



University of Idaho Panhellenic Association Crisis Management Plan

This document is designed to serve as the guideline for crisis management at the University of Idaho as it pertains to the College Panhellenic Community and its members. The primary role of the College Panhellenic Council is to ensure the safety of all women within our organization with the guidance of the Office of Fraternity and Sorority Life. This document aims to provide clarity and outlines exact steps of action that will take place if a crisis occurs. The crises acknowledged in this document are weather, diversity and cultural appropriation, hazing, campus wide, and the death of a member.

Please acknowledge if anyone is injured or you are in immediate danger, call 911 first.

Diversity and Cultural Appropriation Crisis

This is not limited to any single race, populations, or persons. The University of Idaho and College Panhellenic do not tolerate cultural appropriation and will take every necessary step to ensure every member and potential member feel safe and equal in the community.

Panhellenic will take the following steps:

1. The Panhellenic President will call a meeting with the Panhellenic Vice President of Judicial Affairs, Panhellenic Vice President of Risk Management, and the Director of Fraternity and Sorority Life to discuss the event and the steps that will be taken next.
2. An infraction form will be filled out and delivered to the offending chapter or chapter where the offender is a member.
3. If needed, the Panhellenic Council will call a meeting with all of the Chapter Presidents to discuss what has happened and the outcomes of the situation.
4. The women or chapter involved with event will be sent to the University Student Conduct Office.
5. If seen fit, the Panhellenic Judicial Board will also open an investigation on the event.
6. If needed, a mandatory Panhellenic wide programming event on the topic of cultural appropriation will be planned by the Vice President of Membership Development.

Hazing Crisis

There is an absolute 0 tolerance policy for hazing at the University of Idaho, and offenders will be punished as necessary. Hazing is any event or scenario that makes a new or active member

uncomfortable, insecure, or pressured to do something that they do not want to do, or puts members in danger. If you or someone you know is being hazed, report it as soon as possible. You can report in person in the Office of Fraternity and Sorority Life to a professional staff member or online via the Vandal CARE Report available at: https://uidaho-advocate.symplicity.com/care_report/index.php/pid491037?

Panhellenic will take the following steps:

1. The Panhellenic President will call a meeting with the Panhellenic Vice President of Judicial Affairs, Panhellenic Vice President of Risk Management, and the Panhellenic Advisor to discuss the event and the steps that will be taken next.
2. The Panhellenic President, Vice President of Judicial Affairs and the Panhellenic Advisor will call a meeting with the executive council of the chapter that is hazing. In this meeting, the chapter will be informed about the accusation against them.
3. The University Student Conduct Office will open an investigation if they see fit.
4. If seen fit, the Panhellenic Judicial Board will open an investigation and will decide on the sanctions that need to be in place. - Sanctions will be made if the Judicial Board deems it necessary. They are determined on a case by case basis.
6. If necessary, the Panhellenic Council will release a statement to the Panhellenic Community about the event, the actions that are being taken and what will happen next.
7. The accused chapter(s) will be required to follow the sanctions set forth by the Panhellenic Judicial Board and/or the Student Conduct Office to ensure it does not happen again.

Shelter in Place Procedure

Sheltering in place provides refuge for members and other community members inside the chapter facility during an emergency. Shelters should be located in areas of the building that maximize the safety of inhabitants. Shelter in place is used when evacuation would put people at risk. i.e. environmental hazard, blocked evacuation route, active shooter

Chapters will take the following steps:

1. Identify the safe area in the chapter facility.
2. The President or Vice President of Risk Management announces the shelter in place and instructs members to go to the designated shelter area.
3. Close Exterior doors and windows if appropriate.
4. President will take roll to account for all members in the shelter area.
5. All persons remain in shelter areas until Presidents are instructed by emergency responders or university official that it is safe to leave.

Death in the Community

In the event of a death, do not notify the parents; this will be done by emergency officials or University personnel.

Chapters will take the following steps:

1. Do not announce the death until you have coordinated a plan of action with your chapter advisor and the Office of Fraternity and Sorority Life. Be extremely careful it is not announced until all members of the immediate family are notified.
 - a. Plan of action needs to include:
 - i. Meeting to inform chapter of loss
 - ii. How it will be shared with the rest of the community following the chapter meeting
 - iii. How resources will be provided to members in grieving, including but not limited to
 1. An on-call on-campus counselor
 2. 24 hour crisis hotline number
 3. Group Counseling
 4. Counseling and Testing Center already provided resources
2. Check to see if your ritual contains a ceremony for memorial services.
3. If the member lived in the house, do not remove any of the deceased student's personal possessions. If the member had a roommate, the roommate should be moved temporarily to another room.
4. Continually check on members, this may be their first experience dealing with grief.
5. Plan a local memorial service to celebrate the member and help the community process the circumstances.

Counseling Resources

- Grief is processed in stages, although not everyone experiences every stage, and your members will pass through the stages at their own rate. That is why it is important to understand the stages of grief:
 - a. *Denial* - This response is nature's way of protecting you and insulating you from what happened.
 - b. *Anger* - You may feel angry toward the doctors and nurses who couldn't save the life of the deceased. You might even feel angry at the deceased for leaving you. These feelings of anger may lead you to feel guilty.
 - c. *Guilt* - You may feel guilty for simply being alive when someone else has died. You might feel guilty about not saying goodbye, or you may remember a fight you had with the deceased.
 - d. *Depression* - Even you are normally a committed, caring person, you may find that you don't care about anything or anyone. This is a common feeling as are the others.

- e. *Acceptance* - Hopefully, the grieving process will accept the death eventually. That does not mean you have to forget the deceased. It just means it is time to go on living.
- Counseling and Testing Center
 - Mary Forney Hall Room 306
 - 1210 Blake Avenue, Moscow, ID 83844-3140
 - Phone: 208-885-6716
 - Email: ctc@uidaho.edu
- Crisis Hotline
 - 208-855-6716