

FINAL ASSESSMENT REPORT

Institutional Quality Assurance Program (IQAP) Review

Kinesiology – B.Sc., M.Sc., Ph.D.

Date of Review: April 23 – 24, 2019

In accordance with the University Institutional Quality Assurance Process (IQAP), this final assessment report provides a synthesis of the external evaluation and the internal response and assessments of the undergraduate and graduate programs delivered by the Department of Kinesiology. This report identifies the significant strengths of the programs, together with opportunities for program improvement and enhancement, and it sets out and prioritizes the recommendations that have been selected for implementation.

The report includes an Implementation Plan that identifies who will be responsible for approving the recommendations set out in the Final Assessment Report; who will be responsible for providing any resources entailed by those recommendations; any changes in organization, policy or governance that will be necessary to meet the recommendations and who will be responsible for acting on those recommendations; and timelines for acting on and monitoring the implementation of those recommendations.

Executive Summary of the Review

In accordance with the Institutional Quality Assurance Process (IQAP), the Department of Kinesiology submitted two self-studies, one for the undergraduate program and one for the graduate program, in March 2019 to the Vice-Provost, Faculty and Vice-Provost and Dean of Graduate Studies to initiate the cyclical program review of its undergraduate and graduate programs. The approved self-study presented program descriptions, learning outcomes, and analyses of data provided by the Office of Institutional Research and Analysis. Appendices to the self-studies contained all course outlines associated with the program and the CVs for each full-time member in the department.

Two arm's length external reviewers from Ontario and one internal reviewer were endorsed by the Dean, Faculty of Science and selected by the Vice-Provost, Faculty and Vice-Provost and Dean of Graduate Studies. The review team reviewed the self-study documentation and then conducted a site visit to McMaster University on April 23 – 24, 2019. The visit included interviews with the Provost and Vice-President (Academic); Vice-Provost, Faculty, Vice-Provost and Dean of Graduate Studies, Associate Dean (Academic), Associate Dean, Grad Studies and Research, Chair of the department and meetings with groups of current students, full-time faculty and support staff.

The Chair of the department and the Dean of the Faculty of Science submitted responses to the Reviewers' Report (July 2019). Specific recommendations were discussed and clarifications and corrections were presented. Follow-up actions and timelines were included.

The reviewers' report was deemed to be extremely positive overall, and it provided a concise and accurate summary of the present state of the unit.

Strengths

The program strengths highlighted included:

- the undergraduate (UG) and graduate program attract excellent students
- excellent researchers within the faculty complement
- outstanding laboratories and the PACE facilities, which facilitate excellent research training and experiential learning opportunities
- collegial culture and transparent system of governance

Areas for Enhancement or Improvement

The areas for improvement are largely reflected in the recommendations listed below, but included:

- an increasing trend of dissatisfaction by undergraduate students owing largely to an inability to enrol in high demand, upper-level courses
- under-resourcing in terms of the capacity for the FTE to deliver the undergraduate curriculum in the medium term (next 3 – 5 years)
- further leveraging the PACE experiential learning opportunities and other revenue-generating efforts

Summary of the Reviewers' Recommendations with the Department's and Dean's Responses

Recommendation	Proposed Follow-Up	Responsibility for Leading Follow-Up	Timeline for Addressing Recommendation
1) Monitor GPA and retention rates of undergraduate students given the change in admission requirements	The department will endeavour to monitor retention rates as recommended, as well as incoming admission averages and overall performance metrics as students progress through the program.	Associate Chair (Undergraduate Studies), in consultation with the unit Executive Committee with the Office of the Associate Dean of Science (Academic)	Implement monitoring with first incoming class affected and continue annual monitoring thereafter.
2) Consider recruitment strategies for graduate students,	Recommendation to be considered by unit Graduate Curriculum and Policy Committee,	Associate Chair (Graduate Studies), in consultation with the unit Executive	2018-19 academic year

particularly international students.	which included elected graduate student representatives.	Committee and the Office of the Associate Dean of Science (SGA)	
3) Retain the current budget for CLAs and sessional for another three years	The Chair will seek approval from the Dean to retain the current budget. (A recent request by the unit for a 2-year CLA appointment was recently approved by the Dean and Provost and a search is currently underway.	Chair in consultation with Dean of Science.	Next three years
4) Consider the use of Post-Doc Fellows and effective teachers within the PhD pool of students to increase capacity to offer more upper year courses, thus addressing student demand and reducing upper year class sizes	The department will consider this recommendation with the goal of implementing the suggestions and facilitation opportunities for senior trainees in appropriate circumstances.	Chair, in consultation with the unit Executive Committee and Dean of Science (given potential budgetary impacts), and with input from relevant faculty supervisors.	First consideration in early 2020 as part of initial planning for 2020-2021 curriculum cycle
5) Increase the course weight of the undergraduate thesis from the current 6 units to 9 units	Recommendation to be considered by the unit Undergraduate Curriculum and Policy Committee, which includes elected undergraduate student representatives	Associate Chair (Undergraduate Studies) in consultation with the unit Executive Committees	2019-20 academic year
6) Consider a strategic vertical undergraduate curriculum strand of experiential education	Recommendation to be considered by unit Undergraduate Curriculum and Policy Committee, which includes elected graduate student representatives	Associate Chair (Undergraduate Studies)	2019-20 academic year

7) Revisit the purpose and format of the comprehensive examination process	Recommendation to be considered by unit Graduate Curriculum and Policy Committee, which includes elected graduate student representatives	Associate Chair (Graduate Studies)	2019-20 academic year
8) Consider methods of delivery for graduate level advanced statistical analyses	Review of the issue already has been initiated, and the recommendation will be further considered by the unit's Graduate Curriculum and Policy Committee during 2019-20 year.	Associate Chair (Graduate Studies)	2019-20 academic year
9) Continue growing assessment protocols related to demonstration of practical skills/observations, reflective learning, laboratory sessions and written reports and research papers with either individual or group presentations.	The unit will make every effort to continue growing assessment protocols as recommended in this regard, and develop a strategy to monitor appropriate metrics in this regard.	Associate Chair (Undergraduate Studies)	2019-20 academic year, and ongoing thereafter
10) Conduct and disseminate an equipment inventory	Current equipment inventory lists to be reviewed, updated, and a master list disseminated	Administrator, in consultation with administrative and laboratory staff	2019-20 academic year

11) Consider having the current Chair lead the next academic planning process	The current Chair recently facilitated a unit retreat for faculty and staff (June 2019) and one of the primary objectives was to inform the unit's next academic plan. Given recent direction received from the Faculty, it is expected that the unit's next academic plan will be finalized in early 2020 and thus the process is likely to be led by the current Chair	Chair, in consultation with the Dean of Science and Department of Kinesiology Executive Committee	2019-20 academic year
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Dean's Response, Faculty of Science:

The Dean notes that the review team report accurately highlights the strengths of the undergraduate and graduate programs in Kinesiology in the Faculty of Science, and in the broader University, as well as the challenges presented. During the period of time leading up to the review, the Faculty of Science experienced very difficult resourcing decisions in many units and approached the subsequent academic and operational issues in an equitable and prioritized fashion. The capacity to address faculty renewal simply did not exist for a number of years and it is now being addressed through a broad consultation process that involves participation of representatives from all academic units in the Faculty of Science.

The course of action the Department has proposed in response to the specific recommendations is appropriate and reasonable, and there are several areas central Faculty and University initiatives are aligning with the action plan developed within the Department of Kinesiology, including continued assessment of space requirements, faculty renewal, and unit level participation in faculty wide finance and academic appointments considerations. With respect to specific recommendations, the Dean would like to highlight that item 7 (consideration of the purpose and format of the comprehensive examination process) is one that is currently being considered by a university committee and the outcomes will likely inform unit level decisions to some degree.

It is noted that the Program level response did not include an implementation plan for the 3 items included in the external report related to program enhancement and potential areas of

improvement. These were not specific recommendations and while an implementation plan is not required, the Dean notes that she will work with the unit to ensure that the recommendations to 1. Leverage the PACE, 2. Consider the development of a professional Master's degree, and 3) Consider enhancing the continuing education/professional development offerings, are all included in the strategic planning process that will be undertaken in the 2019-20 academic year.

The academic programs in Kinesiology are clearly excellent and the IQAP process has provided the unit with an opportunity to benchmark their progress and reflect on their programs. The Faculty of Science will continue to provide support to the unit to ensure that the quality is maintained and a focus on improvement and reflection is sustained.

Quality Assurance Committee Recommendation:

McMaster's Quality Assurance Committee (QAC) reviewed the above documentation and the committee recommends that the program should follow the regular course of action with an 18month progress report and a subsequent full external cyclical review to be conducted no later than 8 years after the start of the last review.