

**ASSOCIATED STUDENTS OF COLORADO STATE UNIVERSITY
FORTY-SEVENTH SENATE
SEVENTEENTH SESSION
FEBRUARY 21, 2018**

**RESOLUTION #4716
100% HEALTHY REC CENTER**

SPONSORED BY:

WRITTEN BY: Rebecca Rathburn, Senator, College of Health and Human Sciences

COLLABORATED WITH:

ENDORSED BY: Internal Affairs Committee; University Issues Committee

ABSTRACT: This resolution aims to promote a healthier campus by ensuring that all food sold at the Colorado State Recreational Center is 100% healthy according to Kendall Regan Nutrition Center guidelines.

WHEREAS

The Kendall Regan Nutrition Center is the CSU branch that sets guidelines for what food should be considered healthy on campus (attached); and,

WHEREAS

There are multiple vending machines inside of the CSU Recreation Center that offer snacks that are not considered healthy by the Kendall Regan Nutrition Center; and,

WHEREAS

Ensuring only healthy food is offered in the Rec Center would help the Rec Center to promote it's vision that states :“Campus Recreation actively promotes the pursuit of a balanced, healthy lifestyle to a diverse university community.”; so,

THEREFORE BE IT HEREBY RESOLVED

That the ASCSU Senate urges the CSU Recreation Center to only stock foods in the facility that are approved by the Kendall Regan Nutrition Center; and,

THEREFORE BE IT HEREBY FURTHER RESOLVED

That the amount of vending machines will not be altered, but all food that does not meet the Kendall Reagan scale will be replaced; and,

THEREFORE BE IT HEREBY FURTHER RESOLVED

That the ASCSU Senate urges the CSU Recreation Center, the Kendall Regan Nutrition Center, and any other interested parties to find additional ways to cooperate in order to promote healthy foods on the CSU Campus; and,

THEREFORE BE IT HEREBY FURTHER RESOLVED

That a copy of this legislation be forwarded to Frank Martinez (Business Process Manager for Ram Card Office), Tony Frank (President), Blanche Hughes (Vice President), Kendall Reagan Nutrition Center

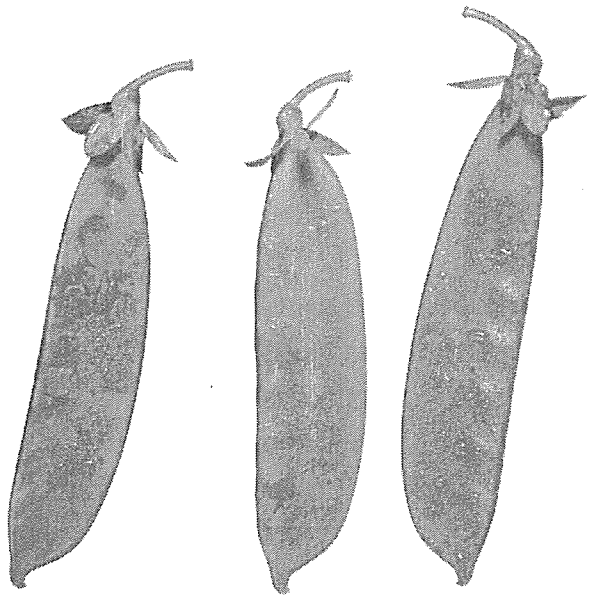
21-0-0

PASSAGE

02/28/2018

DATE

TAGS: Recreation Center, Kendall Regan Nutrition Center, Health, Health Center, Vending Machines, Ram Card



Beverage Guidelines ^(1,2)

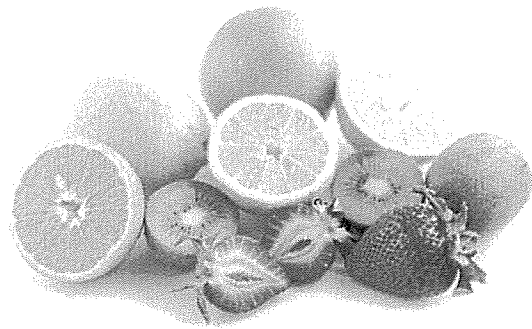
Calories: no more than 150 calories per container which includes flavored water and bottled teas

Sugars: contains no high fructose corn syrup

Sodium: contains no more than 400 mg sodium

Milk: non-fat or low fat (1%)

Juice Drinks: contains at least 50% juice (fruit or vegetable)



"I DON'T REALLY USE THE VENDING MACHINES ON CAMPUS BECAUSE THERE ISN'T REALLY ANYTHING HEALTHY IN THEM AND I THINK IT'S OVERPRICED"
-STUDENT, RAMCARD OFFICE SURVEY 2013

Rationale ^(1,2,3,4,5)

Calories: Supplemental snacks during the day should be approximately 10% of your daily calories. This is based on a 2000 kcal/day diet. Some snack packages may contain more than one serving.

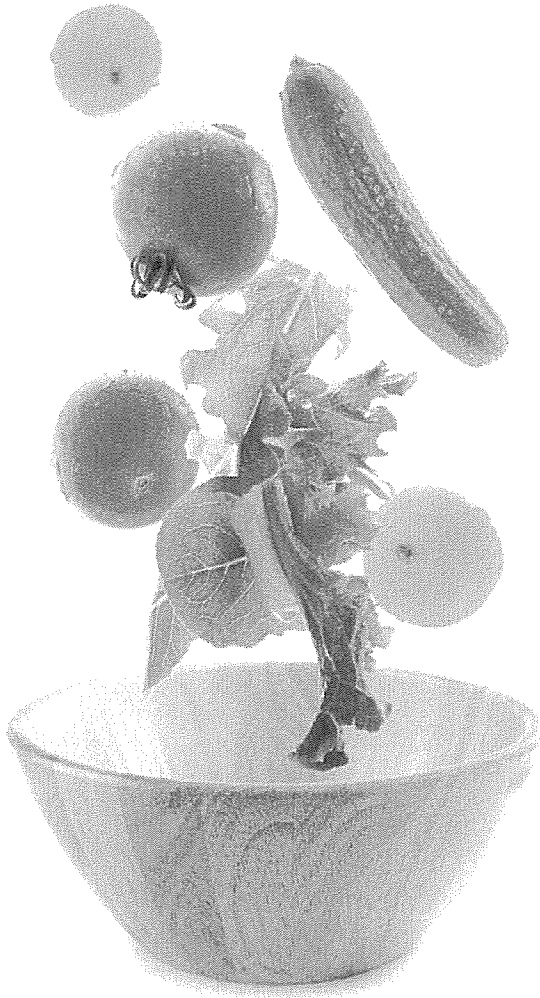
Fat: Nuts and seeds should not be candy coated and if salted, should be lightly salted. Limiting unhealthy fats (such as trans and saturated fats) and maximizing healthy fats such as monounsaturated and polyunsaturated have been linked to a healthy lifestyle. Nuts contain healthy fats and have been shown to lower “bad” LDL cholesterol and raise “good” HDL cholesterol and that is why they are exempt from the fat considerations.

Protein: Nuts also count as a healthy protein source. Consider protein bars with lower amounts of added sugars and sodium.

Sugars: Increasing amounts of added sugars have been linked to particular chronic diseases. Fresh fruit, canned fruit in its own juice and dried fruit without added sugars meet the requirements. Check ingredient labels for any added sweeteners and sugars.

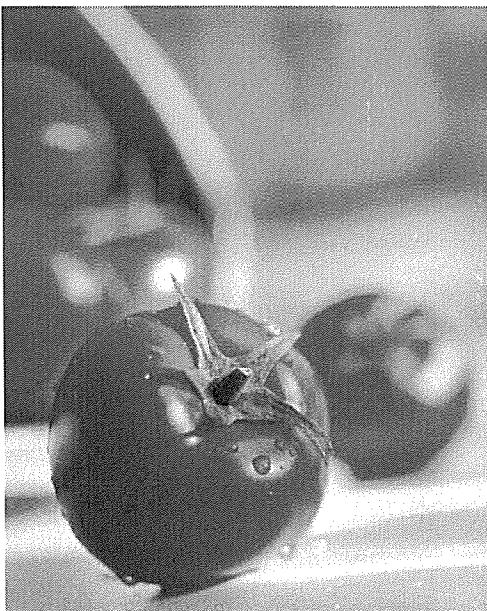
Sodium: The healthiest options would contain no more than 150 mg sodium per serving; however, to meet the healthy criteria, the snack should not exceed 400 mg per serving.

Fiber: Fiber can help to increase satiety and contribute to proper absorption of nutrients. Fiber-containing snacks may indicate less processing.



Media Plan & Point of Prompt ⁽¹⁾

Simple guidance about choosing healthy foods and encouraging water over sodas.



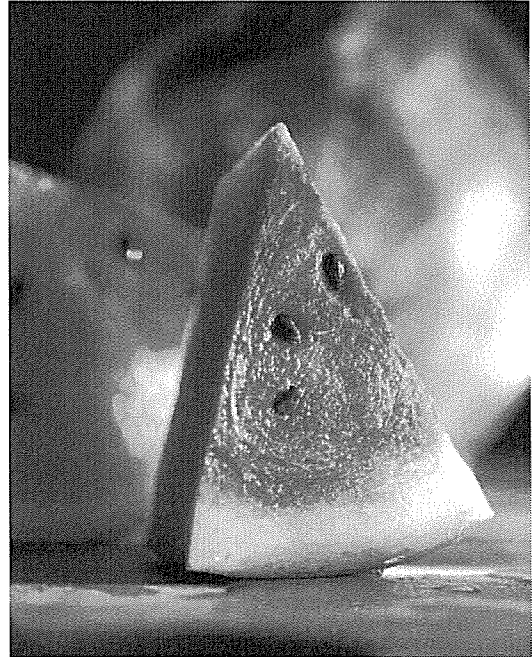
Goal- At the end of the campaign, students and staff will be able to recognize items that meet the healthy guidelines and will be prompted to choose the healthier items.

Method- Visual point-of-prompt system that indicates which items meet the healthy guidelines and campus advertisements for healthy vending.

Materials- Stickers that represent the healthy guidelines.

Placement- Stickers will be placed in the machine on the items that are healthy.

Please see Appendix B for advertising campaign and budget considerations



Outcome Measurements ⁽⁹⁾

In order to determine if the healthy vending machines are successful, certain outcomes must be met.

The healthy products introduced into the vending machines must meet the requests of students and staff of CSU. This will be measured by conducting a survey to gather the opinions of the CSU community.

Introduction of the healthy products must not result in a loss of profits to CSU, as measured by sales reports.

The healthy vending campaign will be successful if more of the healthier products are sold than the unhealthy products, as measured by sales reports.

A monitoring system put in place by the RamCard Office would help in quality control by ensuring proper placement, adequate stock, and correct identification of healthy items.

References:

1. Poudre Valley Health System. (2011, August). Healthy Vending Guidelines.
2. Kaiser Permanente Healthworks. (2009, August). Setting up your Healthy Picks program.
3. King County Board of Health. (2011). King County Healthy Vending Guidelines.
4. Fit City Challenge. (2003). Healthy vending machine policy: Minimum nutrition standards for vending machine snacks and beverages.
5. California Department of Public Health. (2008, February). Vending Machine Food & Beverage Standards.
6. Colorado State University RamCard Office. (2013). Coca-Cola Machine Placement & Utilization Fiscal Year 2013 - Quarter Four (April, May, June). Colorado State University.
7. Colorado State University RamCard Office. (2013). Premier Snack Machine Placement & Utilization Fiscal Year 2014 - July and August. Colorado State University.
8. French, S. A., & et.al. (2001). Pricing and Promotion Effects on Low-Fat Vending Snack Purchases: The CHIPS Study. *American Journal of Public Health*, 112-116.
9. Delaware Health and Social Services. (2010). Delaware Healthy Vending Framework.

Appendix A: Price Comparisons

	Lake St Market	Cams Corner Store	Shell 1015 Shields
Snickers	1.29	1.29	1.39
PopTart - Strawberry	0.99	0.99	0.99
Twix carmel cookie bar	1.29	1.29	1.39
M&M Peanut	1.29	1.29	1.39
Ruffles Cheddar SrCream LSS	3.75oz 1.49	3.75oz 1.49	2.9 oz 1.49
Reeces Peanut butter 2ct	1.29	1.29	1.39
Rice Krispie 2.13oz	1.29	1.29	2.2 oz 1.19/1.3 oz .89
Kit Kat Crispy	1.29	1.29	1.39
Cheetos Crunchy LSS	3.75oz 1.49	3.75 oz 1.49	3.75 oz 1.49
Grandma Vanilla Cookies 3.71oz	0.79	0.79	2.78 oz .99
Pretzels - Snyder and Rold Gold	3.75 oz 1.49	3.75oz 1.49	n/a
Baked ruffles cheddar SrCream	3.75oz 1.49	3.75oz 1.49	n/a
Baked hot cheetos	3.75oz 1.49	3.75oz 1.49	n/a
Yogurt pretzels	5 oz 3.49	5 oz 3.49	n/a
Clif Bars - Choc Pntbutter/oatmeal raisin/whitemac	1.79	1.79	1.99
Zone bars choc.chip	1.89	1.89	n/a
Nature valley bars- oat and honey/oatmeal pntbutter	0.99	0.99	n/a
Mixed nuts	2.29	2.29	n/a
Trail mix large bag- cranberry delight	3.59	3.59	n/a
Fruit snacks	2.29	2.29	n/a
Coke classic 20 Oz	1.89	1.79	20 oz 1.79/ 16oz .99
diet coke 20 oz	1.89	1.79	1.79
cherry coke 20 oz	1.89	1.79	1.79
barqs 20 oz	1.89	1.79	1.79
powerade 20 oz PA mountain blast	1.49	1.49	32 oz 1.89
Powerade zero Fruit punch 20 oz	1.49	1.49	32 oz 1.89
20 oz dasani	1.39	1.39	1.79
16.9 oz honest tea half/half	1.89	1.79	n/a
20oz vit water XXX	1.79	1.79	1.69

Appendix A Continued

	711 505 S. Shields St. Rite-Aid Shields/Prospect	Schrader Country Store 830 S. College	
Snickers	1.29	0.99	1.29
PopTart - Strawberry	1.09	n/a	0.89
Twix carmel cookie bar	1.29	0.99	1.29
M&M Peanut	1.29	0.99	1.29
Ruffles Cheddar SrCream LSS	2.9 oz 1.49	n/a	2.9 oz 1.49
Reeces Peanut butter 2ct	1.29	0.99	1.29
Rice Krispie 2.13oz	2.2 oz 1.59/1.3 oz .99	n/a	2.2 oz 1.19/ 1.3 oz .79
Kit Kat Crispy	1.29	0.99	1.29
Cheetos Crunchy LSS	3.75 oz 1.49	9.5 oz 3.49	2.4 oz 1.09/3.75 oz 1.49
Grandma Vanilla Cookies 3.71oz	n/a	n/a	2.78 oz .99
Pretzels - Snyder and Rold Gold	Snyder 3.5 oz 1.49	n/a	Snyder 3.5 oz 1.19
Baked ruffles cheddar SrCream	n/a	n/a	n/a
Baked hot cheetos	n/a	n/a	n/a
Yogurt pretzels	n/a	n/a	n/a
Clif Bars - Choc Pntbutter/oatmeal raisin/whitemac	2.19	n/a	1.59
Zone bars choc.chip	n/a	n/a	n/a
Nature valley bars- oat and honey/oatmeal pntbutter	1.09	n/a	0.69
Mixed nuts	n/a	n/a	n/a
Trail mix large bag- cranberry delight	n/a	n/a	n/a
Fruit snacks	n/a	n/a	n/a
Coke classic 20 Oz	1.79	1.79	1.79
diet coke 20 oz	1.79	1.79	1.79
cherry coke 20 oz	1.79	1.79	1.79
barqs 20 oz	n/a	n/a	n/a
powerade 20 oz PA mountain blast	32 oz 1.89	32 oz/1.59	1.79
Powerade zero Fruit punch 20 oz	n/a	32 oz/1.59	n/a
20 oz dasani	n/a	1.69	0.99
16.9 oz honest tea half/half	n/a	1.89	n/a
20oz vit water XXX	20 oz 1.99/ 32 oz 2.49	1.79	1.79

Appendix B

MEDIA PLAN: HEALTHY VENDING MACHINE PROMOTION CAMPAIGN SUMMARY

The primary mission of the healthy vending machine project is to encourage the CSU community to purchase healthier snack and beverage options from the vending machines. Marketing the healthy vending project to the CSU community would happen through select media. These sources will inform the CSU community about the healthy vending project, as well as location of vending machines, which are carrying healthy snack and beverage products. Point-of-decision prompts will be an important aspect of the healthy vending machine project, as they provide a creative way in which visual graphics can be used to encourage healthy snack and beverage choices from vending machines.

GENERAL TIMELINE

The healthy vending machine survey will be submitted to the IRB Spring 2014. The survey will then be randomly distributed to a random sample of the CSU community through Campus Labs. A graduate level FSHN course, or an MPH student, will then aid in the evaluation of the survey data. The results of this data will be available Fall 2015. Advertising for the project may begin Fall 2015.

POSSIBLE MEDIA PLACEMENT

These media options are used for simple guidance about choosing and encouraging healthier snack and beverage choices from vending machines:

- Posters: poster run, Housing and Lory Student Center
- Table cards in the Lory Student Center Food Court and resident dining halls
- Ads in the Collegian
- Today @ Colorado state banner and article
- Digital screens: Lory Student Center, Housing & Dining, CSU Health Network, Campus Recreation and in other buildings, if approved.
- Social media available

BUDGET

Media	Location	Amount/Size	Costs	Runs	Total Cost
Posters (11x17", full color)	Poster Run	25 posters	Poster Run: \$25/week Print: \$22.50	2 weeks	Poster Run: \$50 Print (197 posters): \$177.36
	Resident Halls	172 posters	Print: \$154.86	NA	Total: \$227.36
Additional Posters	LSC*	TBD			TBD
Table Cards (4x5.5", full color)	Resident Dining Halls	578 table cards per week	Print Cost: \$76.00	2 weeks	Print (1,156): \$152.00
	Lory Student Center Food Court*	250 table cards per week	Print Cost: \$32.87	2 weeks	Print (500): \$65.75 Total (1,656 table cards): \$217.75
Newspaper Ad	Collegian Newspaper	Ad size: 3x10" (quarter page)	Cost: \$7.40 per inch Cost (30"): \$222	4	Total: \$888
Digital Screens	Lory Student		free		Free

	Center, Housing & Dining, CSU Health Network, Campus Recreation				
Today @ Colorado State Banner	Online	Small banner ad (220 x 125 p)	\$67 per week	2 weeks	\$134
					\$1,467.11

*LSC advertising opportunities may change for 2014. Check back for correct amounts and availability/pricing.

*Point-of-decision prompts in machines and advertising on the machines themselves may be an additional cost. This is not reflected in the estimated total.

SUBJECT LINE: Colorado State University Healthy Vending Survey

Dear <insert first name>:

You have been randomly selected as part of the Colorado State University community to participate in a very important survey assessing your campus vending machine choices and attitudes. This survey also gives you an opportunity to explore your health choices and attitudes in relation to purchasing snacks or beverages at the vending machines.

In addition to your participation and ability to explore your health choices, you will also have a chance to win (some incentive)!

Colorado State University is partnering with the Colorado State University Health Network (CSUHN) as well as a student team from FSHN 451 to bring this survey to you. We appreciate your willingness to help us collect this important information. The survey takes about 5 - 10 minutes to complete. Results will be available on the CSUHN website Fall 2015.

In the survey, you will be asked questions about your personal health behavior related to vending machines. If you experience any personal discomfort with the content of certain questions, you may choose to skip them. Know that your participation is completely voluntary and confidential. We make every effort to protect participants' confidentiality. However, if you are uncomfortable answering any of the demographic questions, you may leave them blank.

As standard with website surveys, a respondent ID will be generated in order for the secure Internet server to manage your online survey input. The web version of the survey is confidential. When the survey is created and sent out through Campus Labs, a unique link is generated for each individual taking the survey. When you click on the survey, a respondent ID is generated in the survey. Email addresses will not be physically attached to survey responses. Once the surveying is completed, the spreadsheet file holding the email addresses and respondent IDs will be held in the Campus Labs secure system. Campus Labs does not share email addresses or results with any other parties, besides CSUHN who is administering the survey. After you submit the survey to the secure server, your unique respondent ID will be automatically entered into the drawing to win some incentive! Winners will be notified by email.

By clicking the link to the survey website, you are acknowledging that you are 18 years of age or older, and you are agreeing to participate in the survey. The survey closes on February?.

[Unique link from Campus Labs inserted here]

Thank you for your time and consideration.

Healthy Regards,

Christina Berg, MPH
Director of Health Education and Prevention Services
CSU Health Network
Colorado State University

Survey: CSU Healthy Vending Campaign

Please circle your answers.

Demographic Questions

1. **What is your gender?**
 - Female
 - Male
 - Transgender

2. **How old are you?** _____

3. **What is your height in feet and inches?** _____

4. **What is your weight in pounds?** _____

5. **How do you usually describe yourself? (Mark all that apply)**
 - White
 - Black or African American
 - Latino/a
 - Asian or Pacific Islander
 - American Indian, Alaskan Native, or Native Hawaiian
 - Bi-racial or Multi-racial
 - Other

6. **Are you a**
 - 1st year undergraduate
 - 2nd year undergraduate
 - 3rd year undergraduate
 - 4th year undergraduate
 - 5th year or more undergraduate
 - Graduate student
 - Faculty
 - Staff member

Healthy Vending Questions

7. How often do you purchase snacks from the CSU vending machines?

- 1 A few times per week
- 2 A few times per month
- 3 A few times per year
- 4 Never

8. How often do you purchase beverages from the CSU vending machines?

- 1 A few times per week
- 2 A few times per month

- 3 A few times per year
- 4 Never

If never for both questions 7 and 8, please skip to question 13.

9. On average how much do you spend per week at the CSU vending machines?

- 1 \$0-2
- 2 \$2-4
- 3 \$4-6
- 4 \$>6

10. What form of payment do you prefer to use when making a vending machine purchase at CSU?

- 1 Cash
- 2 Credit card
- 3 Debit card
- 4 Ram cash

11. When are you most likely to buy something from the CSU vending machine?

- 1 First thing in the morning
- 2 Before lunch
- 3 After lunch
- 4 Evening
- 5 Late night

12. How important are the following factors when making a choice at the CSU vending machine?

	Please rank from 1-4, 1 being most important, 4 being least important
Taste	
How healthy it is	
Price	
Convenience	

13. How important is it to you to eat healthy snacks?

- 1 Very important
- 2 Important
- 3 Somewhat important
- 4 Not important

14. How important is it to you to drink healthy beverages?

- 1 Very important
- 2 Important
- 3 Somewhat important
- 4 Not important

15. I would be willing to pay more for a healthier snack/beverage option.

- 1 Strongly agree
- 2 Agree
- 3 Neutral
- 4 Disagree
- 5 Strongly disagree

16. I think the snacks sold in the CSU vending machines are healthy.

- 1 Strongly agree
- 2 Agree
- 3 Neutral
- 4 Disagree
- 5 Strongly disagree

17. I am able to distinguish healthier snacks in the CSU vending machines.

- 1 Strongly agree
- 2 Agree
- 3 Neutral
- 4 Disagree
- 5 Strongly disagree

18. If there were a variety of healthy snack choices, I would use the CSU snack vending machine more often than I do currently.

- 1 Strongly agree
- 2 Agree
- 3 Neutral
- 4 Disagree
- 5 Strongly disagree

19. I would like to see healthier snack options available in the CSU vending machines.

- 1 Strongly agree
- 2 Agree
- 3 Neutral
- 4 Disagree
- 5 Strongly disagree

20. If these snacks were available in the CSU vending machines, circle five you would be most likely to purchase.

Pretzels
Yogurt pretzels
Baked chips
Granola bars
Protein bars
Crackers
Dried Fruit
Fruit snacks
Mixed nuts
Trail mix
Fill in the blank _____

21. I think the beverages sold in the CSU vending machines are healthy.

- 1 Strongly agree
- 2 Agree
- 3 Neutral
- 4 Disagree
- 5 Strongly disagree

22. I am able to distinguish healthier beverages in the CSU vending machines.

- 1 Strongly agree
- 2 Agree
- 3 Neutral
- 4 Disagree
- 5 Strongly disagree

23. If there were a variety of healthy beverage choices, I would use the CSU beverage vending machine more often than I do currently.

- 1 Strongly agree
- 2 Agree
- 3 Neutral
- 4 Disagree
- 5 Strongly disagree

24. I would like to see healthier beverage options available in the CSU vending machines.

- 1 Strongly agree
- 2 Agree
- 3 Neutral
- 4 Disagree
- 5 Strongly disagree

25. If these beverages were available in the CSU vending machines, circle five you would be most likely to purchase.

Water
Powerade
Powerade Zero
FUZE Tea
Vitamin Water
Vitamin Water Zero
Minute Maid Orange juice
Minute Maid Apple juice
Honest Tea
V8 Fusion
Fill in the blank _____

26. A nutrition rating system in the CSU vending machines would help guide my decision when purchasing items (healthy option stickers, green for healthiest, red for least healthy).

- 1 Strongly agree
- 2 Agree
- 3 Neutral
- 4 Disagree
- 5 Strongly disagree

Colorado State University
Institutional Review Board

REQUEST FOR EXEMPTION
for the Use of Human Subjects in Research

Research involving surveys, interviews, the use of existing data, taste and food quality evaluation and standard educational research generally fall within the exempt category. Projects that are considered exempt must be less than minimal risk to the participants.

An IRB Administrator or IRB member must review the application and determine that the project is exempt from expedite or full review. Once a protocol has been determined to be exempt, the protocol will not be monitored by the IRB on an ongoing basis. If the research qualifies for exemption, a notification will be forwarded to the PI. Please keep the notification for documentation that the project is considered exempt and does not need continuing review by the IRB. The PI must notify the IRB Administrator if any proposed changes to the research will be made. At that time, an IRB Administrator or IRB member will determine whether the status of the research has changed. Any complaints that may have been received during the course of the research must also be reported.

A determination that research is exempt does not absolve the investigators from ensuring that the welfare of human subjects participating in research activities is protected, and that methods used and information provided to gain subject consent are appropriate to the activity.

Data collection may not begin until the PI has been notified that the project has been determined to be exempt.

The six exempt categories can be found at:

<http://web.research.colostate.edu/ricro/hrc/forms.aspx> Below are exceptions that are NOT considered exempt.

Exceptions:

Exemptions will not be granted for the following circumstances:

- Research involving prisoners. All prisoner research is reviewed by the full IRB.
- Research that includes both exempt and non-exempt activities cannot be determined to be exempt and should be submitted for expedite or full review.
- Research involving coercion, undue influence, deception, risks or discomforts greater than encountered in daily life.

NOTE: If the project is determined not to be Exempt, the protocol will need to be entered into eProtocol and sent out for Expedite or Full review electronically.

Colorado State University
Institutional Review Board (IRB)

REQUEST FOR EXEMPTION

(Administrative Review) for the Use of Human Subjects in Research

APPLICATION INSTRUCTIONS: Complete the 2 parts below, submit to address at the end of this form. **NOTE:** The form is protected for your convenience to tab through the form. If you need to unprotect the document, please contact Janell.Barker@Research.colostate.edu.

PART I: GENERAL INFORMATION

Title of Project: CSU Healthy Vending Survey

Principal Investigator (PI): Christina Berg **email:** Christina.berg@colostate.edu

Department: CSU Health Network

Campus mail code: 8010 **phone:** 970/491-4693

(for student projects; PI must be advising faculty member)

Co- Principal Investigator (Co-PI): Jenna Grant? **email:** jenna.grant@colostate.edu

Department: Graduate Student MPH

Campus mail code: 8004 **phone:** 970/491-1702 OR GARY AULD...TBD

Source of funding: Departmental Budget

If externally funded, include PASS number if known: enter pass number here
Please provide a copy of the grant proposal, if applicable.

Indicate the anticipated start and ending date for this project.

Start: **End:** (Fill these in when we know dates)

Rank of PI: X AP Staff - Director

Other:

Rank of Co-PI: X Faculty

PhD student

Masters Student

Undergraduate

Other: describe 'other' here

PART II: PROJECT DESCRIPTION

1. Provide a lay summary for all study activities. Please provide a copy of the thesis/dissertation methods section if applicable.

The Colorado State University Health Network (CSUHN) will administer the CSU Healthy Vending survey to randomly selected CSU students, staff, and faculty. The goal of this assessment is to create a college-appropriate health instrument that the CSUHN can use to collect data about campus vending machine usage patterns. This includes: how often purchases are made, what purchases are made, what individuals are willing to spend, choice perceptions, opinions about healthy options, preferred payment methods, current appeal for healthier options, as well as to gauge overall perceptions about student, staff and faculty snack and beverage choices.

Results of the CSU Healthy Vending survey will be used to determine if any changes should be made regarding vending machines at CSU. These changes would include increased healthy options in addition to advertising. Having this data will help the CSUHN to prioritize campus needs, allocate resources, and design strategies for intervention.

Web surveying will be conducted by identification of a random sample of students. Notification will be made through email by Campus Labs with an invitation/introductory letter (attached), and a unique link from Campus Labs. This will prevent one individual from taking the survey multiple times.

The respondent may easily scroll through the survey as it is filled out, review questions already answered, make changes, and then submit the survey online when it is completed. The survey takes approximately 5 - 10 minutes to complete. Non-respondents will be automatically reminded to take the survey.

Participants will be included in a random drawing for incentives. A drawing will take place at the completion of the study. Insert here what the incentives will be. CSUHN will contact the winners.

2. Describe the participant population, including age range and inclusion/exclusion criteria. State how many will be recruited.

Six thousand subjects (3,000 students and 3,000 staff/faculty) will be randomly selected from the population of CSU that are defined as degree-seeking undergraduate or graduate students, are enrolled in four or more credits during the Spring 2014 semester, are 18 years of age or older, or are staff or faculty members. Students dually enrolled in high school in addition to CSU will be excluded.

- 3. Describe how potential participants will be approached about the research and how informed consent will be obtained. Alternatively, provide an explanation of why informed consent or documented informed consent will not be obtained. Please attach a copy of the consent document, if applicable.**

Participants will be selected from currently enrolled undergraduate and graduate students, as well as staff and faculty for Spring 2014. The PI and Co-PI will work with Student Affairs Assessment to identify this population sample using the university-wide student and employee administration records. Student Affairs Assessment will use a probability-based random selection method to choose the survey's participants. Participant e-mail addresses and first names will be sent to Campus Labs, who will contact these students and employees by e-mail when sending them the unique web link to the survey. Informed consent for participants 18 years or older is included in the invite and reminder e-mails sent to the random sample of students selected. Information attached.

- 4. Describe how identifying information will be recorded and associated with the data, i.e., codes. Alternatively, provide details on how study data will be collected and stored anonymously (i.e., without a code or identifiers linking the data to the participants' identity.)**

CSUHN will access aggregate data reports from Campus Labs. As standard with website surveys, a respondent ID will be generated in order for the secure Internet server to manage the respondent's online survey input. The web version of the survey is confidential. When the survey is created and sent out through Campus Labs, a unique link is generated for each individual taking the survey. When the individual clicks on the survey, a respondent ID is generated in the survey. Email addresses will not be physically attached to survey responses. Once the surveying is completed, the spreadsheet file holding the email addresses and respondent IDs is held in the Campus Labs secure system. Campus Labs does not share email addresses or results with any other parties besides CSUHN who is administering the survey.

- 5. Describe all study procedures, including topics that will be discussed in interviews and/or surveys. Please attach the interview questions or survey questions, if applicable.**

The CSUHN will use the results to determine if any changes should be made regarding vending machines at CSU. These changes would include increased healthy options in addition to advertising. CSUHN will administer the survey.

An Executive Summary of data will be shared with the CSU community through a link on the CSU Health Network website.

The introduction letter to the participants is attached. In addition, both the reminder letter #1 and reminder letter #2 are also attached. The survey questions will be attached to the email. The reminder letters are only sent to those individuals that have not completed the survey.

6. Which exemption category does your study fall in? (list of categories are at:
<http://web.research.colostate.edu/ricro/hrc/forms.aspx>)

2

As the principal investigator, I assure the IRB that all procedures performed under this project will be conducted exactly as outlined in this form and that any modification to this protocol will be submitted to the IRB in the form of an amendment for its approval prior to implementation.

Principal Investigator:

Christina Berg

(typed/printed name)

September 26, 2013

(signature, if paper copy) (date)

WHEN COMPLETE:

Email electronic version from PI's email address to: Janell.Barker@Research.Colostate.edu
Sent email will serve as electronic signature from PI.

OR

Deliver signed original copy to:

IRB Administrator, RICRO, 321 General Services Building, campus delivery 2011

Thank you. We will soon contact you regarding the status of this application.