

# Recreation and Wellness

MINUTES      DATE: FEBRUARY 13, 2018    TIME: 1:30 PM      LOCATION: REC CENTER

MEETING CALLED BY	John MacDonald, Administrator	
TYPE OF MEETING	Monthly Meeting	
PRESIDER	John MacDonald	
NOTE TAKER	Danica Houlé, Secretary	
ATTENDEES	<p><b>Attendees:</b> Audrey Adam, Danica Houlé, John MacDonald, Tony Ross, James Thomson</p> <p><b>Absent with notice:</b> Sarah Cravens, Kristine Kraft</p> <p><b>Absent without notice:</b> Alma Olson, Jeffrey Franks, Yorkow Oppon-Acquah, Katherine Holcomb</p>	
Agenda topics:		
1:30 PM                      CALL TO ORDER		
DISCUSSION	1. John MacDonald called the meeting to order at 1:30 p.m.	
FOOD INSECURITY SURVEY/FOOD PANTRY		JOHN MACDONALD
DISCUSSION	<p>Updates: University Communications and Marketing is to send out the food insecurity survey this semester.</p> <p>Tony Ross has contacted Akron's Food Bank to provide a list and map of food pantries located within a one-mile radius of campus as well as Snap Services (Supplemental Nutrition Assistance Program) information.</p> <p>Within the next three weeks, a food pop up pantry will be constructed inside the Student Union.</p>	
TB PROPOSAL		JOHN MACDONALD
DISCUSSION	Pending President Wilson's approval.	
UNIVERSITY COUNCIL UPDATE		JOHN MACDONALD
DISCUSSION	Audrey Adam will review data from nutrition center survey. Our plan will be to give a comprehensive food insecurity presentation at UC's March meeting.	
NEW BUSINESS		
DISCUSSION	<p>Minutes of the 12/5/17 meeting will be distributed electronically for approval as we did not have a quorum at today's meeting.</p> <p>Next meeting: March 13, 2018, 1:30 p.m., Rec Center Conference Room.</p> <p>The meeting was adjourned at 1:50 p.m. by unanimous consent.</p>	

# Recreation and Wellness

MINUTES DATE: APRIL 10, 2018

TIME: 1:30 PM

LOCATION: REC CENTER

MEETING CALLED BY	John MacDonald, Administrator
TYPE OF MEETING	Monthly Meeting
PRESIDER	John MacDonald
NOTE TAKER	Danica Houlé, Secretary
ATTENDEES	<p><b>Attendees:</b> Audrey Adam, Sarah Cravens, Danica Houlé, Kris Kraft, John MacDonald, James Thomson</p> <p><b>Absent with notice:</b> Alma Olson</p> <p><b>Absent without notice:</b> Yorkow Oppon-Acquah, Katherine Holcomb</p>
Agenda topics:	
1:30 PM	CALL TO ORDER
DISCUSSION	<ol style="list-style-type: none"> <li>1. Kris Kraft called the meeting to order at 1:35 p.m.</li> <li>2. Review of agenda presented no additional items</li> <li>3. Motion made by Sarah Cravens, seconded by James Thomson, to approve minutes from 12/5/17 was unanimously approved. Motion made by Sarah Cravens to approve 2/1/3/18 minutes and seconded by John MacDonald was also unanimously approved.</li> </ol>
UC PRESENTATION <span style="float: right;">KRIS KRAFT</span>	
DISCUSSION	MacDonald & Kraft presented UC Rec and Wellness annual update to University Council on March 13, 2018.
FOOD INSECURITY SURVEY <span style="float: right;">KRIS KRAFT</span>	
DISCUSSION	<p>A food insecurity survey was sent via ZipMail to UA students this morning. Dr. Tim McCarragher, Associate Professor in Social Work, assisted in getting the survey approved through Institutional Review Board (IRB). Survey results should be available in May.</p> <p>Additionally, Audrey Adam will provide her assistance to review a food survey sent to all UA students 1 ½ years ago by Nutrition and Dietetics (FURVED Survey). The survey was used as a baseline for the food insecurity survey. Levels of importance with mean scores provided for responses. There will be some overlap in questions.</p>
TB POLICY PROPOSAL <span style="float: right;">KRIS KRAFT</span>	
DISCUSSION	TB testing process was recommended by President Wilson to the Board of Trustees and should be effective with the start of Fall Semester.

STUDENT UNION FOOD PANTRY

KRIS KRAFT

DISCUSSION

A pop up pantry has opened in the Student Union and is located in the hallway across from the Bowling Alley. It is a “pass by” module. Nonperishable items can be dropped off at Student Life Office. There is an overwhelming response for support of Campus Cupboard. Salvation Army has prepackaged meals that have been donated to the University. Basic screening information form will be created and distributed to participants to provide the information on a voluntary basis. A memorandum of understanding with the Salvation Army is in the works.

NEW BUSINESS

KRIS KRAFT

DISCUSSION

- 1. Vice Chair – Nominations are welcome. Please forward names to either John or Kris. Election will be held at next committee meeting.
- 2. Wellness Incentive Program: Joint effort with Talent & Development/HR. Currently on hold pending implementation of revisions in ADA Law.

Next meeting: May 8, 2018, 1:30 p.m.,  
Rec Center Conference Room.

Summer meetings will be held on the 2<sup>nd</sup> Tuesday of each month.

THE MEETING WAS ADJOURNED AT 2:15 P.M.  
BY UNANIMOUS CONSENT.

# Recreation and Wellness

## MINUTES

DATE: JUNE 18, 2018

TIME: 9:00 AM

LOCATION: CBA 432

MEETING CALLED BY	John MacDonald, Administrator
TYPE OF MEETING	Monthly Meeting
PRESIDER	Kristine Kraft, Chair
NOTE TAKER	Danica Houlé, Secretary
ATTENDEES	<p><b>Attendees:</b> Audrey Adam, Danica Houlé, Kris Kraft, James Thomson            Guests: Wayne Hill &amp; Tim McCarragher</p> <p><b>Absent with notice:</b> John MacDonald, Alma Olson, Tony Ross  <b>Absent without notice:</b> Yorkow Oppon-Acquah, Katherine Holcomb</p>
Agenda topics:	
9:00 AM CALL TO ORDER	
DISCUSSION	<ol style="list-style-type: none"> <li>1. Kris Kraft called the meeting to order at 9:05 a.m.</li> <li>2. Since a quorum was not present, minutes from the April 10 meeting could not be approved. All agenda items except for Food Insecurity Survey were deferred to the next UC Rec &amp; Wellness committee meeting.</li> </ol>
FOOD INSECURITY SURVEY <span style="float: right;">KRIS KRAFT</span>	
DISCUSSION	<p>Dr. Tim McCarragher, Associate Professor in Social Work, and Wayne Hill, Vice President and Chief Communications and Marketing Officer, met with the Committee to review and discuss draft results of the food insecurity survey. The response rate was low. 2.46% of total UA students responded to the survey. However, some comparative analysis can and will be done to gain a better understanding of student demographics as related to assistance needs and access to resources. Focus will be directed to the following concerns:</p> <ol style="list-style-type: none"> <li>1. Food running out worries</li> <li>2. Skipping meals</li> <li>3. Not eating for a day</li> <li>4. Students needing help</li> <li>5. Awareness of resources</li> </ol> <p>Additionally,</p> <ol style="list-style-type: none"> <li>6. Results from questions used in the food insecurity survey that were taken from the Nutrition and Dietetics FURVED Survey will be compared to the results for those same questions in the FURVED Survey.</li> </ol>
<p>Next meeting: July 10, 2018, 1:30 p.m.,            Rec Center Conference Room.</p> <p>DISCUSSION ENDED AT 9:55 A.M. AND THE            MEETING ADJOURNED BY UNANIMOUS            CONSENT.</p>	

# Recreation and Wellness

MINUTES DATE: JULY 10, 2018

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	<p><b>Attendees:</b> Audrey Adam, Danica Houlé, Kris Kraft, John MacDonald, Alma Olson, James Thomson</p> <p><b>Absent without notice:</b> Yorkow Oppon-Acquah, Katherine Holcomb, Tony Ross</p>	
Agenda topics:		
1:30 PM	CALL TO ORDER	JOHN MACDONALD
DISCUSSION	<ol style="list-style-type: none"> <li>1. John MacDonald called the meeting to order at 1:30 p.m.</li> <li>2. Review of agenda presented no additional items</li> <li>3. Motion made by John MacDonald, seconded by Alma Olson, to approve minutes from 4/10/18 and 6/18/18 was unanimously approved.</li> </ol>	
FOOD INSECURITY SURVEY UPDATE		JOHN MACDONALD
DISCUSSION	Concern that response rate was very small (approximately 2.46%). Kris will reach out to Tim McCarragher to discuss his progress in completing the summarization of the survey results.	
STUDENT UNION FOOD PANTRY UPDATE		JOHN MACDONALD
DISCUSSION	John is exploring additional options to better display pantry items.	
NEW BUSINESS		JOHN MACDONALD
DISCUSSION	<ol style="list-style-type: none"> <li>1. Election of Vice-Chair – tabled until start of Fall Semester.</li> <li>2. Wellness Incentive Program – Brief exchange of ideas as to what we could pursue/champion as Phase 1 of this goal.</li> <li>3. Annual Report – Committee identified the top two successes as well as challenges this past year and rated its progress in accomplishing the 2017-18 goals. Kris will submit the report to the Office of Academic Affairs before the 8/10 deadline.</li> </ol>	
ADJOURNMENT		JOHN MACDONALD
DISCUSSION	<p>Next meeting: August 14, 2018, 1:30 p.m., Rec Center Conference Room.</p> <p>THE MEETING WAS ADJOURNED AT 2:24 P.M. BY UNANIMOUS CONSENT.</p>	

# Recreation and Wellness

MINUTES DATE: SEPTEMBER 11, 2018 TIME: 1:30 PM LOCATION: REC CTR BOARD ROOM

<b>MEETING CALLED BY</b>	John MacDonald, Administrator	
<b>TYPE OF MEETING</b>	Monthly Meeting	
<b>PRESIDER</b>	Kristine Kraft, Chair	
<b>NOTE TAKER</b>	Danica Houlé, Secretary	
<b>ATTENDEES</b>	<p><b>Attendees:</b> Audrey Adam, Debra Gannon Danica Houlé, Kris Kraft, John MacDonald, Alma Olson</p> <p><b>Absent with notice:</b> James Thomson</p>	
<b>Agenda topics:</b>		
<b>1:30 PM</b>	<b>CALL TO ORDER</b>	<b>JOHN MACDONALD</b>
<b>DISCUSSION</b>	<ol style="list-style-type: none"> <li>1. John MacDonald called the meeting to order at 1:30 p.m.</li> <li>2. Review of agenda presented no additional items.</li> <li>3. 7/10/18 Minutes approved following motion made by Alma Olson and seconded by Debra Gannon.</li> <li>4. Welcome to Debbie Gannon, new SEAC representative.</li> </ol>	
	<b>FOOD INSECURITY SURVEY UPDATE</b>	<b>JOHN MACDONALD</b>
<b>DISCUSSION</b>	Representative of student body, albeit low representation. Waiting to receive comparative data from Tim McCarragher.	
	<b>STUDENT UNION FOOD PANTRY UPDATE</b>	<b>JOHN MACDONALD</b>
<b>DISCUSSION</b>	<p>John is exploring additional options to better display pantry items. Presently resides in pop-up credenza but is not very visible. We're working with Salvation Army. Refresh our ideas; there are some pre-made cabinets that John found online that could possibly work. Suggestion presented to submit cabinetry request to USG for funding consideration, which all approved and John will pursue. Food drives, donations, and Salvation Army has donated meal bags. Surveys are available at the counter that requests confidential feedback.</p> <p>A student org has been working with Kris Kraft regarding establishment of an expanded pantry at Polsky Building that could include clothing as well as food goods.</p>	
	<b>NEW BUSINESS</b>	<b>JOHN MACDONALD</b>
<b>DISCUSSION</b>	<ol style="list-style-type: none"> <li>1. Election of Vice-Chair – Audrey Adams unanimously nominated.</li> <li>2. Wellness Incentive Program – Exploring Akron General Life Styles Reciprocation of services – 30% discount on enrollment fees – Membership to Life Style Centers. The Rec Center would provide them an affiliate membership fee of \$210.00. One perk we would like to see is a reduction in cost of medical benefits to employees who are members at a recreation center.</li> </ol>	

- 3. Wellness – preventative health care services to faculty & staff – such as immunizations (shingles shots, cholesterol screenings, etc.). What do we offer; what can we offer, how can we provide incentives to our employees to increase health wellness? There are new tax laws that might also impact how much we can do. Recommendation is to vent through HR. We will invite Sarah Kelley to a future committee meeting. Change 45-day to 30-day trial memberships; provide holiday and breaks access to Rec Center.
- 4. 2018-2019 Goals – Review of goals/action plans & measurements. Kris will update the document. Possible goal: Research cost effectiveness and procedures to implement immunizations; i.e., specific services as a benefit: vaccines such as shingles shot for 55+. TDAP.

**ADJOURNMENT** **JOHN MACDONALD**

**DISCUSSION** Next meeting: October 9, 2018, 1:30 p.m., Rec Center Conference Room.  
**THE MEETING WAS ADJOURNED AT 2:24 P.M. BY UNANIMOUS CONSENT.**

# Recreation and Wellness

MINUTES DATE: OCTOBER 9, 2018

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	<b>Attendees:</b> Audrey Adam, Debra Gannon, Danica Houlé, Kris Kraft, John Roncone <b>Absent with notice:</b> John MacDonald, Alma Olson, James Thomson	
Agenda topics:		
1:30 PM	CALL TO ORDER	KRIS KRAFT
DISCUSSION	<ol style="list-style-type: none"> <li>1. Kris Kraft called the meeting to order at 1:30 p.m.</li> <li>2. Review of agenda presented no additional items.</li> <li>3. Welcome to John Roncone, new Faculty Senate representative.</li> <li>4. 9/11/18 Minutes unanimously approved.</li> </ol>	
FOOD INSECURITY SURVEY UPDATE		KRIS KRAFT
DISCUSSION	Further action on hold pending receipt of Tim McCarragher's comparative data report.	
STUDENT UNION FOOD PANTRY UPDATE		KRIS KRAFT
DISCUSSION	Tabled for discussion at next meeting.	
NEW BUSINESS		KRIS KRAFT
DISCUSSION	<ol style="list-style-type: none"> <li>1. Wellness Incentive Program – Time was used to brainstorm incentive ideas and to identify areas that require further research in benchmarking similar programs at other universities. All agreed it would be helpful to engage Sarah Kelly in conversation to get HR's perspective on this topic. Kris will invite her to November's meeting.</li> <li>2. 2018-2019 Goals – Kris will update and present for approval on 11/13.</li> </ol>	
ADJOURNMENT		KRIS KRAFT
DISCUSSION	Next meeting: November 13, 2018, 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: NOVEMBER 13, 2018 TIME: 1:30 PM LOCATION: REC CTR BOARD ROOM

<b>MEETING CALLED BY</b>	John MacDonald, Administrator	
<b>TYPE OF MEETING</b>	Monthly Meeting	
<b>PRESIDER</b>	Kristine Kraft, Chair	
<b>NOTE TAKER</b>	Danica Houlé, Secretary	
<b>ATTENDEES</b>	<p><b>Attendees:</b> Alma Olson, Debra Gannon, Danica Houlé, Kris Kraft, John MacDonald, John Roncone, James Thomson</p> <p><b>Guests:</b> Eric Veigel, Coordinator, Dist. Learn Prog. Dev.</p> <p><b>Absent:</b> Audrey Adam</p>	
<b>Agenda topics:</b>		
1:30 PM	<b>CALL TO ORDER</b>	
<b>DISCUSSION</b>	<ol style="list-style-type: none"> <li>1. Kris Kraft called the meeting to order at 1:30 p.m.</li> <li>2. Review of agenda presented no additional items.</li> <li>3. 10/9/18 Minutes unanimously approved following motion by John Roncone and seconded by James Thomson.</li> </ol>	
<b>FOOD INSECURITY SURVEY UPDATE</b>		<b>JOHN MACDONALD</b>
<b>DISCUSSION</b>	John will contact Tim McCarragher for a progress report of the food survey comparative data analysis. Results will be shared with UCM to provide marketing and communications to the University community.	
<b>STUDENT UNION FOOD PANTRY UPDATE</b>		<b>JOHN MACDONALD</b>
<b>DISCUSSION</b>	<p>Food pantry is being utilized. Students have been providing feedback using the tear off tags that are provided. The Salvation Army has been restocking the pantry. The Student Union food pantry still needs to become more visible and more shelves are needed.</p> <p>Interest in opening a food pantry at the Polsky Building continues. John and Kris will do a walk through at the Polsky Building to identify a suitable location; one that can be monitored. Recommendation will be made to address improvements at the Student Union while at the same time establishing a food pantry in the Polsky Building.</p>	
<b>NEW BUSINESS</b>		<b>JOHN MACDONALD</b>
<b>DISCUSSION</b>	<ol style="list-style-type: none"> <li>1. Reciprocal Services at Cleveland Clinic Akron General Lifestyles (CCAGL) – John MacDonald shared that an agreement with CCAGL has been reached. UA employees will be able to enjoy a 30% discount on enrollment fees with reciprocal affiliate membership rates to be provided by our UA Student Recreation and Wellness Services to their employees. Motion by James Thomson, seconded by Danica Houlé, was unanimously approved to present this agreement to University Council for its endorsement.</li> </ol>	

	<ol style="list-style-type: none"> <li>2. Wellness Incentive Program – Since Sarah Kelly did not attend today’s meeting, discussion tabled until another date with her is confirmed.</li> <li>3. Eric Veigel advised that the Sick Bank Leave recommendations are with HR. HR is investigating opportunities for professional development internally and externally and providing reduced participation costs to employees for certain programs.</li> <li>4. 2018-2019 Goals – Unanimously approved by committee members. Goals will be forwarded to Kim Haverkamp.</li> </ol>
<b>ADJOURNMENT</b> <span style="float: right;"><b>KRIS KRAFT</b></span>	
<b>DISCUSSION</b>	<p>Next meeting: Unanimous agreement to move up the meeting date to December 4, 2018, 1:30 p.m., Rec Center Conference Room.</p> <p>The meeting was adjourned at 2:10 p.m. by unanimous consent.</p>