

Well Workplace Award
Executive Summary

Franciscan University of Steubenville

Silver Award

Information in this publication is carefully reviewed for accuracy. Questions, comments, or ideas are welcome. Please direct to Dr. David Hunnicutt, Executive Editor, at the address below.

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**WELLNESS COUNCILS
OF AMERICA**

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General Information

WELL WORKPLACE

Silver Application

Basic Information

Name of Organization Franciscan University of Steubenville

Address of Organization _____

Council Affiliation WVCOA

Contact Person Dr. Kevin Harris

Title Co-chair of FUS Worksite Wellness and Prof. of Nursing

Work Telephone _____

Fax Number _____

E-Mail Address _____

Alternate Contact Chris Ledyard

Parent Organization Third Order Regular of Saint Francis -
Sacred Heart Province

Number of Sites Covered by this Application 1

Number of Employees Covered by this Application 383

Nature of Business or Industry University - education

Name of CEO Fr. Terence Henry, TOR

Date of Application 5/27/04

“Preface: Narrative”

Organizational and Program Background

A. Brief description of FUS

Franciscan University of Steubenville (FUS) was founded in 1946 by the Franciscan Friars of the Third Order Regular as a Catholic College for Veterans returning from World War II. It has expanded to be a co-ed University which attracts 2200 students from all 50 states and 26 countries. It offers 30 undergraduate and seven graduate programs. The University employs 383 faculty and staff. 53.5% of the employees are males and 46.5% are females. The average employee age is 46 years old. 85% are faculty and professional staff and have “white collar” worker responsibilities. 15% are support staff and have “blue collar” worker responsibilities. Minorities comprise 2.5% of the employee population as reported by FUS’s HR department. Father Terence Henry has been the University’s President since 2001.

B. Description of the origin, inception, and evolution of wellness at FUS

FUS Wellness started 15 years ago with the planning, integration, and later construction of a 6 million dollar Wellness Center that houses a sports and exercise facility, a counseling center, and a health center. Early wellness initiatives were conducted primarily for students and then later expanded to include FUS employees. In 1991, a subcommittee of the Student Welfare Committee began to address campus wellness issues and later became known as the Wellness Team. The Wellness Team earned the reputation as the “go to group” for getting things done on campus and had established multiple popular wellness projects that became the foundational elements for establishing the present worksite wellness program. In 2000, the Insurance Committee was convened, by the former president Father Michael Scanlan, to address the rising costs of health care coverage. A recommendation of the committee was to create a worksite wellness program at FUS. In the Fall of 2001, the Wellness Team, which is now called the Wellness Committee, became a subcommittee of the Insurance Committee and was asked to

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construct a worksite wellness program proposal that was later approved by the administration. The Worksite Wellness Program “We’re in the Game!” was introduced in the Fall of 2002. The program has been well received with Bronze Level recognition being awarded in the Fall of 2003.

C. Mission Statements:

1. FUS mission statement

The mission of Franciscan University of Steubenville is to further the higher education of men and women through programs of liberal professional, and pre-professional studies leading to the conferral of the baccalaureate and master’s degrees in the arts and sciences. Said degrees shall be conferred in accordance with the provisions of the articles of incorporation of the University and the laws of the state of Ohio. It shall be the further purpose of the university, publicly identified as a Catholic and a Franciscan institution, to promote the moral, spiritual, and religious values of its students. The University will be guided by the example and teaching of St. Francis of Assisi

2. FUS Worksite Wellness Program mission statement

Recognizing that its greatest resources are its people, Franciscan University of Steubenville’s Worksite Wellness Program, “We’re in the Game!” encourages and supports employees who are seeking to maximize their wellness potential. In the spirit of St. Francis, the value and dignity of embodied persons are affirmed as we take a proactive stance toward wellness. The Worksite Wellness Program will help foster a culture where health-enhancing behavior is the norm and a vigorous and vibrant staff serve each other and the mission of the University with enthusiasm and zeal.

D. Explanation of where wellness falls within the organization

The Wellness Subcommittee operates out of the Human Resources Department as demonstrated by the following organizational chart. In communication with the Executive Director of HR, the Vice President, and the President, the Wellness Subcommittee identifies and directs wellness policy while the Wellness Center Staff executes these policies.

“Preface: Narrative” cont’d

E. Overview of Franciscan’s Worksite Wellness Program (WWP) “We’re In The Game!”

“We’re In The Game!” is the theme of FUS’s WWP. There are four levels at which employees may choose to participate. They are: Rookies, Veterans, Hall of Famers, and Legends. Rookie participation requires a low level of involvement (awareness and education). Legend participation requires an extremely high level of involvement (behavioral change with tangible and significant personal health improvements). Veteran and Hall of Famer participation requires a moderate level of involvement (education and establishing an exercise routine). The theme is personal, signifying the need for individual growth and development. It is also sports oriented, symbolizing the need for team cooperation and mutual encouragement. Senior level support is evidenced by an Administrative mandate to offer Worksite Wellness Programming, supported by an annual budget, and directed by a standing university committee. Senior level support is evidenced also by the President and Vice-president participating in the WWP. They received the “Hall of Fame” status and the associated “bragging rites” at this fall’s Worksite Wellness Awards Ceremony.

The Wellness Subcommittee evolved from a group of faculty and staff with a common interest in living-out wellness personally and promoting it to others on campus. One reason for the Team’s cohesiveness and effectiveness is that the members consistently practice what they preach and challenge each other in personal growth.

Data Collection for the program involved conducting an interest survey of the employees in the Fall of 2001. The response of the survey was exceedingly positive. Also, a Health Risk Appraisal of the employees through Summex Corp. was done at that same time and identified three major areas of concern: Stress, Lack of Exercise, and Poor Nutritional Habits. In order to address these three areas of concern, an operating plan was formed and proposed to the major administrators. The plan was well received with a unanimous approval to initiate the program in 2002.

“Preface: Narrative” cont’d

Worksite Wellness Interventions addressed employee concerns as identified by the survey and the health risk appraisal. Stress, Lack of Exercise, and Poor Nutrition are addressed through informational seminars and personal fitness training with the proper and personal integration of exercise, rest, and nutrition facilitated by a team of Certified Personal Fitness Trainers.

Peers who encourage one another to enhance their physical, spiritual, and emotional capacities as well as planned recognition strategies for wellness accomplishments at employee recognition events foster a supportive environment for individuals to enhance their personal health and wellness. Wellness at FUS is an individual effort but supported through a team approach.

Evaluation of FUS’s worksite program is an ongoing and continual process as formative evaluations are done with evaluating each wellness seminar and summative evaluations are done with end of the year program evaluations and exit interviews. Also, participants suggestions are encouraged.

F. Key individuals who made the program successful

The success of the worksite wellness program is a result of the hard work offered by each member of the Wellness Committee down through the years and without pay or without an operating budget until last year. Each member and their unique talents, passions, and sacrifices are a large part of why wellness works at FUS.

G. Three strengths of the program

The three main strengths of the worksite wellness program are: Convenience, Flexibility, and Expertise. The Wellness Center is located in the center of campus, making lunchtime workouts or lunchtime seminars easily accessible, and expedient. Select times have been reserved exclusively for employees to exercise while on lunch break or immediately after work. Flexibility is a hallmark of the program. There is something for everyone. No matter what level of wellness the employee is at, the worksite wellness program has a program that fits their needs. Expertise is exceedingly important in

“Preface: Narrative” cont’d

communicating accurate and reliable information to employees. The personal fitness trainers are all ACE (American Council on Exercise) certified. The wellness seminars are presented by professionals in their respective fields of expertise.

H. Most popular programs

Some of the most successful programs that have been instituted in FUS’s WWP are found within the multi-tier structure. “We’re in the Game” consists of four tiers that require progressive participant involvement from awareness to behavioral change to tangible and significant personal improvement.

Tier 1 – **Rookies** focus on awareness and education with thirteen “Lunch and Learn” wellness presentations during the academic year. Topics like Body Mechanics, Nutrition and Financial management are offered with approximately 15% of the University population attending each event.

Tier 2 – **Veterans** focus on education and the need to get physically active. Veterans brought about the need to institute new hours at the fieldhouse which cater to the employees. These new hours allow employees to workout or engage in team sports without the interruption of students.

Tier 3 – **Hall of Famers** helps employees incorporate aerobic and anaerobic fitness in their wellness regimens. Participants are given access to a Personal Fitness Trainer who can design an individualized fitness program for each participant.

Tier 4 – **Legends** is the new “high octane” tier that was introduced in the Fall 2003. Legends is the most extreme and difficult WWP tier. Legends is an outcomes based initiative where personal performance not only counts but is measured and graded. In order to be a Legend, participants must score at or above the 90th percentile on 10 nationally standardized fitness measures (i.e. Strength, Flexibility, Endurance, Percent Body Fat, Cholesterol Profile, Blood Pressure and Resting Pulse). This program was designed to enable employees to aspire to do their personal best. Legends are the leaders of the fitness pack at FUS.

"Preface: Narrative"

FRANCISCAN UNIVERSITY OF STEUBENVILLE

