

RM&S—GOAL/DESIRED OUTCOME #1 – Responsible Management Sponsor/Leader: Bill Thomas, Risk Manager

Risk Management & Safety will contribute to the achievement of the University’s Strategic Priorities of Academic Excellence and Campus Climate by **enhanced communication, collaboration, development and implementation of Risk Management and Safety Programs and tools in support of the campus community**. Achievement of this goal will result in improved transparency, processes and communication.

RM&S G 1: Action Item 1: Create an Enterprise Risk Management Plan for Athletics Measure: Assist Athletics in identifying and selecting controls for the top three risk activities in the Athletics ERM Risk Assessment.			Responsible Party: Bill Thomas, Risk Manager	Completion Due Date 6/29/09
Action Step	Responsible Party	Measures	Due Date	Status Update
a. Evaluate SDSU Athletics and CSU system-wide Risk Management Audits.	Risk Manager	Identify audit risk topics and plot them on the Athletics ERM risk assessment form.	8/15/08	Completed ahead of schedule on 6/6/08. Reviewed SDSU Athletics Audit and CSU Systemwide Athletics Audit. Identified audit risk topics for the ERM risk assessment form.
b. Merge criteria based in Athletics and Risk Management Audits into Athletics risk assessment concerns.	Risk Manager	Complete draft risk assessment topics for Athletics.	8/31/08	Completed ahead of schedule on 6/9/08. Merged criteria from the SDSU Audit, CSU Systemwide Athletics Audit and other resources into the risk activities section of the draft risk assessment document for Athletics.
c. Provide and review risk assessment criteria with stakeholders (Accounting & Athletics Administration) and solicit their input.	Risk Manager	Review draft risk assessment categories with Athletics Administration. Discuss upcoming meeting with Athletics employees.	9/30/08	Completed ahead of schedule on 8/6/08. Provided and reviewed the ERM PowerPoint training and the draft risk assessment to stakeholders (Accounting and Athletics Administration). Discussed planning for future meetings with Athletics employees using the above mentioned tools.
d. Draft ERM Plan with Athletics employees (High, Medium, Low categories).	Risk Manager	Conduct meeting with Athletics administration and employees. Create ERM Risk Assessment.	12/31/08	Completed 12/8/08 ahead of schedule; meetings held with Athletics administration and employees on 10/20, 10/28, 11/10 & 12/8; 43 department risks and controls identified.

e. Identify high-risk activities and prioritize them with stakeholders.	Risk Manager	Select top three ERM Risk Assessment concerns to develop risk controls.	1/30/09	Completed 12/8/08 ahead of schedule. Prioritized Athletics Departmental risks following the 10/28 meeting. Reviewed the risk activities (including the top 3 risks) and developed controls during the 11/10 meeting.
f. Identify controls for the top three risk activities with stakeholders.	Risk Manager	Create and recommend controls to Athletics.	3/30/09	Completed 12/8/08 ahead of schedule. Identified additional risk assessment activity controls during the 11/10 meeting. Reviewed the top 3 recommended risk controls with management and employees during 12/8 meeting. A formal plan to address the top 3 athletics risks is forthcoming.
g. Draft final ERM Plan.	Risk Manager	Final draft plan created and forwarded to RM&S Director and AVP for final review.	5/29/09	Completed 5/13/09, ahead of schedule. Provided ERM in Athletics summary paper and Risk Assessment document to AVP HRRM and Director, RMS on 5/28/09.
h. Director and AVP review and provide feedback to Risk Manager.	Director, RM&S AVP, HRRM	All feedback on draft provided for final document.	6/12/09	Completed 6/11/09 ahead of schedule; All feedback from Director and AVP on ERM draft provided to Risk Manager for final draft.
i. Finalize the ERM Plan.	Risk Manager	Plan finalized.	6/19/09	Due 6/19/09, Completed 6/18/09, ahead of schedule. Finalized the Athletics summary paper and Risk Assessment document.
j. Provide ERM Plan to stakeholders.	Risk Manager	ERM provided and distributed to Athletics Director.	6/29/09	6/29/09, Completed 6/18/09, ahead of schedule. Provided final Athletics summary paper and Risk Assessment document to Athletics Director, Athletics Assistant Director, President's Chief of Staff, AVP HRRM, Director of Risk Management and Safety and BFS Accountant.