**Recreation & Wellness Committee Meeting Minutes for May 18th, 2012**

1. **Call to order**: **Chair Davis calls meeting to order at 10:35am**

\*indicates members present at the start of the meeting.

1. **Roll call**

Members Present Absent Members Guests

\*Tenaya Davis Krista Smith Danielle Sage

 \*Mark Weisbecker Katherine Read

 \*Camille Gonzales Christopher Prado

 \*Kyle Lewis

 \*Jessica Ousely

1. **Action Item-** Approval of the Agenda

 **Motion: (Gonzales) to approve the agenda.**

 **Motion Carries.**

1. **Action Item-** Approval of the May 11th, 2012 Minutes.

**Motion: (Weisbecker) to approve the May 11th, 2012 Minutes.**

**Motion Carries.**

1. **Public Comment**

Public Comment is intended as a time for any member of the public to address the board on any issues affecting ASI and/or the California State University, East Bay.

**No Public Comment**

 **NEW BUSINESS**

1. **Discussion Item-Student Certification Assistance Policy and Procedure**

Chair **Davis** states that this is something that the committee has to make a decision on and then bring to the board for approval. We would need to figure out if we would like to make this open to the entire campus or simply to just to the staff at the RAW. The idea is to staff and the area of work they will have more knowledge of expertise.

Chair **Davis** opens the floor to the committee for a discussion of the policy.

* The scholarship will most likely be offered annually
* 2 for $150- Assistant Packages Fitness Instructors
* 2 for Personal Training
* 2 for Intramural
* 2 for Wilderness First Aid and Responders
* Reimbursed after they have been certified
* Show certificate of completion or certification
* Must be a indoor course to gain certification not online

The committee discusses if they should set a specific site where the students would have to go get certified.

Chair **Davis** asks the committee who the scholarship should be offered to.

The committee discusses who the scholarship to be offered to.

**Weisbecker** indicates that if the scholarship funds are coming out of the RAW budget than the scholarship should be for the benefit of the RAW when it comes to students receiving it.

**Lewis** states that the committee may want to set even stricter restrictions on who can apply for the scholarship, in addition to being employed at the RAW the committee may want to put in the policy that this is for those students who are also pursuing a degree in that field of which they are looking to be certified in.

**Davis** indicates that the degree option can be something that the committee can weigh out when it comes to selecting the students to receive the scholarships.

The committee indicates that they should let whoever wants to apply, apply for the position. Then narrow it down while picking the recipients. The scholarship will only be open to the RAW employees and staff.

Danielle **Sage** indicates that there is not a requirement for the fitness class instructors to be certified as of now.

Chair **Davis** asks the committee around what time frame of the year would they like to offer the scholarship to the students.

* Winter Quarter and/or the end of spring quarter- due to it giving 6 weeks to observe the classes, we will be able to receive feedback from students.
* **Weisbecker** indicates that the committee should also keep in mind longevity, do we send someone who going to be graduating very soon if so how would this be a benefit to the RAW.
* **Lewis** indicates to the committee the stricter the eligibility the less time they would have to spend looking at the qualifications

The committee discusses how they would like to phrase the policy when it comes to student’s class standing.

The committee discusses the types of certifications that the students can gain

**Lewis** indicates that the committee is making the certifications specific but there is an overall general certification that can be obtained when it comes to being certified for the fitness classes, referee, coaching, and outdoor adventures.

The committee decided on who can apply for the scholarship which is:

* ASI Recreation Employees
* The committee can review the applicants qualification
* **Weisbecker** indicates that the committee should base their decisions on recommendations made from the staff.
* **Lewis** suggests that the committee should overlook the applications then make recommendations to the staff that would possibly be supervising them.
* **Danielle Sage** indicates that another suggestion can be that the committee can filter out who they like.
* **Lewis** indicates that the only staff that should be involved in the decision making process is either Krista Smith or himself.

The committee discusses who would be involved in the decision making process for the scholarship.

The committee decides that the decision will be based on the decision of the committee with Krista **Smith** and Kyle **Lewis** as staff for feedback.

The committee further discusses the people that can apply for the scholarship and should they specify for each area of the scholarship.

Chair **Davis** mentions that there are a few questions still lingering, would the committee like to schedule the next meeting for this upcoming Friday or June 8th, 2012. My idea is that we have one on May 25th, 2012 and June 8th, 2012 so that we can discuss all the ideas at hand.

**Gonzales** indicates that we need the meetings and we are about to be wrapping up the quarter.

Chair **Davis** asks the committee if they would like to have requirements different for the intramurals and the training for the fitness classes. Or would they like the training to be general.

**Weisbecker** states that if there’s not people that apply the funds will be reallocated.

Chair **Davis** indicates that the funds will be allocated to the scholarships for the different categories. Also during roundtable remarks I would go round for round to see where the student’s interests are and tally the votes.

1. **Roundtable Remarks**

**Weisbecker:** indicates that there should be some basic general requirements along with specific requirements, but agrees that the final requirements should be specifics.

**Ousley:** indicates that the guidelines should be specific.

**Gonzalez**: indicates that there should be general requirements along with specifics.

**Read**: indicates that there should be a general page of guidelines along with specifics.

**Davis**: states that there will be a page on general guidelines and specific guidelines. At the next meeting we will be finalizing the decisions of the policy and the next meeting will take place on May 25th, 2012.

1. **Adjournment**

 **Motion: () to adjourn meeting at 11:33am.**

 **Motion carries.**

 **RAW Committee Chair\_\_**

 **Name: Tenaya Davis**

 **Minutes Approved On:**

 **05-25-12**

 **Date**