

STUDENT WELLNESS CENTER MEMBERSHIP HANDBOOK

GENERAL INFORMATION

Wellness Center Contact Information

2912 College Avenue, Davie, FL 33314

General Phone: 954-236-1018

Fax: 954-236-1270

Website: <http://www.fau.edu/student/broward/wellnessbroward/>

General Email: browardwellness@fau.edu

Melissa Lee, Student Wellness Center Director

Director's Phone: 954-236-1011

Director's Email: MLee100@fau.edu

Current Hours of Operation

Monday – Thursday 7:00 a.m. – 8:00 p.m.

Friday 7:00 a.m. – 5:00 p.m.

Saturday 9:00 a.m. – 1:00 p.m.

Student Wellness Center Hours

The Student Wellness Center is a Florida Atlantic University building operated by Student Affairs.

The Student Wellness Center's operating hours are posted at the entrance of the facility. These hours are subject to change for any University closings, holidays or special circumstances. No member is permitted to enter the building prior to the opening hours. Refusal to exit the building at close may be considered trespassing and security or law enforcement may be enlisted to assist in closing the facility.

Student Wellness Center Staff

The Student Wellness Center is staffed by current students or graduates of the University's Exercise Science and Health Promotion undergraduate and graduate programs and/or by other University students. Most student employees are considered "in training". The Wellness Center employees may be skilled in the areas of health and wellness depending on their level of education, experience and training. All employees are available to assist members and are CPR/AED certified.

Suggestions, Complaints and Compliments

Any and all complaints or suggestions can be addressed through the suggestion/comment forms, by email or directly to the staff. We support all ideas and suggestions with a desire to continue our improvement, growth and development in the future.

The staff welcomes all member questions no matter how simple or complex. If we can't help, we will find someone who can!

Employment Opportunities

The following are the job positions available at the Wellness Center: 1) Graduate Assistant 2) Undergraduate Assistant and 3) Student Intern. The job positions will be filled based on experience, past performance, availability, and job skills/certifications. It is recommended that

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all employee applicants have a First Aid/CPR/AED certification and general knowledge of exercise due to the nature of the activities provided by the Student Wellness Center. For employment consideration send a resume and hours of availability to Melissa Lee at MLee100@fau.edu.

Sexual Harassment

The Student Wellness Center falls under the authority of Florida Atlantic University's Sexual Harassment policy.

“Sexual harassment is a form of employee or student misconduct which undermines the integrity of the working or learning relationship. All members of the University community are entitled to study and work in an atmosphere free from any form of sexual harassment. Therefore, it is a violation of this rule for any employee or student to engage in conduct constituting sexual harassment. It is also a violation of this rule to retaliate against anyone who complains of sexual harassment or who participates in a proceeding related to a sexual harassment complaint.

Definition of Sexual Harassment-

For the purposes of this rule, sexual harassment is defined as any unwelcome sexual advances, requests for sexual favors, or other communication or physical conduct of a sexual nature.”

Americans with Disabilities Act Guidelines

All walks, halls, corridors, aisles, skywalks, tunnels, and any other spaces at or in the Student Wellness Center must comply with the Americans with Disabilities Act.

Safe Zone

The Wellness Center is considered a “Safe Zone” which means the facility is a place where human rights are valued and lesbian, gay, bisexual, transgender and transsexual students will find an understanding, supportive, and trustworthy individual who is there to listen and provide accurate information and referrals. The Wellness Center employees are expected to provide assistance to all members regardless of sexual preference or orientation.

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EMERGENCY

First Aid and Incident Report

Any event out of the ordinary must be reported as an incident to the Student Wellness Center staff at the time of the event. An incident report will be required to be completed by the affected member, staff and any witnesses.

The Student Wellness Center employees are qualified to provide basic first aid, CPR and AED. The Student Wellness Center is also equipped with an Automated External Defibrillator (AED) and basic first aid items such as: ice packs, band-aids, and antiseptic wipes. For serious incidents, campus security and or fire/police/rescue personnel must be notified immediately.

Fire

The Student Wellness Center has two fire exits located on the gym floor (South East and North West Corners) for use in an emergency. In addition, there are three fire extinguishers one located each at the front door and fire exit doors.

Opening fire doors under any circumstances other than an emergency may result in immediate suspension from the facility and disciplinary action by the University.

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MEMBERSHIP

Note: All Student Wellness Center participants must complete a membership application which includes basic contact information, a Pre-Participation Screening Questionnaire and Informed Consent. Participants must show photo identification and be approved for admittance prior to participation at the facility and in any services or programs.

Medical Consent

A Wellness Center staff will review the application and determine the participant's level of health risk (low, moderate, high) according to the American College of Sports Medicine risk stratification guidelines. Please ask the Director if you wish to see criteria used.

- A low risk individual is free to continue with the application process and begin participation immediately.
- If the individual is moderate risk, a medical a **medical consent form*** completed by a healthcare provider is recommended prior to participation in the Wellness Center facilities and programs. The individual has the option to complete a **medical consent waiver form** instead of the medical consent form, in order to continue with the application process and begin participation immediately.
- If the individual is high risk, a **medical consent form*** completed by a healthcare provider is required prior to participating in the Wellness Center facilities and programs. The individual may need to use a facility that has medically qualified staff. ***Please note: the FAU Davie Wellness Center is not a medically supervised facility.***
- Anyone who does not wish to fill out the Pre-Participation Screening Questionnaire is required to complete a **Pre-Participation Screening Questionnaire waiver form.**

*When medical consent is received or if the member's condition has changed (altering their health status to low risk), he/she will be able to move forward with the application process and begin participation based on the healthcare providers recommendations.

Membership Eligibility

All applicants **must be 18 years** old or older at the time of usage.

FAU enrolled students under the age of 18 may be an exception to this rule and require proof of enrollment. In addition, a guardian's signature is required on the membership application and consent forms.

- FAU Student Member

All students who are enrolled in the current semester in at least one class are eligible to use the facility for free during the **same** semester of enrollment. The required fees to use the Student Wellness Center Services have already been paid through their tuition activity fees.*

- FAU Faculty and/or Staff

Any individual who is currently employed by the University must pay the required fees to use the Student Wellness Center Services. *

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Faculty, A&P and USPS staff members do not pay tuition activity fees, which cover the cost of membership for the Student Wellness Center, when they take classes on the employment scholarship waiver. Beginning July 1, 2005, faculty members and A&P and USPS staff must pay the required fees to use the Student Wellness Center Services, even when enrolled in free classes.

OPS staff must pay the required fees to use the Student Wellness Center Services unless he/she is enrolled in classes during the current semester; at which time he/she would need to show proof of enrollment.

Campus Police and Student Wellness Center employee fees are waived during the time of employment as an employee benefit. However, the application process and medical clearance rules still apply.

- FAU Former and Future Students

Any individual who has been enrolled in at least one course at FAU in the past or is registered for at least one course in the future semester and is **not** enrolled in the current semester must pay the required fees to use the Student Wellness Center Services.* Status will be determined according to enrollment records.

If the student is **not** enrolled during the semester in which he/she plans to use the facility, his/her status at that time is FAU Past or Future Student and he/she must pay the required fees to use the Student Wellness Center Services until he/she is currently enrolled in the same semester, at which time the membership will be free. *

Note: Graduation is not required for past student status.

- SFEC Extension Partnership

All current BCC, Nova, FIU, and UF extension staff/faculty/students are eligible to use the Student Wellness Center Services as part of the extension participant program for the required fees with proof of current enrollment or employment. *

- Family or Friend of a Member

Any individual who is of the immediate family (domestic partner, children, parents, and siblings) or friend of a current member is eligible to use the Student Wellness Center Services for the required fees. *

- Community Member

All members of the FAU community who do not fall under any of the above categories are eligible to use the Student Wellness Center Services for the required fees. *

- Exercise Science and Health Promotion Tester and Subject

Any individual participating in research or practice testing is required to complete a membership application or update their current membership. Membership rates do not apply and participation is free.

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FEES

Schedule of Fees

Membership fee includes membership related services (access to facility during operating hours, specialty classes, intramurals, lending library, and fitness evaluations/exercise programming by appointment) and access for non-FAU/BCC individuals to park on the FAU Davie Campus

*Fees are subject to change. Please see the staff for current prices and membership schedule.
Fees as of 1/8/2007

STATUS	MEMBERSHIP TYPE	ONE DAY TRIAL	WEEK expires 1 week after date paid	MONTH expires 1 month after date paid	SEMESTER Spring '07 01/06 – 05/13/07	YEAR expires 1 year after date paid
FAU	Current FAU Student (must be enrolled in semester of membership)	FREE	FREE	FREE	FREE	N/A
FAU	Current FAU Faculty/Staff	FREE	\$10.00	\$12.00	\$16.66	\$50.00
BCC	Current BCC Student/Faculty/Staff	FREE	\$10.00	\$15.00	\$33.33	\$100.00
<u>NON-FAU/BCC</u>	Current NOVA/FIU/UF ext. Student/Faculty/Staff (fee includes required campus parking pass)	\$2.00	\$15.00	\$30.00	\$48.33	NA
<u>NON-FAU/BCC</u>	Past/Future FAU Student (fee includes required campus parking pass)	\$2.00	\$15.00	\$30.00	\$48.33	NA
<u>NON-FAU/BCC</u>	Family or Friend of Member (fee includes required campus parking pass)	\$2.00	\$15.00	\$35.00	\$65.00	NA
<u>NON-FAU/BCC</u>	Community (fee includes required campus parking pass)	\$2.00	\$15.00	\$45.00	\$98.33	NA

Parking

All members must have a current BCC/FAU parking decal regardless of their membership classification in order to park on campus.

Non-FAU/BCC members may obtain a parking decal through the Cashier's Office as part of their membership fee. Upon request, the Student Wellness Center will provide a fee memo for the individual to take to the Cashier's Office in the Liberal Arts building. After payment is complete, a parking permit will be provided to the member by the Cashier's Office.

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Note: If the member does not choose to obtain a parking decal, he/she is not authorized to park on campus and may be subject to fines. There is a free shuttle SFEC bus available for FAU, Nova, BCC, UF extension, and Mc Fatter Institute students.

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GENERAL RULES

Check In

All members must register at the control desk before beginning their workout. Throughout the year, members may be requested to update their membership and personal information.

Radio/TV

The radio and television are for the benefit of **all** members. Any member may request a change of station and channel on a first-come-first-serve basis. Changes will be made at the discretion of the staff on duty.

Use of Office Equipment

The office equipment is for use by the staff of the Student Wellness Center only. Members are not permitted to use the office equipment (phone, fax, printer, computer, etc). Permission may be given under special circumstances that warrant use. The closest "house phone" and copy machine is located in the Liberal Arts Building.

Dress Code

The University does not have a mandatory dress code however; the Student Wellness Center does ask that certain requirements be followed:

- No open-toed shoes will be allowed while on the gym floor for safety purposes.
- No jeans or jean shorts will be allowed because "rivets" can damage the equipment.
- A shirt must be worn at all times.

The Student Wellness Center is a family atmosphere and we ask that you please dress modestly and with respect to the other members.

Gym Etiquette

A member's behavior is a reflection of themselves and the Student Wellness Center. We ask that all members respect one another as well as the facility itself. Please be courteous and encouraging to all members.

We ask all members to re-rack the weights after their use and return equipment to the appropriate location.

Please be sure to bring a towel or use the "Gym Wipes" which are provided by the Student Wellness Center to clean the equipment after its use.

Continued misuse of any equipment or mistreatment (including slamming the weights) by any member may result in the termination of membership.

Theft

Removal of any equipment without permission may result in immediate suspension from the facility and disciplinary action by the University.

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SERVICES AVAILABLE AT THE WELLNESS CENTER FOR CURRENT MEMBERS

Bike Rack

A bike rack is provided for members to park their bike outside the Student Wellness Center. Individuals are responsible to bring their own locks and park the bike at their own risk. The Student Wellness Center is not responsible for lost, stolen, or damaged items.

Key Rack and Lockers

Upon entering the fitness area there is a key rack for members to place their keys during their workout.

Lockers and locks are available daily to the members at no cost. For the safety of your belongings, lockers will always remain locked. Please see the front desk to obtain a key before your workout. The member must sign his/her name on the key sign out sheet. Upon completion of use, the member must return the key to the staff when leaving the Student Wellness Center.

If the key or lock is lost or damaged, members will be required to pay the cost of the lock and key. The Student Wellness Center is not responsible for lost, stolen, or damaged items.

Fitness Evaluation (By Appointment-Subject to Availability)

Why not get a check up on your fitness level? This 60-minute appointment is recommended for everyone to determine their current level of fitness. Get tested to find out your body fat, current weight, waist-to-hip ratio, resting heart rate, resting blood pressure, cardiovascular health, muscular ability and flexibility. You will participate in exercise so please dress in athletic attire and closed toed shoes. This appointment is recommended prior to an "Exercise Programming" appointment in order to provide you with helpful information for your program needs.

Exercise Programming (By Appointment-Subject to Availability)

Are you new to the gym or has it been a while since your last workout? Let us take out the guess work! With this 60-minute appointment you and a staff member will work together to create a specialized beginner workout to meet your fitness goals. During the appointment, you will learn the skills necessary to successfully exercise on your own without supervision. You will participate in exercise so please dress in athletic attire and closed toed shoes. This appointment is most effective after having first attended a Fitness Evaluation.

Workouts for Students with Disabilities

The Student Wellness Center welcomes all individuals and provides a variety of services and equipment for members with disabilities. Special assistance is provided upon request.

The fitness room features exercise equipment designed for wheelchair accessibility. For example, both endurance and strength training can be performed with the new VitaGlide™ (<http://www.rmtfitness.com/vita.html>) and the arm cycle provides cardiovascular training for the upper body. The cable cross over can be adjusted to provide multiple strength training exercises.

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The locker rooms feature a wheelchair accessible shower and changing area, with a privacy curtain. Multi-tiered lockers provide easy access to a free, daily locker.

Lending Library

The Student Wellness Center has created a resource library consisting of health and fitness related books, health brochures, DVDs, and videos. The intention of the service is to provide valuable take-home knowledge that can be utilized on the member's own time. Members are allowed to check out a maximum of two items for the period of one week at a time. If lost or damaged, members will be required to pay the cost of the resource.

Members may request for the Student Wellness Center to purchase a resource that is not available at that time. There is no guarantee that it will be provided.

Library privileges may be revoked for not properly following the above stated rules.

Donations of books, videos and DVD's are highly appreciated.

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SPECIAL SERVICES AVAILABLE AT OTHER LOCATIONS FOR CURRENT MEMBERS

Specialty Classes

Throughout each semester the Student Wellness Center will offer a variety of on-campus specialty classes free of charge to all current members.

To be eligible for the specialty classes the individual must be a current member and request a specialty class card. Each semester a new card must be obtained to continue attending specialty classes.

FAU Intramurals

In conjunction with Broward Community College, the Student Wellness Center is offering intramurals free of charge for all current members.

To be eligible for the intramural program the individual must be a current member and request a specialty class card. Each semester a new card must be obtained to continue attending intramurals.

Weight Watchers (When Available)

Cost: \$123 for a 12 week program

Are you ready to make a commitment to shed excess pounds, improve your health and enhance the quality of your life? This twelve week program and membership includes:

- Valuable assistance in selecting a weight goal appropriate for you
- Informative Weight Watchers materials
- Helpful weekly updating of your membership book monitoring your weight and attendance
- Awards and recognition for your weight-loss achievements, and inspiration to keep going!

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OVERVIEW OF THE FACILITY RULES

The FAU Davie Campus Student Wellness Center disclaims liability for any use of the facility, equipment, or programs which may result in serious physical injury or other bodily harm.

There is a Member Handbook with the Wellness Center policies available on the website or on top of the black cabinet on the fitness floor.

1. All members must check-in at the control desk before beginning their workout. Failure to check-in means that the member has not been given clearance to use the facilities.
2. Appropriate wellness attire must be worn at all times. Swim suits, jeans, and “cut-offs” are not permitted in the Center exercise area. All members are required to wear shirts and closed-toed shoes at all times.
3. Members must bring a hand towel to the center to wipe down the equipment after use or use the Gym Wipes provided, if necessary.
4. Smoking is not permitted in the Center.
5. Absolutely no food or beverages, except for water bottles, are permitted in the Center.
6. Television and radio station selection may be changed by member request, at the discretion of the staff.
7. Removal of any equipment from the Center or opening fire doors may result in immediate suspension from the facility and disciplinary action by the University.
8. Lockers and locks are available daily to the members at no cost. Upon completion of use, the member must return the key to the staff when leaving the Center. If the key or lock is lost or damaged, members will be required to pay the cost of the lock and key. The Student Wellness Center is not responsible for lost, stolen, or damaged items.
9. In the event of an air conditioning malfunction, the Wellness Center will close if temperatures reach 80 degrees Fahrenheit or more.