

REGIS UNIVERSITY
FITNESS CENTER
POLICIES AND PROCEDURES



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Regis Wellness and Recreation

MISSION STATEMENT

Wellness and Recreation strives to positively impact the quality of life of the Regis community through inclusive, innovative, and socially engaging programs which promote a healthy and active lifestyle.

SHARED VALUES

- * Inclusiveness
- * Integrity
- * Learning Opportunities
- * Innovation
- * Holistic Health

DEPARTMENT LEARNING OUTCOMES

1. By utilizing Wellness and Recreation programs, Regis students will formulate and apply knowledge and skills aimed at promoting sustainable health and wellness.
2. Through participation in programs and activities outside the traditional classroom, Regis students will recognize, and exceed, self-imposed boundaries and limits.
3. Participation in Wellness and Recreation programs, volunteer opportunities and student employment will allow Regis students to define and develop their leadership abilities.

Fulltime Staff

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Fitness Center Policies & Procedures

Dedication to a Safe Environment

- The goal of the Wellness and Recreation (W&R) staff is to ensure all patrons have a safe environment in which to recreate. Risk management is a part of our program which has to be implemented on a daily basis to ensure the safety of our patrons and staff.
- In keeping with the mission statement and related goals for creating a “welcoming, safe, and fun environment”, patrons will not be allowed to express verbal or written profanity while in the Fitness Center or participating in Wellness and Recreation programs.
- The following policies and procedures are designed for the protection of our members, staff and the facility. Please observe all posted signs and directions given by W&R staff. The staff will gladly explain the rationale behind Fitness Center policies and procedures. Violations may result in removal from the facility and/or loss of W&R privileges.
- Wellness and Recreation reserves the right to refuse access or service to any individual who refuses to follow the policies and procedures detailed in this document and/or is deemed a detriment to patrons/staff or physical property within the Fitness Center.
- Fitness Center patrons are reminded that the Regis Student Code of Conduct is applicable in all Wellness and Recreation facilities and programs. Failure to comply will result in referral to the Student Conduct Office.

Health & Safety Disclaimer: Over Exercising

- The American College of Sports Medicine (ACSM) guidelines for healthy aerobic activity recommends that individuals should perform cardiovascular exercise 3-5 days per week maintaining appropriate exercise intensity for 30-45 minutes also including gradual warm up and cool down periods lasting approximately 5-10 minutes each. Additionally, ACSM recommends that individuals engage in strength training 2-3 days per week.
- Industry trends and research surrounding inappropriate exercise behaviors have warranted increased concern among campus recreation professionals. Excessive or over-exercising alone has been shown to be a factor that can increase the likelihood of bodily harm to participants and has specifically been associated with a variety of physical injuries and problems including, but not limited to anemia, osteoporosis, impaired immune defenses, chronic fatigue, dangerously low percent body fat, and/or cardiac arrest. In addition excessive exercise is linked to the presence of eating disorders, placing patrons with such behavior at high risk. According to the American College of Sports Medicine (ACSM) and other health and fitness organizations, the danger of extreme exercise and eating disorders warrant specific attention.
- Wellness and Recreation reserves the right to address over exercising issues with a patron(s) if there is probable cause for concern.

Fitness Center Admittance

- Verification of eligibility to use Wellness and Recreation facilities and/or participate in Wellness and Recreation programs is required.
- The Fitness Center reserves the right to refuse admittance to any individual if he/she poses a potential threat to physical property, patrons, or staff.
- Members must present a valid Regis or state issued ID upon entering the facility.
- **One & Done rule**
 - A member may forget his or her ID one time per semester and still be admitted to the facility. If a patron attempts to enter the Fitness Center a second time without their ID in the same semester he or she will be asked to return with their ID or pay the \$5.00 guest fee.
 - Patrons utilizing their “one & done” will have their usage indicated in our check in system.
- **False ID**
 - Attempts to use another individual's ID to gain access to the Fitness Center & the loaning of an individual's ID for this purpose is a violation of Regis University's Student Code of Conduct. Consequences of this action may result in the confiscation of ID(s), suspension of Fitness Center access, and referral to the University Student Conduct office.

Fitness Center Members

- **Free Access**
 - Student members – currently enrolled Regis undergrad and graduate students who have paid their student fees.
 - Faculty / Staff members – employed by Regis university
- **Paid Access**
 - Alumni – must verify alumni status through the Regis Alumni office, membership purchased on a monthly basis.
 - Daily Use Membership: \$5.00
 - Week Membership: \$10.00
 - Monthly Membership: \$20.00
 - Annual Membership: \$125.00
 - Community Member – daily, weekly, monthly, and annual memberships are available to community members.
 - Daily Use Membership: \$5.00
 - Week Membership: \$15.00
 - Monthly Membership: \$35.00
 - Annual Membership: \$250.00
 - Please keep in mind that Fitness Center facility hours and closures are based on the academic calendar.

Patron Attire

- Fitness Center Dress Code – In keeping with the mission statement and related goals for creating a welcoming, safe, and fun environment, and to address sanitary concerns, Wellness and Recreation adheres to the following dress code stipulations.
 - Top – t-shirt or full tank top
 - Tops that cover the torso are required in all areas of the Fitness Center. Tank tops are allowed if there is no excessive chest or back exposure.
 - Prohibited tops – Bare midriff shirts (crop tops), sports bras without a shirt over them, or cut-off t-shirts with the sleeve opening extending further than the elbow.
 - Bottom – athletic shorts or pants
 - Shorts must have a minimum 2 inch inseam.
 - Prohibited bottoms – non-athletic pants (jeans, khakis etc.), excessive zippers or buttons.
 - Shoes – Non-marking athletic shoes are required to be worn at all times.
 - Exception: Patrons may participate in specific Group Fitness classes barefoot (i.e. Yoga) as stipulated in the Group Fitness policies.
 - Prohibited shoes - open toed shoes (sandals, flip flops, etc.).
 - Other Prohibited attire or actions
 - Any garment portraying vulgar, derogative, or offensive images or language.
 - Excessive layers of clothing, hooded sweatshirts cinched tight.
 - Patrons must be wearing a shirt at all times while in the Fitness Center.

Personal Belongings & Lost, Damaged, or Stolen Items

- Wellness and Recreation makes every attempt to prevent the loss of personal belongings but ultimately each individual utilizing or visiting the Fitness Center is responsible for his/her belongings. We make available several options for securing personal belongings. Please refer to the Locker Room section for more information on storage options.
- Inquiries about lost/found items should be made in person at the Fitness Center entry desk. A report of stolen or damaged property will be referred to Campus Safety.
- Lost and found items of value (electronics, keys, wallets, etc.) are secured in the Coordinator of Fitness and Wellness's office and can be claimed Monday through Friday between 9:00am – 5:00pm.
- Items including: bags, footwear, clothing, and sports gear are also stored at the Fitness Center entry desk. These items may be claimed during normal operating hours of the Fitness Center. (After a minimum of two weeks these items may be donated to a local charity.)
- Regis ID's will be securely stored for a minimum of three business days whereupon they will be sent to Campus Safety.

Alcohol, Tobacco, and Drugs

- The use of alcohol, drugs, and tobacco products is prohibited in the Fitness Center, or in conjunction with any Wellness and Recreation program or activity.
- Individuals suspected of being under the influence of drugs or alcohol will be asked to leave the Fitness Center. If necessary Campus Safety will be notified to accompany the individual(s) off of the premise.

Cell Phone

- For personal safety individuals utilizing cardio or strength equipment are prohibited from simultaneously talking on their cell phone.
- For privacy concerns cell phone use is also prohibited in the Men's & Women's Locker room.

Photography

- The capturing of images or video throughout the Fitness Center is strictly prohibited unless prior approval is granted by the administrative staff.
- A Regis University photo release and waiver form must be completed by the subject(s) being photographed.

Food & Drink

- Food and drink consumption is limited in the Fitness Center to maintain a clean and sanitary environment. Water or sports drinks are permitted but must be in sealed containers (i.e. water bottle).
- Food is prohibited from the Fitness Center unless prior approval is granted by administrative staff for a special event or group (i.e. Climbing Competition).

Locker Rooms

- Locker Room policies
 - Please do not leave belongings unattended or unlocked.
 - The following behaviors and items are prohibited in the locker rooms;
 - Loitering
 - Consumption of food
 - Cell phones
- Day use locker
 - Any available locker may be used during an individual's workout on a daily basis free of charge. Patrons may provide their own lock, or rent a lock from the Fitness Center Front Desk, and at the completion of their time at the Fitness Center clear all contents; including the lock, from the locker room.
 - Lockers are audited daily. Wellness and Recreation reserves the right to cut locks and bag the contents of any locker taking advantage of the day use policy

General Activity Area Policies

- For your safety, please follow posted facility rules and directions verbalized by Wellness and Recreation Staff. Failure to do so will result in loss of Fitness Center privileges.
- For safety and sanitary reasons, appropriate sport/exercise clothing and footwear is required of all participants. Please refer to the Fitness Center Dress Code for specific details.
- For your safety, excessive clothing (hooded sweatshirts, gloves, vinyl clothing, multiple layers, etc.) is not permitted.
- Members must provide valid Regis University identification to enter the Fitness Center. In the case of a forgotten or lost RU ID, any form of photo ID is acceptable.
- Special event patrons and guests should check-in at the entry desk upon arrival. Those who do not have a Fitness Center Membership included in their event on campus must pay for a fitness center membership for their time on campus.
- Patrons must be at least 18 years of age to use fitness and strength equipment.
- Patrons under the age of 16 are not permitted to utilize the fitness center. Patrons ages 16 and 17 must have a signed agreement by a legal guardian in order to utilize the fitness center and must have a legal guardian with them when utilizing the facility.
- Backpacks and personal items should be stored and secure at all times.
- Do not spit on the floor, walls, or in drinking fountains.
- No pets are permitted in the Fitness Center with the exception of service animals.
- Bikes are not permitted within the Fitness Center. Please securely lock your bicycle in the racks provided outside the west entrance to the Coors Life Direction Center (Bikes are allowed to be brought into the Fitness Center to visit Cycle Works Bike Shop).
- Skateboards or in-line skates may not be used in the facility.
- Verbal or physical abuse of facility staff or patrons will not be tolerated and may result in loss of Fitness Center privileges and Campus Safety involvement.
- Please report any injuries to Fitness Center staff.
- Report spills or unsanitary conditions to Fitness Center staff immediately.

Area and Program Specific Policies & Procedures

Dumbbell, Barbell, Plate Loaded and Selectorized Equipment

- Slamming or dropping of weights is not permitted.
- Spotters are highly recommended. If you'd like assistance please ask Fitness Center staff at the front desk.
- Let others patrons work in when appropriate.
- All dumbbells and weights must be re-racked after use.
- Use of weight clips is mandatory.
- Chalk is not permitted.
- Equipment should be cleaned after each use by utilizing the nearest Gym Wipe station.
- Food is not permitted; drinks should be in a water bottle or other closed container.

Cardio equipment

- Please do not rest for excessive amounts of time on equipment.
- All cardio equipment is available on a first-come first-served basis.
- A 45 minute workout limit on an individual piece of cardio equipment may be enforced during times of high usage.
- Please familiarize yourself with the safety features and operation of the cardio equipment before beginning. If you have questions please ask a Fitness Center employee for a tutorial.

- Upon the completion of your workout please utilize the nearest gym wipe station to help us keep our equipment clean and sanitary.

Group Fitness/Stretching Area

- When not reserved for a Wellness and Recreation Group Fitness class the Group Fitness area is available for use by patrons on a first-come first-served basis.
- Food is prohibited and beverages are limited to water or sports drinks in water bottles or containers with lids.
- Exercise equipment (stability balls, steps, medicine balls, etc.) may be used by patrons. Please return your equipment to its original place at the conclusion of your workout. Additional exercise equipment may be available upon request.
- Stereo system is not available for patron or rental group use.

Bouldering Wall

- Bouldering is allowed during all Fitness Center regular business hours.
- Wall is open to beginning through advanced levels.
- Special events and competitions are offered throughout each semester and are open to a wide range of ability levels.
- Open Bouldering
 - o All climbers must check in at the front desk.
 - o 12 person maximum capacity.
 - o Climbing shoes are mandatory.
 - o The use of crash pads and a spotter is mandatory.
 - o Climbers are not permitted to move or modify holds or tape on the wall.
 - o Any unsafe climbing conditions should be reported to the entry desk immediately.

Personal Training

Regis University Student Personal Trainers are responsible for designing and implementing fitness programs that are goal-driven, safe, effective, and enjoyable for the Regis community. Regis University Student Personal Trainers provide in-depth information on proper form and technique, fitness guidelines/recommendations, physiology and anatomy, exercise modifications, client motivation, and the monitoring and communicating of client progress.

Free of charge for all Regis students, faculty, and staff, Wellness and Recreation's Personal Trainers each hold a current national certification as well as CPR/FA certification.

To sign up for personal training please visit our website (<http://www.regis.edu/About-Regis-University/University-Offices-and-Services/Wellness-and-Recreation/Fitness-Center.aspx>) and go to the personal training tab, fill out the health history questionnaire and either email it to jviesselmann@regis.edu or turn it in at the front desk in a sealed envelope.

All general policies and guidelines for the Regis Fitness Center are applicable to individuals participating in the personal trainer program.

Regis Wellness and Recreation holds the exclusive right to all personal training in the Fitness Center. Individuals not employed by Wellness and Recreation are not permitted to train clients in the Fitness Center. If
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we suspect that you are training clients you may be asked to leave or have your Fitness Center privileges revoked.

Group Fitness

Regis University Group Fitness classes are taught by trained instructors in a variety of formats throughout the academic year and during the summer.

Classes are free and are on a first come, first served. All classes meet in the Regis Fitness Center (unless another space is specifically designated), due to limited space certain classes will require patrons to call ahead the day of and be added to the class roster.

All patron policies and procedures outlined in this document are applicable during Group Fitness classes.

For a complete list of current and upcoming classes please visit the Fitness Center main desk or our website.

Emergency Information

All Regis Fitness Center patrons are encouraged to familiarize themselves with the Regis University Emergency Operation Plan. Excerpts pertaining to the Coors Life Directions Center are included here.

Fire Alarm

After a fire alarm activates please make your way to the nearest safe exit and move a minimum of 100 feet away from the building. Please do not stop to gather personal belongings. When the scene becomes safe you will be given the "OK" to re-enter the facility by Wellness and Recreation staff.

Tornado Warning

In the event of a tornado warning all individuals within the Fitness Center will be strongly encouraged to move to the Coors Life Direction Center designated tornado shelters in both the men's & women's locker room. Continuing to work out through the warning is not an option. Updates on the status of the tornado warning will be provided by Wellness and Recreation staff and via university RU alerts.

Power Outage

Patrons must immediately stop their workout in the event of a power outage. If the power remains out for longer than 10 minutes then the facility will close and all individuals must exit.

Injury or illness

If you experience or witness an injury or illness please inform Wellness and Recreation staff as soon as possible by any means necessary. All Wellness and Recreation student staff and fulltime staff are CPR/FA certified. Based on the severity of the situation Wellness and Recreation staff will respond accordingly and contact emergency medical professionals if necessary.

Threatening or unsafe situation

If you find yourself in a threatening situation, or the scene around you becomes unsafe, please, to the best of your ability, try to leave the scene or find a safe alternative. After removing yourself from immediate danger please inform Wellness and Recreation staff, or call 911 from a cell phone.