



FINAL ASSESSMENT REPORT Executive Summary Cyclical Program Review

Degree Program:	Bachelor of Health Science
Components:	Human Health Sciences specialization Public Health specialization Kinesiology major
Dean:	Dr. Carol Rodgers
Date:	October 2 2023

Under Ontario Tech University's Institutional Quality Assurance Process (IQAP) and the Ontario Quality Assurance Framework (QAF), all programs are subject to a comprehensive review at least/at minimum every eight years to ensure that they continue to meet provincial quality assurance requirements and to support their ongoing rigour and coherence.

In academic years 2020-2022, a program review was scheduled for Bachelor of Health Science. This is the second program review for this program. A timeline of the review is provided below.

Program Review Timeline	Date
Program Review start date:	December 8, 2020
Self Study submitted/approved:	October 5, 2022
Site Visit:	May 2-5, 2023
External Reviewers Report received:	May 30, 2023
Program Response received:	June 30, 2023
Decanal Response received:	July 10, 2023

Based on the self-study, the reviewers were asked to consider the program’s objectives, structure, and administrative aspects of the program. The external reviewers noted the difficulty in assessing objectives, due to a lack of graduate data and unclear program/degree goals. The reviewers strongly encouraged graduate surveys be conducted to better understand what jobs/fields the students are working in, and to determine whether program goals are being met. The reviewers confirmed that program level learning outcomes are being met, and curriculum for the health science specializations address their disciplines well.

The site visit took place on **May 2-5, 2023**.

The review consisted of two external reviewers. During the virtual site visit, the reviewers met members of the Faculty as well as key stakeholders at the University; including:

- Dr. Lori Livingston, Provost
- Dr. Carol Rodgers – Dean of Health Sciences
- Dr. Mika Nonoyama – IAT Chair
- Dr. Otto Sanchez – Associate Dean, undergraduate programs
- Dr. Brenda Gamble – Program Director
- Dr. Nick La Delfa – Program Director
- Staff from the Faculty of Health Sciences
- Sarah Rasile - Director, Student Success (Student Life)
- Stephen Thickett – Director, Planning and Operations (Student Life)
- Emily Tufts – Associate University Librarian
- Internal Assessment Team members
- Students in the Faculty of Health Sciences

The external reviewers presented five recommendations identifying specific steps to be taken to improve the program. The reviewers highlighted areas of improvement in program identity, marketing strategy, administrative loads, elective options, and funding initiatives. The prioritized list of recommendations is available in the Implementation Plan.

A Final Assessment Report (FAR) has been prepared to synthesize the reports and recommendations resulting from the review, identifying the strengths of the program as well as the opportunities for program improvement and enhancement. The Implementation Plan (IP) presents a timeline of the follow-up and resource requirements addressing the recommendations from the external reviewers’ report. Both documents, accompanied by this Executive Summary (ES), will be delivered to the appropriate standing committee of Academic Council (USC/GSC) and approved on **October 17, 2023**.

Governance	Document(s)	Type of review	Date
Faculty Council	IP	Feedback	Oct 4, 2023

Resource Committee	IP	Resource review	August 21, 2023
USC/GSC	FAR, ES, IP	Approval	Nov 21, 2023
Quality Council	FAR, ES, IP	QAF requirement	
Academic Council	ES, IP	For information	
Board of Governors	ES, IP	For information	
Corporate Website	ES, IP	QAF requirement	

Due Date for 18-Month Follow-up Report: February 3, 2025

Date of Next Cyclical Review: 2028-2030

Timeframe for associated site visit: Fall 2029



IMPLEMENTATION PLAN
July 10, 2023
Bachelor of Health Science [with Kinesiology]
Program Review
Prepared by: Carol D Rodgers, PhD

The Implementation Plan is a critical outcome of the Cyclical Program Review process. The Dean solicits feedback on the Implementation Plan through Faculty Council and the plan is reviewed by the Provost, through the Resource Committee, to examine resource implications and allocations. A Final Assessment Report (FAR) and Executive Summary are prepared synthesizing the program review reports and responses, following review of the Implementation Plan by the Resource Committee. The plan proceeds through Ontario Tech’s governance process and is posted on the corporate website.

The table below presents a timeline of the follow-up and resource requirements addressing the recommendations from the external reviewers’ report.

	Recommendation <i>(corresponding # from reviewers’ report)</i>	Action Item(s)	Specify role of person responsible	Timeline for action and monitoring	Resource Requirements
1.	Program Identity - The Dean of the Faculty of Health Sciences has scheduled a retreat with faculty and administrative staff to discuss program goals, Strengths, weaknesses, and opportunities and generate a renewed sense of community. A follow up retreat that includes students is recommended.	Organize program specific focus groups with students to discuss program goals, strengths, and opportunities.	Associate Dean Undergraduate Studies, BHSc and KIN program directors.	Discussion focus/ questions to be developed Fall, 2023 with focus groups to take place during Winter 2024.	

2.	<p>Marketing – It was noted that Student Services has some information about careers that graduates are pursuing and a meeting between Student Services and Bachelor of Health Science (Honours) faculty and staff is recommended to highlight these areas.</p> <p>A survey of Health Sciences graduates is essential to understand program effectiveness and how graduates are contributing to the health industry, and is strongly recommended to proceed as soon as possible.</p> <p>As part of this recommendation, a meeting between the Faculty of Health Science Dean, faculty, and administrative staff representatives with senior university administration is recommended to discuss marketing strategies that are inclusive and accurately reflect the program goals. This must include a discussion of the potential for graduates in Human Health and Public Health to contribute to the health industry beyond professional health programs (e.g., graduate programs in biomedical sciences, policy analysts, research coordinators, addiction workers, community programmers and other services under the guidance of regulated professionals). Moreover, “Medicine” should be removed as a general classification to market these programs.</p>	<p>Organize program specific meetings with student services to discuss careers being pursued.</p> <p>Develop and administer an exit survey.</p> <p>Arrange a meeting with Communications and Marketing, and Recruitment to discuss more inclusive marketing.</p>	<p>Associate Dean Undergraduate Studies, BHSc and KIN program directors.</p> <p>Associate Dean Undergraduate Studies, BHSc and KIN program directors.</p> <p>Dean, Associate Dean Undergraduate Studies, BHSc and KIN program directors.</p>	<p>Fall 2023 meeting with Student Services with individual programs to discussing careers being pursued. Can occur at a regularly scheduled program meeting.</p> <p>Fall/Winter 2023/2024 develop survey with goal to administer to 2024 graduating class.</p> <p>Winter 2024</p> <p>Have already requested the use of Health Sciences and Medicine in all marketing materials [vs. Medicine and Health; Health and Medicine]</p>	<p>Student Services</p> <p>Survey development and administration support.</p> <p>Communications and Marketing resources</p>
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3.	<p>Administrative load - Due to the limited number of faculty and administrative staff and the numerous roles and responsibilities that are being undertaken within the University structure, the sustainability of this pace and work tolerance will serve as a threat and limitation to future growth. The loss of faculty or staff will add a significant burden to individuals that are already overburdened. As the University has grown in recent years, there has apparently been no concomitant increase in administrative staff including those attending to this program and the Faculty of Health Sciences. We recognize that meetings are ongoing to address the faculty and administrative support shortfalls, and this is a high priority. Recommend review of faculty and staff resources to reduce threat from a potential loss of individuals. For example, a new hire in the area of Kinesiology should consider someone with the appropriate academic qualifications but also with practical and real-world experience in Kinesiology or that is a Registered Kinesiologist.</p>	<p>Conduct Administrative Staff Review.</p> <p>Replace vacant BHSc and KIN positions</p> <p>Dean to discuss KIN faculty complement with Provost</p>	<p>Dean, Associate Dean Undergraduate Studies, Director Planning and Operations.</p> <p>Dean</p> <p>Dean</p>	<p>Administrative staff review completed – pending formalization of positions – Fall, 2023</p> <p>Faculty Hires – 2023 completed [1 KIN and 1 FHSc vacancy]; others to be conducted as vacancies arise in 2023/2024.</p> <p>Fall 2023/Winter 2024 as part of larger faculty complement planning discussions.</p>	
4.	<p>Elective courses - Explore and facilitate the opportunity to allow students to take elective courses from other Faculties to enhance their training.</p>	<p>Review elective courses that are taken outside FHSc by BHSc and KIN students</p> <p>Explore options for BHSc students to take KIN electives</p>	<p>Associate Dean Undergraduate Studies/Dean's Office</p> <p>Associate Dean Undergraduate Studies, BHSc and KIN program directors.</p>	<p>Fall 2023</p> <p>Winter, 2024</p>	

*The Dean shall be responsible for monitoring and reporting on the Implementation Plan.

Recommendations not Addressed and Rationale

#	Recommendation not Addressed	Rationale
1	Marketing must be conducted outside of the provincial region, and across the province, Canada, and neighbouring states. Consideration of more international advertising of these programs may be something to explore as possible revenue sources.	Not within direct FHSc purview. Coordinated centrally.
5	Funding - Given the limited financial resources available to the University and how these funds must support capital expenditures and staffing, developing of fund generating activities, e.g., a capital campaign to fund new capital projects, is recommended so that the limited University resources may be utilized for staffing needs. For example, capital funds to develop the 5th floor of the centre would bring more Health Science faculty in closer proximity to other faculty and enhance a sense of community for the faculty, administration, and students.	Outside the scope of FHSc – can support but FHSc doesn't determine university capital project priorities

Due Date for 18-Month Follow-up Report: February 3, 2025

Date of Next Cyclical Review: 2028-2030**

**BHSc (including specializations) and Kinesiology to be reviewed separately.