

Employee Fitness and Wellness Program Guidelines - Ohlone College

WELCOME!

Welcome to the **Ohlone Employee Fitness and Wellness Program**. Our objective is to provide the faculty and staff of Ohlone College an opportunity to fully take advantage of the excellent programs and classes we offer. Whether you are interested in beginning an exercise program, or are looking to modify and/or enhance your current fitness program, the Fitness Center instructors will help you achieve your goals.

USE OF THE FREMONT FITNESS CENTER AND NEWARK FITNESS LAB

To utilize the Fitness Center in Fremont and/or the Fitness Lab in Newark you will need to:

1. **Enroll** in the Employee Fitness and Wellness program and **contribute** a minimum of \$5 per month to the Ohlone College Employee Fitness and Wellness Program (\$15 if you wish to access the pool as well as the Fitness Center/Lab.) **NOTE FOR FALL 2016:** It is anticipated that the pool will be operational for the beginning of fall semester. Thank you for your patience throughout spring and summer 2016.
2. Complete a **Fitness Center Orientation**. This is often offered during Flex Week. If you miss this orientation, contact the OEFWP Coordinator to arrange an orientation. (Note: If you enroll in PE-342, PE-343, and/or PE344, you will satisfy this requirement.)

Neither the Fitness Center (Main Campus) nor the Fitness Lab (Newark Campus) maintains open hours for drop-in students. All Fitness Center classes are instructor-directed and as such space for OEFWP members is limited. You may gain access to the gym via a class that is in session, has recently ended or by contacting Campus Police. A current class schedule for the Newark Campus is conveniently posted on the [Newark Center Total Health and Wellness Center webpage](#) and outside each door.

HOURS OF OPERATION

	FREMONT	NEWARK
MONDAY thru FRIDAY	Please consult class schedule on WebAdvisor	Please consult class schedule online
SATURDAY / SUNDAY	CLOSED	CLOSED

Note: You may be asked to present your OEFWP membership card to an instructor during class time or to gain access when the door is locked. Please carry it with you. If you have misplaced or lost your membership card, please contact Robin Kurotori.

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ATTENDING PHYSICAL EDUCATION CLASSES

As an OEFWP member, you are encouraged and welcomed to join Physical Education classes. We ask that you first **contact the instructor** prior to attending to make sure that there is space and equipment for you.

Please keep in mind that some classes are progressive and are **not suitable** for drop in (such as Yoga, Yoga and Meditation, Pilates, Tai Chi, and Indoor Cycling.) If you would like to attend regularly for the entire semester, we request that you please respect your commitment by arriving on time and staying for the entire class session.

ADDITIONAL NOTES:

- Students are given **first priority** on all machines and weights. If you are coming in to work out during a scheduled class, please make sure that you yield to the students. Classes are generally full for the first 4 weeks of the semester so you are encouraged to plan your workout accordingly to avoid class times.
- It is highly recommended that you **always work out with a partner**. At the very least, **check in and check out** with a co-worker or Campus Security so someone knows that you are in the Fitness Center/Lab.
- **Newark Center Participants:** Please be aware of our mind-body classes. When **Yoga, Pilates** and **Tai Chi** classes are in session in the studio, please refrain from using the treadmills, summit trainer, or elliptical trainers. Please keep your conversations to a minimum and avoid clanging the weights. You may work out without noise restrictions during Indoor Cycle, Body Sculpting and Guts and Butts. (There are no noise restrictions in Fremont.)
- As indicated above, access to the Fitness Center/Lab is available by asking Campus Security or a PE faculty member. You may be asked to present your OEFWP Member card so please remember to bring it with you.
- If you forget how to use the equipment, please **ASK**. The Fitness Center/ Lab is our educational laboratory, much like a Chemistry or Nursing Lab. We cannot afford to have equipment out of service due to user error or ignorance. Likewise, if you forget how to do an exercise or have a question about the appropriateness of an exercise for you, please ask.

ADDITIONAL BENEFITS FOR OEFWP MEMBERS

Your membership in the Ohlone Employee Fitness and Wellness Program (OEFWP) affords you much more than just access to and use of the Fitness Center/Lab. As a member of the OEFWP, you may participate in Educational Seminars (nutrition, health, running, cooking, etc.), and informational demonstrations, workshops, and special training /workout sessions. Keep your eyes open for more information on these learning opportunities.

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ADDITIONAL QUESTIONS

Q: How do I become a member of the Employee Fitness and Wellness Program?

A: **Enroll** in the Employee Fitness and Wellness program through HR or by completing the registration form and submitting it to Chris Warden. **Contribute** a minimum of \$5 per month to the Ohlone College Employee Fitness and Wellness Program.

Q: How do I get a locker in the Faculty Locker Room?

A: Faculty athletic lockers are first come, first served. In Fremont, you must provide your own lock. Fremont, contact Laura Martinez. In Newark, lockers are keyed. For a locker key in Newark, contact Robin Kurotori at 510-742-2350 or by email at rkurotori@ohlone.edu. Lockers are also available for staff and faculty in the Student Locker Rooms in Newark. Newark lockers are renewed by email every semester.

Q: How do I get into the Faculty Locker Room?

A: On the Fremont Campus, contact Chris Warden, Dean of Kinesiology / Athletics, for approval for a key. On the Newark Campus, your mailroom key (2311) will open the Faculty Locker Room.

Q: How do I know when classes are scheduled?

A: On the Newark campus, the class schedule is posted on the Fitness Lab and Studio Doors. It is also posted online on the [Newark Center Total Health and Wellness Center webpage](#). For Fremont classes, please refer to the class schedule on WebAdvisor.

For more information, and to find a link to the Registration Form, please visit the [Ohlone Employee Fitness and Wellness Program Home Page](#).

Thank you for following these guidelines and helping to keep this program viable for semesters to come. We look forward to helping you meet your health and fitness goals this semester.

Please feel free to contact me with any questions.

Yours in Health,

Robin Kurotori: rkurotori@ohlone.edu

