**#MacMoves Committee**

Terms of Reference

*“Wellness is a state of complete physical, mental, and social well-being, and not merely the absence of disease or infirmity.”*

– The World Health Organization

**Purpose/Mission:**

The McMaster Okanagan Committee has identified physical activity promotion and the reduction of sedentary behaviour as a priority area for action.

A physically active campus enables all members of our community to move more and sit less to support their wellbeing, help them achieve their full potential and create a thriving McMaster community.

As McMaster strives to become a health-promoting university, we are working to create a campus where movement is supported and celebrated for all our community members. Collaborating across departments and portfolios to make physical activity more accessible and create programs and policies that support it, is key to realizing our vision for a thriving, physically active campus.

**Background:**

The #MacMoves Committee (also known as the Okanagan Physical Activity Sub-Committee) will operate as a sub-committee of the McMaster Okanagan Committee (MOC) and will report back to the MOC on a regular basis. The committee will be composed of faculty, staff, and students from across the university who will evaluate and inform ways to support the improved physical health of the McMaster community. The objectives of this working group are to:

1. record and summarize McMaster’s ongoing initiatives and activities involving physical activity; and
2. support the Okanagan Charter’s Call to Action by considering and recommending additional initiatives and activities that might be undertaken.

To fulfil these objectives, this sub-committee will base its work and recommendations on strategic action frameworks outlined in the **World Health Organizations *Global Action Plan on Physical Activity 2018-2030, More Active People for a Healthier World*.** This global action plan provides a “system-based roadmap” to enable action to increase physical activity and reduce sedentary behaviour. Such an approach follows the Okanagan Charter’s recommendation to use “holistic settings and systems as the foci for inquiry and intervention.”

The Global Action Plan on Physical Activity 2018-2030 sets out four strategic frameworks for action:

1. Create Active Societies – social norms and attitudes.
2. Create Active Environments – spaces and places.
3. Create Active People – programmes and opportunities.
4. Create Active Systems – governance and policy enablers.

**Objectives:**

Bearing all the above in mind, this working group will have the following objectives:

1. *Identify Needs and Collate Best Practices*
* To identify barriers to physical activity amongst the McMaster University community.
* To conduct ongoing review and evaluation of physical activity needs of at McMaster University.
* To develop an understanding of current physical activity and wellness initiatives and potential areas of opportunity within departments/schools across McMaster University campus.
1. *Promote and Support Programming*
* To generate ideas, create opportunities, and disseminate strategies to address physical activity needs.
* To promote physical activity supports, education and programming.
* To curate existing resources and opportunities for enhancing physical activity.
* To develop and organize education events about wellness.
1. *Awareness and Sharing*
* To promote awareness of and build on and leverage physical activity and wellness initiatives, both inside the McMaster community and beyond.
* To facilitate communication and collaboration across the campus amongst departments and units/committees.
* To create a space to share initiatives, supports and resources to promote physical activity.
* To organize (with collaborators) a least one annual event to highlight faculty wellness initiatives and foster a community of practice around physical activity promotion and best practices.
1. *Evaluation and Scholarship*
* To explore development of metrics and key performance indicators as it relates to physical activity.
* To engage in and promote research and scholarship in physical activity.

**Continuous Quality Improvement:**

This working group will engage in a continuous quality improvement cycle that will have the committee set aims and key performance indicators every year. The working group will come together to evaluate their achievement of their annual goals and performance each year, with an aim to steer their initiatives towards success.

**Reporting Structure & Decision Making:**

The committee reports to and acts on behalf of the McMaster Okanagan Committee on recommended collaborative wellness initiatives for members of the McMaster community. This sub-committee encourages participation from all members and will consult with appropriate individuals and groups across the University as required. The committee will use a collaborative decision-making structure and will use a consensus model for decision-making.

**Leadership Team:**

The Committee will select two Co-Chairs (a 2-year term with a possible renewal once for a second two-year term). The Co-Chairs’ terms will be staggered by at least 6 months to ensure that there is sustainability and continuity for the Committee’s procedures. The two co-chairs must reflect the diversity of the university.

**Membership:**

Membership in the Group is voluntary and open to faculty, staff, and students with interest and/or expertise in improving the physical activity and wellbeing of the university community.

Membership in the committee will aim to include diverse faculty, staff, and student representation from across the university, and representation from equity-seeking groups (e.g., Health Professions including research, Indigenous Peoples, members of racialized communities, persons with disabilities, LGBTQ2S). As participation is voluntary, membership of the Group may shift based on the priorities of the Group and of the individuals in the Group to avoid fatigue and burnout due to time commitments.

*Role of Members:*

* Share information, perspectives, and knowledge about wellness from their respective areas
* Actively participate in group discussions and make recommendations
* Share open, honest, and respectful dialogue.
* Inform committee about concerns and emerging issues
* Contribute to the development of strategies, opportunities and resources as determined by the Committee.
* Participate in task forces.

**Meeting Logistics and Operations:**

With regards to the logistics and operations of the committee, there will be:

* At least bi-monthly meetings or as needed.
* The committee will be free to meet in addition to standing meetings.
* Administrative support will be provided from McMaster Okanagan Committee administrative staff.

The committee Terms of Reference and membership will be reviewed by the committee annually or on as needed basis by the committee co-chairs.