

Recreation and Wellness

MINUTES DATE: JANUARY 8, 2019

TIME: 1:30 PM

LOCATION: REC CTR
BOARD ROOM

MEETING CALLED BY	John MacDonald, Administrator
TYPE OF MEETING	Monthly Meeting
PRESIDER	Kristine Kraft, Chair
NOTE TAKER	Danica Houlé, Secretary
ATTENDEES	Attendees: Audrey Adams, Alma Olson, Debra Gannon, Danica Houlé, Kris Kraft, John MacDonald, John Roncone, James Thomson Guests: Sarah Kelly
Agenda topics:	
1:30 PM	CALL TO ORDER
DISCUSSION	<ol style="list-style-type: none"> 1. Kris Kraft called the meeting to order at 1:30 p.m. 2. Review of agenda presented no additional items. 3. 11/3/18 Minutes unanimously approved following motion by James Thomson and seconded by John MacDonald.
FOOD INSECURITY SURVEY UPDATE JOHN MACDONALD	
DISCUSSION	Tabled pending receipt of comparative data analysis. T. McCarragher simply has not had the spare time to work on this project.
STUDENT UNION FOOD PANTRY UPDATE JOHN MACDONALD	
DISCUSSION	<p>John MacDonald provided a comprehensive update and next steps to enhance food pantry services to our students. The pantry is well utilized and users are completing surveys; results are being tracked. There has been no increase in homeless traffic at the Student Union. The Salvation Army has had a change of leadership and so services have dropped slightly; however, several departments across campus have contributed food. Ali Doehring is exploring SEFA grant marketing for additional signage to increase visibility. An enclosed shelving system has been selected and decision will be made regarding fit, quantity to be purchased, and source of funding to pay for the added cabinets. Plans are progressing to identify and establish a location for a food pantry in the Polsky Building.</p> <p>Miscellaneous: Contact Anne Bruno to contribute overstocked promotional supplies (i.e., binders, tote bags, etc.). These items will be placed near the Student Union pantry for students to take as needed.</p>

IMMUNIZATION		ALMA OLSON
DISCUSSION	<p>The recent closing of Student Educational Benefit Trust, which had provided health insurance benefits to students, has resulted in a significant loss of revenue to Health Services. Alma will contact Michael Spayd to explore what vaccination options and extra benefits could be made available to UA's community for a nominal fee. The services would be beneficial to faculty and employees while also providing extra revenue to Health Services.</p>	
AWARENESS OUTREACH AND EDUCATION		JOHN MACDONALD
DISCUSSION	None	
HOLISTIC WELLNESS PROGRAMS		JOHN MACDONALD
DISCUSSION	<p>Sarah Kelly, Associate VP, HR, met with committee members to discuss wellness incentive programs/opportunities for UA community. Bottom line: such programs can cost several hundred thousand dollars with a poor or no return of investment to the employer. Ancillary products/services require software/platform purchase to track participation and there is currently no budget to do so.</p> <p>Committee Suggestions:</p> <ul style="list-style-type: none"> • Move the wellness website access to HR to have a stronger employee wellness presence and information (Michael Spayd). Look into tracking and data collection to provide information about how many people checked the site to demonstrate a level of interest. • Can we provide different screening services: depression screenings; nutritional analysis; BMI/physical fitness assessments? Perhaps services can be packaged at a discounted price to generate additional revenue. • HR outreach to campus departments on services that are available to employees and any associated costs. Determine best methods for accessing those services and communicating them to employees as well as the campus wellness website. • Package services and determine best marketing campaign to increase awareness: provide information that summarizes health maintenance guidelines by person's age. Increase social media avenue to give short updates. • Develop campus wellness aspects and establish partnerships before next wellness fair. Doing so would ensure greater publicity through the partners as well as generate increased public participation. 	
ADJOURNMENT		KRIS KRAFT
DISCUSSION	<p>Next meeting: February 12, 2019, 1:30 p.m., Rec Center Conference Room.</p> <p>The meeting was adjourned at 2:30 p.m. by unanimous consent.</p>	

Recreation and Wellness

MINUTES

DATE: FEBRUARY 12, 2019

TIME: 1:30 PM

LOCATION: REC CTR
BOARD ROOM

MEETING CALLED BY	John MacDonald, Administrator
TYPE OF MEETING	Monthly Meeting
PRESIDER	Kristine Kraft, Chair
NOTE TAKER	Danica Houlé, Secretary
ATTENDEES	Attendees: Audrey Adams, Alma Olson, Debra Gannon, Danica Houlé, Kris Kraft, John MacDonald, John Roncone, Linda Subich Absent with notice: James Thomson
Agenda topics:	
1:30 PM	CALL TO ORDER
DISCUSSION	<ol style="list-style-type: none"> 1. John MacDonald called the meeting to order at 1:35 p.m., welcoming Linda Subich, Deans' representative, to the Committee. 2. Review of agenda presented no additional items. 3. 1-8-19 Minutes unanimously approved following motion by Alma Olson and seconded by Kris Kraft.
FOOD PANTRY UPDATE	
JOHN MACDONALD	
DISCUSSION	<p>A monitored campus cupboard, like the setup currently in the Student Union, will be installed in the CAST advising office. The cupboard will be open during advising business hours. USG will purchase new cabinet displays and ZipAssist Office will contribute funds to purchase signage. The Salvation Army has agreed to assist us in stocking the cupboard.</p> <p>Surplus school supplies, such as notebook binders, are available to students at the ZipAssist Office in the Student Union.</p>
TOPIC SUBMISSION PROGRESS UPDATE	
JOHN MACDONALD	
DISCUSSION	<p>In February 2018, UC Executive Committee directed a request to UC Rec & Wellness Committee in conjunction with Talent and Development. The topic submission: Can UA offer wellness incentive programs to reduce employee health costs? As was noted in January's meeting minutes, the bottom line is that we cannot do this; it's too expensive. UC Rec & Wellness Committee's formal response has been sent to the UC Executive Committee, thus concluding our work on this topic. Kris will forward a summary of our recommendations to Talent & Development.</p> <p>Alma suggested that Health Services might be able to piggyback on the CVS February Healthy Heart wellness screening flyer that UA employees recently received by providing specific screening packages to employees who do not have a primary care provider. She would like to explore further. Additionally, these services could yield teaching opportunities for nursing students and Health Services students to work together.</p>

IMMUNIZATION		ALMA OLSON
DISCUSSION	Mandatory vaccines will be placed on hold. Student health insurance is only available to international students. The challenge is trying to figure out who is owed money so that claims can be filed. There is no health insurance available to domestic students. They have been directed to the Affordable Healthcare Exchange which, unfortunately, tends to have high deductibles.	
WAYNE CAMPUS WELLNESS PROGRAM		JOHN MACDONALD
DISCUSSION	Wayne Campus is very interested in launching wellness activities/programs for 2019-2020. Past activities involved friendly team competitions to achieve dietary or physical activity goals. Suggestion was made to share ideas with Sports Science department – it could be a good value-added opportunity for student engagement and hands-on program experience -- worth exploring how to do it.	
ADJOURNMENT		KRIS KRAFT
DISCUSSION	Next meeting: February 12, 2019, 1:30 p.m., Rec Center Conference Room. The meeting was adjourned at 2:30 p.m. by unanimous consent.	

Recreation and Wellness

MINUTES DATE: APRIL 9, 2019

TIME: 1:30 PM

LOCATION: REC CTR
BOARD ROOM

MEETING CALLED BY	John MacDonald, Administrator
TYPE OF MEETING	Monthly Meeting
PRESIDER	Kristine Kraft, Chair
NOTE TAKER	Danica Houlé, Secretary
ATTENDEES	Attendees: Audrey Adams, Alma Olson, Danica Houlé, Kris Kraft, John MacDonald, John Roncone, Linda Subich Absent with notice: Debra Gannon, James Thomson
Agenda topics:	
1:30 PM	CALL TO ORDER
DISCUSSION	<ol style="list-style-type: none"> John MacDonald called the meeting to order at 1:35 p.m. Review of agenda—immunization update is added to the agenda. 2-12-19 Minutes unanimously approved following motion by Alma Olson and seconded by Linda Subich. UC Rec & Wellness Committee will present 2019 In-Depth Report to University Council in May.
FOOD INSECURITY JOHN MACDONALD	
DISCUSSION	<p>Campus cupboards have been installed at the Student Union, CAST Advising Offices in the Polsky Building, and in Simmons Hall Lobby-Zip Assist. The stand-alone cabinet displays will eventually include a handbill that provides a summary of local resources also available to students experiencing food insecurity. Students will receive announcement of the cupboards through Zipmail.</p> <p>Analysis and comparison of the Food Insecurity Survey results to those of a National Nutrition Survey is stalled due to lack of available resources to complete the analysis. Audrey Adams volunteered her services to review the data.</p>
IMMUNIZATION ALMA OLSON	
DISCUSSION	This is not the climate to implement campus vaccines. Domestic students did not get medical insurance. Health Services cannot bill people so there is no process to give vaccines.
CAMPUS WELLNESS WEBSITE JOHN MACDONALD	
DISCUSSION	<p>A University wellness statement was endorsed by Present Scarborough as an overarching philosophy in Fall 2015 and sent to HR. What happened to it? Will follow up with HR.</p> <p>Campus Health and Wellness Website has been updated by John’s team and went live on April 8, 2019. It looks great!</p>

TITLE IX, SAVE, AOD: Resources and info to the Health and Wellness Website and other related locations have been linked. Objective is to be able to provide resources and information for people who need help to cope with someone who is having health/emotional problems.

Recommendation: Safety page on University's website should be more prominent and linked to the Wellness site. Quick note: Division of Student Affairs is providing EVERFI training for all their professional and student staff.

Next steps: Develop a plan to support a wellness program between Wayne and Main campuses and activate support within other units/departments.

ADJOURNMENT

KRIS KRAFT

Next meeting: May 14, 2019, 1:30 p.m., Rec Center Conference Room.

DISCUSSION

The meeting was adjourned at 2:30 p.m. by unanimous consent.

Recreation and Wellness

MINUTES

DATE: JUNE 11, 2019

TIME: 1:30 PM

LOCATION: REC CTR
BOARD ROOM

MEETING CALLED BY	John MacDonald, Administrator
TYPE OF MEETING	Monthly Meeting
PRESIDER	Kristine Kraft, Chair
NOTE TAKER	Kris Kraft, Chair
ATTENDEES	Attendees: Alma Olson, Kris Kraft, John MacDonald, John Roncone, Linda Subich, James Thomson Absent with notice: Debra Gannon, Danica Houlé
Agenda topics:	
1:30 PM	CALL TO ORDER
DISCUSSION	<ol style="list-style-type: none"> 1. John MacDonald called the meeting to order at 1:30 p.m. 2. Review of agenda 3. 4-9-19 Minutes unanimously approved following motion by James Thompson and seconded by John Roncone
FOOD INSECURITY JOHN MACDONALD	
DISCUSSION	<p>Review of the In-Depth Report to UC was given.</p> <p>John stated that Audrey had recently e-mailed him the data on the comparison of the Food Insecurity Survey results to those of a National Nutrition Survey and he will present that at the next meeting.</p>
CAMPUS WELLNESS	
DISCUSSION	A discussion on how to start a wellness program ensued. This will be taken up at the next meeting. John Roncone and Kris Kraft will take the lead on this.
ADJOURNMENT KRIS KRAFT	
DISCUSSION	<p>Next meeting: July 9, 1:30 p.m., Rec Center Conference Room.</p> <p>The meeting was adjourned at 2:30 p.m. by unanimous consent.</p>

Recreation and Wellness

MINUTES DATE: JULY 9, 2019

TIME: 2:00 PM

LOCATION: REC CTR
BOARD ROOM

MEETING CALLED BY	Kristine Kraft, Chair	
TYPE OF MEETING	Monthly Meeting	
PRESIDER	Kristine Kraft, Chair	
NOTE TAKER	Danica Houlé, Secretary	
ATTENDEES	<p>Attendees: Alma Olson, Danica Houlé, Kris Kraft, John Roncone, Linda Subich, James Thomson</p> <p>Absent: Audrey Adams; and absent with notice: Debra Gannon, John MacDonald</p>	
Agenda topics:		
2:00 PM	CALL TO ORDER	
DISCUSSION	<ol style="list-style-type: none"> 1. Kris Kraft called the meeting to order at 2:00 p.m. 2. Review of agenda by John Roncone presented no changes 3. 6-11-19 Minutes unanimously approved 	
2019-2020 GOALS		KRIS KRAFT
DISCUSSION	Kris will present list of goals for discussion and approval at next month's meeting.	
CAMPUS WELLNESS INITIATIVE		JOHN RONCONE
DISCUSSION	Committee agreed to use Fall Semester to develop a campus wellness business plan to present to University Council for its approval. John R. and Kris will take the lead in writing the plan, using Wayne's piloted program from 2013-2015 as the template for a soft opening; hopefully, in Spring 2020.	
NEW BUSINESS: IMMUNIZATIONS		ALMA OLSON
DISCUSSION	Alma shared that UA's Emergency Operations Group (EOG) recently participated in table top exercises on measles. As a result, a written proposal to require MMR vaccinations by Fall 2020 is being drafted. Initial target population: freshman students, although longer-term objective would require all students to be MMR vaccination compliant.	
ADJOURNMENT		KRIS KRAFT
DISCUSSION	<p>Next meeting: August 13, 2019, 1:30 p.m., Rec Center Conference Room.</p> <p>The meeting was adjourned at 3:00 p.m. by unanimous consent.</p>	

Recreation and Wellness

MINUTES DATE: AUGUST 13, 2019 TIME: 1:30 PM LOCATION: REC CTR BOARD ROOM

MEETING CALLED BY	Kristine Kraft, Chair
TYPE OF MEETING	Monthly Meeting
PRESIDER	Kristine Kraft, Chair
NOTE TAKER	Danica Houlé, Secretary
ATTENDEES	Attendees: John MacDonald, Debra Gannon, Danica Houlé, Kris Kraft, Roncone, Linda Subich, & James Thomson Absent: Audrey Adam; Absent with notice: Jeremy Noll, Alma Olson
Agenda topics:	
1:30 PM	CALL TO ORDER
DISCUSSION	<ol style="list-style-type: none"> 1. Kris Kraft called the meeting to order at 1:30 p.m. 2. Review of agenda presented one additional item: Determine 2019-20 committee meeting dates. 3. 7-9-19 Minutes unanimously approved following motion by James Thomson and seconded by John Roncone.
MEETING SCHEDULE KRIS KRAFT	
DISCUSSION	Agreement by all to meet 2 nd Tuesday of each month, 11:00-12:00 p.m., starting 9/10/19.
UPDATES KRIS KRAFT	
DISCUSSION	The Committee's annual report for the 2019-20 year has been submitted to the Provost's Office. As well, the Committee's prioritized goals for the UC year ending August 31, 2020 have been submitted. Top priority will be to launch a Wellness Program at UA.
WELLNESS PROGRAM JOHN RONCONE	
DISCUSSION	Unanimous approval for wellness program name: Roo Fit to Get Fit . . . Just Roo it! John MacDonald offered to have his team handle registration and payment. His department has several release forms on their Website and will find out whether another liability form can be added. It was agreed that weekly updates of 1 st , 2 nd , and 3 rd place teams would be announced, but without posting total points. John Roncone will update strategic plan and marketing materials to present to the Committee for final review and approval at September's meeting. Hopeful that UC will give approval in time for a late October rollout.
IMMUNIZATIONS KRIS KRAFT	
DISCUSSION	Required Immunizations implementation by Fall 2020 (Measles vaccine & Meningitis B): a soft roll out of the tracking system will be used with this year's freshman class.
ADJOURNMENT KRIS KRAFT	
DISCUSSION	Next meeting: September 10, 2019, 11:00 a.m., Rec Center Conference Room. The meeting was adjourned at 2:25 p.m. by unanimous consent.

Recreation and Wellness

MINUTES **DATE:** SEPTEMBER 10, 2019 **TIME:** 11:30 AM **LOCATION:** REC CTR BOARD ROOM

MEETING CALLED BY	John MacDonald, Administrator
TYPE OF MEETING	Monthly Meeting
PRESIDER	Kristine Kraft, Chair
NOTE TAKER	Danica Houlé, Secretary
ATTENDEES	Attendees: John MacDonald, Debra Gannon, Danica Houlé, Nancy Lupi, Jeremy Noll, Nathaniel Orndorf, Kris Kraft, John Roncone, Linda Subich, James Thomson, Eric Veigel
Agenda topics:	
11:00 AM	CALL TO ORDER
DISCUSSION	<ol style="list-style-type: none"> 1. John MacDonald called the meeting to order at 11:05 a.m. 2. 8-3-19 Minutes unanimously approved following motion by John Roncone and seconded by Debra Gannon. 3. Review of agenda presented no additions.
WELLNESS PROGRAM	
JOHN RONCONCE	
DISCUSSION	<ol style="list-style-type: none"> 1. Campus Wellness Challenge – Poster, log sheets, release form, and dietary nutrition fact sheet have all been updated. These items can be disseminated electronically and in print form. Two kickoffs will be planned: one at UA Campus and one at Wayne Campus. <p>Discussion followed regarding physical activity limits, bonus points, and recognizing most improved team to the program (based on averaged points). Although RooFit will be housed on UA’s Rec Center web page, Eric will explore adding the wellness program on BrightSpace to expand community interaction through the Campus Wellness website and adding Rec & Wellness Committee members as instructors for accessibility purposes. A liability form will also be included with the registration form.</p> <p>Marketing the program: traveling road show . . . delivering information to faculty and staff at their respective college and department meetings as well as to University Council group meetings.</p> <p>Possible tie in to UA’s Sesquicentennial Celebration: promoting 150 minutes of exercise or physical activity per week.</p> <p>John Roncone will e-mail the RooFit business plan, registration, and gift cards idea to General Counsel for approval, with copy to Kris and John MacDonald.</p>

UPDATES		JOHN MACDONALD
DISCUSSION	<p>2. Immunizations: Alma Olson will continue as an ex-officio member of this committee. She will be addressing the committee at October’s meeting to provide a campus immunizations update.</p> <p>3. Food Pantry: Alison Doehring will be ordering new shelving displays for UA’s food pantries.</p>	
NEW BUSINESS		JOHN MACDONALD
DISCUSSION	<p>Elections:</p> <ul style="list-style-type: none"> • Vice Chair: John Roncone was unanimously elected as vice-chair to replace Audrey Adam whose employment at UA has ended. • Secretary: Danica Houlé will retire from the University effective October 1. Election of this position tabled to next month’s meeting. 	
ADJOURNMENT		JOHN MACDONALD
DISCUSSION	<p>Next meeting: October 8, 2019, 11:00 a.m., Rec Center Conference Room.</p> <p>The meeting was adjourned at 12:05 p.m. by unanimous consent.</p>	

Recreation and Wellness

MINUTES DATE: OCTOBER 8, 2019 TIME: 11:00 AM LOCATION: REC CTR BOARD ROOM

MEETING CALLED BY	Kristine Kraft, Chair
TYPE OF MEETING	Monthly Meeting
PRESIDER	Kristine Kraft, Chair
NOTE TAKER	Vacant, Secretary
ATTENDEES	Attendees: Kris Kraft, John Roncone, James Thomson, Emily Njus, Eric Veigel, Nathaniel Orndorf Absent with notice: Jeremy Noll, Nancy Lupi, Tre'Vion Beverly, Colleen Brennan, Linda Subich, Debbie Gannon
Agenda topics:	
1:30 PM CALL TO ORDER	
DISCUSSION	<ol style="list-style-type: none"> 1. Kris Kraft called the meeting to order at 11:05 a.m. 2. Review of agenda 3. 9-10-19 Minutes unanimously approved following motion by James Thomson and seconded by John Roncone.
MEETING SCHEDULE KRIS KRAFT	
DISCUSSION	Agreement by all to meet 2 nd Tuesday of each month, 11:00-12:00 p.m., starting 9/10/19.
WELLNESS PROGRAM JOHN RONCONE	
DISCUSSION	Discussed point system and revision of tracking sheet with an in-depth review of the form and how it would total. Further discussion will involve how much of the process can be automated to Team captains from the SRWC staff developing the Google Forms. Additional discussion took place on the kick-off events and how to manage registrations.
IMMUNIZATIONS KRIS KRAFT	
DISCUSSION	Required Immunizations implementation by Fall 2020 (Measles vaccine & Meningitis B): a soft roll out of the tracking system will be used with this year's freshman class.
ADJOURNMENT KRIS KRAFT	
DISCUSSION	Next meeting: October 8, 2019, 11:00 a.m., Rec Center Conference Room. The meeting was adjourned at 11:55 a.m. by unanimous consent.

Recreation and Wellness

MINUTES DATE: NOVEMBER 12, 2019

TIME: 11:00 AM

LOCATION: REC CTR BOARD ROOM

MEETING CALLED BY	Kristine Kraft, Chair	
TYPE OF MEETING	Monthly Meeting	
PRESIDER	Kristine Kraft, Chair	
NOTE TAKER	Vacant, Secretary	
ATTENDEES	<p>Attendees: Kris Kraft, John Roncone, Emily Njus, Eric Veigel, Nathaniel Orndorf, Colleen Brennan, Linda Subich, Tre'Vion Beverly, John MacDonald</p> <p>Absent with notice: Debbie Gannon</p> <p>Absent without notice: Jeremy Noll, Nancy Lupi, James Thomson</p>	
Agenda topics:		
1:30 PM	CALL TO ORDER	KRIS KRAFT
DISCUSSION	<ol style="list-style-type: none"> 1. Kris Kraft called the meeting to order at 11:08 a.m. 2. Review of agenda 3. 9-10-19 Minutes unanimously approved following motion by Linda Subich and seconded by Eric Veigel. 	
MEETING SCHEDULE		KRIS KRAFT
DISCUSSION	Agreement by all to meet 2 nd Tuesday of each month, 11:00-12:00 p.m., starting 9/10/19.	
UPDATES		KRIS KRAFT
DISCUSSION	No new updates shared	
WELLNESS PROGRAM		JOHN RONCONE
DISCUSSION	<p>Tre'Vion and Colleen shared some website edits for the RooFit website and asked for additional program resources around water intake/tracking. Discussion took place on fitness apps and smart technology that should be included as resources on Brightspace. The Kick Off events were discussed (Jan. 24th – main campus 9am and Wayne Campus 11am) John M and Kris hope to attend both and be able to use SRWS registration software to register people on-site. Waivers and program content will be shared as well as any questions participants might have. The program's shared drive, registration form, and website is to be emailed out to all committee members. After the kick-off event there will be 1 week to get forms and additional outreach to participants.</p>	
IMMUNIZATIONS		KRIS KRAFT
DISCUSSION	No additional updates	

ADJOURNMENT

KRIS KRAFT

Next meeting: December 10, 2019, 11:00 a.m., Rec Center Conference Room.

DISCUSSION

The meeting was adjourned at 11:40 a.m. by unanimous consent.

Recreation and Wellness

MINUTES DATE: DECEMBER 10, 2019

TIME: 11:30 AM

LOCATION: REC CTR BOARD ROOM

MEETING CALLED BY	Kristine Kraft, Chair	
TYPE OF MEETING	Monthly Meeting	
PRESIDER	Kristine Kraft, Chair	
NOTE TAKER	Kris Kraft	
ATTENDEES	<p>Attendees: Kristine Kraft, Debra Gannon, Nancy Lupi, Jeremy Noll, Nathaniel Orndorf, John Roncone, Linda Subich, James Thomson, Eric Veigel, Emily Njus, Colleen Brennen</p> <p>Absent With Notice: John MacDonald, Tre’Vion Beverly</p>	
Agenda topics:		
1:30 PM	CALL TO ORDER	
DISCUSSION	<ol style="list-style-type: none"> 1. Kris Kraft called the meeting to order at 11:30 am 2. Review of agenda and motion to approve 3. November Minutes unanimously approved following motion by James Thomson and seconded by John Roncone. 	
MEETING SCHEDULE		KRIS KRAFT
DISCUSSION	Discussion regarding January meeting. Everyone stated Tuesday at 11 is still a good time to meet.	
UPDATES		KRIS KRAFT & JOHN RONCONE
DISCUSSION	Kris and John Roncone discussed the presentation to University Council at the previous month meeting and the positive reception that ensued.	
WELLNESS PROGRAM		KRIS KRAFT & JOHN RONCONE
DISCUSSION	Water bottles have been ordered for the kick off. Brightspace is up and running. We discussed the online registration form and a few minor details and we edited the Digest announcement.	
ADJOURNMENT		KRIS KRAFT
DISCUSSION	<p>Next meeting: January 14, 11:00 a.m., Rec Center Conference Room.</p> <p>The meeting was adjourned at 11:35 a.m. by unanimous consent.</p>	