

Advisory Groups/Committees

Staff & Student Wellness Committee Terms of Reference

Approved September 2015 – Updated May 2016

Purpose and Scope:

The Staff & Student Wellness Committee's role is to raise awareness of, and to implement wellness activities and resources for the benefit of College employees and students on an annual basis.

The committee shall determine its work for the year based on the strategic wellness goals and measures set out by the Wellness Steering Group, as presented to the committee in September of each year.

Authority:

- Advisory (can make recommendations to the Wellness Steering Group on matters related to wellness)
- Limited agent (authorized to take actions as defined within Terms of Reference)

Committee Co-Chairs:

Cole Skinner
Jacqueline Wood

Chair E-mail:

cskinner@rrc.ca
jawood@rrc.ca

Positions/Authorities Reported to:

Melanie Gudmundson, A/Director, Human Resource Services, and;
Carol Girling, A/Dean, Student Services

Other Reporting Relationships:

Wellness Steering Group:

Lori Grandmont
Cindee Laverge
Melanie Gudmundson
Carol Girling
Shaneesa Ferguson
Sara MacArthur
Cole Skinner
Jacqueline Wood
Lauren Janzen
Karley Middleton (External Advisor)

Committee Contact: Beverly A Wood

Contact E-mail: bawood@rrc.ca

Reporting Relations: Human Resources and Sustainability Division and Student Services and Planning Division

Financial Support: Human Resources department. Budget is \$5,000 annually.

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Meetings: Monthly from September to May, other meetings as needed

Committee Principles: The committee operates under the following guiding principles of wellness:

- Wellness is a conscious, self-directed and evolving process of achieving full potential
- Wellness is multidimensional and holistic, encompassing multiple interconnected facets
- Wellness is a positive approach to living
- Wellness is the result of specific, deliberate efforts

Definition of Wellness: The committee operates with the following definition of wellness, conceptualized as a wheel with multiple dimensions:

Wellness is a positive state of well-being, driven by a lifelong, dynamic process of change and growth within oneself, with others, and with our environment. It is distinct from the concept of “absence of illness”.

Wellness involves multiple dimensions, including emotional, social, spiritual, physical, intellectual/career, environmental, and financial. These dimensions interact continuously, influencing and being influenced by one another. Individually and collectively, these wellness dimensions are associated with an enhanced quality and quantity of life.

A person’s optimal wellness will be unique, based on individual needs, experiences, personality and circumstances.



Membership:

The committee consists of a blend of employees from Red River College and the Red River College Students’ Association, in addition to an external advisor from HUB/STRATA (RRC’s Benefit Consultant/Advisor).

Committee members have a vested interest in student and/or staff wellness. Internal members (other than the Students’ Association) will typically be a non-management position, given the operational nature of the committee. The Students’ Association representation will typically be an Executive. Faculty members will typically include regional representation where possible.

Internal Membership Areas:

1. Staff Learning and Development
2. Athletics and Recreation
3. Students’ Association
4. Food Services
5. Sustainability
6. Human Resources
7. Counselling and Accessibility Services
8. College Advancement

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9. Environmental Health and Safety Services
10. Aboriginal Student Support and Community Relations
11. Workplace Equity and Diversity
12. Faculty Member At Large #1
13. Faculty Member At Large #2
14. Faculty Member At Large #3

Where membership needs to be replenished or re-visited, the committee will make recommendations to the Vice President of Human Resource Services and Sustainability and the Vice President of Student Services and Planning for approval.

Committee Roles and Responsibilities

1. Plans and executes initiatives and events that support wellness for College employees and students, as aligned with the goals and measures set out by the Wellness Steering Group
2. In collaboration with Marketing & Web Presence and Graphic Services, develops and delivers a communication and marketing plan to promote wellness activities and resources to employees and students
3. Identifies resource requirements for initiatives and events and works within budget to implement
4. Contributes to measuring and tracking of identified measures within all departmental areas relating to wellness as means of identifying achievement of goals