



## Post- Program Review Response and Action Plan

**Instructions:** The program prepares an action plan for the next 5 years. This step is an opportunity for the program to reflect on the findings of the self-study, and external and internal program review reports. Through the development of the action plan, the program may address areas of concern with plans for improvement and/or new opportunities. Categorize all actions into one of the following areas: Program/Curriculum, Student Learning & Assessment, Student Success, Faculty, Staff, Facilities/Space, Equipment, Computing Resources, Operating Budget and Other. The Dean of the College reviews the self-study, program review reports, and action plan draft, and provides their recommendation(s). It is advisable that a draft of the action plan be shared with the program's tenured/tenure-track faculty prior to the discussion with the dean. Program tenured/tenure-track faculty sign the final document after discussion with the dean.

**Name of Degree Program: Bachelor of Science in Kinesiology and Masters of Science in Kinesiology**

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**Name of Department: Kinesiology and Health Promotion**

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**Name of College: Science**

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**Program Response:**

***Recommendation: Develop and enhance websites to improve recruitment of students, especially into the graduate program.***

*Several faculty members commented that there were limitations with the current website configuration related to content and navigation. Faculty comments about content, focused on the limitations in highlighting the innovative approaches that are currently being employed to ensure student success in both the undergraduate and graduate programs. Feedback on webpage navigation centered around difficulty to find and access relevant program information in a timely manner.*

**KHP Response:**

To enhance the Kinesiology and Health Promotion (KHP) program's website, the KHP leadership team (chair, associate chair, graduate coordinator) will analyze current limitations, address website issues, will meet regularly to discuss ways to improve the website and will approve updates to the website. Several department staff will make the changes to the website once the template is revised.



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The department will develop a content management plan for regular updates, reflecting the program's strengths and commitment to student success and innovation. The implementation of a content management plan will ensure the regular updating of relevant information, news, and events, and the maintenance of a dynamic and informative online presence for the program.

***Recommendation: Prior investments and support have led to impactful growth. Maintaining staffing levels will allow for sustained and future growth.***

*Several stakeholders (faculty, staff, and students) expressed gratitude for the financial support of Dean Baski's office that has remodeled existing and underutilized space to add a large laboratory that integrates curricular, research capacity (for faculty and students), and service components for department, University, and community. There were also conversations that highlighted the addition of new faculty lines that have addressed large faculty to student ratios and supported departmental growth (current and future). We encourage the College of Science at Cal Poly Pomona to continually monitor the growth of Kinesiology and Health Promotion programs and provide commensurate support that aligns with University processes.*

### **KHP Response:**

To ensure ongoing support and growth, KHP will prioritize clear communication with the Dean's office around the importance of maintaining staffing levels to support the department. The department has lost numerous staff positions over the last 4 years, and they have not been replaced. We will continue to advocate for the advancement and professional growth of our staff in order to retain high quality personnel.

We have submitted requests for additional tenure track faculty (clinical exercise physiology, and race and public health). Despite our continued growth, and the retirement of two tenure track faculty, we have not been approved for those positions.

The program will develop a detailed plan to monitor its growth. This plan will involve assessing factors such as student enrollment, faculty-student ratios, and resource needs. By analyzing these elements, KHP intends to anticipate and address potential challenges, ensuring a smooth path for future development. This plan will also provide evidence to justify the need to hire additional tenure-track faculty to support the growth of the department. The department will also develop a 5-year hiring plan for tenure track faculty that aligns with the growth of the department.



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***Recommendation: Address institutional coordination with comprehensive policies on space allocation and scheduling of academic and non-academic units.***

*One of the challenges related to scheduling facilities and courses that has been noted was the personnel changes across campus (and levels) that prevent continuity with scheduling and space allocation. When personnel change there may (or may not) be changes in knowledge and/or skills that ensure consistent and predictable decision-making processes. Sometimes, these personnel changes have created a strain on academic and athletic reciprocal agreements. Prioritizing student learning and educational schedules in a climate of resource scarcity (e.g., funding and space) should take precedence.*

### **KHP Response:**

The KHP department chair will continue to address the allocation of space by proactively discussing the issue with all stakeholders and increasing the lines of communication between the KHP Department, Athletics, I-Poly and License and Facilities for CPP. The main goal in these discussions is to reinforce campus policies around use of shared space, ensure fair space allocation, and improve the efficiency of scheduling shared spaces. By promoting collaboration and communication, KHP can help to guarantee academic program have appropriate access to necessary facilities and spaces. This student-centered focus highlights KHP's dedication to further cultivating an inclusive department that nurtures the comprehensive development and academic accomplishments of its students.

***Recommendation: Continue investment in professional growth of faculty and staff, including leadership succession and development.***

*Professional development opportunities for faculty and staff ensures that knowledge and skills are relevant and timely for student success. Changes in personnel (staff and faculty departures or retirements) require adjustments to current workload configurations. When staff depart or retire additional training and financial compensation is needed for work-related adjustments to responsibilities. Replacing staff that have integral roles is necessary to help Kinesiology and Health Promotion function and meet current and future student needs. The program review team also noticed the time difference between later and early career faculty. We would encourage Cal Poly Pomona and the College of Science to monitor and plan for personnel changes (i.e., retirement) by developing and implementing transition plans related to potential deficiencies in faculty or staff (i.e., leadership, content expertise, and knowledge/skills) departures.*

### **KHP Response:**

KHP faculty are dedicated to developing and implementing strategies and creating a succession plan to proactively address potential gaps from faculty and staff retirements or departures. A significant part of this plan is to mentor and support faculty to attend leadership training program on and off campus (e.g. CAFE programs on leadership, AKA Leadership Workshop) and to encourage



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faculty to take a leadership role within the department. Another strategy that the department is working on implementing to ease transitions is the creation and/or provision of informational resources related to leadership positions (department chair, associate chair, graduate coordinator, and credential coordinator). Access to these resources will make it easier for faculty coming into those positions to understand the roles and responsibilities of each position.

The development of a five-year hiring plan for tenure track faculty will also help the department and College of Science to plan and ease transitions. This plan will allow KHP to advocate for the needs of the department and plan for curriculum growth and change. This will also allow the department to plan for expected deficiencies due to departures of faculty within the subdisciplines.

***Recommendation: Further development of assessment tools and practices that measure learning and inform student success.***

*Kinesiology and Health Promotion (KHP) has been commended for their curricular efforts to transition from quarter to semester programming as well as provide students with an updated curriculum. Several university processes related to the alignment of curriculum and student learning outcomes have been undertaken and implemented. However, we encourage the KHP faculty to further develop and refine an assessment process that considers baseline and end of semester measurements as well as an internal validation process that confirms student learning and achievement. There is further opportunity to develop, revise, and more regularly assess the MS in Kinesiology program.*

### **KHP Response:**

To effectively implement the recommendations for enhanced assessment practices, KHP will establish an assessment committee responsible for refining the existing assessment process. This committee will develop and implement a comprehensive framework, including baseline and end-of-semester measurements, ensuring a thorough evaluation of student performance and academic progress. This approach allows for a comprehensive understanding of the program's effectiveness and areas for improvement.

The KHP Department faculty are committed to conducting regular and thorough reviews of its Master of Science (MS) program, recognizing the critical importance of continually assessing and enhancing the curriculum and learning methodologies. We have been in the process of revising the graduate program curriculum and as such assessment has been challenging. But new courses and options have now been submitted for the graduate program with implementation in Fall 2024. Our next steps are the implementation of an exit survey for graduate students (Spring 2024) and the development of new graduate program learning outcomes. These outcomes will be aligned with the institutional learning goals and a new matrix for graduate assessment will be created to drive the assessment of our graduate program.



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KHP faculty place significant emphasis on utilizing data as a fundamental cornerstone for informed decision-making in curriculum enhancements. By prioritizing the collection and analysis of data, the program can effectively make evidence-based decisions informed by an understanding of student needs and learning outcomes. At the beginning of each fall semester, we will continue to close the loop by analyzing the data from the previous year and begin to make changes based on that data.

***Recommendation: Review historical equity gap data (e.g., course DFW, retention) to inform inclusive and culturally relevant pedagogies, as well as co-curricular support services.***

*Review of both College and University data reveal that the Kinesiology and Health Promotion have integrated a culturally relevant and inclusive curriculum and instructional practices. Student feedback praised several faculty at both the undergraduate and graduate levels for their efforts and support. We have commended the KHP program for their diversity, equity, and inclusion (DEI) practices as they might serve as an example for the College of Science and University on how to improve student success metrics. However, there is historical and consistent data (e.g., DFW rates, equity gap data, etc.) for a few courses that would benefit from implementing current KHP curricular DEI methods and practices used by many faculty.*

### **KHP Response:**

KHP acknowledges the need to address disparities and inequities identified in historical equity gap data across all classes. KHP will work to implement initiatives and interventions, providing necessary resources and support for all faculty within the department. KHP will empower its faculty to create an inclusive and supportive academic environment that meets the diverse needs of its student population. The department will also mentor and support faculty to attend educational equity training to improve DFW rates and equity gaps in KHP courses (i.e. Ally in Canvas, Champions for Accessibility and Inclusivity (CHAI) program).

The department created two committees to work on the culture of inclusivity within KHP. The BaJEDI committee has primarily focused on DEI initiatives centered on students, but moving forward this committee will also explore opportunities around faculty training and pedagogy to ensure that all KHP classes are safe and inclusive space for all students and equity gaps are reduced in KHP courses. In addition, the KHP Way committee has taken on several tasks centered on creating KHP as a welcoming and supportive academic space for all students that will also help to reduce equity gaps. This has been accomplished through a speaker series, KHP lunch, a welcome back event in fall semester, and supporting student success through funding of conference registrations.



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***Recommendation: When considering curricular change/growth, overlay (map) knowledge and skills related to employment trends and job market data.***

*The Kinesiology and Health Promotion Department has updated their curriculum to reflect professional opportunities and faculty expertise. As the curricular programming evolves and changes over time, we encourage the KHP faculty to consider how curricular changes develop knowledge and skills related to workforce development and employment trends. Consider working with University and College infrastructure to track post-graduation employment and/or professional metrics (e.g., certifications, licensure, etc.) that will facilitate student success conversations around curricular change.*

### **KHP Response:**

KHP is committed to completing an in-depth analysis of the campus senior exit survey data and tracking of alumni employment to ensure that our curriculum is aligned with workforce development and current employment trends. The campus exit survey will provide essential student feedback on the alignment between our curriculum and their preparation for the workforce. Implementing a system for tracking post-graduation employment data will provide us with a tracking mechanism and allow us to gather and analyze data on the career trajectories and achievements of graduates, providing valuable insights for ongoing discussions and decision-making related to curriculum changes. This data-driven approach ensures program flexibility, adapting the curriculum to meet evolving job market demands (e.g. certifications, digital badging). The department will also explore creating a list of alumni at the undergraduate level to track career development. Using this information, we will also compile a list of career options for kinesiology students. Through this proactive and data-informed approach, KHP will provide our students with a competitive edge and the necessary skills to thrive in the dynamic field of kinesiology and health promotion.

At the graduate program level, the planned senior exit survey (Spring 2024) will help to track student employment post-graduation. There are also plans at the graduate level to track alumni, to increase graduate preparedness through in-class certifications and to develop digital badging programs.

***Recommendation: Consider the establish of an advisory board that bridges institution, alumni, and industry.***

*Informally, all faculty and staff are involved in working with community partners and organizations to ensure student success. A future consideration might include a more formal advisory committee composed of representation from community partners, professional organizations, alumni, and current students (to name a few groups) that can provide feedback and offer insights related to improving student success.*



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### **KHP Response:**

KHP recognizes the potential benefits of establishing a formal advisory committee that brings together representatives from diverse backgrounds, including community partners, professional organizations, alumni, and current students. This proposed committee will be a valuable resource that can provide KHP with a wealth of insights and feedback, enabling the program to gain a comprehensive understanding of the evolving needs and expectations of its student body and the broader community. KHP intends to foster a collaborative and inclusive environment where the voices and perspectives of all members are actively heard and integrated into the program's strategic initiatives and decision-making processes. By actively seeking input from the advisory committee, KHP will involving stakeholders in shaping the program's educational and developmental initiatives. The integration of the advisory committee's expertise and insights into KHP's decision-making processes is regarded as a pivotal step in ensuring that the program remains responsive to student needs and expectations.



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**Short Term Priorities – Minimum of 5 key items identified that will take 1 to 2 years to implement.**

<b>Category</b>	<b>Proposed Action</b>	<b>Responsible Party</b>	<b>Resources</b>	<b>Timeframe – Start and End</b>
Assessment	Undergraduate level: Continue to assess SLOs in KIN courses. Adjust curriculum based on assessment. Reinstitute KHP Assessment Committee.  Graduate level: Revise PLOs to align with institutional goals. Remap the assessment matrix. Implement assessment strategies and create and implement exit survey.	KHP Assessment Committee	Time	January 2024 for assessment activities.  Assessment Committee creation—Fall 2024
Website	Update and revamp all KHP website content.	KHP Leadership Team	ITT Staff KHP Staff Time College of Science Communications and Events Coordinator Student clubs	January 2024-December 2024
Faculty hiring	Hire tenure track faculty to teach specialized courses due to retirements.	Provost	Financial	Spring 2024-Spring 2026
Equity gaps	Identify courses of concern and develop plan of action.	BaJEDI Committee	Time Data access	Spring 2024-Spring 2025



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Staff retention	Encourage staff to participate in professional development opportunities. Support re-classification for KHP staff. Continue staff appreciation events.	Department chair Dean of COS Provost KHP Way Committee	Competitive salaries Administrative support Reclassification opportunities	Spring 2024-Spring 2026
Professional growth and leadership	Support leadership development opportunities for faculty, e.g American Kinesiology Association, CAFÉ) . Identify and/or create leadership resources to facilitate smooth succession.	KHP Leadership Team Dean of COS CAFE Provost	Financial Time Campus leadership Research programs	Spring 2024-Spring 2026

**Long Term Priorities – Minimum of 5 key items identified that will take 3 to 5 years to implement.**

<b>Category</b>	<b>Proposed Action</b>	<b>Responsible Party</b>	<b>Resources</b>	<b>Timeframe – Start and End</b>
Space allocation	Regular communication with stakeholders. Establish protocols for shared space with Athletics and IPoly	Department chair Athletics IPoly License of Facility	Time Space	Spring 2024-Spring 2029
Advisory board	Establish an advisory board for KHP	KHP faculty Dean of the COS Center for Community Engagement	Time Financial Alumni and External Relations	Fall 2024-Spring 2027



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		Director of Development		
Faculty hiring related to career and job market.	Hire tenure track faculty to support program expansion and department growth.	Provost	Financial Administrative support	Fall 2026-Spring 2029
Assessment and curriculum development	Collect exit survey data to evaluate career readiness and inform curriculum development.	KHP Assessment Committee KHP Faculty	Time Survey platform Institutional Research Planning and Analytics Alumni and External Relations	Fall 2026-Spring 2029



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### Signature Page

Department Faculty Name	Signature
Gyasmine George-Williams	
Ken Hansen	 <small>Kenneth Hansen (Mar 6, 2024 08:50 PST)</small>
Edward Jo	
Lara Killick	
Min Kwon	
Srdjan Lemez	 <small>Srdjan Lemez (Mar 6, 2024 08:47 PST)</small>
Zakkoyya Lewis-Trammell	
Andrea Metzker	 <small>Andrea Metzker (Mar 6, 2024 13:56 PST)</small>
Mai Narasaki-Jara	 <small>Mai Jara (Mar 6, 2024 08:20 PST)</small>
Chloe Simpson	

**Instructions:** All tenured and tenure track faculty should review the response and action plan, and sign the document after discussion between the college dean and department chair. The final signed copy should be sent to the Office of Assessment and Program Review, [apr@cpp.edu](mailto:apr@cpp.edu).

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3/6/2024

Department Chair (Laura Chase)

Alison Baski (Mar 11, 2024 17:30 PDT)

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03/11/2024

Click or tap to enter a date.

Dean (Alison Baski)

Jocelyn S. Chong (Mar 11, 2024 17:51 PDT)

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03/11/2024

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Office of Assessment and Program Review