

POLICY CONCEPT FORM

Name and UO Title/Affiliation:	Andre Le Duc, Chief Resilience Officer, Safety & Risk Services Kassy Fisher, Assistant Vice President, Finance & Administration
Policy Title/# (if applicable):	Risk Management Program Policy-- OUS Board Policy 45
Submitted on Behalf Of:	Safety & Risk Services
Responsible Executive Officer:	Andre Le Duc, Chief Resilience Officer/AVP

SELECT ONE: New Policy Revision Repeal

Click the box to select

HAS THE OFFICE OF GENERAL COUNSEL REVIEWED THIS CONCEPT: Yes No

If yes, which attorney(s): Submitted to Doug Park, March 21, 2017

GENERAL SUBJECT MATTER

Include the policy name and number of any existing policies associated with this concept.

The Risk Management Program policy outlines the risk management program put in place by OUS in 2014 to support its member institutions based out of the OUS Office of Risk Management (ORM). Specifically, it describes how the member institutions handle oversight of the OUS ORM and over the OUS risk fund (pooled insurance program).

OUS no longer exists. The UO has its own Office of Risk Management and insurance program.

RELATED STATUTES, REGULATIONS, POLICIES, ETC.

List known statutes, regulations, policies (including unit level policies), or similar related to or impacted by the concept. Include hyperlinks where possible, excerpts when practical (e.g. a short statute), or attachments if necessary. Examples: statute that negates the need for or requires updates to an existing policy; unit level policy(ies) proposed for University-wide enactment; or existing policies used in a new, merged and updated policy.

This is one of two policies proposed for repeal at this time. The other is the Risk Fund policy, OUS Board Policy 44.

STATEMENT OF NEED

What does this concept accomplish and why is it necessary?

We propose repealing this policy because the UO no longer participates in the pooled/shared university risk management program described by the policy. Instead, the UO has its own risk management entity.

The UO originally participated in the Public Universities Risk Management & Insurance Trust (PURMIT) through June 30, 2015 in accordance with SB 270. Beginning in FY 2016, the UO transitioned to management of its own risk program, which is more tailored to the needs of the UO campus.

AFFECTED PARTIES

Who is impacted by this change, and how?

Repealing this policy has no impact because its contents are obsolete. The OUS and its Office of Risk Management no longer exist.

The Risk Management program on the Safety and Risk Services website outlines a variety of resources for university community members: <http://safety.uoregon.edu/content/insurance-program>

CONSULTED STAKEHOLDERS

Which offices/departments have reviewed your concept and are they confirmed as supportive? (Please do not provide a list of every individual consulted. Remain focused on stakeholders (e.g. ASUO, Office of the Provost, Registrar, Title IX Coordinator, etc.).)

Name	Office	Date
Flo Hoskinson	Risk Management	March 2017
Kelly Wolf	Business Affairs	March 2017
Doug Park	General Counsel	March 2017

TEXT OF POLICY-- PROPOSED FOR REPEAL

Risk Management Program Policy

Enactment & Revision History:

Oregon State Board of Higher Education Committee on Finance & Administration on February 15, 2013

Became University of Oregon policy by operation of law on July 1, 2014

Former Oregon State Board of Higher Education Policy

Policy:

POLICY/PURPOSE

The State Board of Higher Education Finance & Administration Committee (Committee) hereby establishes the Oregon University System (OUS) Risk Management Program to protect the life safety, reputation, financial, operations, and property risks associated with the System's broad scope of enterprise activities. The OUS Office of Risk Management (ORM) shall conduct this program in a transparent manner using best practices and industry standards for risk financing including risk retention and transfer, and risk controls while supporting an enhanced culture of risk mitigation within the system.

AUTHORITY

The ORM program is comprised of the following distinct functions including the Risk Oversight Committee, the Risk Council, and the Office of Risk Management.

The Risk Oversight Committee (ROC) has responsibility for overseeing the strategic direction of the program and is chaired by the OUS vice chancellor for finance and administration, a non-voting ex-officio member. The ROC is comprised of representatives from each campus who are decision-makers for setting or approving the strategy and goals of the program including levels of self-insured retention, commercial insurance versus self-insured hazards, incentive program strategy, risk control strategies, and sustainability levels of the Risk Fund and major financial decisions including allocation methodologies and dollars to support the Risk Fund.

The Risk Council is comprised of representatives who execute the program strategy at each campus. This strategy may include the implementation and management of incentive programs, crisis management and safety programs, providing insurance renewal data, identifying potential risks, reporting claims, supporting claims investigations, and supporting enterprise loss prevention programs and compliance as needed. This group is chaired by the Chief Risk Officer (CRO) and helps establish policies and procedures for transactional elements of the program and provides the annual report to the ROC and others as needed.

The CRO manages the Office of Risk Management (ORM), and reports administratively and functionally to the OUS vice chancellor for finance and administration. The ORM manages the operations of the program on behalf of the System, including executing the insurance renewal strategy, managing broker and consultant activity, discharging the financial obligations surrounding payments for the program

including premiums and claims transactions, and administering the data and records supporting the program.

The ROC authorizes the vice chancellor for finance & administration and the CRO or designee with signature authority for management of the ORM program. The ORM program consists primarily of the purchase of property, casualty, workers' compensation, and allied health insurance including student health insurance, settlement of claims, management of incentive programs, training and education programs, and other program needs as required. The Committee also authorizes the vice chancellor for finance and administration with signature authority for management of the ORM program.

RISK FINANCE

The financing for this program is provided through the establishment of a Risk Fund consisting of three sub-funds for Casualty, Property, and Workers' Compensation. The ROC has oversight for this fund and the fund transactions are managed through the OUS Office of Business Services. This Fund is established and described in OUS Risk Fund Policy.

RISK CONTROL

The OUS Risk Control function includes those efforts that minimize risk that may impact the enterprise system. This may include, but is not limited to, education and training programs, incentive programs as approved by the ROC, integrated crisis management and business continuity programs, integrated environmental health & safety programs, study abroad and international programs, risk identification tracking and reporting, claims reporting, claims investigation, claims settlements, data analysis, and risk assessments for contracts, leases, or other operations and other programs and reviews as requested or needed.

University management shall report and identify claims to the ORM in a timely manner, defined as soon as practicable. University management shall report to the ORM any time a claim or demand is made for property, monetary value, or right against a campus or the System consistent with guidelines from System insurance policies. OUS Risk Management has a responsibility to train campus management authorities

University management and Chancellor's Office staff shall forward all tort claim notices to the CRO immediately upon receipt. OUS Claims handling procedures are established through an internal policy approved by the Risk Council.

The Committee hereby authorizes the Vice Chancellor for Finance & Administration, and the CRO or designee to manage risk control programs for the System in an integrated manner. This includes full and complete access to records, documents, physical properties, or personnel records relevant to claims investigations as necessary, including all electronic or cyber documents. All investigative records and materials related to losses or potential claims will be treated as confidential work product developed in anticipation of potential litigation. Privacy and security of records will be managed in compliance with Oregon public records law.

Original Source:
OUS Board Policy