

**Recreation and Wellness Goals for 2012-2013  
End-of-Year Report**

	<b>Completion Deadline</b>	<b>Updates</b>
<b>Host the 2012 Georgia Recreational Sports Association Conference</b>	Sept 21-22, 2012	Accomplished <ul style="list-style-type: none"> <li>• Approximately 150 attendees</li> <li>• 25 different colleges/universities from state of Georgia represented</li> </ul>
<b>Implement Laker Challenge Course facility</b>		
1. Conduct a Ribbon Cutting Ceremony	Sept 2012	Accomplished <ul style="list-style-type: none"> <li>• Event took place on Oct 23, 2012 with 12 attendees</li> </ul>
2. Re-release internal press release to campus	Sept 2012	Accomplished October 8, 2012
3. Hire and train student employees as Challenge Course Facilitators	Oct 2012	Accomplished <ul style="list-style-type: none"> <li>• Nick hired approximately ten students</li> <li>• Conducts on-going training</li> <li>• Two students promoted to "Trip Leader" status</li> </ul>
4. Complete the installation of the final three low elements	Oct 2012	Accomplished early October 2012.
5. Issue press release to external constituents	Jan 2013	Accomplished February 7, 2013
6. Submit a proposal to Division of Student Affairs for the addition of high elements to the current challenge course	Jan 2013	Ongoing <ul style="list-style-type: none"> <li>• Awaiting quote for installation</li> <li>• Should have by the end of August 2013</li> <li>• Remainder of report is complete</li> </ul>
<b>Provide students with leadership opportunities</b>		
1. Expand the role of student supervisors working in the Fitness Center	Aug 2012	Accomplished <ul style="list-style-type: none"> <li>• Four student employees promoted to "supervisors" based upon demonstrated leadership abilities</li> <li>• Student supervisors work early mornings, evenings, and weekends to ensure continuity of service</li> </ul>
2. Implement the Outdoor Adventure Student Leadership Program	Oct 2012	Accomplished and ongoing
3. Implement Club Officers Training for Club Sports Program	Jan 2013	Delayed <ul style="list-style-type: none"> <li>• Have moved in different direction due to having no official Club Sports Program at this time</li> </ul>

4. Implement the Student Group Exercise Instructor Program	Jan 2013	Accomplished and ongoing <ul style="list-style-type: none"> <li>• Hosted the AAFA Workshop (Feb 8, 2013) at Clayton State</li> <li>• 8 students took course and earned instructor certification</li> <li>• Utilized two student instructors during spring 2013</li> <li>• Have approximately 5 more students ready to teach during Fall 2013</li> </ul>
5. Provide students with officiating training through the Intramural Sports Program	Ongoing	Accomplished and ongoing <ul style="list-style-type: none"> <li>• As new student employees are hired, they receive sports specific training for sport they will be officiating</li> </ul>
6. Serve as an internship site for students with a desire to work in campus recreation	Ongoing	Accomplished and ongoing <ul style="list-style-type: none"> <li>• Hosted one student during fall 2012 and two students during spring 2013</li> <li>• All achieved their learning objectives</li> <li>• Will continue to host multiple student interns during summer and fall 2013</li> </ul>
<b>Increase participation across all programs</b>		
1. Utilize social media (Facebook & Twitter) more effectively by updating Facebook weekly with upcoming DRW events	Aug 2012	Accomplished and ongoing <ul style="list-style-type: none"> <li>• Assistant Directors started using Facebook to promote past and upcoming programs</li> <li>• Twitter is linked to Facebook</li> <li>• Each Facebook post is simultaneously posted on Twitter</li> </ul>
2. Re-establish presence on Main Street through biweekly marketing efforts pending available funding	Sept 2012	Accomplished <ul style="list-style-type: none"> <li>• Student employees regularly market all programs throughout semester</li> </ul>
3. Reorganize department web site to improve ease of navigation	Oct 2012	Partially accomplished and ongoing <ul style="list-style-type: none"> <li>• Front page was reorganized in February 2013 by campus webmaster</li> <li>• Project stalled due to creation of University rebranding templates</li> <li>• Awaiting proposed changes to be implemented</li> </ul>

4. Market to “untapped” students groups, for example, veterans, non-traditional, residential	Dec 2012	Accomplished <ul style="list-style-type: none"> <li>Assistant Directors have spoken to groups including, the Veterans, the Non-Traditional Student Association, and Athletics</li> </ul>
5. Conduct three introductory classes for group exercise and three sports clinics for Intramural Sports	Dec 2012	Accomplished <ul style="list-style-type: none"> <li>Introductory skills clinics for Netball, volleyball, dodge ball, and broomball</li> <li>Third “clinic” was Freshman Frenzy, introducing all three program areas to group of CSU 1022 students</li> </ul>
6. Create a department video to market campus recreation programs to students	Dec 2012	Accomplished <ul style="list-style-type: none"> <li>Clayton State graduate created video Spring 2013</li> <li>Officially unveiled April 11, 2013 during department event</li> </ul>
7. Conduct three special events in the Fitness Center	June 2013	Accomplished <ul style="list-style-type: none"> <li>Zumbathon (Nov 2012)</li> <li>Afrobics African Dance (Jan-Feb 2013), Hip Hop Dance Party</li> <li>AFAA APEX Weekend Workshop (Feb 8-10, 2013)</li> </ul>
8. Expand program events sites to include the students living in on-campus housing	June 2013	Accomplished <ul style="list-style-type: none"> <li>X-Factor class (Outdoor Yogalates) - lawn of Laker Hall</li> <li>Beach Boot Camp - Laker Hall sand volleyball courts</li> <li>Line Dancing - Laker Hall Multi-purpose room</li> </ul>
9. Continue to work to obtain a multipurpose field	Ongoing	Partially accomplished and ongoing <ul style="list-style-type: none"> <li>Fall 2012 follow-up meeting with Facilities, DRW, and Dr. Manglitz</li> <li>First RFQ unsuccessful</li> <li>Lack of funding for project</li> <li>Director presented to Facilities Space Committee on April 8 to advocate for at least improving terrain of proposed site of new field</li> </ul>
<b>Strengthen the Intramural and Club Sports Programs</b>		
1. Refine policies and procedures	Oct 2012	Accomplished <ul style="list-style-type: none"> <li>Completed by Christen Ruff</li> </ul>
2. Update the Club Sports manual	Nov 2012	Accomplished <ul style="list-style-type: none"> <li>Initial updates completed</li> <li>Ongoing as needed</li> </ul>

3. Implement van driver's training program for students	Jan 2013	Accomplished <ul style="list-style-type: none"> <li>On-line "Coaching the Van Driver 3" Training Program was implemented Fall 2012</li> </ul>
4. Clearly communicate policies and procedures to participants; will be accomplished by updating club sports handbook annually and posting to the web, updating intramural policies on the web as needed and conducting captains meetings at beginning of each sport season	Ongoing	Accomplished and ongoing <ul style="list-style-type: none"> <li>Information updated on web site and throughout handbooks</li> <li>Assistant Director conducts comprehensive, mandatory captains' meetings to ensure information is provided to participants</li> </ul>
5. Ensure department mandates for risk management are implemented	Ongoing	Accomplished and ongoing <ul style="list-style-type: none"> <li>Implemented IM Leagues which provides for uploading waivers which must be completed prior to participation</li> <li>Each student participant complete hard-copy waivers for each event as back-up to on-line system</li> </ul>
6. Investigate the creation of a Club Sports Council	April 2013	Accomplished <ul style="list-style-type: none"> <li>Investigation completed</li> <li>Determined to delay due to current absence of official Club Sports Program</li> </ul>
<b>Enhance Fitness Center aesthetics and operations</b>		
1. In collaboration of OITS, improve Fitness Manager software program to improve attainment of data reports	Nov 2012	Accomplished <ul style="list-style-type: none"> <li>OITS prepared this web based application</li> <li>Launched December 2012</li> </ul>
2. Investigate options to automate participation counts for the group exercise classes	Nov 2012	Accomplished and ongoing <ul style="list-style-type: none"> <li>Investigated options through Laker Card Office and OITS</li> <li>Determined cost prohibitive to purchase portable card scanners for this purpose</li> <li>Now investigating options using the IPAD</li> </ul>
3. Conduct a review of facility signage to ensure compliance with the American College of Sports Medicine Standards & Guidelines	Dec 2012	Accomplished <ul style="list-style-type: none"> <li>Fall semester intern completed evaluation</li> <li>Suggestions submitted for Director's consideration</li> </ul>

4. Implement an on-line forms process for the Fitness Center	Jan 2013	Partially accomplished <ul style="list-style-type: none"> <li>• Membership forms for employees converted to Qualtrics forms and implemented January 2013</li> <li>• Anticipate having students complete process during fall 2013</li> </ul>
5. Enhance aesthetics of the facility with the addition of student photographs and accent colors in key areas	Jan 2013	Delayed and ongoing <ul style="list-style-type: none"> <li>• Will meet with External Relations pending their availability summer 2013</li> </ul>
6. Improve collection of usage data related to rental participants and spectators	June 2013	Ongoing <ul style="list-style-type: none"> <li>• Continuing to communicate with student employees the importance of obtaining accurate counts for data tracking purposes</li> </ul>
7. Increase customer participation in the “Secret Exerciser” Program to 75	June 2013	Accomplished <ul style="list-style-type: none"> <li>• Collected 78 surveys</li> <li>• Data will be reviewed for information to influence continuous improvement</li> </ul>
8. Decrease the amount of time that Fitness Equipment is “Out-of-Order” to less than 48 hours	On-going	Partially accomplished and ongoing <ul style="list-style-type: none"> <li>• Dependent upon availability of parts</li> <li>• Currently no funds to maintain a parts inventory</li> </ul>