



DEPARTMENT OF HEALTH PROMOTION

UNIVERSITY of  
NORTH FLORIDA

January 18, 2012

**MEMORANDUM**

**TO: EVERETT MALCOLM  
ASSOCIATE VICE PRESIDENT, STUDENT AFFAIRS**

**DR. MAURICIO GONZALEZ  
VICE PRESIDENT, STUDENT & INTERNATIONAL AFFAIRS**

**FROM: *SP* SHELLY PURSER  
DIRECTOR, HEALTH PROMOTION**

**SUBJECT: TEMPORARY SPACE REQUEST**

The Department of Health Promotion is requesting to temporarily use the office space formerly occupied by the O.C.T. program for the Spring and Summer A 2012 terms. The space will be utilized to host a variety of Healthy Osprey programs and initiatives and to provide space for approximately 25 graduate and undergraduate student interns. Attached is a breakdown of how each office space will be utilized. We will not be making any cosmetic changes to the space other than cleaning up some of the things left behind. Thank you for considering this temporary space request. Please let me know if you need any other documentation for the Space Committee's consideration.

THE POWER OF  
**TRANSFORMATION**

*Campaign for the UNIVERSITY of NORTH FLORIDA*

### ***DHP Temporary Space Request: Supporting Rationale***

**Front Office Space A:** This is a 6 station work area that will be used to house approximately 10 undergraduate UNF Home Base Nursing Students. The Department of Health Promotion works in conjunction with the Brooks College of Health School of Nursing to provide a holistic health worksite for nurses in training. These students will work with DHP on various initiatives including but not limited to: Ospreys on the Move; Know Your Numbers Cholesterol and BMI screening and other HIV/Sexual Health education and risk reduction programs.

**Front Office Space B:** This space is a confidential office that can be used by HIV certified Nursing students and HIV trained DHP personnel to provide HIV testing and risk reduction focused education.

**Back Office Suite Open Area:** This space will be utilized to house the "Ospreys on the Move" participant check in process. This program lasts 10 weeks and has approximately 250 participants comprised of UNF students, Faculty and staff members. The program was previously the featured program for the 2009 "Gold Level" Healthiest Jacksonville Workplace award. The space will also be used to house "Ospreys on the Move" lunch and learns as well as other Nutrition Education Programs. This space comfortably accommodates 20 participants checking in at one time.

**Back Office Space A:** This space is a confidential work space that will be utilized by DHP staff members. The space will be utilized to house "Ospreys on the Move" check-in materials and related education information and incentives. The space will also be utilized to gather BMI, body composition and other program participant related data. Gathering this data is consistent with best practices models and with Student Affairs goal of tracking measureable outcomes.

**Back Office Space B:** This space will house approximately 15 graduate level Nutrition and Dietetic students. The Department of Health Promotion works in conjunction with the Brooks College of Health Graduate Nutrition and Dietetics Department to provide a forum for campus based nutrition education initiatives. These graduate students will provide free nutrition screening and education services to the University community at large. They will also work in conjunction with DHP on the "More Matters Fruits and Veggies" campaign and other nutrition related initiatives.

**Back Office Space C:** This space will be used for general storage purposes.