Wellness Initiatives Priority Group  
Meeting Summary  
Watkins Memorial Health Center, Post Conference Room, 2nd Floor, Rm. 2400  
March 18, 2004

Review Student Success Priority Groups Breakfast Meeting notes (5 minutes)
• Include a set of recommendations in the final report. However, the final report should not be so long that others would not want to read it. She did not give page limits, though.
• Prepare recommendations that are doable, yet have significance for addressing the problem.
• Be concrete in the listing of recommendations.
• Include some "easy wins" that could be accomplished quickly for celebration and continued support of the plan, and balance these with some of the recommendations that will take more time and effort.
• Identify the department(s) that would have the ultimate responsibility for carrying out the recommendations.
• Discuss the need for a continuing standing committee, a temporal working committee, consultants, or any staff structuring to continue the planning process (if needed) or to carry out the plan.
• Think about gathering more input from other departments and organizations that may go into another priority planning process after this one is done in the spring. Do not include this input in the body of the plan. Instead, list it in an Appendix.

Review planning pages for each subgroup (10 minutes)
  o Comment on stress/depression, culture, spirituality
  o Check for conciseness and clarity
  o Check for completion of categories

Refer to previous meeting summary for 3-4-04: None of the subgroups have focused on inclusion of the above areas into their plans; therefore, it was decided to include recommendations for these areas be considered in the final development of the campus changes that are proposed.

- Discuss each subgroup’s planning page (10 minutes each = 40 minutes)
All of the subgroups submitted their health area planning pages to the larger group. Time was taken for the overall group to review subgroup planning pages. Suggestions were given to each group on further recommendations to be added to their planning pages. Each group agreed to take the suggestions and incorporate them into their planning pages.

- Review timeline (5 minutes)
  o Provide final planning pages to Jannette & Rachel
  o Send out plan to departments for review
  o Begin reviewing potential evaluation and marketing tools and infrastructure

Rachel and Jannette requested that edited planning pages be sent to them by noon, Tuesday, March 23rd. They will be consolidating the recommendations to format a survey of importance and feasibility to be sent to relevant campus departments. They will work on this Tuesday afternoon with the goal of sending out the survey next week.

The next meeting will be used to discuss an infrastructure, marketing tools, and evaluation tools to go along with the plan. Members were encouraged to bring ideas and materials related to these areas.

Rachel will not be attendance at the April 1st meeting, and Jannette will not be in attendance at the April 15th meeting.

Everyone was congratulated for all of the hard work that has gone into the process thus far.

Next meeting dates and place:
2nd Floor Conference Room (Crimson & Blue Rm.), Rm. # 2401
  o Thursday, April 1
  o Thursday, April 15
  o Thursday, April 29