



MEMORANDUM

TO: College Supervisors and Full-Time Employees

FROM: Craig Gardner, Director of Human Resources

DATE: June 23, 2009

SUBJECT: **Fitness Program For SLCC Full-Time Employees**

To supplement your personal fitness program, the College provides a health and fitness plan to full-time employees. With supervisor approval, full-time employees will be allotted thirty minutes, twice per week (total of one hour per week), for participation in a physical education Health and Lifetime Activities flex time class. This plan provides the employee both flexibility and accountability in exercising twice per week on released time. Tuition waivers are available to all full-time employees.

To receive released time and participate in the program:

- Receive supervisor approval for participating in the class on released time.
- Register officially for one of the HLTH or HLAC courses.
 - Admissions Application
 - If you have completed admissions within the last year or have attended classes within the last two years, you do not need to complete admissions.
 - Complete admissions by submitting a paper Admissions Application and completing the Employee Admission Fee Waiver Form. For information go to: <http://www.slcc.edu/enrollmentservices/forms.asp>
 - Registration
 - Register on-line at www.slcc.edu on MyPage student tab.
- With the supervisor and other staff in the department, arrange a workout time. Available times are:
 1. In the early morning, arriving at work one half-hour later than your regular schedule,
 2. at lunch time, taking an extra half-hour during your lunch break, or
 3. in the evening, leaving work one-half hour early.
- Sign-in each time you use the Fitness Center (LAC 191 or 193) on released time, on the appropriate roll sheet and on the recreation attendance sheet outside the door to the Fitness Center.
- A class instructor may approve an alternative licensed work out facility. This does not include a home work out facility.
- For non-exempt employees, the thirty minutes twice per week will be counted as hours worked for the purpose of computing overtime/compensatory time.

Attachment: Suggested HLTH and HLAC Courses For Fall Semester 2009.

The following HLAC and HLTH courses are suggested for the Fall 2009 Semester for all Full-Time SLCC staff to enhance their fitness level: Morning Lunch Evening

TAYLORSVILLE REDWOOD CAMPUS

(47110) HLAC 1000 007 or (47111) 008 – Cardio Fitness Flex – 2 hrs/week –on your own schedule

47929 HLAC 1000 011 – Cardio Fitness – TR 12:00-12:50pm

42535 HLAC 1000 015 – Cardio Fitness – MW 11:00-11:50am

42536 HLAC 1000 016 – Cardio Fitness – TR 11:00-11:50am

42564 HLAC 1057 001 – Yoga I – TR 7-7:50am

42568 HLAC 1057 005 – Yoga I – W 3:00 – 5:00pm

42566 HLAC 1057 003 – Yoga I – TR 11:00 – 11:50am

42567 HLAC 1057 004 – Yoga I – F 11:00 – 12:50pm

42574 HLAC 1057 012 – Yoga I – M 5:30 – 7:20pm

42575 HLAC 1057 013 – Yoga I – R 5:30 – 7:20pm

45636 HLAC 1013 004 – Body Strength and Tone – TR from 6-6:50am

44097 HLAC 1013 002 – Body Strength and Tone – MW from 6:30-7:20pm

42546 HLAC 1020 002 – Aerobics/Step I – MW from 6-6:50am

42548 HLAC 1020 005 – Aerobics/Step I – MW from 7:30-8:20pm

44102 HLAC 1055 004 – Pilates – TR from noon to 12:50pm

44101 HLAC 1055 003 – Pilates – MW from 7-7:50am

47054 HLAC 1055 006 – Pilates – MW from 5:30-6:20pm

42555 HLAC 1030 005 – Aerobics/Kickboxing TR 4:30-5:20pm

42552 HLAC 1025 001 – Aerobics/Interval S 8:00-9:50am

42538 HLAC 1015 001 – Aerobics/Indoor Cycling – TR from 7-7:50am

42540 HLAC 1015 003 – Aerobics/Indoor Cycling – TR from noon-12:50pm

42541 HLAC 1015 004 – Aerobics/Indoor Cycling – MW from noon-12:50pm

42542 HLAC 1015 005 – Aerobics/Indoor Cycling – MW from 4:30-5:20pm

42814 HLAC 1015 006 – Aerobics/Indoor Cycling – TR from 4-4:50pm

48320 HLAC 1035 001 – Zumba – MW 1:00-1:50pm

49217 HLAC 1035 002 – Zumba – MW 11:00-11:50am

49219 HLAC 1035 004 – Zumba – F 7:00-8:50am

49222 HLAC 1040 001 – Belly Dancing Basics – TR 12:00-12:50pm

49223 HLAC 1040 002 – Belly Dancing Basics – T 4:30-6:20pm

49224 HLAC 1040 003 – Belly Dancing Basics – MW 4:30-5:20pm

47105 HLAC 1046 004 – Jog/Walk – TR 11:00-11:50am

42561 HLAC 1046 005 – Jog/Walk – MW 11:00-11:50am

45643 HLAC 1062 002 – Flexibility for Fitness – MW 12:00-12:50pm

42587 HLAC 1080 009 – Strength Training I – MW 11:00-11:50pm

42588 HLAC 1080 012 – Strength Training I – TR 5:30-6:20pm

42602 HLAC 1096 003 – Fitness for Life – TR 1:00-1:50pm

42614 HLAC 1100 002 – Tennis I – MW 5:30-7:20pm

45898 HLAC 1101 001 – Tennis II – MW 7:30-9:20pm

47106 HLAC 1101 002 – Tennis II – MW 12:00-1:50pm

42624 HLAC 1130 002 – Golf I – TR 11:00am-12:50pm

49234 HLAC 1213 001 – Sand Volleyball – MW 12:00-1:50pm

42683 HLAC 1410 001 – Tai Chi Chuan – TR 7:00-7:50am

42686 HLAC 1445 003 – Taekwon-Do I – MW 1:00-1:50pm

45673 HLAC 1446 002 – Taekwon-Do II – S 12:00-1:50 pm

42691 HLAC 1450 002 – Kung fu I/Hung Gar – TR 11:00-11:50am

42701 HLAC 1715 002 – Country Western Dance I – R 7:00-8:50 pm

42703 HLAC 1720 002 – Social Dance I – TR 1:00-1:50 pm

42704 HLAC 1720 005 – Social Dance I – T 5:30-7:20 pm

42705 HLAC 1721 001 – Social Dance II – MW 11:00-11:50am

44109 HLAC 1721 002 – Social Dance II – T 7:30-9:20pm

45666 HLAC 1725 001 – Latin Social Dance – MW 8:30-9:20pm

49239 HLAC 1730 001 – Contra/English Country Dancing – T 7:30-9:20 pm

41041 HLTH 1105 001 – Healthy Body Image/Wt Mgmt – TR 11:00-11:50am

41042 HLTH 1105 002 – Healthy Body Image/Wt Mgmt – MW 12:00-12:50pm

47068 HLTH 1240 002 – Theory/Practice of Meditation – MW 12:00-12:50pm
47069 HLTH 1240 003 – Theory/Practice of Meditation – TR 7:00-7:50am

SOUTH CITY CAMPUS

42537 HLAC 1000 018 – Cardio Fitness Flex –2 hrs/week - on your own schedule
42549 HLAC 1020 007 – Aerobics/Step I – TR from 4:30 – 5:20pm
44105 HLAC 1055 005 – Pilates – TR 7-7:50am
45673 HLAC 1055 007 – Pilates – TR noon-12:50pm
42572 HLAC 1057 009 – Yoga I – MW from 4:00-4:50pm
47842 HLAC 1057 021 – Yoga I – F 11:00-12:50pm
42576 HLAC 1058 001 – Yoga II – TR 11:00-11:50pm
47534 HLAC 1013 008 – Body Strength and Tone – MW 7-7:50am
47536 HLAC 1013 008 – Body Strength and Tone – MW 5:30-6:20pm
49220 HLAC 1035 005 – Zumba – MW from 1:00-1:50pm
49226 HLAC 1040 005 – Belly Dancing Basics – R 5:30-7:00pm
42592 HLAC 1080 017 – Strength Training – MW 11:00-11:50pm
42593 HLAC 1080 018 – Strength Training – MW 5:30-6:20pm
42684 HLAC 1410 002 – Tai Chi Chuan – MW 11am-11:50am
44283 HLAC 1442 002 – Brazilian Capoeira – T 1pm-2:50pm
42688 HLAC 1445 006 – Taekwon-Do I – M 7:30-9:20pm
42692 HLAC 1450 004 – Kung fu I/Hung Gar – MW 12:00-12:50pm
49238 HLAC 1725 003 – Latin Social Dance – W 6:30-8:20pm

JORDAN CAMPUS

46118 HLAC 1055 008 – Pilates – MW from 7-7:50am
46119 HLAC 1055 009 – Pilates – MW from noon-12:50pm
47055 HLAC 1055 010 – Pilates – TR from 6-6:50pm
49228 HLAC 1055 012 – Pilates – TR from 6-6:50 am
46121 HLAC 1057 020- Yoga I – TR from 7-7:50am
47108 HLAC 1057 019- Yoga I – MW from 4:00-4:50pm
47838 HLAC 1000 019 – Cardio Fitness Flex – 2 hrs/wk on your own schedule
47839 HLAC 1000 020 – Cardio Fitness – TR 7:00-7:50am
47840 HLAC 1000 021 – Cardio Fitness – MW from 11:00-11:50pm
49215 HLAC 1000 022 – Cardio Fitness – MW from 4:00-4:50pm
49221 HLAC 1035 006 – Zumba – TR from 12:00pm-12:50pm
49227 HLAC 1040 006 – Belly Dancing – MW from 6:00am-6:50am

LIBRARY SQUARE CAMPUS

45728 HLAC 1057 014 - Yoga I – TR from 4:30-5:20pm
47107 HLAC 1057 015 - Yoga I – M 2:30-4:20pm
49229 HLAC 1055 002 – Pilates I – TR from noon-12:50pm

OFF CAMPUS

47115 HLAC 1520 001 – Hiking I – TR 1pm-3:50pm
47116 HLAC 1550 001 – Mountain Biking I – MW 1pm-3:50pm

SANDY CAMPUS

49774 HLAC 1057 016 Yoga I – F 11am-12:50pm