



## RETHINK Your Drink

- Water
- Seltzer
- Coffee, tea, decaf coffee, tea, herbal tea
- Nonfat milk, 1% milk, or nondairy alternatives
- Unsweetened iced tea



### Contact Us

#### UNIVERSITY WELLNESS INITIATIVE

for Faculty and Staff

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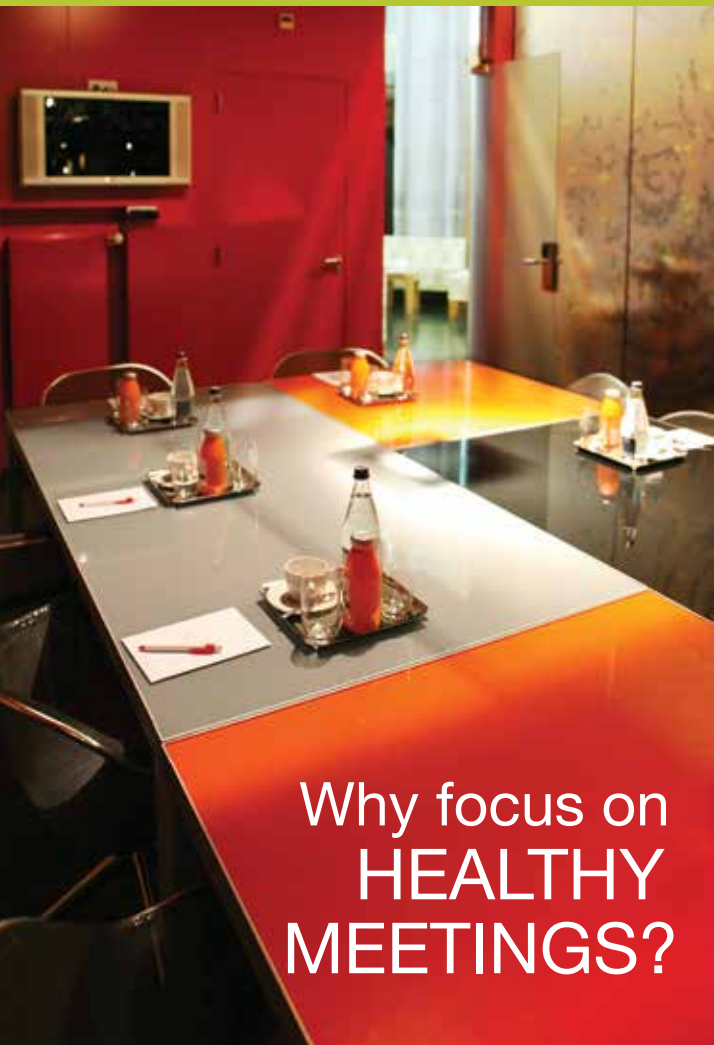
**SYRACUSE UNIVERSITY.**



**EAT,  
MEET,  
AND  
MOVE**

*well*

**HEALTHY MEETING GUIDELINES**



## Why focus on HEALTHY MEETINGS?

**O**ur physical and social environments have a big impact on our health and safety. Our work environment shapes many of the choices we make and can either support or hinder efforts to eat well and be active on a daily basis.

Faculty and staff spend a significant amount of time on campus each day and make food, beverage, and physical activity choices all day, including meetings and events. Having healthy choices available at meetings and events becomes very important in terms of supporting healthy behaviors in the workplace.

## GUIDELINES for Healthy Choices at Campus Meetings and Events

- Serve fruits and vegetables whenever possible
- Include a vegetarian option at all meals
- Make water the default beverage
- Select foods low in sodium, sugar, trans fat, and saturated fat
- Fruit makes a great choice for dessert
- Go for whole grains
- Offer low-fat spreads, condiments, and dressings on the side
- Present sandwiches as halves so people can choose to take a smaller portion
- Offer foods prepared in a healthier way (baked, broiled, grilled, poached, or braised)
- Salads with dark leafy greens make a healthy main or side dish
- Avoid sugar-sweetened beverages

## HEALTHY Snack Options

- Sliced fruit tray
- Easy to eat (and peel) fruit: bananas, clementines, berries, grapes
- Vegetable tray with hummus, salsa, or mustard for dipping
- Unsalted nuts, dried fruit, seeds
- Plain yogurt with berries
- Baked chips or pretzels
- Whole grain crackers with hummus



## MOVE MORE: Include Physical Activity

Some of us sit all day long and meetings can be the most sedentary time of all. Make meetings an opportunity for stretching, moving, and feeling great!

- Break midway through the meeting to give everyone the chance to stretch.
- If your meeting is more than one hour, take a quick 5- to 10-minute walk around the building.
- When appropriate, try a moving meeting. One-on-one meetings are easy—designate a walking route and start walking and talking.
- Offer the option of a standing meeting when holding a shorter meeting (20 minutes or so). Consider bringing clipboards so participants can easily write while standing.
- Include physical activity breaks right in the agenda.

**Remember that stretch and activity breaks are completely voluntary, to be done at a comfortable pace, and are an opportunity to get energized!**

Always be sensitive to staff concerns about their ability to engage in these optional activities. Respond to any concern promptly.