

North Carolina State University
Worksite Wellness Committee

MINUTES OF MEETING

December 4, 2007

Administrative Services III Building, Conference Room 108

Call to Order: Yvette Griffin called the meeting to order at 3:09 PM.

Members Present: Jerry Barker, Jerry Kirk, John Turek (for Ken Kretchman), Kathy Hamilton-Gore, Peter Koutroumpis, Rob Stevenson, Sue Cross, Terree Kuiper and Yvette Griffin.

Prior Minutes: Minutes from November 1, 2007 meeting were reviewed and approved.

New Campus Fitness Facility: Peter Koutroumpis, Associate Director of Campus Recreation

- Carmichael Gym three-floor addition opened December 3, 2007
 - The first floor contains The Play Zone (a multi-purpose room with access to audiovisual equipment), Play Central (an area reserved for membership services and retail sales), Port City Java's Juice and Smoothie Bar, and the Outdoor Adventure Storehouse (an outdoor recreational area).
 - The second floor has fitness classrooms and the Group Fitness Program Center which offers fitness assessments, massage and personal training.
 - The third floor is where one can find The Play Ground (which contains 60 pieces of cardio equipment, including life fitness and Precor treadmills, ellipticals and upright recumbent bikes), Plasma Screen TVs / Cardio Theater, free weight area, stretching area, towel service and a hands-free water refilling station.
- Membership
 - Full-service employee membership is \$240 per year and includes access to services provided by the equipment room; members may check out a lock, small locker, shorts, skirts, socks, towels, supporters.
 - Access-only membership is \$180 per year and includes use of facility and daily lockers only.
 - Current members may sponsor one household member; member and sponsored individual must provide proof of same residential address.
 - Additional fees may apply for some activities such as massage and personal training.
 - Membership fees can be paid via cash, check or payroll deduction.
- For more information, go to <http://www.ncsu.edu/carmichael/>.

Committee Infrastructure Discussion: The meeting opened with discussion of the infrastructure of the committee.

- The group agreed that the worksite wellness committee should be led by a steering committee comprised of members from colleges, departments, and units that can provide resources to support wellness initiatives.
- Who should be included on the steering committee?

- Group Insurance and Benefits Committee (GIBC) – chair, faculty senate and staff senate representatives, and benefits director
- CALS Personnel
- Campus Recreation
- Carmichael Complex Facilities and Operations (CCFO)
- Student Health
- Centennial
- Parks, Recreation and Tourism Management (PRTM)
- Environmental Health and Safety (EHS)
- Dining
- Vet School
- Facilities
- Physical Education
- Food Science / Nutrition
- Family Services and Science (under CALS)
- Human Resources
- The steering committee will determine 5 or 6 major objectives, decide on measurement criteria, and assemble a “working committee” specifically chosen to accomplish the chosen objective.
 - Working committee would be temporary and assembled as needed, which will allow for greater specialization
 - Will also need to institute a checks-and-balances system to ensure that the group is staying on task and has the resources they need

Other Discussion:

- What forums and methods of communication would be most effective?
- Should consider what programs are already in place at NC State and other universities that have already done the process, such as UNC Wilmington and ECU
- Student interns may be a good source of program support
- Continue to use resources from the State Health Plan and Department of Public Health as well as NC State-specific statistics to determine the objectives.

Next Steps:

- Further discussion of current campus initiatives
- Make contact with potential members representing missing groups on the steering committee.
- Contact provost office for approval of worksite wellness steering committee format
- Look at what benchmark schools are doing, including UNC Hospitals, ECU, UNC – Wilmington, Appalachian State and UNC - Asheville

Adjournment: The Meeting adjourned at 4:37 PM.