

**UNIVERSITY OF HOUSTON SYSTEM
ADMINISTRATIVE MEMORANDUM**

SECTION: Human Resources

NUMBER: 02.E.08

AREA: Miscellaneous Benefits

SUBJECT: Employee Health Fitness and Education

1. PURPOSE

The State Employees Health Fitness and Education Act (Texas Govt. Code 664.00 et. seq.) of 1983 was enacted to encourage health fitness in state administrators and employees.

2. POLICY

2.1. The University of Houston System encourages component universities to make funds and facilities available for health fitness programs for all employees.

2.2. If using state funds, each component university must submit a plan covering the purpose, nature, duration, costs, participants in and expected results of such a program to the Texas Department of Health before implementation. Written approval must also be obtained from the governor or the designated representative of the governor.

3. REVIEW AND RESPONSIBILITY

Responsible Party: Assistant Vice Chancellor for Human Resources

Review: Every three years on or before August 31

4. APPROVAL

Approved: John Rudley
Vice Chancellor for Administration and Finance

Jay Gogue
Chancellor

Date: _____