

## Wellness Committee Meeting – Minutes

Tuesday, September 27, 2016

14:30-16:00; Anderson Hall Room 135A

Present: Suzanne McIntosh, Rachel Richards, Nicole Hillary, Sharon French, Sue Kovach, Susan Roth, Victoria Holec, Maddie Stevenson

Regrets: Ken McInnes, Javid Sadr, Paula McDonald, Karen Ogilvie (YYC Campus)

Note: Action items are highlighted throughout: →

Action item completed: ✓

**Tasks carried over from last minutes- None**

Meeting commenced at 2:30 p.m.

### 1) Additions to Agenda

- Committee member changes
  - o Leaving the committee: Lori Weber, Jon Doan, Dana Corbin
  - o Joining the committee: Karen Ogilvie, Maddie Stevenson
  - o Do require a senior executive member according to the ToR
  - o → Suzanne to contact a sr. executive and request to join

Discussion of thank you gifts for Jon (discussed but need to follow up with Rob E in SRS →) & Dana's gift purchased and sent to her: ✓

### 2) Minutes from August meeting

- No edits
- Minutes to start being posted to website. For privacy issues, names will no longer be given in round table minutes

### 3) Old Business

- Grounds -Follow up re: ashtray/bench etc.
  - o → Suzanne to follow up with Phil about the logistics of moving the ash tray and smoking area to benches around the sculpture
- Lockers for Cyclists
  - o → Paula to look into lockers/free shower use for bike commuting staff : ✓
  - o Paula indicated this could be communicated to University community
- Hours for walking
  - o → Paula to look into extended hours before and after work for the indoor track program

#### 4) **Campus Walking Maps Update**

- Rachel met with advancement and maps are currently being designed. Drafts expected by early next week.
- Advancement is designing a map booklet which should be ready to hand out at the Life Balance Fair
- This booklet is a first edition as these maps will eventually be made into an interactive online version and will have a 50 Year theme for 2017

#### 5) **Life Balance Fair Planning**

- Walking Challenge
  - o Discussed some sort of walking challenge before or after the fair based on the walking maps
  - o Run the challenge from October 31- November 11<sup>th</sup> and hand out flyers about the challenges along with the walking maps at the Staying Well at U of L table – **Note – October Life Balance planning meeting – no time to do challenge this fall. Will plan for January 2017.**
- Parking
  - o Need to book space and request the big parking lot sign to direct exhibitors
- Luxy
  - o Luxy costume has been booked but committee would need to find 3 volunteers. One to be Luxy and two to follow around. Due to volunteer shortage, committee decided to discard the idea of having Luxy mascot attend the event.
- Day of logistics improvement ideas
  - o Give set up folks a list of exhibitors table numbers and map and list them alphabetically
  - o Sandwich boards on track that lists exhibitors in that area is not necessary
- Potential exhibitors to invite
  - o Breast Health clinic
  - o Counselling & Career Services
  - o Get a few foam boards printed and put on easels at 1<sup>st</sup> Choice entrances that say “Life Balance Fair” “Everyone Welcome”

#### 6) **Lunch & Learn’s**

- Jennifer Copeland has advised she is interested in presenting a Lunch & Learn in February or March talking about the sitting/standing research she’s done
  - o → Suzanne to contact faculty based on list Rachel compiled
- Lunch & learn Ideas: basic bike maintenance (Nomadic Bike Co. in YYC may come down), how to kayak on the pool, cooking demo by Umami, Let’s Talk Science program

#### 7) **Better Health Better Business**

- Sue & Suzanne worked on evaluation plan process but their work didn’t save in the system

- Because it's a pilot project there are a lot of kinks. Discussion of putting the U's participation in the project on hold until technical issues are resolved
- Suzanne is interested in their ROI calculator

#### **8) People Plan – 'Work Life balance' updates**

- Meet at the end of the week
- Committee received a suggestion from an employee to improve work life balance- allow employees to leave at 4pm on Friday before a long weekend
- The committee is looking at an implementation plan to take forward
- Committee's plan concentrates on three aspects of wellness- flex time, campus wide events, and training packaging for managers

#### **9) Calgary Campus**

- Rachel to remind Karen of her "Calgary Corner" article for October newsletter
- October 17, Suzanne and students are going to YYC campus for Health Check for U and mini wellness fair

#### **10) 50<sup>th</sup> Anniversary Ideas**

- Rachel brought her idea a special 50<sup>th</sup> "Amazing race" event for Bee Amazing 2017
- Discussion to put a 50<sup>th</sup> anniversary spin on all 2017 initiatives
  - o 1967 Workout event- a "throwback" fitness class
  - o 'Fit at 50" Lunch & learn- target the 50+ population

#### **11) Okanagan Charter for Health Promoting Universities and Colleges**

- Suzanne to sit on the working group
- Currently the charter has a heavy student focus but they want to integrate employees
- → Suzanne will email the charter to the wellness committee
- End goal is to have the U of L formally adopt the Okanagan Charter: an International Charter for Health Promoting Universities and Colleges

#### **12) Round Table discussion**

- Member asked for update on accessibility study. An RFP is in the process through Facilities.

Meeting adjourned: 3:53

Next meeting: October 25, 2016 2:30 PM AH135A