

Higher Learning Commission
Self-Study Questionnaire/Report for Non-Instructional Units

Non-Instructional Unit: Recreation Sports & Facilities

Individual(s) Completing the Questionnaire/Report: Gary Harms, Director

BACKGROUND INFORMATION

1. Describe in a paragraph or two what your unit does (i.e., the services it provides).

The Office of Recreation Sports and Facilities provides facilities, programs, and services that address all physical, recreational, and leisure pursuits. Programs and services, provided through our vast array of indoor and outdoor facilities, include: Facility Reservations, Open drop-in recreation programs, Intramural Sports, Club Sports, Wheelchair Recreation/Athletics for Students with Disabilities, Fitness Memberships, Group Fitness, Aquatics, and the Spirit Program.

The Office of Recreation Sports and Facilities works collaboratively on facilities, programs, and services with two other major units within the Williams Center/Kachel Fieldhouse complex including Intercollegiate Athletics and the Department of Health, Physical Education, Recreation, and Coaching (HPRC).

2. Who is/are the constituency/ies you serve, and approximately how many of each constituency do you serve annually? (e.g., students, academic departments, classified staff, etc.)
 - Students – including Intramurals, Club Sports, Open Recreation, and Fitness Memberships – we service nearly 8500 participants.
 - Wheelchair Programs – including Wheelchair Recreation/Athletics for University students and Sports Camps for Disabled Youth, there are over 150 students served. The Cornerstones for Success disability awareness program involves demonstrations to over 10,000 students in middle schools and high schools throughout the State.
 - Faculty/Staff – including Open Recreation and Fitness Memberships, there are over 200 serviced.
 - Community Members – There are nearly 275 community members that hold Fitness Memberships.
 - Summer Camps/Conferences – The facilities are heavily utilized in the summer months by Summer Camps (organized through Continuing Education Services) with nearly 450 participants per day.
 - Total participation in 2003-04 was nearly 173,000 participants (an average of 630 participants per day) utilizing facilities, programs, or services offered through Recreation Sports & Facilities.
3. Overview and evaluate the adequacy of the human, physical, and fiscal resources your department deploys to serve students and meet other programmatic needs by answering the questions below:

Human Resources

Evaluate the general adequacy of the human resources (i.e., the # of employees (including student help) and their skills) relative to the unit's ability to serve the constituencies identified above and achieve other programmatic goals. Do this by assigning a number between "1" (completely inadequate) to "9" (completely satisfies needs).

(8) 1-9

In a paragraph or two, discuss why you've assigned the score you have. Include, in particular, a discussion of unique strengths as well as important needs not being met or opportunities not being explored because of limitations.

The programs have an adequate number of unclassified and classified staff to conduct most of The Recreation Sports programs. There are 6.17 FTE unclassified staff and 3.0 FTE classified staff in the Department. Additionally, nearly 150 student employees are hired annually. The one area that lacks human resources is the Outdoor Recreation programming, due to lack of facilities and financial limitations in this area.

Physical Resources

Evaluate the general adequacy of the physical resources (e.g., office and storage space, supporting technology, other equipment) allocated to the unit relative to the unit's ability to serve the constituencies identified above and achieve other programmatic goals. Do this by assigning a number between "1" (completely inadequate) to "9" (completely satisfies needs).

(7) 1-9

In a paragraph or two, discuss why you've assigned the score you have. Include, in particular, a discussion of unique strengths as well as important needs not being met or opportunities not being explored because of limitations.

The indoor facilities utilized by the Recreation Sports programs are excellent, as most opened or were renovated in February of 2001 with the new DLK/Kachel Fieldhouse Addition and the new Weight Room/Fitness Center. The outdoor fields utilized by the Intramural and Club Sports programs opened in 2002 and are adequate although lacking in proper functioning of the irrigation system. The athletic facilities reserved through Recreation Sports are some of the finest in Division III Athletics, although an upgrade is needed to many of the outdoor Athletic facilities (particularly Track, Soccer, Softball, and public restrooms). Lack of adequate storage space for both indoor and outdoor facilities is also an issue.

The Roseman Gymnasium, utilized by the Wheelchair Athletics/Recreation programs is highly inadequate. It lacks a proper ventilation, playing surface, and lighting.

A Facilities Task Force has been implemented in 2004-05 to prioritize, plan and implement a facility improvement program to meet the space needs of athletics, academics and recreation.

Fiscal Resources

While recognizing that every unit would benefit from a larger budget, evaluate the general adequacy of fiscal resources allocated to the unit to serve its constituencies and achieve other programmatic goals by assigning a number between "1" (completely inadequate) to "9" (completely satisfies needs).

(7) 1-9

In a paragraph or two, discuss why you've assigned the score you have. Include, in particular, a discussion of unique strengths as well as important needs not being met or opportunities not being explored because of limitations.

The Recreation Sports program receives adequate funding from the Student User Fee Allocation Committee (SUFAC) to operate the General Recreation, Intramurals, Club Sports, Wheelchair Athletics, and Spirit Programs. Additionally, the Fitness Membership is a major resource for the Office to maintain and operate both the Williams Center Weight Room and the University Fitness Center (located in the Wells Residence Hall basement).

There is a lack of funding for facilities, particularly for maintaining and improving outdoor facility needs. Most of the facility funding is obtained from Summer Camp revenue (approximately \$60,000 per year), which is inadequate to do much more than maintain existing indoor facilities. Again, the Facilities Task Force is pursuing additional funding resources to assist in maintaining and improving both indoor and outdoor facilities.

4. In a paragraph or two, overview significant changes made in your unit since 1996 (i.e., the last North Central Association Accreditation Visit). (e.g., re-organized, key staff changes, change in purposes, etc.) Since 1996, the Office of Recreation Sports has made significant changes in facilities, including the \$14.5 million DLK/Kachel Fieldhouse addition to Williams Center. Additionally, the West Campus Development Plan included the construction of (4) new Intramural/Club Sports playing fields and (12) new tennis courts.

The following changes in staffing were made since 1996: The creation of a Coordinator of Intramurals and Club Sports while shifting the previous Coordinator to Associate Director; the creation of a Coordinator of Aquatics and Fitness; the conversion of a 1.0 FTE classified staff Equipment Manager to a .75 FTE unclassified staff Equipment Manager/.25 Assistant Softball Coach; the addition of a 1.0 FTE classified Grounds Crew Lead Worker; and the shift in supervision in 1997 for the Wheelchair Athletics and Recreation program from Disabled Student Services to Recreation Sports.

In another paragraph or two, describe why these changes occurred.

The addition of new facilities was the result of a 15 year effort to expand the facilities to meet the needs of all of the programs and participants utilizing the inadequate facilities that existed prior to 2001. The addition of unclassified staff members (Coordinator of Intramurals and Club Sports and Coordinator of Aquatics and Fitness) was the direct result of meeting the demand for program expansion, particularly with the addition of new indoor and outdoor facilities. The Grounds Crew Lead was added to meet the maintenance needs of the new outdoor facilities. The shift in supervision for the Wheelchair Athletics and Recreation program was a change in philosophy for the program in going away from one that is for disabled students to one that is a recreation program that services disabled students.

MISSION & PLANNING

5. In a paragraph or two, describing any significant projects/initiatives that your unit is planning or currently has underway, but has not yet completed.

The following will be completed within the next year: investigating the needs and feasibility of an Outdoor Recreation program, prioritizing the facility needs for all indoor and outdoor athletic facilities (through the Facilities Task Force), remodeling the Dance Studio (utilized by Group Fitness), expansion of the University Fitness Center, new major equipment for the University Fitness Center and Williams Center Weight Room.

6. Below are five “core values” the University identifies as central to its purposes and operation. Please evaluate the importance of each core value in terms of how each aligns with the purposes of your unit (i.e., take a hypothetical 100 points and distribute them among the five values, with those values that align more closely to the purposes of your unit receiving more points).

| Core Value | Importance (100 points) |
|--|-------------------------|
| Commitment to the pursuit of knowledge and understanding | 15 |
| Development of the individual | 35 |
| Personal and professional integrity | 15 |
| Commitment to serve | 15 |
| Commitment to develop a sense of community, respect for diversity, and global perspectives | 20 |
| Total= | 100 points |

7. Each and every academic and non-academic unit engages in planning for the future. Review the list of variables below and evaluate the extent to which each of the following influences decision-making behind the planning process for your unit (i.e., take a hypothetical 100 points and distribute them among the planning variables listed below, with those variables playing the larger role in your unit’s planning efforts receiving more points)

| Planning Variables | Importance (100 points) |
|--|-------------------------|
| The mission of the university or the unit | 10 |
| Academic assessment data/information relevant to student performance against learning outcomes | 5 |
| Other data/information gathered relevant to performance (e.g., Audit & Review feedback) | 5 |
| Societal/Cultural trends (e.g., changes in demographics, lifestyles, professions) | 15 |
| Campus trends (e.g., changes in university-initiated needs and demands) | 10 |
| Technology trends (e.g., technology developments that affect delivery of service) | 5 |
| Professional trends (e.g., changes evident at other universities/colleges) | 10 |
| Available human resources (e.g., # of employees, talents, etc.) within the unit | 10 |
| Available financial resources (e.g., budget, available and accessible \$) | 15 |
| Available physical resources (e.g., space, existing technology, etc.) | 15 |
| Other: | |
| Total= | 100 points |

8. Does your unit have a mission statement?

Yes No

If you answered “yes,” please list the mission statement here. or, if your mission statement can be accessed on the web, please list the URL here.

The mission of the Office of Recreation Sports and Facilities is to provide facilities, programs, And services that address all physical, recreational, and leisure pursuits of the University community. Emphasis is placed on participation, increasing knowledge of wellness and fitness, and promoting healthy lifestyle behaviors.

If you answered “yes,” please describe how, if at all, this mission statement plays a role in your unit’s planning and/or decision-making.

The programming for Recreation Sports is based primarily on the mission of the Office. Planning and improvements to facilities, programs, and services are directly related to whether or not they meet the mission.

OPERATION AND PERFORMANCE

9. What are the major or measurable objectives of the unit?

Participation numbers, revenue generation, memberships, customer satisfaction, student learning outcomes, collaboration with other Units.

10. What outcome measures (i.e., data, information) provide evidence that your unit's objectives are being met?

Participation statistics are kept for all programs (numbers, ethnicity, gender, etc.), financial records are maintained regarding revenue generation and membership statistics, numbers of collaborative efforts with other Units are maintained, and a student learning outcome survey is administered each semester with student employees.

11. Related to question #10, does the unit regularly collect data/information to evaluate how effectively it serves its constituency(ies)? (This might include surveys of constituencies.)

Yes X No

If "yes," please list specific data/information sets that the UW-W Self-Study Committees, and/or the Higher Learning Commission's Visiting Accreditation Team can access to review/consult.

- 2003-04 Annual Report - Statistics
- 2004 Student Learning Outcomes (student employees)

12. In a paragraph or two, describe specific changes to the unit's operation or planning, if any, have resulted from the collection and use of the data/information identified in the preceding questions. Please be specific.

Participation statistics have a direct correlation with the hours that the building and facilities are open, as well as the number of student employees needed to operate the programs at peak times or low usage times. (ie – Sunday morning hours for the facilities were eliminated due to low usage and Thursday night Intramural leagues were reduced due to low participation numbers, etc.)

13. Please provide a list of services, if any, that your unit provides for constituencies that are external to the university.

- Community membership program for facilities
- Summer Camp programs (use of facilities)
- Facility reservations (local service groups, High Schools, etc.)

14. Please list any partnerships your unit has developed with the community (external to the campus, at the local, national, or global-level).

- Dean Care Healthy Partners Program (part of the Fitness membership program)
- Whitewater Volunteer Fire & Rescue Squad Program (part of Fitness membership program)
- Whitewater Unified School District (use of facilities)
- American Council on Exercise (ACE) (certification program)

- American Red Cross (certification program)
- Aerobics and Fitness Association of America (AFAA) (certification program)
- National Intramural-Recreational Sports Association (NIRSA) (national organization – individual and professional memberships, committees, offices, etc.)
- Wisconsin NIRSA (state organization)

STUDENT LEARNING (COMPLETE THIS SECTION ONLY IF YOUR UNIT HAS AS PART OF ITS MISSION OR PURPOSES THE DEVELOPMENT OF STUDENTS)

15. If your unit serves students as its primary constituency, does the unit have learning or development-related objectives relevant to its work with students? That is, does your unit expect that students will acquire certain knowledge or skill sets as a direct result of working with your unit or its programming?

YesX No

If "yes," please list these outcomes/objectives.

- Develop both a tolerance and appreciation of the value of diversity in the UWW Community displaying a respect for all participants.
- Develop social competence in learning teamwork, leadership, conflict resolution, and dealing with others.
- Develop a practical competence with decision making, time management, and organizational skills.
- Develop communication skills, listening effectively to participants, and clearly articulating verbally what the outcomes of the interaction will be.
- Application of knowledge by using skills and knowledge learned in training to actual situations.
- Develop confidence and self-worth, a movement from dependent to independent.
- Develop self awareness including physical image and wellness issues.
- Develop vocational competence.

16. Does the unit use data/information to evaluate the extent to which these learning or development-related objectives are, or are not being met?

YesX No

If "yes," please list specific data/information sets that the UW-W Self-Study Committees, and/or the Higher Learning Commission's Visiting Accreditation Team can access to review/consult.

- Student Learning Outcomes Survey

17. What specific changes to the unit's operation or planning, if any, have resulted from the collection and use of the data/information identified in question #15? Please be specific.

Provide training for student employees to review student learning outcomes.

SELF-EVALUATION

Strengths

18. List and prioritize no more than three primary strengths that have emerged in your unit's efforts to meet its mission, goals, or objectives. To identify these strengths, you may wish to consider: What does your unit do very well? What good things do people say about your unit? How has your unit aided the campus in meeting its mission? In what ways has your unit "gone beyond the call of duty?"

After identifying each strength, specify supporting evidence that suggests that the statement is true. This may include data/information gathered relevant to unit performance, trend data, information gathered from audits or external agencies visit, etc.

1. Specific Strength: The Fitness Membership Program, implemented in 2001 as a fully integrated program for both fitness facilities, has provided the campus and community with an outstanding array of facilities, equipment, programs, and services.

- Supporting Evidence: Membership statistics indicate that there are nearly 4000 members annually, as opposed to 3000 or less prior to this integration.

2. Specific Strength: The Wheelchair Athletics/Recreation program continues to be one of the top programs of its kind in the country.

Supporting Evidence: The Wheelchair Basketball Team has won the National Championship at the NWBA Division 1 level (2002), and has won three Intercollegiate National Championships since 1998. The program is one of only eight Universities in the country that offers a program of its kind.

3. Specific Strength: The indoor facilities available to the Recreation Sports programs (and shared by Athletics and HPRC) are some of the finest in the State of Wisconsin and in Division III Universities.

- Supporting Evidence: The DLK/Kachel Fieldhouse opened in 2001 and is 57,000 square feet (the largest Fieldhouse in the State) and hosted the NCAA Division III National Indoor Track & Field Championships in March of 2004. The Williams Center Weight Room also opened in 2001 and is the largest facility of its kind in the State (at 12,000 square feet). The Volleyball Arena, remodeled in 2001, hosted the NCAA Division III National Championships in both 2002 and 2003. These facilities are managed by the Recreation Sports & Facilities program.

Concerns

19. List and prioritize no more than three primary concerns that have emerged in your unit's efforts to meet its mission, goals, or objectives. To identify these concerns, you may wish to consider: What could be improved? What is done poorly? What do we, as a unit, avoid doing, even though we know it's important?

After identifying each concern, specify supporting evidence that suggests that the statement is true. This may include data/information gathered relevant to unit performance, trend data, information gathered from audits or external agencies visit, etc.

Finally, identify one or more recommended actions to address the area of concern. This may include actions that your unit has already begun, actions being planned, or preliminary thinking about how to address the area of concern.

1. Specific Concern: The outdoor facilities (and some indoor facilities) utilized by Athletics, HPRC, and Recreation Sports (and managed by Recreation Sports and Facilities) are inadequate primarily due to a lack of funding for upgrades.
 - Supporting Evidence: The State of Wisconsin biennial budget has denied numerous requests to fund various outdoor projects (bleacher upgrades, a new Baseball building, a public restroom/storage facility, etc.) and there is no campus funding (ie – student fees) allocated to outdoor facility maintenance and upgrades, with the exception of the Perkins Stadium (which is 90% student fee funded).
 - Recommended Actions: The Facilities Task Force, implemented in 2004-05 with representation from users of all areas (Athletics, HPRC, and Recreation Sports) will review, prioritize, and plan for future facility development and maintenance. The Task Force will also recommend the financial means with which to accomplish the needed improvements to outdoor (and some indoor) facilities.
2. Specific Concern: The need to improve the Office of Recreation Sports and Facilities web site and include more web-based advertising, league results, and obtaining of memberships.
 - Supporting Evidence: Students utilize the web for access to most of our programs (hours, league availability, fitness program information, etc.). Interaction with participants has indicated that the web has higher utilization for this information than flyers, ads, etc.
 - Recommended Actions: The Office has hired a student employee who is solely in charge of web development for Recreation Sports. This will improve the look of the Office web page and the information provided will become more interactive. The Office will work with other Units to eventually allow for membership and league registrations on the web site.
3. Specific Concern: There appears to be a significant campus interest in developing a comprehensive Outdoor Recreation program as the Recreation Sports program lacks programming and services in this area due to lack of staffing, funding, and facilities.
 - Supporting Evidence: The program does not exist, but interest seems to exist amongst various campus constituencies (Recreation Sports, HPRC, the Leadership Development Center, Athletics, Health & Counseling, etc.). The recommendation that this area be explored was stated by the external consultants in the Office of Recreation Sports & Facilities OPR Report in December of 2001.
 - Recommended Actions: The establishment of an Outdoor Recreation Advisory Committee was implemented in Spring of 2004 with representation amongst the above constituents and students. The Committee will collaborate with the Facilities Task Force in the potential establishment of an Outdoor Recreation program with various facilities.