



TAU KAPPA EPSILON

— Better Men for a Better World —

Risk Communications Packet
Spring 2016

Introduction

Fraters, Advisors, and Campus Partners,

Thank you for taking the time to review this semester's Risk Communication Packet. We've taken the opportunity to highlight some of TKE's resources, key contact information, and services.

Should you have any questions about the Risk Management Guidelines or any of TKE's resources, don't hesitate to reach out to our team. We are here to help educate and provide service to our members and campus partners.

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It's the Right Thing to Do

What do those words mean? When we think about our role in Tau Kappa Epsilon, it could go without saying – a Teke does the right thing, because it is the right thing to do. In everyday actions, you probably do not even have to think about it. The right thing is simply just second nature.

Our role at the Offices of the Grand Chapter is not to supervise or manage your chapter or colony. We are here to help educate, mentor, and keep the records of the Fraternity. Through education and service to our members, we can focus on our mission of aiding men in their mental, moral and social development – for life.

Help us help you. Here are just a few examples of how:

The Power of Relationships

One of the key ways to help your chapter or colony succeed is to build healthy relationships. This is done between members through chapter events such as raising funds for St. Jude or serving as a Big Brother mentor for a new member. It is vitally important to build relationships with your campus. Not only should you meet with your Fraternity and Sorority Life Advisor on a monthly basis, take the time to get to know the key stakeholders in your community. For example, resource centers, campus security, community relations, and the Dean of Students all offer valuable education and services for students. While you are there, offer your manpower in return to support their efforts. It is the right thing to do.

Take Advantage of Opportunities to Educate Yourself

A second way to help us help you is to attend a TKE program or request a staff visit. Two areas of focus in our education this spring at the Triangle Summits were changing culture and bystander intervention. These areas have importance because they lay the foundation for developing TKE brotherhood where it currently may not exist. If your group participates in hazing, relies on alcohol to fuel recruitment, or perhaps looks the other way members are abusing or harassing others sexually, your actions could put your chapter or colony at risk. By learning how to overcome the bystander effect and create positive change in your group, you can create a culture that does the right thing for the right reasons.

Take Action and Contribute

At initiation, we all took a bond to the Fraternity. A significant part of our bond is to develop our abilities and contribute them as a responsible Frater. We can talk about the values of Tau Kappa Epsilon, but how you choose to apply them is what matters. A Teke should take action to grow personally and thus his chapter and the entire organization. The right actions, for the right reasons, is an ideal to strive for as we live our bond as Fraters in Tau Kappa Epsilon.

eCompliance and Your Impact

In Fall 2014, Tau Kappa Epsilon introduced the eCompliance education program. This program requires all collegiate members and each new candidate to participate in a series of educational videos reviewing expected behaviors regarding illegal substances, underage drinking, hazing and sexual assaults.

Required Courses



eCompliance 1.0 - Introduction to Risk Management

Course Length: 20 minutes
This class reviews the Tau Kappa Epsilon Risk Management Guidelines.



eCompliance 2.0 - Risk Management Refresher

Course Length: 10 minutes
This class reviews the Tau Kappa Epsilon Risk Management Guidelines as well as updated content including the New Member Bill of Rights.

Prior to initiation, all new candidates are required to complete the original version of eCompliance, known as eCompliance 1.0. All returning collegiate members are required to complete the eCompliance 2.0: Risk Management Refresher Program. In addition to covering information reviewed in eCompliance 1.0, the 2.0 program includes any updates to TKE

Risk Management Guidelines or Risk Management Policies. This program must be completed by every collegiate member each year they are an active member of a collegiate chapter or colony.

In its first year, over 15,000 collegiate members of Tau Kappa Epsilon have successfully completed the eCompliance 1.0 and 2.0 programs, scoring a minimum of 80% for 1.0 and 90% for the 2.0 assessment portion of the program. These members have made a commitment to making our fraternity a safer place not only for our brothers, but also for our new members and our guests by simply educating themselves.

But has it been effective? Yes, it has!

The Offices of the Grand Chapter is proud to say this commitment is working. The education our members are receiving is making Tau Kappa Epsilon stronger as a whole when it comes to risk management. By educating our members and candidates through the eCompliance program, Tau Kappa Epsilon has seen a 46% decrease in reported risk incidents over the last year.

46%
Decrease in Risk Incidents



We urge our members to continue to commit to this program and make risk prevention part of each chapter's ongoing conversation.

To view eCompliance, please visit: <http://edu.tke.org>

TKE Finance & Important Dates

01 Important Finance Dates

March 31 – Chapter Assessment Fee Due (2nd payment)
March 31 – Spring 2016 Conclave Savings Plan Due (2nd installment)
March 31 – Founders Housing Fee Due
April 4 – Temporary Suspensions Released For Unpaid Fees

02 Planning Ahead – 2016-2017 Budget

The time is now to begin planning the chapter budget for 2016-2017. The Fee Structure for next year is available by visiting www.tke.org/1617fees. If you there are questions about fees or finances in general, please contact Adam Kearns, Finance and Risk Specialist, via email - akearns@tke.org.

03 Certificates of Insurance

Red Carnation Ball (Formal) season is right around the corner. If your third party vendor establishment is requesting a certificate of insurance, you can request it by clicking [here](#). Don't forget to protect the local chapter and International Fraternity by requesting a certificate of insurance from the venue as well. When doing this, make sure the local chapter (Omega-Omega Chapter of TKE) and the International Headquarters (Tau Kappa Epsilon Fraternity Inc.) are added to their certificate of insurance for the event as well!

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Promoting Mental Health in TKE

This semester, we have partnered with Lisa Adams Somerlot, Ph.D., LPC, who serves as the Director of the Counseling Center at the University of West Georgia.



Dr. Somerlot has generously provided TKE Nation with the following resources.

Home of the Xi-Theta Chapter

Warning Signs of Students in Distress

Any one of the following indicators alone does not necessarily suggest that a student is experiencing severe distress. However, several of the signs taken together may well indicate that the student needs or may be asking for help.

Academic Indicators

- Deterioration in quality of work
- Missed assignments or appointments
- Repeated absence from class or laboratory
- Continual seeking of unusual accommodations (extensions, postponed examinations)
- Essays or papers that have themes of hopelessness, social isolation, rage, or despair
- Acting withdrawn
- Inappropriate disruption or monopolization of classroom

Physical or Psychological Indicators

- Deterioration in physical appearance or personal hygiene
- Excessive fatigue or sleep difficulties
- Unusual weight gain or loss
- Exaggerated personality traits or behaviors (e.g. agitation, withdrawal, lack of apparent emotion)
- Unprovoked anger or hostility
- Irritability, constant anxiety or tearfulness
- Marked changes in concentration and motivation
- Increase in alcohol or drug consumption

Other Factors to Consider

- Direct statements indicating family problems, personal losses such as death of a family member, or the break-up of a relationship
- Expressions of concern about a student by peers
- Written statements or verbalization of hopelessness, futility or lack of energy
- Your own sense, however vague, that something is seriously amiss with the student

Helping a Friend

How to talk to a friend who is struggling

It can be tough to start this conversation, so a good tip to begin is by mentioning specific example(s) of what makes you concerned. For example, you can say, "I'm worried about you because you seem..." (sad, withdrawn, angry) or, "I've been noticing that you stay in bed most days and are missing a lot of classes." You can follow your statement by asking, "What's going on?" or "What can I do to help?" If they are hesitant to talk about it or shrug you off, you might say, "It's okay if you don't want to talk to me, but it is important that you talk to someone," then offer to help them connect with the counseling center.

When a friend does open up to you, it's important to be patient and supportive and to listen with an open mind. You might not be able to relate to how your friend is feeling and it may be uncomfortable to have this conversation, but again, even just listening is a huge help.

Here are some key points to try to convey to your friend in need:

Let them know that they are not alone, and that we all go through tough times. Experiencing emotional distress can be very isolating, making a person feel as if they're the only ones feeling how they're feeling. They may also view asking for help as a sign of weakness. Comfort your friend by telling them about a time you or someone else you know struggled and needed support, and tell them how you/someone else went about getting help to feel better (but – avoid focusing the conversation on your problems since this may feel uncaring).

They can feel better. Your friend may be feeling hopeless or like no one understands what they are going through, which can make them hesitant to seek help. Let your friend know that reaching out for support is the first step to feeling better, and that once properly evaluated and understood, mental health issues are treatable and manageable. Help your friend realize that we all need mental check-ups in the same way that we need physical ones, and that professional support (therapy, medication) CAN help if it is needed.

It's OK to ask for help. A person's culture, background and experiences all play a major role in how they perceive help-seeking. Your friend in distress may have grown up in a family or culture where talking about one's mental health and help-seeking were shunned or discouraged. Therefore, when a friend seems reluctant to get help, it might be because of their upbringing or past negative experiences. Keep these factors in mind when deciding how to suggest they reach out for help, but also reinforce the fact that it is OK – sensible and brave even – to seek help when needed.

If you are concerned about a friend harming themselves or someone else, it is important that you don't try to deal with the situation alone.

Call University Police and they can connect your friend to the Counselor on Call, right away! You may also contact the Counseling Center directly.

Chapter Resources Provided by:

Our objectives are to continue to provide expertise, leadership and innovation to meet the Risk Management challenges faced by fraternity and sorority organizations. We accomplish this by building truly in depth and long term relationships with our underwriters and customers.

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Property Insurance

TKE House Corporations can obtain improved property insurance protection for chapter facilities at competitive rates. The Grand Council strongly encourages all House Corporations to take advantage of the TKE Fraternity House Corporation Property Insurance Program, available only through James R. Favor & Company. When the house corporation participates in the property insurance program through James R. Favor & Co, they receive the added benefit, at no additional charge, of the following coverages:

- Excess Liability Insurance
- Directors and Officers Liability Insurance
- Commercial Crime Coverage

The property insurance application can be found at jrfco.com or at tke.org websites. Obtaining a quotation is easy; simply complete the two page questionnaire, provide a copy of your current insurance policy declarations pages and provide details of any property damage losses occurring over the past 5-years. The information can be sent electronically to Ashley Pabst, Senior Account Executive of James R. Favor & Company, at ashley@jrfco.com or faxed to (303) 745-8669.

Certificates of Insurance

To request a certificate of insurance, [click here](#).

Event Planning Program: Customizable for your organization to implement providing chapters, advisors and others with Risk Management assistance in planning social and philanthropic events.

Contractual Liability: Professional assistance in reviewing relationship or recognition agreements to ensure insurance and indemnification requirements are not beyond the scope of coverage provided by your insurance.

Please allow James R. Favor ample time to review and respond to all certificate of insurance requests.

More from Your Insurance Company

The **Fraternal Health and Safety Initiative (FHSI)** is designed to aid chapters of participating fraternities and sororities in achieving a high quality membership experience. Beginning in the fall of 2014, collegiate members from Tau Kappa Epsilon, along with nine other FHSI Consortium Member organizations representing nearly 100,000 collegiate members on more than 550 campuses, expressed a commitment to working together to implement prevention strategies to improve the health and well-being of their members and their campus communities.

Powered by a comprehensive curriculum, chapter members from the FHSI Consortium engage in consistent identification, prevention and intervention strategies to tackle the most pressing, and dangerous, social issues on college campuses today:

- **CHOICES and the Higher Standards of Fraternalism (alcohol and other drug abuse)**
- **Taking a Stand: Preventing Sexual Misconduct on Campus**
- **Hazing Prevention: It is Everyone's Responsibility**

Each of the three program modules feature key learning objectives, are delivered by trained facilitators, and supplemented by advisors, alumni and staff members of the Consortium following completion of one or more of the training modules. The FHSI training modules are also designed to satisfy college/university risk management educational requirements, render chapters eligible for awards, and allow members to serve as change agents within their campus communities. To learn more about the Initiative, visit the FHSI website or follow @TheFHSI on Twitter.



Extensive Risk Management and Loss Control and Informational Brochures and Articles are available on the James R. Favor & Company website at:

www.jrfco.com

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TAU KAPPA EPSILON

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Established January 10, 1899, Tau Kappa Epsilon is a men's social fraternity founded on the honest convictions of Love, Charity and Esteem.

For more information,
please visit tke.org

