key points surrounding:

- Fire safety
- Accidental injuries
- Event safety
Policy - UTA

Fire and Safety

• It is the policy of The University of Texas at Arlington to provide the safest possible environment for our students, faculty, staff and visitors. Each member of our academic community is urged to accept the challenge of maintaining an accident-free environment.

• Tampering with or destroying fire safety equipment can lead to possible sanctions from law enforcement authorities and the Office of Student Conduct. In the event that there is an injury or death, there can also be criminal and civil charges filed against you and/or your organization.
The potential for food borne illness from contaminated or improperly handled food must be taken into account whenever your organization will be serving food on campus.

- Use clean/disposable gloves, tongs, napkins or other tools to handle food. Servers should not touch food with bare hands.
- Food handlers must wash hands thoroughly before working and should not be around food if they have symptoms of illness.
- Label foods that contain common allergens: milk/dairy, eggs, peanuts, tree nuts, seafood, soybeans and wheat.
- Use hot or cold containers for holding food once it is prepared. Use a thermometer to ensure that food is kept at proper temperature:
  - Cold food – keep at or below 41° Fahrenheit (5° Celsius)
  - Hot food – keep above 140° Fahrenheit (60° Celsius) after being cooked
  - Reheated foods – bring to 165° F (74° C) before being served
All grilling must be conducted in permitted outdoor areas and must be approved beforehand.

**General guidelines**
- Inspect and clean any grease or fat from the grilling surface and trays below.
- Ensure the grill is in good condition with no damage. Place grill on a flat paved surface.
- Grills shall be at least 20 feet away from the activity and from combustible materials, buildings, tents, etc.

**Propane Grills**
- If using a propane grill inspect ALL fuel supply hoses for leaks before lighting grill. Any leaks must be corrected before lighting grill. (Use soapy water to brush on fuel line fittings to test for leaks)
- Never start a gas grill with the lid closed.
- Propane grills/tanks must be removed from the campus after each use.

**Charcoal Grills**
- ONLY self-lighting charcoal shall be used. Lighter fluid, paper, wood, etc., shall not be used.
- Never dispose of charcoal in trash cans or on the grass.
- A metal container must be on site to dispose of used charcoal (supplied by EH&S) (Please pour water on the hot coals in the metal container and call 817-272-2185 for pickup).

**A fire extinguisher (10 lb. ABC) must be on site during grilling. You can check a fire extinguisher out from the University Center Information Desk.**
Event Space

Fire and Other Safety Issues

• Event space
  – Make sure the venue is large enough to handle the expected attendance.

• Do not block/obstruct entrances and exits

• Be careful with extension cords and power strips
  – Tape down to prevent tripping
  – Don’t overload circuits
  – Don’t use damaged cords and use surge protectors

• NEVER IGNORE A FIRE ALARM
  – Don’t think “Oh it’s just another drill.”

• No candles, incense, smoke or hazers are permitted

• Model rockets, require advance permission of Environmental Health & Safety
Accommodations for Students with Disabilities
Facts

Accommodations for Students with Disabilities

- It is expected that about 11% of students on a university campus have a disability.*

- Students may register with the Office for Students with Disabilities in order to receive a reasonable university accommodation.

- Students with disabilities are those who have one or more of the following conditions:
  - Specific Learning Disability
  - Visual Disability
  - Deaf/Hard of Hearing
  - Speech/Communication Disorder
  - Physical Disability
  - Chronic Health Condition

*Source: U.S. Department of Education
**Policies**

**Accommodations for Students with Disabilities**

**Americans with Disabilities Act of 1990 (ADA)**

Federal law prohibits discrimination and ensures equal opportunity for persons with disabilities in employment, state and local government services, public accommodations, commercial facilities and transportation. This includes students’ access to participate in student organization activities.

**UTA Policy (HOP 10-301)**

Student organizations may not deny membership on any basis prohibited by applicable law, including disability.

**University Resources**

The Office for Students with Disabilities – 102 University Hall | [www.uta.edu/disability](http://www.uta.edu/disability)
Impact on Your Organization

ADA Accommodations for Student Organizational Activities

In compliance with the Americans with Disabilities Act as amended and applicable to institutions of higher education, the university will provide a reasonable accommodation necessary for members of student organizations to participate in the sponsored campus activities of their organization.

The student must provide the request with adequate advance notice, normally at least 10 university working days, but possibly longer depending on the nature of the activity and complexity of securing the accommodation.

The student must be actively registered with the Office for Students with Disabilities at the time of the request. Student Organizations will confirm that the student is a currently active or eligible member of the specified organization.
Behavior
Behavior – on and off campus

**Defined**

- **YOU represent:**
  - Your student organization
  - UT Arlington

- **Negative actions like fighting, vandalism, arrests, etc. will invariably reflect poorly on your record as well as possibly tarnishing the reputation of your organization.**
As a UT Arlington student and member of a student organization, you are expected to abide by the provisions set forth in the Regents’ Rules and Regulations. Some of the prohibited behaviors that can be sanctioned include disorderly conduct, misrepresentation of self, destruction of University property and other violations of the Handbook of Operating Procedures. ([http://www.uta.edu/policy/hop](http://www.uta.edu/policy/hop))

UT Arlington may impose university sanctions for inappropriate behaviors occurring off campus.
Managing the Risks

Behavior On- and Off-campus

- Abide by all University policies.
- Act responsibly and respectfully.
- Remember that the University may impose sanctions on you as an individual and on your organization for violating University policies.
Bystander Intervention

Recognize. Choose. Act
Taking Positive Action

Bystander Intervention

Recognize Potential Harm → Choose to Respond → Take Action

Bystander intervention is recognizing a potentially harmful situation or interaction and choosing to respond in a way that could positively influence the outcome.
Recognize Potential Harm

Bystander Intervention

What can harm look like?

- Concerning behaviors
- Academic integrity (lacking)
- High-risk drinking
- Relationship violence
- Sexual violence
- Mental health concerns
- Suicidal ideation
- Hazing
- Bullying
- Harassment
- Hate speech
- Bias

Examples of recognizing

“My friend has been missing class lately and posted ‘I wish I wouldn’t wake up’ as a status, I wonder if something is wrong?”

“She really is not that interested, but she starts to leave with him anyway. What should I do?”

“He told her to stop and she continued anyway. How can I help?”

“My friend told me that she really wasn’t ready but he continued anyway. I think she was sexually assaulted what can I do?”

“He looks like he had too much to drink, should I get him some water?”

“This party looks like it’s getting out of control, I wonder if anybody else feels this way?”
Choose to Respond

Barriers to intervention:
We sometimes experience internal dialogues that may prevent us from choosing to take action:
- “Someone else will do something.”
- “It’s not my business.”
- “I am afraid of what can happen to me if intervene.”
- “What if I am wrong?”
- “My friend will be mad at me.”
- “No-one else thinks it’s a problem so it’s not a big deal.”

Motivation for intervention:
Here is some internal dialogue that may motivate us to choose to take action:
- “I would want someone to help me or my loved one if I was in that situation.”
- “This is wrong and I need to do something about this.”
- “I am afraid of what will happen if I don’t do anything.”
- “I’ll feel better knowing I did something.”
- “I care about this person, and/ or my community.”
Take Action

Bystander Intervention

No matter what way individuals choose to take action, they are still choosing to intervene. We want people to assess for safety and choose a form of action that best works for the circumstance.

Safety is important
Always balance action with safety. No matter the circumstance your safety is a priority, always assess your safety as you decide to take action.

Decision Making Process - questions to ask:
• Is this a risky situation?
• Am I a part of the solution?
• How can I keep myself safe?
• What are my available options?
• Who can I call for help?
• What are the pros and cons of the selected action?

Forms of Action:
• Direct Action: An active approach to intervening that requires direct articulation or expression of concern with the situation
• Indirect Action: Also known as a 'detour' approach involving less visible forms of intervening
# Take Action

## Bystander Intervention

- Ask questions/get clarity
- Create a distraction
- Talk/address directly
- Follow up, check in, and offer resources related to the issue
- Get other people involved
- Report
  - Call 911 or UTAPD
  - Contact the Behavior Intervention Team at 817-272-2354

### Examples of Action:

<table>
<thead>
<tr>
<th>Recognize</th>
<th>Choose</th>
<th>Act</th>
</tr>
</thead>
<tbody>
<tr>
<td>She really is not that interested, but she starts to leave with him anyway. What should I do?</td>
<td>I care about her and she shouldn’t have to do any she doesn’t want to do, I will do something about this.</td>
<td>I let her know she can come with me instead.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Recognize</th>
<th>Choose</th>
<th>Act</th>
</tr>
</thead>
<tbody>
<tr>
<td>He looks like he had too much to drink, should I get him some water?</td>
<td>I would want someone to help me if I was in that situation.</td>
<td>I offered water and started a conversation.</td>
</tr>
</tbody>
</table>
• **What is BIT?**  
A collaborative interdisciplinary committee of University officials that meets to discuss students exhibiting behaviors indicative of high risk.

• **When to report?**  
If you notice that a student is acting in a way that seems to be a concern for their safety or well being

BIT meets weekly to discuss the students and creates a plan for these individuals

To report a student’s behavior to BIT or if you have any questions visit:  
https://www.uta.edu/bit or email bit@uta.edu.
Risk Management Planning
Risk Management Plan

For every event or activity that your organization will engage in, you should assess the potential risks and develop a plan to mitigate them.

The following slides will provide a case study or example of how to develop a risk management plan.
Case Study: Travel

- Your organization is going to participate in a national conference held in Arkansas.
- The conference runs from Friday morning through Sunday night.
- You will leave Arlington on Thursday night and return on Sunday night.
- You are carpooling to the conference in personal cars.
- You will have Saturday night off from the conference for free time.
- No advisor is attending the trip.
Step 1: List all aspects of your event.

- Driving
- Sightseeing
- Attending conference sessions
- Shopping
- After hours activities
Step 2: Identify risks associated with each activity.

- **Driving**
  - Road hazards (flat tire, mechanical trouble, getting lost/separated)
  - Weather (icy roads, winter travel, rain storms)
  - Inexperienced drivers (large vans, many passengers)
  - Drowsy drivers
  - Texting while driving/talking on a cell phone

- **Sightseeing**
  - As a tourist, potential to be a victim of theft (or worse)
  - Potential to become lost
Case Study

Step 2: Identify risks associated with each activity.

- Attending conference sessions
  - Being personally offended by session leader’s comments
- Shopping
  - Carrying large amounts of money
  - Theft of items that were purchased
- After hours activities
  - Alcohol consumption by minors
  - Over consumption (driving risk, getting lost in a new city)
  - Physical injury
Assessing Risk

Step 3:

Use the risk matrix on the next slide to determine the **level of impact** and **likeness** that each risk will affect your activity/event/program before applying Risk Management strategies.
## Assessing Risk

<table>
<thead>
<tr>
<th>LIKELIhood</th>
<th>IMPACT</th>
<th>INSignificant</th>
<th>MODerate</th>
<th>MAJOR</th>
<th>CATAstrophic</th>
</tr>
</thead>
<tbody>
<tr>
<td>NOT LIKELY</td>
<td>LOW</td>
<td>LOW</td>
<td>MEDIUM</td>
<td>MEDIUM</td>
<td>HIGH</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>PROBABLE</td>
<td>LOW</td>
<td>MEDIUM</td>
<td>HIGH</td>
<td></td>
<td>EXTREME</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>FREQUENT</td>
<td>MEDIUM</td>
<td>HIGH</td>
<td>HIGH</td>
<td>HIGH</td>
<td>EXTREME</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

- **LOW**: This risk has never been a problem or never occurred at an event of this nature.
- **MEDIUM**: The occurrence of this risk will occur at this event.
- **HIGH**: The occurrence of this risk will occur at this event, multiple times, and has in the past.
- **EXTREME**: Could result in disaster/death. WILL affect the operation of the event in a negative way.
### Assessing Risk

**Here’s what we thought:**

<table>
<thead>
<tr>
<th>Step 1</th>
<th>Step 2</th>
<th>Step 3</th>
<th>Risk Assessment</th>
</tr>
</thead>
<tbody>
<tr>
<td>List ALL Activities</td>
<td>Associated Risks</td>
<td>Seriousness (Impact)</td>
<td>Probability (Likelihood)</td>
</tr>
</tbody>
</table>
| Driving | • Road hazards  
• Weather  
• Inexperienced drivers  
• Drowsy drivers  
• Texting while driving | • Major  
• Major  
• Major  
• Moderate  
• Major | • Probable  
• Not Likely  
• Not Likely  
• Probable  
• Probable | • High  
• Medium  
• Medium  
• Medium  
• High |
| Sightseeing | • Potential to become lost | • Moderate | • Not Likely | • Medium |
| Attending conference sessions | • Being personally offended by sessions leaders’ comments | • Moderate | • Not Likely | • Medium |
| Shopping | • Carrying large amounts of money | • Moderate | • Probable | • Medium |
| After Hours Activities | • Alcohol consumption  
• Over consumption  
• Physical injury | • Major  
• Major  
• Major | • Not Likely  
• Not Likely  
• Not Likely | • Medium  
• Medium  
• Medium |
Assessing Risk

Does that mean we can’t go to the conference??

No! You can! You just need to develop some strategies you can apply to reduce the severity of each risk and the probability that something will go wrong.

Step 4: Brainstorm Methods to Manage Risk
(examples on next slide)
Managing Risk

Strategies to Manage Risk:

• Have an advisor go with your organization on the trip.
• Go over travel route with all those traveling and develop a plan in case of separation. Exchange phone numbers in case someone becomes lost.
• Check the weather forecast for driving conditions.
• Ensure that more than one driver per vehicle is available to drive to allow rotation of drivers.
• Wear seat belts and don’t use cell phones while driving.
• Establish a no alcohol policy, even for those of age.
• Explore the possibility of going by bus or flying. Travelling by common carrier transfers the risk from your group to the company you hire, should an accident occur.
Managing Risk

Step 5: Use the matrix to re-assess the activities now that you have applied risk management strategies.

If the consequences/risk of the event/activity are:

- **EXTREME**: It is not advised that you hold this event.
- **HIGH**: It is advised that you seek additional event planning support.
- **LOW/MEDIUM**: Your group should be OK to proceed with this event/activity.
More Information

For questions, more information, or to create your organization’s own Risk Management Plan, please contact the Office of Student Organizations at (817) 272-2293 or at mavorgs@uta.edu


