

The appointment criteria for the Graduate Program in Kinesiology and Health Science (KAHS) are governed by and consistent with the Policy on Appointments to the Faculty of Graduate Studies, including appointment criteria of the Faculty of Graduate Studies.

The Executive Committee of the Graduate Program in KAHS is responsible for advising on program-specific appointment criteria, procedures and appointments.

In accord with the new Policy on Appointments to the Faculty of Graduate Studies, there are five possible appointment types in affiliation with the KAHS graduate program:

Full Member

An individual who is a full-time tenure-track or tenured faculty member at York University may request a full membership to the Graduate Program in KAHS. Full Members have full eligibility, including principal supervision of doctoral dissertations, masters theses, and the capacity to act as supervisory and/or examining committee members for masters and doctoral students. Full Members hold voting privileges in the KAHS Graduate Council. The initial appointment of full Members requires approval by the Dean of Faculty of Graduate Studies, but the renewal of appointments is made at the discretion of the Executive Committee of the Graduate Program in KAHS. Candidates who hold a full membership in affiliation with another graduate program may be approved for cross-appointment as a Full Member in KAHS at the discretion of the Executive Committee of the Graduate Program in KAHS.

Member Emeritus

A Full Member who remains engaged in the program following retirement may continue with principal supervisions of doctoral dissertations begun prior to retirement but normally may not take on new principal supervisions of doctoral dissertations. Members Emeriti may serve as a co-supervisor of doctoral dissertations on the condition that the other co-supervisor is a full member of the graduate program. They may serve as principal supervisor of masters students, and act as supervisory and/or examining committee members for masters and doctoral students. Members Emeriti may teach graduate courses. Members Emeriti hold voting privileges in the KAHS Graduate Council. The appointment term of Members Emeriti is normally for a maximum of five years and is renewable at the discretion of the Executive Committee of the Graduate Program in KAHS.

Associate Member

An individual who is a full-time tenure-stream faculty member at York University may request an associate membership to the Graduate Program in KAHS. Associate Members appointees typically act as supervisory and/or examining committee members for masters and doctoral students. They may teach graduate courses and may be principal supervisor for masters, but not doctoral students. Associate members may serve as a co-supervisor of doctoral dissertations on the condition that the other co-supervisor is a Full Member of the graduate program. Associate Members hold voting privileges in the KAHS Graduate Council. Associate Member appointments, and the terms of their appointment, are decided by the Executive Committee of the Graduate Program in KAHS.

Adjunct Member

Full or associate members may request an adjunct member appointment of a colleague at other institutions whose research or professional activities would provide significant benefit to the training of students within an area of research in our graduate program. The candidate must hold a tenure-stream (or equivalent) appointment at another University, research institution or hospital. An adjunct appointee will be involved in scholarly or professional activities that complement an existing research area within our graduate program and assume the responsibilities of a supervisory or examining committee member for one or more graduate students during the term of his/her appointment.

Instructor Member

An individual may be approved as an Instructor Member on a limited term to teach a specific graduate course or courses, based on program need. The appointment term shall be coincident with the terms over which the graduate course(s) is/are offered, and is renewable. Recommendations for appointment, including a rationale, are required for each instance in which a course is taught. The Executive Committee of the Graduate Program in KAHS recommends the candidate to the Dean of Faculty of Graduate Studies, who must approve the appointment. Instructor members do not have privileges associated with supervision or examination of masters or doctoral students, and do not hold voting privileges within the KAHS Graduate Council.

Criteria and the process for appointment as a Full, Associate or Adjunct member are detailed on the following pages:

Criteria for Full Membership

Full members form the cornerstone of the Graduate Program in KAHS. Our program places high value on the quality of our graduate students' education, particularly their opportunities to engage in research. As such, Full Members must demonstrate the ability to fully support research and classroom education of our students:

1. Full Members are expected to maintain an active research program that fits within one or more of the Program's three areas of research interest. **The curriculum vitae of a candidate for Full Membership must document sustained and continuing contribution to scholarly research over the last 6-8 years.** Sustained and continuing contribution is understood to include, above all, written peer-reviewed scholarly publications. It also is expected that there is evidence of external grant support, where grant money is required to support the candidate's ongoing research. Other recognized forms of research activity may include:

- topical reviews appearing in journals or as book chapters;
- books (edited, authored);
- presentation of conference papers, particularly at national/international conferences;
- invited talks at conferences or other research institutions

2. Full Members are expected to be good supervisors of masters and doctoral students. In doing so, supervisors should demonstrate availability to their student(s) and effectiveness as a supervisor. Indicators of good supervision include timely completion of their students' degree requirements (including the thesis/dissertation proposal, comprehensive exam and defense) and scholarly successes of their students (scholarships, conference presentations, publications).

3. Full Members are expected to contribute to the graduate program through routinely serving on masters and doctoral candidate supervisory and examining committees. **Candidates for Full Membership must demonstrate sustained and continuing service on such committees.**

4. Full Members are expected to contribute to the teaching of graduate courses within KAHS. Cross-appointees may request to have their graduate course from their home Unit cross-listed in KAHS. However, the assignment of teaching from year to year is at the discretion of the Graduate Program and occurs in consultation with Chairs of the involved Units.

Candidates for Full Membership must demonstrate satisfactory performance as a course director, as indicated by student and peer evaluations.

Process:

1. The individual must submit a copy of his/her CV to the Executive Committee of the Graduate Program in KAHS. Those individuals seeking cross-appointment should provide a letter of interest that indicates in detail how the individual proposes to contribute to the Program regarding: 1) Supervision of students at both the masters and doctoral levels; 2) Graduate teaching that would benefit KAHS students; 3) Service on masters and doctoral Supervisory and Examining Committees; 4) Interactions with current KAHS faculty; and 5) any other details that the individual considers relevant.

2. The individual must present a research colloquium to the Graduate Program. At the discretion of Graduate Executive, this condition may be considered to have been met through the interview process of new hires to KAHS.
3. For cross-appointments, letters of support from a minimum of two current members of the Graduate Program should address eligibility of the candidate.

Using the information provided by the candidate, and written comments provided to the Executive Committee of the Graduate Program in KAHS by current members of the Graduate Program in KAHS who attended the research colloquium, the Executive Committee of the Graduate Program in KAHS will vote to accept or decline the request for appointment. In making this decision, the Executive Committee of the Graduate program will take into account the needs of the program, the research productivity of the individual and their 'fit' with the Program, as well as their ability to support graduate students through membership on supervisory and examining committees and with respect to both funding and providing a research environment. If the Executive Committee of the Graduate Program in KAHS votes to appoint the individual, the Graduate Director will recommend the appointment to the Dean of Faculty of Graduate Studies.

Appointments are made for a maximum term of 8 years, and are renewable provided the member maintains the criteria listed above. The initial appointment of a candidate as a full member must be approved by the Dean of Faculty of Graduate Studies. However, the Executive Committee of the Graduate Program in KAHS has the authority to re-appoint full members according to these criteria. Insufficient evidence of continued research at an advanced level—as defined above—will normally result in a recommendation for an Associate Member appointment (thus excluding principal supervision of doctoral dissertations).

Criteria for Associate Membership

Associate Members are valued members of the graduate program, who contribute to the ongoing quality of the program. Associate Membership normally would apply to new hires who have yet to demonstrate the establishment of a sustained research program, and who have not yet established a record of successful supervision of masters students. Associate Membership also would apply to individuals who provide research opportunities to masters students but do not have or maintain a high level of sustained research activity (as described under full membership) capable of supporting the training of doctoral candidates.

1. This individual must engage in research that fits within one or more of the Program's three areas of research interest. **The curriculum vitae of a candidate for associate membership must document a contribution to scholarly research within the last within the last 3-4 years (new appointments) or 6-8 years (re-appointments).**
2. Associate Members are expected to be good supervisors of masters students.
3. It is expected that the candidate will assume the responsibilities of a supervisory or examining committee member for one or more graduate students during the term of their appointment.
4. Associate members typically will contribute to the teaching of graduate courses within KAHS. However, the assignment of teaching from year to year is at the discretion of the graduate program and occurs in consultation with Chairs of the involved Units.

Process:

1. The individual must submit a copy of his/her CV and a letter of interest to the Executive Committee of the Graduate program in KAHS. The letter of interest should indicate in detail how the individual proposes to contribute to the Program regarding: 1) Service on Supervisory and Examining Committees, 2) Interactions with current Kinesiology and Health Science faculty members and 3) any other details that the individual considers relevant.
2. Letters of support from a minimum of 1 current member of the Graduate Program in KAHS should dress the above issues.

If the Executive Committee of the graduate Program in KAHS votes to appoint the individual, they will make a recommendation to the Graduate Director as to the duration of appointment. Restrictions also may be recommended for Associate Members whose contributions to the supervision of masters students are not satisfactory. Associate appointments are renewable under the terms listed above. The Graduate Director will inform FGS of all new and renewed Associate appointments.

Criteria for Adjunct Membership

Adjunct Members provide the value of breadth to our graduate program. Full or Associate members may request the appointment of colleagues at other institutions whose research or professional activities would provide significant benefit to the training of graduate students within the research stream in the Graduate Program in Kinesiology and Health Science (KAHS). The candidate must normally hold a tenure-stream (or equivalent) appointment at another university, research institution or hospital and have a PhD or MD degree with valid license to practice medicine. Depending on the qualifications, the candidate would serve in one of the following capacities:

1. The Adjunct appointee may assume the responsibilities of a supervisory committee member or an oral examination committee member for one student with the potential to do more during the term of their appointment pending approval of Graduate Executive Committee.
2. The Adjunct appointee may be involved in scholarly or professional activities that compliment an existing research area within KAHS through clinical and industrial partnerships (eg. access to patient population or data, etc.) and would not normally be eligible to assume the responsibilities of a supervisory committee member or an oral examination committee member.

Nomination Process

The sponsoring KAHS graduate faculty member must submit a nomination package to the Graduate Program Director that includes:

- i. a letter clearly outlining how the candidate will address a need in the School of Kinesiology and Health Science (KHS) and that no other KAHS graduate faculty member is available to provide the expertise necessary to support the KAHS graduate student.
- ii. a copy of the candidates curriculum vitae (CV) and a letter of interest addressed to the Graduate Executive Committee of the KAHS. The letter of interest should indicate in detail how the candidate proposes to contribute to KAHS regarding: 1) service on supervisory and oral examination committees, 2) interactions with current KAHS graduate faculty members and 3) any other details that the candidate considers relevant.
- iii. at least 2 additional letters of support from other KAHS graduate faculty members of the research stream which the faculty member belongs that does not include the supervisor of the graduate student.

Using the information provided by the sponsoring KAHS faculty member requesting appointment, the Graduate Executive Committee of KAHS will vote to accept or decline the request for appointment. In making this decision, the Graduate Executive Committee will take into account the needs of the graduate program, the research or professional productivity of the candidate and their 'fit' with KAHS, as well as their ability to support KAHS graduate students through membership on supervisory and oral examination committees. If the Graduate Executive Committee votes to appoint the candidate, the Adjunct appointment will be made for a maximum term of 3 years, renewable under the terms listed above. The Graduate Program Director will inform Faculty of Graduate Studies of all new Adjunct appointments.