

# Policies & Procedures

## 2009-10

### FACILITY HOURS

**Academic Semesters.** The Fall Semester runs from September 1 through December 31. The Spring Semester runs from January 1 through May 31. Hours of operation remain consistent throughout both semesters, except for the following:

**Adjusted Hours:**

- a. **Winter Break**, Dec. 15 through Jan. 19
- b. **Spring Break**, March 14 through March 22
- c. **Miscellaneous** Building hours will be adjusted for some state holidays (Labor Day, etc).

**Closures:**

- a. **Holidays.** The Recreation Center will be closed on the following holidays: Thanksgiving Day and day after, Christmas Eve, Christmas Day, New Year's Eve and Day, Easter Sunday, Memorial Day, and Independence Day.
- b. **Other Selected Days.** There may be closures preceding or following some holidays, i.e. Memorial Day and Christmas.
- c. **Commencement.** The Recreation Center will be closed for graduation ceremonies.

**Summer.** Facility hours are adjusted from May 8 through September 6.

**Annual Maintenance Period.** The Recreation Center will be closed for one week in August for maintenance/cleaning.

*The Hours of Operation are posted at the entrance to the facility and may be picked up in the literature rack at the main office area. Changes to the above schedule may occur. Notification of adjustments to the hours of operation will be posted on a timely basis.*

### GENERAL MEMBERSHIP INFORMATION

1. All memberships are non-transferable.
2. Annual memberships run throughout the year.
3. The following semester payment options are available at a higher membership rate:
  - a. Fall - September 1 through December 31
  - b. Spring - January 1 through May 31
  - c. 3-month – 3 months from date of purchase
4. Payroll deduction is available for all full time faculty, staff and administration. Deductions can be made for their families. Also, this service is available for the yearly, fall, and spring membership fee. Adjunct faculty are not eligible for payroll deduction. To take advantage of this service, obtain a form from the Rec Center Main Office and complete the application process. Mail-ins are not accepted!
5. Members must accompany their spouse, dependent and/or associate when joining or renewing at the Rec Center.

6. A spouse, dependent or associate may only become a member or renew a membership if they are sponsored by an employee, alumnus or student who is a current member. In addition, they may not have a membership for a longer period than their sponsor.
7. Members under 18 years of age permitted in building only during advertised family recreation times.
8. No one will be admitted into the Rec Center without a valid Rowan ID or Rec Center membership card.

### **Eligibility Requirements for Membership**

#### *1. Students:*

Currently enrolled undergraduate students taking 6.5 or more credits or graduate students taking 5 or more credits have full membership privileges. Undergraduate students taking 6 or less credits per semester or graduate students taking less than 5 credits per semester must pay an additional fee for full membership privileges. Part time students receive full membership privileges during the summer if they paid the additional fee during the fall and spring semester.

#### *2. Faculty/Staff/Administration:*

Current full time employees with a Rowan I.D. Picture identification cards can be obtained at the information desk in the Student Center and must be presented prior to obtaining membership.

#### *3. Alumni:*

Those individuals who graduated from Glassboro State/Rowan University are eligible to purchase memberships. Individuals must show proof of graduating in the form of diploma, alumni card or transcripts and a picture ID.

#### *4. Spouse:*

An individual married to a current student, Rowan employee member, or alumnus with a valid Rec Center membership. A valid driver's license showing the same address as the sponsor must be presented prior to obtaining membership.

#### *5. Dependent:*

An individual who is a dependent of a current student, Rowan employee member, or alumnus with a valid Rec Center membership. Dependents ages 5-17 must show proof of age; those 18-30 must show proof of age AND residency. In addition, a dependent under the age of 18 can only enter the facility during family recreation hours. Dependents under the age of 5 are not allowed to join or enter the facility.

#### *6. Associate:*

Eligible students, Rowan employee members, and alumni members are entitled to bring in a maximum of two individuals 18 years or older who may also become members. They do not have to be affiliated with the university. Associate members receive the same membership benefits as other members except they can only sign up their dependents under 18. To join or renew, the associate must be accompanied by a current Rec Center member.

#### *7. Community:*

"Limited" memberships for community residents 18 & over restricts usage during the school year Mon.-Fri, 6am-11am only, but allows usage all hours Sat.-Sun. & Summers. No sponsor must be present to join. During the academic year, community members cannot sign up a spouse or dependent for membership. During the summer, they may sign up dependents under 18 only.

## **FAMILY RECREATION POLICIES**

1. All dependent members must have a valid I.D. card issued by the Rowan University Rec Center office to gain entry.
2. No dependent or guest under the age of 18 is allowed in the Rec Center Monday through Thursday, except during university recognized holidays, winter break, spring break and summer.
3. No one under 5 years of age is allowed in the Rec Center.
4. Children under 13 years of age must be accompanied to the facility by an adult member and must be in the same activity area of the facility for supervision purposes.
5. Children under 13 years of age who use the pool facility must be accompanied and supervised by an adult.
6. Non-swimming children must have an adult in the pool with them at all times. Lifeguards have discretionary authority to deem a child a "non-swimmer".
7. Children under 15 years of age are prohibited access to and use of the exercise machines and free weight room area.
8. Children under 15 years of age are permitted to use the racquetball courts; however, they are required to wear safety eyewear.

### **Family Recreation Hours:**

Friday	3 p.m. - 9 p.m.
Saturday	8 a.m. - 8 p.m.
Sunday	9 a.m. - 9 p.m.

\*\* During Winter, Spring and Summer Breaks: Mon. - Sun, all hours.

## **GUEST POLICIES**

1. Guest fees are \$8 per guest. Sponsor must sign in guests.
2. Members are permitted a maximum of two guests Monday through Thursday during the academic semesters. Friday through Sunday, as well as Semester, Summer and Holiday Breaks, a maximum of four guests are permitted.
3. All guests must show and leave a valid I.D. at the main office seven days a week. Mon. - Thurs. a picture I.D. with birthdate is required; Fri. - Sun. a picture I.D. verifying name only is required.
4. The sponsor must accompany guests into the facility; a guest may not look for a sponsor or wait in the facility for a sponsor.
5. Guests must leave when or before their sponsor leaves. Only one sponsor per guest; no I.D. switching will be allowed. Readmittance with a different sponsor will cost an additional \$8.
6. Guests cannot check out equipment; only the sponsor can.
7. Any guest found guilty of damaging property or violating any policy may lose all privileges immediately. The sponsor will always be held accountable for damages.

## **FACILITY USAGE**

### **Entry**

1. All entry must be through the main control desk of the Rec Center. Use of any other exterior door is prohibited and will activate an alarm. Violation may result in suspension of Rec Center privileges.
2. Individuals with a disability and having special entrance needs may request assistance from the main office attendant.
3. Users must present a valid I.D. at the entry area. Any I.D. not belonging to the bearer or of a suspicious nature will be confiscated immediately. The bearer and owner will face disciplinary action.
4. Members who forget their I.D. and wish to use the facility must purchase a guest pass for \$8.
5. Members who have lost their Rowan I.D. card must purchase a replacement card for \$25 at the Information Desk. The replacement fee for the Rec Center card is \$10.
6. The Recreation Center staff reserves the right to ask for identification at any time.

### **Lockers/Showers**

1. Personal locks may be used on the locker room lockers. A small number of coin-operated lockers (\$.25 cents) are available in the main lobby. Daily locks may also be rented for \$.50/day.
2. \$.25 cent and daily lockers may not be used overnight. Unremoved locks and contents will be removed at the close of each day. Confiscated belongings may be picked up at the main office area.
3. A small number of full and half lockers are available for semester or yearly rental.
4. Lockers must be emptied or renewed by the end of each rental period. Failure to do so will result in the staff removing the contents of the locker. Notification of the end of the rental period will be given via flyer and mailed letter.
5. Handicapped accessible shower areas are available
6. Glass containers are strictly prohibited in the locker areas.

### **Racquetball/Wallyball Court Reservations**

1. Courts are available on a first come, first serve basis.
2. Reservations are available for a \$2 per court/hour basis.
3. Reservations begin and end on the hour or half hour only.
4. Advance and same day reservations are available. Same day reservations must be made at least 30 minutes prior to usage. Since court reservations are only available on the half hour, the next available court time may require a longer wait.
5. No phone in reservations are permitted.

### **Equipment**

1. Users must surrender their I.D. at the issue area to check out equipment. A few items require a small fee.
2. Equipment to be used by guests must be checked out the sponsoring member.
3. Users are responsible for the equipment they check out. An individual who fails to return checked out equipment or who returns damaged equipment must pay to replace the lost, stolen or damaged equipment. In this case, the user's I.D. may be held for a period of 24 hours so that pertinent information can be recorded.
4. A variety of equipment for use in all areas of the facility is available for checkout.
5. Participants are allowed to bring in sporting equipment for personal use. Equipment that might be considered dangerous or beyond the realm of "normal" sporting equipment will not be permitted. Small items such as skateboards and roller blades may be brought into the facility but must be stored in lockers. Bikes are not allowed in the Rec Center.
6. ONLY portable personal music players or radios with private headphones are allowed in the facility.

### **Attire & Footwear**

1. Non-marking court shoes are required on all wood floor activity areas. NO hiking/work boots or sandals are permitted.
2. No bare feet are permitted except in the swimming areas, locker rooms, or for other specified programs.
3. Appropriate attire is required to participate in all programs and activities. Upper body garments are required in all activity areas except the pool.
4. Only bathing suits may be worn in the swimming pool enclosure. Bermudas, cut-offs, and other types of apparel not made for swimming are not permitted in the pool area. Swim attire is allowed only in the pool and locker rooms.
5. Eye protection is strongly recommended in the racquetball courts, and required for participants under 15 years of age.
6. Jewelry or personal items which may cause bodily injury or damage equipment is prohibited in all activity areas.

### **Food, Beverage and Tobacco Usage**

1. Tobacco usage is strictly prohibited in any area of the facility.
2. Possession and /or consumption of alcoholic beverages are prohibited in the facility.
3. Eating is restricted to the lobby area only, located on the main floor of the Recreation Center.

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### **Lost and Found**

1. Rowan University is NOT responsible for lost, stolen or damaged articles, including property left in lockers or cubicles. Do not bring valuables to the facility. Always use a lock, even when in the shower. Users forgetting a lock may use a coin operated locker or rent a daily lock.
2. The Recreation Center staff is not permitted to hold valuables for users.
3. Contact the Main Office in the Recreation Center for inquiries about lost or forgotten clothing and equipment.

### **Injuries**

1. If an injury occurs, please contact a member of the Rec Center staff immediately.
2. Fire alarms and extinguishers are located conspicuously throughout the facility.
3. Do not use the elevator in case of a fire or an emergency.

### **Miscellaneous**

1. The Varsity Swim Team uses the Rec Center pool for practices and meets. During these times, recreational swim time is moved to Esby pool and lanes may be limited. During some meets, both facilities may be closed.
2. Special programs and/or events may necessitate closure of a particular area of the facility. Advance notice will be given during these times.
3. Profane or indecent language will not be tolerated.
4. No group, class, organization or team numbering six (6) or more individuals may work-out in the fitness/weight/group exercise areas, swim or run on the track together during the prime-time hours of 11:00-1:30pm and 3:30-8:30pm weekdays. Large group activities during any other time must be approved by the Director at least 48 hours in advance. Without prior approval, any group utilizing the facility will be asked to leave.
5. Court Priority- Court 1 has volleyball priority at all times. While courts 2 and 3 have basketball priority during prime-time hours.
6. All policies and procedures are subject to interpretation by the Recreation Center staff.

## **AREA REGULATIONS**

### **Free Weight Room**

1. Workout attire must be worn at all times. Attire includes sweats or sport shorts, and a non-mesh full T-shirt or tank top. The following clothing articles are strictly prohibited: items with metal rivets, snaps and zippers. Closed toe athletic sneakers must be worn at all times as well.
2. Items that may damage the upholstery may not be worn while using machines (jewelry, weight belts w/clips, etc.)
3. Chalk usage is strictly prohibited in any workout area.
4. Children under the age of 15 are not permitted to use any equipment in the fitness room or free weight room.
5. No personal belongings are allowed in the fitness/free weight room. All personal items must be stored in lockers or cubbies.
6. Only personal, "headphone" cassette/cd/radios are permitted.
7. Drinks in non-breakable, spill-proof sealable containers are permitted. NO gum is allowed.
8. For the safety of all users, weights and dumbbells must be returned to their proper storage rack when last set is complete.
9. Slamming or dropping weights is strictly prohibited. Plates, dumbbells, and bars are not to be leaned against or placed on upholstery or against any wall.
10. Spotters are recommended at bench press stations.
11. Collars must be used on all Olympic weight bars.
12. Towels (minimum size 24" x 12") are required in this room on the machines and benches for safety and sanitary purposes. Equipment must be wiped off after use. Clothes cannot be used as a towel and towel sharing is prohibited.
13. The equipment is not to be moved from its location. Free weights are not permitted in the fitness room or any other area.
14. Equipment may only be used for its designed purpose.
15. Failure to adhere to the rules and regulations in the free weight room area may result in individual suspension or closing of the free weight room.

### **Fitness/Conditioning Room**

1. Proper workout attire, shirts and athletic footwear must be worn at all times. Only closed toe athletic shoes allowed.
2. Children under 15 years of age are not permitted in the fitness room.
3. Do not use, adjust, or operate fitness equipment without proper training or instruction.
4. Users should keep head and limbs clear of weights and moving parts at all times.
5. Never put head, hands or feet in or under weight stacks. Use hand grips and foot pads.

6. Do not operate equipment that has loose or damaged parts. If machine fails to operate correctly, do not attempt to repair. If in doubt, do not use the equipment until the machine is checked by a staff member.
7. Check that all seats are securely locked before using machines.
8. Failure to comply with instructions may result in personal injury.
9. Towels (minimum 24" by 12") are required in this area. All equipment must be wiped down after each use. Clothing may not be used as a towel and sharing is prohibited.
10. Use of electronic cardio equipment is limited to 30 minutes when others are waiting.
11. Drinks in non-breakable, spill-proof sealable containers are permitted. NO gum is allowed.
12. Only personal "headphone" cassette/cd/radios are permitted.
13. It is under the discretion of the supervisor to deny equipment usage if they deem activity performed inappropriate or harmful.
14. Unauthorized personal training is strictly forbidden in the fitness/free weight rooms.

### **Group Exercise Room**

1. Scheduled recreational programming has priority.
4. The room is available for individual workouts during free periods on a first come first serve basis.
5. Proper footwear is required to use the room. Jogging shoes, street shoes, sandals, hiking boots and any shoes that mark the floor are prohibited.

### **Multi-Purpose Area/Gym Courts**

1. Slapping the backboards, dunking and hanging on the rims or nets are strictly prohibited because of the risk of injury and potential damage to the equipment.
2. Scheduled recreational programming has priority usage.
3. Only on-duty staff have the authority to take down or setup volleyball nets and standards. Participants should contact the main office to request this service.
4. No gum is allowed.
5. When courts "1" and "2" are being used for Intramural sports the following policy will be given court "3" usage: During the hours of 6pm-9pm, priority goes to full court play only. At all other times, no full court can be played.
6. Volleyball players have priority on court "1".
7. No hockey sticks of any kind are permitted.
8. Full court basketball games will abide by the following rules: Games are to 16 or to 12 if teams are waiting to play. Winners stay on the court; losers will rotate out. Please demonstrate fair and courteous behavior when courts are full and teams are waiting.

9. Any players who engage in fighting or profanity will be immediately escorted off the court. Resistance or repeated occurrences will result in closing of the basketball court area or suspension of Recreation Center privileges.

### **Track**

1. Approved footwear for the track includes: jogging shoes, court shoes, gym shoes, cross trainers, and track shoes without spikes.
2. Walkers should stay on the inside lanes (closest to the railing). Runners pass on the outside lane.
3. Users should not use walls, railings or door handles as stretching aids. Stretching areas are within the fitness room.
4. Track users are required to wear a shirt.
5. Unsupervised children are prohibited on the track.
6. All users must follow directional signs. The direction is changed daily (odd days-clockwise, even days-counter).
7. Standing or spectating is strictly prohibited.
8. Spitting on the track floors or walls is prohibited. Violation may result in loss of Rec Center privileges.
9. One mile equals eleven laps in the outside lane.

### **Racquetball Courts**

1. Safety goggles are highly recommended for all participants; and are mandatory for users under the age of 15.
2. Racquetball racquets are required to have bumper guards and wrist ropes/straps.
3. Non-marking court shoes are required. Jogging shoes, hiking boots and/or any black soled athletic shoe that mark the floor are prohibited.
4. Shirts must be worn at all times on the courts.
5. Racquetball racquets and balls may be rented from the main office. The cost is \$1 per racquet.
6. All bags/clothing must be cleared from the hallway floor. Belongings must be stored in cubbies or lockers.
7. Reservations have priority. Participants must show proof of reservation.
8. Black racquetballs or any other marking ball is prohibited.

### **Pool**

1. Personal conduct must be such that the safety of self and others is not jeopardized. Swimmers are expected to remain alert and respect the guard's instructions.
2. No food, drink, gum or tobacco is permitted.
3. A person under the influence of alcohol or exhibiting erratic behavior shall not be permitted in the pool area.
4. Health policies require all swimmers to take a complete soap shower before entering the water.

5. Admission to the pool is refused to all persons showing evidence of skin disease or an infectious condition. This includes persons with open sores, cuts, or bandages.
6. Children under 13 years of age must be accompanied by an adult. No one under five years of age permitted in the Rec Center pool. Non-swimming children must have an adult in the pool with them at all times.
7. Commercial swim attire is the only approved clothing for use on the deck and in the pool. Clothed spectators viewing from the deck must remove shoes.
8. Clean swim shoes or thongs are the only footwear approved for use on the pool deck.
9. Glass, soap, lotion or other material which might create hazardous conditions or interfere with efficient operation of the pool is not permitted on the pool deck.
10. Persons unable to swim are not permitted in the deep water or diving portions of the pool. Lifeguards have discretionary authority to require swim tests.
11. The following are strictly prohibited: running, pushing, and horseplay; spitting or spouting water; pulling or hanging on safety or lane lines, and any other act judged by the guard to be unacceptable behavior.
12. No flotation devices or water toys aside from kickboards, water wings, masks, swim fins, pull buoys and hand paddles are permitted except during designated program times. Kickboards are allowed for lap swim only.
13. When more than two people are lap swimming in the same lane, please use the circle method swimming and abide by proper swimming etiquette.
14. The 3-meter diving board is not available as an open recreation activity.
15. Do not swim under diving boards or in diving areas during diving time or hang on boards from below.
16. Do not dive into the swimming lane(s).
17. Only one person at a time allowed on the diving board.
18. Check the area in front of the board before diving.
19. Double bouncing and/or excessive bouncing is not permitted.
20. Dive straight off the end of the board and swim immediately to the side of the pool.
21. Diving is not permitted off the side of the pool, off the starting blocks or off the shallow end of the pool.
22. Difficult dives should only be attempted by experienced divers.

## **GENERAL INFORMATION**

### **College Regulations**

All users are expected to adhere to the rules and regulations of Rowan University and of the Recreation Center. Any individual not cooperating with established policies may be asked to leave and may be referred for disciplinary action.

### **Conduct**

The Student Recreation Center is a unique facility on our campus. The Center provides numerous opportunities for interaction between the diverse populations that comprise the University community. In this regard it provides the ideal climate for learning to respect the dignity and worth of each individual. Please join the staff in promoting an environment that demonstrates these qualities. The staff is trained to treat all users with respect. We in turn request that we be treated with respect. It is possible to register a difference of opinion or complaint in a civil manner. The use of abusive or profane language will not be tolerated. Sexual harassment of patrons or employees will be resolved through the use of all available legal channels.

### **Facility Maintenance**

Please help keep the facility neat and appealing to all users by properly disposing of litter. Recycling bins are available in the main lobby area. Make every attempt to report spills or unclean areas to the staff promptly. Show your pride in the facility by keeping it looking new.

### **Participant Input**

1. Users are encouraged to express their opinions and suggestions to the recreation staff. Suggestion boxes are located next to the main office area and in the fitness area.
2. The Recreation Advisory committee is the advisory board for the Student Recreation Center. It is comprised of students, faculty and staff members and meets twice a semester in the Recreation Center Conference Room. The duties and functions of the committee are to recommend program policies, discuss facility concerns, serve as a representative body to review suggestions, and serve as an appeals board for disciplinary action cases. Persons interested in service on the committee are encouraged to contact the Director.

### **Governance**

Current policies and procedures have been established in accordance with the recommendations and approval of the members of the Policies and Procedures Committee, composed of students, faculty and staff of Rowan University. The authority to enforce these policies is vested in the recreational staff and the administrative personnel responsible for the programs. Student employees do not have the option to overlook, change, or bend rules; their task is to conduct business according to the set policies. Differences of opinion regarding the rules may be referred to the Director or Assistant Directors.

## **Disciplinary Action**

In the event an individual or spectator conducts himself or herself in an unsportsmanlike manner while in the Recreation Center, the on duty staff member has complete authority to take action, as they deem necessary, to protect and ensure safety and enjoyment of all users. Depending on the severity of the incident, which would be left up to the staff member's judgement, the following action may be taken: verbal warning, ejection from a particular activity, ejection from the area, or ejection from the facility. Public Safety may be involved.

Incidents reported to the Administrative staff which indicate unsportsmanship like conduct include: failure to adhere to facility policies and procedures; failure to follow verbal instructions or a staff member; failure to provide personnel with proper identification upon request; unauthorized use of facilities, theft or damage to facilities or equipment; and physical or verbal abuse directed toward a staff member, spectator or participant. Depending on the severity of the incident, the individual(s) involved may be questioned and required to submit a written statement of the incident within seven days of the occurrence. Written statements from on-duty personnel and witnesses will also be obtained. Severe incidents (left to the discretion of the Director) or incidences which cannot be resolved internally will be forwarded to the Dean of Students or the Campus Hearing Board, who will rule on the incident. Penalties could include: temporary or permanent probation, suspension from the facilities for a specified period of time or permanent loss of recreational facility privileges.

## **Liability Statement**

Participants who utilize the Student Recreation Center agree to release, waive, discharge and agree not to sue, Rowan University and all its successors, assigns, affiliates, officers, directors, employees and agents ("Rowan") from all manner of actions and causes of actions, suits, debts, accounts, judgements, claims and demands whatsoever in law or equity, including attorneys fees, especially all claims arising out of any incidents involving personal injury in any way by reason of participation in any voluntary activity.

Participants agree to assume any and all risks involving or arising from participation in any voluntary activity, including, without limitation, the risks of death, bodily injury or property damage, the unavailability of emergency medical care or the negligent or deliberate act of another person.

Further, participants agree to indemnify, defend and hold Rowan University and its officers and employees and agents harmless from, any and all claims, causes of action, damages, judgements, costs or expenses, including attorneys fees, whatsoever, from their voluntary participation in any activity.

Participants understand that they should have current insurance protection through personal or family means, to cover the expense of an unforeseen accident or injury. The Administration of the Student Recreation Center strongly recommends that all voluntary participants have such coverage.

## **Mission Statement**

The Student Recreation Center staff is committed to providing exceptional programs, services, and facilities that promote and encourage a balanced, healthy lifestyle. We are dedicated to creating a safe and welcoming environment that enhances student learning and skill development, fosters enjoyment and appreciation for recreational life, and enriches the quality of life for the Rowan Community.

The ultimate goal of the Recreation Center is to convey to the university community, its families and associates the enjoyment and satisfaction that can be experienced by making recreational activity an element of their daily lives. The programs and services we offer provide opportunities for individual development of knowledge, interests and behaviors that promote and contribute to a healthy, well-rounded lifestyle. To achieve this goal, we are committed to the following principles:

- a. **Service to the University community is our purpose.** We strive to take the time to communicate; understand and involve the Rowan community and our membership.
- b. **Seek constant improvement.** We strive to be receptive to new ideas; encourage creativity, innovation and experimentation.
- c. **Lead by example.** We will let the membership and our colleagues judge our commitment to these principles by our individual actions.
- d. **Look at the long term.** We strive to take actions which will maintain our ability to serve the University community and our membership or membership in the future.

## **Program Goals and Objectives**

**Informal Sports.** The staff is committed to conducting informal activities, and educational opportunities related to these activities, for the campus community. This goal will be achieved through:

- a. Providing free-play activity that is not only safe and fun, but activity that meets the needs of our clientele.
- b. Maintaining a balance of free-play time and facilities in relation to other programs

**Intramural Sports.** The staff is committed to conducting exemplary Intramural programs and activities. This goal will be achieved through objectives to include:

- a. An extensive range of activities based upon time and space availability.
- b. Providing varied activities based on feedback and input from participants and advisory groups.
- c. Programs that encompass a wide and varied range of skills, time commitments, abilities and interests.
- d. Programs that offer safe and adequate equipment and playing areas.
- e. Programs that are easily accessed and understood through marketing and communication.

**Fitness.** The staff is committed to conducting safe, fun, effective and educational fitness programming for the campus community. This goal will be achieved through:

- a. a variety of fitness classes to meet a wide range of needs.
- b. maintaining quality equipment and facilities for each activity.
- c. continual evaluation and review of existing programs
- d. input from participants

**Club Sports.** The staff is committed to accomplish commendable club sports activities. This goal will be achieved through objectives to include:

- a. a wide range of recreational, instructional or competitive teams to bridge the gap between intramural sports and intercollegiate athletics.
- b. opportunity to work together on a team in an organized recreational activity
- c. Teams are offered the chance to practice and compete at a specialized level.

**Facilities.** The staff is committed to providing safe and state of the art facilities and equipment for users. This goal will be achieved through:

- a. on-going risk management appraisal.
- b. maintaining a clean facility through daily custodial maintenance.
- c. purchasing and maintaining state-of-the-art sport and recreational equipment.

**Client Input.** The staff is committed to providing opportunities for students, faculty, and staff to participate in the development and implementation of Rec Center programs through advisory boards, student committees, and informal suggestions.

**Personnel.** The staff is committed to employing qualified professional, clerical, service, and student staff for the development, supervision, maintenance and evaluation of programs and facilities. Student development is the focus of our programs. There are numerous opportunities for students to step into positions of leadership, accept increasing levels of responsibility, and continually hone human relations skills.

**Cooperative Relations.** The staff is committed to cooperative relationships with other service and academic units on campus.

**Long Range Planning.** The staff is committed to be open to the processes of change and in particular to the trends in recreational sports. This goal will be attained through:

- a. assessment of the needs and interests of our participants through formative evaluation of programs and activities.
- b. Keeping abreast of up-to-date research and practices within the field of recreational sports and fitness.

#### **IMPORTANT PHONE NUMBERS**

Department of Public Safety	256-4911
Campus Information Desk	256-4606
Rec Center Main Office	256-4900

#### **RECREATION CENTER ADMINISTRATIVE STAFF**

ASSISTANT VICE PRESIDENT:	Tina Pinocci	256-4909
ASSISTANT DIRECTOR:	Laurie Dwyer	256-4903
Fitness & Wellness		
ASSISTANT DIRECTOR:	Melanie Alverio	256-4957
Marketing & Member Services		
ASSISTANT DIRECTOR:	Kevin George	256-4927
Intramurals & Facilities		
ASSISTANT DIRECTOR:	Ken Reynolds	256-4908
Youth Programming & Sport Clubs		
SECRETARY:	Denise Oncay	256-4910