



CALIFORNIA STATE UNIVERSITY, LONG BEACH

VICE PROVOST FOR ACADEMIC PROGRAMS

Memorandum of Understanding

This MOU has been read and approved by:

Department Chair/Program Director: *Emyr Williams* Date: 10/26/2022
Emyr Williams

Dean, College of CHHS : *Monica Lounsbery* Date: 10/27/2022
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CALIFORNIA STATE UNIVERSITY, LONG BEACH

VICE PROVOST FOR ACADEMIC AFFAIRS

Memorandum of Understanding

Department of Kinesiology,
College of Health and Human Services
September 2022 (for 2022 review)

This Memorandum of Understanding outlines the consensus reached by the Department of Kinesiology, the College of Health and Human Services, and the Division of Academic Affairs, based on the program review (Self-study spring 2021; external review September 2021; and UPRC report September 2022). It describes the goals to be achieved, and the actions to be undertaken by all parties to this MOU to achieve these goals, during the next program review cycle. Progress toward goals is to be addressed in an annual report.

The Department of Kinesiology offers Bachelor of Science (BS), Master's of Arts (MA) and a Master's of Science (MS) degrees in Kinesiology. Each degree also had several options, and many of the graduate options have elevated to their own degree level since this review occurred. These elevations and discontinuation of options in the graduate programs have led to compliance with EO 1071 mandate of a common core. Only the BS degree now needs to determine how they will comply with this mandate.

The last program review was in 2014, with the MOU signed in 2014. The Department has made progress on previously identified issues: they have consistently participated in annual assessments; they have used assessment and new policy to guide curricular change; they have hired or retained faculty, and are now prioritizing faculty hires from traditionally marginalized groups; and, significant revisions have been put in place to assist undergraduate and graduate student success.

A number of strengths were identified in the program review reports, including:

- Curriculum within the high-demand programs prepares students for employment and advanced education. The Department has a clear commitment to inclusion of Diversity, Equity, and Inclusion (DEI) in their curriculum.
- The Department has strong transfer student graduation rates (currently 48% for 2-year, 90% for 4-year).
- The Department demonstrates strong commitment to students across campus with its General Education offerings.

Areas of opportunity are for the Department to:

- Find a common core among the BS options.
- Review the curriculum to consider opportunities for anatomy courses within the core undergraduate curriculum, and also to ensure that all graduate degrees still have a

strong connection to Kinesiology.

- Further refine their PLOs to be measurable and specific to each undergraduate and graduate program, and use assessment results to improve the program (close the loop on assessment findings).
- Examine faculty workloads and develop faculty hiring plan. Develop strategies to promote workforce equity.
- Explore opportunities to increase community engagement that synthesizes teaching, research and services delivered to the community.
- Explore the decline in non-major FTES and determine strategies for regaining non-major FTES in terms of Department priorities and available resources.
- Continue strategies to continue improvement of the First-Time First-Year (FTFY) student graduation rate and time to graduation while also reducing equity gaps.
- Create an undergraduate student organization for Kinesiology students in order to further augment their student experience, which could include peer (undergrad to undergrad and grad to undergrad) and career mentoring.

Areas of concern included:

- There is lack of air conditioning and air filtration in some of the Kinesiology designated space, posing potential health concerns.
- Staff job satisfaction was concerning to the external reviewers. Specifically onboarding, communication, information technology, and workload were expressed as concerns.

It is therefore agreed that the Department will:

1. Explore opportunities with support from the campus on installing air conditioning, air filtration, and facility upgrades (flooring, technological) in accordance with available resources;
2. Meet and work with staff to gauge and mitigate concerns around workload, onboarding policies and communication, in tandem with strategic planning on staffing as resources allow;
3. Develop a common core across the options of Exercise Science, Fitness, and Sport Psychology and Leadership.
4. Explore opportunities for a shared course in anatomy across applicable CHHS departments.
5. Consistently engage in ongoing assessment of institutional, programmatic, and student learning outcomes across the curriculum, including closing the loop activities. Provide an annual update (due June 1) on progress made towards MOU actions to the CHHS Dean, the Vice Provost for Academic Programs, and the Coordinator of Program Review and Assessment. The review cycle will be from 2022-2029. A comprehensive self-study will be due June 1, 2029 for the program review process;
6. Create a future strategic hiring plan that will position the department to compete favorably for tenure track positions as per the college criteria
7. Develop a strategic plan to support equitable faculty workload.
8. Work with CHHS to examine opportunities and develop a strategic plan on possibilities for additional community engagement and synthesis of teaching and research with the Center for Sport Training and Research Institute (STAR) and the LifeFit Center;
9. As program changes in the Department are solidified, monitor undergraduate graduation rates and systematically advance the department's efforts to meet GI 2025

goals for First Time First Year Students and eliminate achievement gaps for Pell and URM students' retention and graduation rates;

10. Monitor graduate enrollments and graduation rates especially as a function of degree program changes;
11. Consider creating an undergraduate student organization for Kinesiology students and find ways for a greater synergy between graduate students and undergraduate students, including raising awareness of graduate programs among undergraduates and creating possibilities for research collaboration.

It is therefore agreed that the College and Academic Affairs Administration will:

1. Engage with the Department on installing air conditioning, air filtration, and facility upgrades (flooring, technological) in accordance with available resources;
2. Support the Department in creating a future strategic plan to recruit and hire tenure/track faculty and allocate priority in accordance with department needs and CHHS tenure track hiring criteria
3. Support department efforts to advance community engagement and their efforts to synthesize teaching and research.