

**REPORT OF THE ACADEMIC PLANNING COMMITTEE
TO THE REGULAR February 2016 SENATE**

FOR INFORMATION

Eighteen-month follow-up from ACAPLAN's recommendations from the Undergraduate Program Review for the following program: Human Kinetics

Below is an excerpt from the Institutional Quality Assessment Process at Laurentian University approved at the Quality Council in June 2011.

PROCESS FOR FOLLOW-UP

No later than 18 months after Senate submission, those responsible for implementing the changes write a report to the Dean and to ACAPLAN, on the actions it has taken in response to the review. If ACAPLAN does not find the response satisfactory, it may ask the program for further actions.

**LAURENTIAN QUALITY ASSURANCE IMPLEMENTATION PLAN FOR
THE SCHOOL OF HUMAN KINETICS – 18-month follow-up
December 2, 2015**

Recommendations Requiring Follow-up	Laurentian Follow-up	Responsibility and Timeline	18-month follow-up
1. Addition of a Full time English faculty member with a specialty in Exercise Physiology; also a need for at least one additional faculty member (tenure track or sessional instructor) to deliver the majority of the current course offerings	Dean will consult all schools within his purview concerning their faculty needs, will prioritize and make recommendations to Provost	2014-2015 Dean of the Faculty of Health	A full-time faculty member with an expertise in Exercise Physiology was hired in August 2015 on a 3-year limited term contract rather than in a tenure-track position (English programming). No other permanent sessional appointments have been offered to the school at this time. The School anticipates that upcoming retirements will be met with the assurance of tenure-track faculty replacement positions according to program language and required expertise as detailed in the report to Senate dated March 2014.
3. Expand number of French courses so that there are fully francophone programs in (a) Kinesiology, b) Health Promotion, and c) Sport	Director, School of Human Kinetics will prepare an expansion plan in consultation with francophone colleagues to be presented to Vice-	Ongoing Vice-President, Research and Francophone Affairs	As a first step the School successfully identified PHED courses requiring a francophone equivalent course. Subsequently, with the support of the Bureau des affaires francophones, the

Psychology).	President Research and Francophone Affairs		School completed all of the administrative work to be in a position to add these courses to the timetable (i.e. CPF approval). The biggest hurdle at this time is to integrate these EDPH courses into the teaching workload of SHK/ÉSAP faculty members who generally already have full workloads. The Director will continue to look for opportunities to offer these courses to francophone students and will work with the Dean to determine whether part-time faculty (expertise driven) can be hired to teach these courses.
4. Relocate faculty offices from portables to Ben Avery Building and ensure they are adjacent to those of colleagues	Dean, Faculty of Health will advocate for appropriate space within Ben Avery and will effect a timely move	1 July 2014 Dean of the Faculty of Health	Thus far, we have been able to relocate one faculty member from the portable to the Ben Avery building subsequent to the CROSH Research Chair (Dr. Tammy Eger) being relocated to the CROSH research space and administrative offices. However, this portable office was immediately taken over by our new contract Faculty member. The portables have a 15-20 year life expectancy and we are already at approximately the halfway point. The School is hopeful that new builds such as the proposed arena, will create new office spaces for VACR staff which will free up office spaces within the Ben Avery building. The timeframe for such remains undetermined.
5. Renovate existing labs and classrooms add new ones to accommodate current and future enrollment	The Director, School of Human Kinetics, in consultation with colleagues will prepare plan for required renovations of the teaching laboratories and classrooms for	2014-2015 Dean of the Faculty of Health	An <i>ad hoc</i> committee within the School has been working closely with the Campus Modernization team to plan the teaching laboratory renovations that are expected during the Spring of 2016.

	submission to Campus Modernization project by June 2014		
7. Protect program coordinators	The Director of the School of Human Kinetics, in consultation with colleagues will continue to incorporate these positions in its workload recommendations to the Dean.	Ongoing Dean of the Faculty of Health	The Director has integrated workload credit for coordinator duties and the Dean has continued to approve such workloads.
8. Attach faculty mentors to student societies	The Director of the School of Human Kinetics in consultation with colleagues will annually review all possibilities for faculty mentorships	Ongoing Director of the School of Human Kinetics	Our student council has had consistent support from one staff member and periodic support from the school secretary as required. The student council President will also consult the School Director as required. There is an undergraduate and a graduate student representative with voting rights on the School of Human Kinetics Council. This current year has seen the highest participation rate of students and work output on the student council.
9. The School of Human Kinetics should have priority booking in the new gymnasium, indoor track, tennis/ basketball courts, climbing wall, etc. for academic purposes	The Director of the School of Human Kinetics, in consultation with colleagues will clearly identify what is needed—and when—and share these needs with the Voyageur Athletics Campus Recreation.	Ongoing Dean of the Faculty of Health will intervene if either side is unreasonable	The School is currently finalizing its constitution wherein the facility booking priorities will be clearly outlined in an Appendix. A draft of the constitution document with related appendices will be provided to the VACR Director for review prior to the School adopting the document in early 2016. There remains ambiguity as it relates to priority booking of the Ken Bahnuk student lounge and the School intends on clarifying this issue before the end of the academic year.
10. Improve website	The Director of the School of Human Kinetics in consultation with colleagues will	Ongoing Chief Information Officer	The School has worked directly with the Chief information Officer and provided a number of revisions to be implemented

	propose improvements to its website by 30 June 2014 for presentation to CIO		on the School webpages. We continue to monitor the webpages and, as required, we communicate necessary changes. There is however a need for better implementation (i.e. some required changes have not been made).
11. Find a bigger room for School meetings	The School, CROSH executives and other stakeholders should meet to discuss options such as the use of the 'old weight room.'	1 July 2014 Dean of the Faculty of Health	The School continues to meet in B251 as there are no other adequate meeting spaces. Perhaps once the teaching laboratories have been renovated there may be a laboratory teaching space within this area that can be reconfigured to accommodate 30+ individuals for School Council meetings.
12. University needs to improve tracking of graduates	School will work with Alumni Relations	Ongoing Director of Alumni Relations	The School's Business Officer manages an exit survey for graduating students to help the School monitor what students intend to do post-graduation. The School is in the process of implementing a system with Alumni Relations to be able to track the actual career paths of our graduates a few years passed graduation. This is being developed as part of the School's upcoming 50 th anniversary (September, 2017).
13. Students should have an opportunity to hear about research and options for thesis work	Undergraduate students in all school programs will be strongly encouraged to attend the annual School of Human Kinetics Conference in March and the annual Faculty of Professional Schools conference in December.	Ongoing The Director of the School of Human Kinetics and the Dean of the Faculty of Health	All students from the School are strongly encouraged to participate in both of these conferences.
14. The student society or a student internship opportunity could be created to help organize and promote the conference to all students' benefit	Student interns should continue to lead the organizing committee for the annual school conference.	Ongoing Director of the School of Human Kinetics	The School continues to have student leaders as part of the conference organizing committee.

