On June 16, 2000 it was announced by the Board of Trustees of Kettering University to name the Recreation Center after Connie and Jim John in recognition of their outstanding leadership and accomplishments at Kettering University. Dr. John was President at Kettering from 1991–2005. He was the catalyst for the construction of the Recreation Center and was instrumental in providing and improving student services. Dr. John had a keen interest in the Recreation Center and the opportunities it provides to students. Numerous sports activities including Intramural Sports, Fitness activities, and Sport Club practices are conducted. The Recreation Center is also the largest employer of students on campus. Connie John was an avid golfer and strongly interested in fitness activities. She hosted many events at her home and always opened their home to Kettering affiliated groups, especially student events. Connie passed away in November of 1999 and is fondly remembered by Kettering University. A sugar maple tree, donated by the boy scouts she often hosted, is planted in her honor and memory in front of the Connie and Jim John Recreation Center. Dr. John retired as president of Kettering University June 30, 2005 and passed away November 28, 2010 in his Ohio home with family members present.
The Connie and Jim John Recreation Center is a place for students, alumni, and faculty to enjoy all the benefits of exercise...get active, get healthy and have fun!

We offer:

- Intramural Sports
- Fitness Opportunities
- Informal Recreation
- Basketball Courts
- Tennis Courts
- Racquetball Courts
- Squash Court
- Jogging/Walking Track
- Free Weight Room
- Fitness Room with Circuit Training and Cardio Machines
- Group Exercise Room with various classes
- Pool
- Spa
- Steam Rooms
- Locker Rooms

**Monday – Thursday:** 7:30 a.m. – Midnight
Friday: 7:30 a.m. – 9 p.m.
Saturday: 12 p.m. – 8 p.m.
Sunday: 12 p.m. – 9 p.m.

Monday – Thursday:
11:30 a.m. – 1:15 p.m. & 6:30 p.m. – 10:30 p.m.¹
Friday: 11:30 a.m. – 1:15 p.m. & 6:30 p.m. – 9 p.m.
Saturday: 2 p.m. – 6 p.m.
Sunday: 4 p.m. – 9 p.m.

July 11 to September 22, 2015 and May 9 to June 14, 2016

Monday – Thursday: 7:30 a.m. – 10 p.m.
Friday: 7:30 a.m. – 9 p.m.
Saturday: 12 p.m. – 8 p.m.
Sunday: 12 p.m. – 9 p.m.

All facility hours are dependant on usage. These hours will be changed based upon usage patterns and appropriate funding. Any comments on hours should be referred to the Director. Hours will be reduced during final examination periods, faculty/assessment week and holidays. These will be posted in the Recreation Center at least one week in advance.

¹ Pool closes at 10:00 PM for the summer, July 11 to September 22, 2015 and May 9 to June 14, 2016
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All students, faculty, staff, retirees and designated affiliates of Kettering University are members of the Recreation Center. Students may use the Recreation Center year round. The student membership begins the first day of orientation or the first day of the student’s co-op work. A Kettering ID must be presented for facility entry. Membership is a privilege which can be modified or revoked for cause.

Membership is extended to alumni, spouses, significant others, and children of members on an annual, six month, three month, and daily basis. Annual memberships are good for one year from date of purchase. Candidates eligible for membership must reside with their sponsoring member and provide proof of residence. Full-time Kettering employees may use payroll deduction for their annual memberships and service fees. The form is available at the front desk of the Recreation Center or on our website. Monthly allowances will be deducted from your paycheck. This is not tax deductible. It is assumed that you wish to automatically continue membership/service each year unless you notify the Director of Recreation Services otherwise, with a two week written notice.

Alumni:
Alumni status is certified by the Alumni Office. Alumni must have a Recreation Center membership ID card. Student cards are omitted from the system after graduation.

Kettering Tenants:
Individuals working on campus of Kettering University as tenants of the university, may purchase a membership. These individuals may purchase membership at the following rates: Annual—$200, 6 Month—$120, 3 Month—$60, Day Pass—$6

In addition, if they purchase membership, they may purchase a membership for their spouse/significant other/children at various rates as published in the guidelines. PLEASE NOTE—tenant can not purchase longer membership for family than they do for themselves. Tenants may sponsor up to 2 guests per day to work out with them. Guest policies are included in the Guidelines. Tenants may not participate in Intramural Sports but may participate in RC programs such as Yoga and Martial Arts (if space permits). Tenants may purchase locker and laundry bag rentals as available. If they choose to use those services they must fill out an application and pay at the front desk of the Rec Center.

Spouse/Significant Other:
Members may sponsor individuals over the age of 21, who reside with them, as a spouse/significant other. Proof of residence is required. The member should accompany this person during their registration to verify this category of membership. Sponsored members may not sponsor additional members. Any request for exception must be approved by the Director.

Children:
Children of members are eligible for membership. They must be under 21 years of age.

Family Membership:
This includes the spouse and children of a student, faculty, staff member, or alumnus. They must reside at the same address and show proof. Children must be under the age of 21. There is no limit on the number of children.

That regular exercise can help you get better grades since exercise releases endorphins, which stimulates a clear mind, helping you concentrate!
Kettering University believes in positive family activities. Students, faculty, staff and alumni are eligible to enroll their children in the family recreation program. A family membership includes the spouse and children under the age of 18. Children over the age of 18 may still use the facility, but must pay the Spouse/Significant other membership rates. See page 3 for membership rates.

**CHILD MEMBERSHIP:**
Children enrolled are issued a photo ID card. Children under the age of two are exempt from the $35 annual fee. Children, under the age of 18 must be accompanied throughout their visit by their member parent or a member who has been authorized to provide emergency medical care. A form indicating this is available at the entry area and must be signed by the parent/legal guardian. Failure to abide by the policies and procedures will cause cancellation of the violator’s family or children’s membership option.

**LOCKER ROOMS: CHILDREN’S USAGE**
Children over three years of age are required to use the appropriate locker room accompanied by a parent or guardian of the same sex. If special assistance is required to route a child to the pool area through the appropriate locker room, please ask the Facility Manager for assistance.

**FAMILY RECREATION PROCEDURES**
- The parent must supervise the child for the duration of the visit. If a child is 13 or under, the parent must be in the same area. If the child is 14 to 17, the parent must only be in the building. No restrictions if the child is over 18.
- Parents must be in the pool with a child 5 years of age and under. Lifeguards have discretionary authority to require a parent to be in the water with a child over 5 years of age.
- Children 14-17 year of age may use the exercise machines, free weight area, spa, and steam room. Children ages 11-13 may use the Fitness and Weight Rooms while under the direct supervision of the parent/legal guardian or nationally recognized certified trainer. Due to a recognized risk, children under the age of 11 are prohibited from use of these facilities.
- Children are required to observe the same clothing and usage policies as others. Children in diapers should wear protective plastic pants with secure leg closures if using the pool.
The Weight Room is located on the first floor and the Fitness Room is located on the third floor. All floors are accessible by the elevator or stairs.

**Workout attire for use of equipment:**
- Closed toe athletic shoes
- Tops that cover the torso must be worn when using all weight equipment

**Please consider the following when using the Recreation Center facilities:**
- Use cleaning supplies located in both the weight room and fitness room to help maintain clean equipment.
- Use machines and weights with care.
- DO NOT drop plates, dumbbells, or weight racks because they may cause damage to the equipment as well as injury.
- Weight gloves are to be used, no chalk.
- Be courteous to others by limiting the length of your workout in the fitness room to 20 minutes when others are waiting.
- Should weights, pulleys or other parts become jammed, DO NOT attempt to free them without staff assistance. Report all damaged equipment problems to a staff member.
- Always inspect equipment before use for loose, frayed, or worn parts. If in doubt, do not use the equipment until the machine is checked by a staff member.
- To reduce the chance of injury, keep head and limbs clear of weights and moving parts at all times. Maintain at least a three-inch clearance between head and weight stacks in bench work.
- The free weight room may be closed to rerack weights to ensure the room is safe for all.
- Do not remove weights from the weight room or move equipment such as benches.

**Sound Systems:**
A separate sound system is in the weight room. Members are asked to be respectful of other users when playing music in this area. Music that is played too loud or offends others should not be played. If an issue regarding music can not be resolved, contact the Facility Manager.

The Fitness Room is equipped with CardioTheater. This system enables members to listen to the televisions on a FM radio with headphones without competing sounds from adjacent televisions. Music may also be played over the Rec Center sound system from a local radio station. No other sound systems are permitted in this room.
GROUP EXERCISE ROOM

Located on the third floor of the Recreation Center, the group exercise room provides a large space for group exercise and classes. It is available for individual workouts during free periods. The sound system is only available for programs offered by the Recreation Center. Proper footwear is required for usage. Any shoe deemed unsafe or shoes which mark the floor are prohibited. Bare feet are permitted for martial arts and yoga activities only. Participants are requested to clean mats after use in formal classes or informal activities. When a class is in session, please do not use equipment in or walk through the room.

DID YOU KNOW? The top three factors that determine whether or not you will stick to your exercise routine include having support, finding a workout that you like and knowing what you’re doing.

The track may be used for walking, jogging, or running. The distance of the track is 1/8 mile. Approved footwear is required. Running direction is alternated daily to minimize leg stress. Track users promote safe track conditions by cooperating and using designated speed lanes and direction. Please do not jog, walk or run more than two abreast or block lanes. Exercise caution when entering the track. Please stretch at one of the areas off the track. Spectators are not permitted on the track at any time. Do not spit on the track, walls or in the water fountain. Help keep the facility neat, clean and limit the spread of infection by using a cuspidor. Place belongings such as towels, water containers, sweatshirts etc. on the shelf with hooks adjacent to equipment issue, not on the railing, floor or table and chairs by the vending machines. Children must be supervised on the track and are subject to all track guidelines.
The 25 yard pool will be open during designated open swim hours (See page 2 for hours). These hours are based on usage and funding. Health policies recommend all swimmers to take a complete soap shower before using the pool or spa. This helps keep the pool cleaner. Clean swim attire is the only approved clothing for use in the pool and spa area. Clean swim shoes or thongs are the only footwear approved for use on the pool deck. Food or drinks are not permitted in the pool area.

All activities may be stopped by the lifeguard. Horseplay will not be tolerated. Running, dunking, chicken fights, etc. are considered dangerous and are prohibited. The lifeguard is there for the safety of all users. Swimmers are expected to remain alert and respect the lifeguard’s instructions. Activities such as extended breath holding and submersion to the deep end and any other activities deemed hazardous by staff are prohibited. To gain user’s attention, a whistle will be sounded.

Water toys and rafts may be brought into the pool if they are clean and do not present a hazard to other pool users. “Swimmies”, inflatable arm supports, are only permitted if the parent or other supervising adult, is in the water directly supervising the child. It is highly recommended that Coast Guard approved personal flotation devices be used. Kickboards, leg floats and water jogging equipment are available in the storage cabinets on the pool deck. The lifeguards shall make decisions on the safety and usage of any pool items. Participants may use snorkels for lap swimming, but snorkels for underwater use are prohibited except during approved and supervised underwater activities.

Diving is only permitted in the deep areas of the pool which are clearly marked on the pool deck. The pool will be closed during recreational sports, swim meets and innertube water polo. This information will be posted at least one week before the event.

Aqua jogging equipment is also available. This equipment was purchased to offer members a water exercise program that does not require an instructor. Members who have suffered injuries, such as runners, also find aqua jogging as an alternative to resume physical activity.

Health policies recommend all users take a complete soap shower before using the spa. Due to the fatiguing effects of prolonged use of the spa, a 10-15 minute time limit is in effect. A timer is located beside the spa. Children 14-17 may use the spa. Children 13 years of age and under are prohibited from using the spa. Pregnant women, elderly persons, and/or persons with medical problems should not enter the spa without prior medical consultation and permission from their physician. Avoid consuming food or alcoholic beverages before using the spa. An emergency shut off switch to immediately stop spa operation is located in the pool storage area.
Racquetball safety goggles are highly recommended and may be checked out from Equipment Issue. Racquetball racquets must have wrist straps and bumper guards. Appropriate footwear is required. Black racquetballs or any balls which mark the wall are prohibited. Racquetballs and squash balls may be purchased at the reception area. Storage compartments for keys or wallets are recessed into the walls located inside the courts. Use the adjacent lockers rather than placing clothes, bags, etc. on the floor.

Wallyball
Racquetball courts 1, 2 and 3 can be used for wallyball. When making a reservation, indicate to the Recreation Assistant that you desire the court to be set up for wallyball. Please do not take down the net. Request that a Recreation Center staff member remove the net to minimize possible damage. Wallyballs may be checked out from Equipment Issue.

DID YOU KNOW? Exercise fights depression by activating neurotransmitters!


These courts may be used for basketball, volleyball, tennis, badminton, pickleball and indoor soccer. Please observe posted policies. Consult the section on reservations (page 11) for additional information. Players who hang on rims may damage equipment and can cause injury. Violators are subject to loss of facility use and compensation for repair of damaged equipment. Any activity deemed by staff as dangerous will be stopped. Court shoes must be worn. Participating without shoes is not permitted. Hats and scarves can fall off and be a slip hazard; brims on hats can inflict injury. If you notice a problem, please advise one of the staff members.
The Kettering Recreation Center offers a variety of Intramural Sports to challenge your competitive spirit and provide team camaraderie.

Be sure to check our website, www.kettering.edu/recservices for a complete calendar, registration and easy sign-up.

• Basketball
• Flag Football
• Indoor/Outdoor Soccer
• Softball
• Indoor/Sand Volleyball
• Broomball

• Innertube Water Polo
• Racquetball
• Wiffleball Home Run Derby
• Table Tennis
• Dodgeball
• Ultimate Frisby
SARGENT ALUMNI LOUNGE
The Sargent Alumni Lounge is named after Charles L. “Bud” Sargent, a member of the Kettering University Board of Trustees and long time supporter of Kettering University, and his father Frank Sargent. The elegant lounge may be used for alumni reception, faculty and staff meetings and other appropriate activities. Contact the Director for reservation information. Reservation forms are available at the reception area. This area is only available during Recreation Center open hours.

STUDENT LOUNGE
The Student Lounge is located adjacent to the reception area. It is designated for informal socializing and can be divided to accommodate small meetings. Please contact the Director of Recreation Services at least one week in advance to schedule any meeting. Food and drink is only permitted in this area. Please dispose of trash and report any spills to the nearest staff member.

LOCKERS - “COAT AND BAG POLICY”
In order to present a neat appearance, reduce theft and minimize trip hazards, all bags and coats must be placed in lockers. Lockers can be found:

• North side of gym court #1, adjacent to racquetball court #1. (20 lockers)
• North side of gym court #1, beside the water fountain. (30 lockers, some coin return)
• South side (parking lot side) of gym courts #2 & #3.
• North side of gym court #3. (40 lockers, some coin return)

Items may be placed in these lockers only when using the Recreation Center. The quarter deposit will be returned when you return the key. You may also purchase locks at the reception desk. Items left in the lockers overnight will be removed. Storage bins are also located on the east wall of the Fitness Room adjacent to the water fountain and in the Group Exercise Room.

Note on Locker Security: Never assume that a locked locker is safe. Please leave all valuables at home. Unfortunately, locker rooms are prime areas for theft. All personal belongings should be locked, even for short periods of time, such as when you are in the shower.

RENTAL LOCKERS
Always use a lock to protect belongings. Locks can be purchased at the entry area or check out from Equipment Issue. Locks left overnight will be cut, the contents will be removed and stored. Such belongings may be picked up by contacting the Facility Manager. Items left for more than four weeks will be donated to charity.

A limited number of permanent lockers for men and women will be available. These will be rented with students receiving the largest number of lockers. Secondary priority is for those purchasing annual lockers. Lockers are available by the semester, 6 months, or yearly. There will be a fee of $20 per section for faculty, staff and members and a $15 fee for students for a permanent locker. Yearly lockers are also available for students at a fee of $55 and $75 for others.

Showers and rest rooms are available in both locker rooms. If special assistance is required, please notify the Director of Recreation Services in advance.
EQUIPMENT ISSUE
Users should surrender their membership or Kettering ID at the equipment issue area to check out equipment. Guests must present a photo ID such as a driver’s license. Users are responsible for the equipment they check out. An individual who fails to return checked out equipment, or returns damaged equipment must pay to replace the lost, stolen, or damaged equipment. If you wish to transfer the equipment you checked out to another member, please report with the other person to the equipment issue area. Equipment cannot be checked out overnight unless authorized specifically to do so by the Director of Recreation Services. Payment for lost, stolen, or damaged equipment may be made at the Recreation Center reception desk. Your access to the Recreation Center will be prohibited until the fee is paid. Equipment is moved to the entry area from approximately 8:00 a.m. - 11:30 p.m. and 1:20 p.m. - 4:40 p.m. Monday through Friday. These are times when the facility usage is low. A sign indicating whether the equipment issue room is open or closed is located on the left side of the concourse, just past the men’s locker room as well as at the reception area. Equipment available for issue includes:
- Basketballs (men’s & women’s)
- Badminton Birdies
- Combination Locks
- Dodgeballs
- Footballs
- Jump Ropes
- Pickle Ball Racquets/Balls
- Racquetball Eyeguards
- Racquetball Racquets
- Sand Volleyballs
- Soccer Balls (indoor/outdoor)
- Softball Bats
- Softball Gloves
- Softballs
- Squash Racquets
- Table Tennis Paddles
- Tennis Racquets
- Volleyballs
- Wallyballs
- Weight Belts
- Towels

LAUNDRY BAG SERVICE
Members may purchase laundry bag service for each section. For a fee ($10 for students and $12 for others), a mesh bag to put their workout items in will be provided. Yearly fee for students is $40 while all others pay a fee of $48. This bag will be washed each day for use the next day. Items will not be folded. When turning your bag in to be laundered, please tie the bag at the top. Purchase of a laundry bag can be made at the reception area.
In order to communicate valuable information to our members, the Recreation Center will utilize four main forms of communication.

1. Our website: www.kettering.edu/recservices
2. Information board: Located between the men’s and women’s locker rooms.
3. Poster Displays: Located in the entry area or adjacent to activity areas.
4. Wooden Media Holder: adjacent to the front desk.

Special events, Recreation Center closings, recreational sports opportunities and group exercise class information are examples of information provided.

Members are welcome to express their opinions and suggestions to recreation staff. Please submit all suggestions via the Suggestions Box located at the Recreation Center front desk.

You may also e-mail the Director of Recreation Services at mschaal@kettering.edu. Your ideas are important to us and will be treated with respect.

A limited number of items are for sale at the Recreation Center as a convenience to our members. They may be purchased at the reception area.

Items for sale include:
- Racquetballs: $2.25/can
- Tennis Balls: $2.75/can
- Table Tennis Balls: $0.25/ball
- Squash Balls: $2.25/ball
- Combination Locks: $4.25/lock

The Recreation Center may be rented by members and nonmembers. This can range from a three hour birthday rental to exclusive use. All or specific activity areas may be rented. Advance notice of at least one week is required. For additional information, please refer to the Recreation Center Rental Brochure, available at the reception area.

All found articles should be returned to the nearest staff member. Inquiries about lost articles should be directed to the reception desk Recreation Assistant. Recreation Center staff members are not permitted to hold personal valuables, such as keys and wallets. Lost items not claimed within four weeks will be donated to charity.
RISK MANAGEMENT

EMERGENCY PROCEDURES
In the event of a fire or other emergency, alarms will sound and flash throughout the building. Staff members or University personnel will provide users with evacuation instructions. Fire alarms and extinguishers are located prominently throughout the facility. Do not use the elevator in the event of an emergency. Users needing help should call for help or use an emergency or campus phone to call for assistance. Also, an emergency button is located just inside the entrance of the men's and women's locker rooms. This notifies the recreation staff that emergency assistance is needed. In the event of a tornado warning, an announcement will be made over the public address system to immediately seek shelter. Seek cover in east storage which is located adjacent to racquetball court #1. Users at outdoor sites should immediately seek cover indoors. Your full cooperation is expected and appreciated. In the event of an electrical storm, outdoor users should immediately seek cover indoors if possible until the storm passes. Kettering Park is equipped with a state of the art ThorGuard Lightning Prediction system. It will automatically sound an alarm if lightning is detected within a 5-mile diameter. The outdoor warning signal is one 15-second blast warning to vacate the area. The all clear is three five-second blasts. The strobe light adjacent to softball field #1 will also flash when the warning is sounded. Park and picnic pavilion users should immediately vacate the Park and seek shelter indoors or in a vehicle.

INJURIES
Please report any injuries to a staff member immediately. The Facility Managers are American Red Cross certified in Adult CPR, First Aid and Automated External Defibrillation. They have access to first aid supplies, an AED (Automated External Defibrillator) and will request additional assistance if necessary. Should an accident occur, members will be asked to complete an injury report form so we can monitor accidents and follow up.

The AED device is recommended by the American Red Cross and medical providers as an effective device to restart a heartbeat. All of Recreation Service’s facility managers, lifeguards and sport supervisors are certified to operate the AED.

Kettering University was one of the first universities in Michigan to provide this life saving device.

ASSUMPTION OF RISK
Users assume a risk of injury while participating in recreational activities. All participants are strongly urged to have a yearly medical examination and to carry medical insurance coverage. Kettering University and its staff are not responsible for injuries. All participants are financially responsible for all expenses related to injuries and emergency care, including medical care, ambulance and other expenses. All users must sign an assumption of risk, covenant not to sue and release form.
Kettering Park offers four regulation fields. The fields have players benches and spectator’s bleachers. The infield is groomed periodically. Bases are kept in storage containers behind the backstop and can be obtained by completing a facility rental/reservation sheet at least one week prior to usage. Proper footwear is required. Metal cleats are prohibited. Softball bats, gloves and balls are available for check out in the Rec Center.

The synthetic grass/sand golf green contains a sand trap and five chipping stations. The chipping stations have a synthetic turf that approximates grass and is designed to practice chipping. The stations are located at various distances to enhance your skill. Chipping from the grassy areas in the Park or surrounding the green is not permitted and is the basis for suspension from the Park and/or other appropriate action. Please report any violations to Campus Safety at (810) 762-9501 or advise Recreation Center staff. Users should be alert and follow golf protocol when practicing on the green. Do not chip when others are putting and cooperate with fellow user to prevent accidents. If necessary, times will be posted for putting and chipping times. Refer any suggestions or concerns to the Director of Recreation Services.

The pavilion is designed to offer a venue for informal gatherings. It contains picnic tables, barbeque grills, trash containers and has lighting and electrical power.

The multi-sport area can be used for 2 fields of flag football, 2 fields of soccer or 2 fields of lacrosse. Proper footwear is required. Shoes with metal spikes are prohibited. Tackle football or any other dangerous activity is prohibited.

The jogging/walking path is 0.62 miles in length. The path can be used for walking and jogging. Due to the path surface, rollerblading, skateboarding and cycling are not permitted.

Two sand volleyball courts are located between the McKeachie Picnic Pavilion and the Miller Golf Green. Sand volleyballs may be checked out from equipment issue in the Rec Center. The courts will be used periodically for IM Sports tournaments. To reserve the court, complete a facility reservation form.
Kettering Park Safety and First Aid Policies

Blue lighted safety phones are directly wired to Campus Safety. Emergency telephones are in the following locations:

- Parking Lot
- Far end of outdoor track

Kettering University is also staffed with 24 hour security when classes are in session and monitored by a security camera. The University will provide measures to ensure safety but each patron will assume responsibility to use the park at times or in a manner that ensures their own personal safety.

Sports Supervisors, when on duty, are certified in Adult CPR, AED and First Aid. Sports Supervisors carry radios to call for additional assistance as needed. During informal recreation times, first aid can be obtained in the Recreation Center, Wellness Center, or by using the "blue light" phones.

An alarm will automatically sound if lightning is detected within a 5-mile radius. The outdoor warning signal is one 15-second blast advising players to vacate the area. The all clear is three 5-second blasts. The strobe light adjacent to softball field #1 will also flash when the warning is sounded. Park and picnic pavilion users should immediately vacate the Park and seek shelter indoors or in a vehicle.

Park Lighting

Kettering Park is equipped with lighting. Lighting needs will be taken into consideration when scheduling events. The lights will only be turned on for scheduled events. Requests for lighting can be made on the park reservation/rental form. It is recommended that you make lighting requests at least one week in advance. Flexibility may be required when requesting lighting for reservations and/or rentals.
ENTRY
All members must enter through the entry area on the second level. Individuals in need of special assistance should contact the Director of Recreation Services at (810) 762-9733. All members must present their valid Kettering University identification card or Recreation Center membership card to gain entry. A card not belonging to the bearer or of a suspicious nature will be confiscated. Entry violators face disciplinary action including, but not limited to, loss of privileges including access to the Recreation Center. To aid in our security efforts, and to be fair to all our members, please be responsible and remember to bring your ID.

Members who lose their ID must obtain a replacement card from Campus Safety. Contact the Campus Safety Desk on the 2nd floor of the Campus Center or make an appointment by calling (810) 762-9501 to arrange a mutually convenient time to process the photo ID card. To prevent abuse of a lost ID, please notify the Recreation Center immediately.

The Recreation Center reserves the right to request additional identification at any time.

TELEPHONES
Recreation Center On-Campus telephones can be found in the following locations:
• Next to the 1st and 2nd floor restrooms
• Fitness room
• Alumni Lounge

MEDIA USE/TECHNOLOGY
The unauthorized use of video recording devices, photography and sound systems is prohibited in all recreation facilities including the Recreation Center. Examples include but are not limited to camera phones, PDA cameras, still cameras, video recorders, radios without headphones and boom boxes, etc.

ELEVATOR
The elevator is located on the right side of the entry concourse beyond the stairs and accesses all floors of the facility. Should members need special assistance, notify the facility manager. In the event of a fire, do not use the elevator.

PARKING
Parking is available in lot #3, directly south of the Recreation Center. All vehicles on campus are required to have a parking permit. Recreation Center users can acquire a permit at the Recreation Center front desk. Parking for members or guests with a disability is available at the designated area at the southeast corner of the facility. Bicycles should be secured in the bike rack adjacent to the Recreation Center main entry.
RECREATION CENTER CLOSINGS
The facility will be closed at various times throughout the year for routine maintenance, commencement, recognized holidays, special events, and break periods. During some holidays, the facility may reduce hours and/or close due to unavailability of support staff. Changes in hours will be posted in the Recreation Center at least one week in advance. During holiday or break periods, call the Recreation Center at (810) 762-9REC for a taped message regarding days and hours of operation or check our website (www.kettering.edu/recservices).

PARK LIGHTING
Policies will be designed to maximize facility usage and accommodate as many sports as possible. The following indoor facilities may be reserved: group exercise room, student lounge, basketball, indoor soccer, racquetball/wallyball, squash, tennis and volleyball courts. Outdoor facilities available for reservation are softball fields, soccer/flag football/lacrosse fields, picnic pavilion, the golf green and sand volleyball courts. Courts and outdoor facilities are available for reservation and based on seasonal sporting trends and usage.

Play should be limited to one hour or shared when others are waiting. Formal scheduled activities such as club sports and intramural sports have priority. Regular scheduled times will be posted in the Recreation Center.

1. Reservations are limited to one hour of play per day, per sport per person or group, and may be made by Recreation Center members only. You may play for more than one hour if others are not waiting. Courts are only reserved for one hour.
2. All reservations begin and end on the hour, and half hour.
3. Reservations are forfeited 10 minutes after the start time if the reservation is not claimed and occupied. Forfeited reservations may be claimed by a member on a first-come, first served basis.
4. Members unable to keep their reservation are encouraged to cancel their reservation by calling (810) 762-9REC (9732).
5. Only activities designated for play that will not endanger others or damage the facilities are permitted.
6. Players or teams abusing the reservation policies are subject to appropriate action which could include loss of reservation privileges or facility usage privileges.
7. Any change in this policy will be posted in the Recreation Center and other appropriate media. Comments are welcomed and should be directed to the Director of Recreation Services.
8. Intramural teams and others desiring more than one hour of practice time should contact the Director at least one week in advance and complete an application for facility rental.

PRIORITIES FOR RECREATION CENTER USAGE
- Informal Recreation Usage
- Intramural Sport Activities
- Recreational Instructional Activities
- Sports Club
- Recognized Student Organizations
- Other University Departments
- Group of Recreation Center Members
- Community Non-Profit Requests
- Other Non-Profit Requests
- Other Requests
**STUDENT EMPLOYMENT**

The Recreation Center is the largest employer of students on campus. Our goal is to provide enjoyable positions which complement student’s formal training in the classroom. Part-time positions are available for qualified students. Please apply in person at the Recreation Center reception desk. Full time students are paid every two weeks and are limited to a maximum of 20 hours per week. Available positions include Facility Managers, Recreation Assistants, Lifeguards, Sports Officials, and Sport Supervisors. On the job training and is required of all employees. Certain positions require certification in first aid, CPR, AED, lifeguarding, and blood borne pathogen training. To be authorized for employment, students must submit a photo ID, and social security card, birth certificate or other documents deemed appropriate by the Department of Homeland Security as well as applicable tax forms and authorization forms.

**GOVERNANCE**

Rules and policies are posted and published for distribution to our members. Policies and procedures will be evaluated by a Recreation Center professional staff. Policies and procedures will be enforced by the staff. Violation of policies and procedures, malicious damage of property, solicitation, verbal or physical abuse of employees or other violations will be investigated by the professional staff according to Kettering University’s policy. Sanctions such as fines, revocation of membership, or referral to student discipline systems may be imposed. Members and guests are subject to prosecution and revocation of membership.

**CONDUCT**

The Recreation Center is a unique facility of historic significance on the Kettering University campus. It provides numerous opportunities for interaction between the diverse members of Kettering University. Please join the staff in promoting an environment that demonstrates the quality of Kettering University. Members are asked to use mature judgment in choosing clothing, language, and the message each delivers to other patrons. The Recreation Center hosts students, dignitaries, children, and people of various cultures. Leave clothing that may be considered offensive at home. The staff is trained to treat all members with respect and ask that the same courtesy be extended to them. The use of offensive language will not be tolerated. Sexual harassment or other forms of harassment of members or employees will be resolved through the use of all appropriate channels. Membership is a privilege which can be revoked for cause. Please use the Suggestions Box located at the Recreation Center front desk for any comments or questions you may have.
RECOGNITION FOR A JOB WELL DONE!

RECREATION CENTER OUTSTANDING SERVICE AWARD

STUDENT EMPLOYEE RECOGNITION
The Recreation Center has earned a reputation for greatly enhancing student life on campus. We have been blessed to have many outstanding students who take their jobs seriously and provide services to our members. Each year a student from each section is honored by being selected as the outstanding employee of the year.

The A-section employee of the year is Cassidy Metzer. The B-section employee is Harrison Ford. In addition, we would like to thank all our student staff members who contribute to the exceptional service provided to our patrons on an ongoing basis. Keep up the good work!
The Department of Recreation Services would like to thank the following people and classes for their generous gifts which made possible such a beautiful Recreation Center to be enjoyed for generations to come:

- Bud and Frank Sargent
- Class of 1955
- Class of 1960
- Class of 1970
- Omer Miller
- Tom Plaskett
- J.T. Battenberg
- Class of 1965
- Class of 1950
- Louis and Flo Millon
- Tom Blakeslee
- Ralph Hillquist
- Jerry Marnell
- Tom Payette
- Rodney Briggs
- Patricia Stefanyk
- Parent’s Association

- Alumni Lounge
- Multipurpose Court
- Multipurpose Court
- Multipurpose Court
- Multipurpose Court
- Multipurpose Court
- Squash Court
- Racquetball Court
- Racquetball Court
- Steam Rooms
- Whirlpool
- Locker
- Locker
- Locker
- Locker
- Locker
- Locker
- AED

(Advanced External Defibrillator)

The Department of Recreation Services would like to thank the following people and classes for their generous gifts which made possible such a spectacular Kettering Park to be enjoyed for generations to come:

- Ed & Jeanie Harris
- Virginia Kettering
- John McConnell
- Omer Miller
- Mike & Charlene Farella
- Ed Czarnecki
- Kettering Student Government

- Playing fields in the Park
- Picnic Pavilion
- Picnic Pavilion
- Golf Green
- Trees
- Trees
- Trees/landscaping beds

All provisions in this document are subject to change. Changes will be published and posted for member notification.
A NOTE FROM THE STAFF

The Department of Recreation Services provides quality formal and informal recreational services and facilities so that students, faculty, staff and alumni can enjoy the benefits of an active, healthy life. We provide facilities and programs to meet the needs of the Kettering University community on a nondiscriminatory basis.

Through our mission, we strive to convey to the Kettering University family the joy and exhilaration that can be experienced by making recreation and fitness activity an element of daily life. The department will represent recreational participants in working to provide quality, safe recreational facilities and programs. Opportunities are offered to explore one’s limits, experience achievement and reduce the stress of academic rigor at Kettering University. Activities will be offered to regularly promote social interactions within our diverse community. The Recreation Center is an on-campus learning laboratory, which in addition to physical activity, will provide opportunities to practice the interpersonal and communication skills which are part of a college education. The numerous competitive and cooperative interchanges will provide an ideal climate for learning to respect the dignity and worth of the individual.

Our programs are both for and by students. The broad variety of activities provide challenging developmental experiences for students in a limited risk environment. Numerous opportunities abound for students to fill leadership positions, accept increasing levels of responsibility and continually hone interpersonal skills.

We request your cooperation and assistance in caring for the facilities, for the generations who follow may continue to receive the benefits of clean, quality facilities to match the quality of their education.

Enjoy the facility.
We trust you will use it often.
Please visit the Recreation Services website at: >>> www.kettering.edu/recservices

COMMUNITY SERVICE
The Recreation Center is devoted to being an important part of the Flint community. Each year the Recreation Center sponsors worthy community groups in support of their goals by providing the Recreation Center for their programs. These groups include: Very Special Arts (10 years), New Directions Youth Program (11 years), Bauman’s Charity road race (10 years), FIRST Robotics Competition (8 years), and the Genesee/Lapeer Chapter of the American Red Cross (12 years). These organizations provide numerous services ranging from arts opportunities for people with disabilities, basketball camps, activity space for youth programs and pool access for lifeguarding classes.