

Risk Management Office Unit Plans

Goal	Timeline	FY02 Beyond Benchmark	Status
Use IUC guidelines as basis for developing BGSU vehicle use policy.	June-01	Guidelines developed, approved by President's Council and distributed/ posted to web page.	In Progress
Implement an equipment maintenance program	June-01	Determine cost effectiveness if thought to be feasible.	Gathering Data
Participate in planning of URMIA National Conference in Cleveland	June-01	Board approval for conference; set agenda.	In progress
Develop a BGSU Emergency Response Plan and Business continuation Plan	June-00	Committee developed, approval and acceptance from president, final draft completed with one semi-practice drill conducted	Overdue - Draft nearing final completion.
Conduct Driver Training Programs	June-01	Department plans reviewed and approved, tabletop exercise completed	Not Started
Review RM guidance documents related to student activities.	June-01	Guidelines reviewed and updated as needed.	Ongoing
Update RM web page and incorporate on-line signature processing of forms	June-01	Investigate on-line signature processing for forms.	Awaiting ITS
Integrate Strategic Risk Assessment maps for various IUC participants into BGSU Confidential	June-01	Collective map completed and appropriate risk control methods 5/9/2001	In progress Waiting on broker

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collective format.		identified.	
Establish an IUC comprehensive claims database	June-01	Feasibility studied and decision made.	Completed; Populating database
Explore feasibility of construction wrap-around program through IUC and determine if cost effective	June-01	Feasibility studied and decision made.	Support from other IUC participants lacking
Work with IUC to develop common guidelines for various types of exposures	June-01	Guidelines developed, approved by President's Cabinet and distributed.	Near Completion
Promote the positive aspect and necessity of sprinkler systems in all residence halls.	June-01	Information provided to capital planning and design & construction.	Completed
Allocate loss control funds for low cost projects to reduce or prevent loss.	June-01	Loss control projects funded.	Completed
Participate in development of an International Travel Assistance Program	June-01	Program in place and communicated to appropriate parties.	Completed
Explore Feasibility of NCAA catastrophe insurance wrap-around to include sport camps and intramural/club sports	June-01	Feasibility studied and decision made.	Ongoing
Identify and evaluate exposures involved with telecommuting positions. If necessary develop guidelines to control risk	June-02	Exposures identified and evaluated. Appropriate guidelines and insurance coverage in place if needed.	Not Started
Identify and evaluate e-commerce risks.	June-03	Exposures identified and evaluated. Appropriate guidelines and insurance coverage in place if needed.	Not Started

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Work with General Counsel to develop a boiler plate lease document for the University	June-03	A University boiler plate lease contract developed.	Not Started
Develop insurance guidelines for Greek Organizations to follow.	June-03	All Greek Units have the University on their insurance policies as an additional insured and RM to have system in place for securing evidence of same.	Not Started
Work with General Counsel and Student Activities to develop a performance/activities document with appropriate insurance and hold harmless clauses.	June-03	A University boiler plate performance contract developed.	Not Started
Develop with General Council a University accepted facility use agreement.	June-03	Agreement developed and approved by President's cabinet and distributed.	Not Started
Develop a pro-active approach to risk management and promote risk management principles University-wide.	June-04	Risk Management is a contributing member of President's Legions Group.	Ongoing
Identify and evaluate possible product liability exposures in College of Technology among other areas.	June-04	Exposures identified and quantified and appropriate risk control methods implemented.	Not Started
Promote the positive aspects of sprinkler protection in the Library	June-05	Sprinkler information provided to various parties and system installed.	Not Started