

ACADIA KINESIOLOGY SOCIETY (AKS) CONSTITUTION

(Amended – March 2016)

(1) PURPOSE AND FUNCTION OF THE ACADIA KINESIOLOGY SOCIETY

The Acadia Kinesiology Society (AKS) strives to serve as a voice and advocate for all Kinesiology students in both program and school decision-making, and to coordinate and enhance students' educational experiences through activities for both social and professional development.

(2) MEMBERSHIP COMPOSITION

- All Kinesiology students, Faculty, Staff, and Alumni are considered members of AKS.
- Annually, at the beginning of the academic year, the constitution will be circulated electronically to the KINE students and faculty.

(3) EXECUTIVE COMPOSITION

* 5 members shall be considered a working quorum

- President
- Vice President / Communications Coordinator
- Fund-raising Coordinator
- Professional Events Coordinator
- Social Events Coordinator
- Faculty Advisor

In order to serve as an Executive Member of AKS, students must be a full-time Kinesiology student and must maintain a minimum GPA of 2.00. Students who do not maintain said GPA will be expected to resign their position.

(4) DEFINITION OF EXECUTIVE ROLES

** The following roles are expected of all executive members:

- to attend all scheduled AKS meetings
- one representative (usually the President) will sit on the Kinesiology council and have voting capabilities (current practice is that an additional student attends these meetings, preferably the vice president with the intent to familiarize themselves with the function and operation of the KINE council – they do not have a vote)
- one representative (usually the President) will sit on the Selection Committees for all new faculty appointments
- one representative will sit on the Professional Studies Student Planning committee (This committee distributes funds to students in Faculty of Professional Studies for events and activities that help the student develop professionally outside of academic endeavours.)

(AKS should have 2 students sit on this committee.)(one will be the VP/Communications Coordinator)

- will be available to hear questions, comments, complaints, and suggestions of the Kinesiology student body
- recruit representation of AKS executive and representatives for the following year from the student population

President

- must be a third or forth year Kinesiology student with full-time academic status
- the President will be elected in March at the AGM and will attend all future AKS meetings
- nominations for the President must be received prior to the AGM and the nominee must have served as an Executive member of the AKS in the previous year
- one representative (usually the President) will sit on the Kinesiology council and have voting capabilities (current practice is that an additional student attends these meetings, preferably the Vice President with the intent to familiarize themselves with the function and operation of the KINE council – they do not have a vote)
- will oversee all of the events that occur within the AKS as well as events for the Kinesiology students in general
- will schedule and chair meetings
- when seen as appropriate or when the need arises, will organize the coordination of a yearly student survey
- will send a letter to all first year students over the summer to welcome the students to the program and offer help to the incoming students
- will act as a leader by actively representing students in Kinesiology when seen as appropriate
- will liase regularly with the Faculty Advisor
- will support the other executive members with their responsibilities
- will act as the main contact person for the AKS
- will delegate responsibilities, tasks and manage/supervise any academic meetings and professional events

Vice-President / Communications Coordinator

- must be a second or third year Kinesiology student with full-time academic status
- will fill the dual role of Communications Coordinator as well as the Vice-President
- will fill the responsibilities of the President when s/he is unable
- will support the other executive members with their responsibilities
- while this individual will serve for the academic year in the vice-president's position, they will not necessarily become the President for the following year – the accepted nomination procedure for the president's position, as for all executive positions must be followed**
- will sit in on the Kinesiology council meetings along with the President but will not have voting privileges
- will sit as a member on the Student Planning Committee
- will be responsible for the bulletin board in KINE lounge

Fundraising Coordinator

- must be a full-time Kinesiology student
- develops and implements various strategies to raise funds for the AKS
- forms sub-committees as required to coordinate fundraising events

Professional Events Coordinator

- must be a full-time Kinesiology student
- organizes and oversees issues concerning the professional development of the Acadia Kinesiology student body (takes the lead with organizing the bi-annual AKS conference held on site at Acadia; brings in speakers and organizing events, advertises speakers on campus, conference opportunity, job opportunities)
- forms sub-committees as required to coordinate professional events

Social Events Coordinator

- must be a full-time Kinesiology student
- organizes and oversees social events that sponsored by the AKS (such as the Kinesiology banquet, the end-of-year party in December, and any other social activity sponsored by AKS)
- forms sub-committees as required to coordinate social events

Faculty Rep.

- will be selected by the AKS to assist them with accomplishing the goals of the society
- this individual will be 1) a full-time faculty member, 2) prepared to serve a minimum 2-year term in the position, 3) prepared to attend all meetings of the AKS and other meetings as deemed necessary, 4) be a sounding board for Kinesiology students to voice their concerns/kudos re issues and be a link between the student society and the faculty
- responsible for overseeing all bookkeeping and receipts for AKS & management of the bank account

(5) SUB-COMMITTEES

In order to serve on sub-committee with AKS, students must be enrolled as full-time Kinesiology students and must maintain a minimum GPA of 2.00. Students who do not maintain said GPA will be expected to resign their position.

- standing sub-committees are Year Reps, Grad Class Representative,
- and other sub-committees will be struck as needed
- **1st, 2nd and 3rd Year Reps**
 - attend all AKS meetings
 - liaise with students from their year to address concerns, etc.
 - promote AKS and the projects that are being undertaken

- participate in AKS sanctioned events
- because there are two first-year reps. elected to the AKS annually, provisions will be made so that there can be two 2nd and two 3rd year reps as a part of the AKS if the currently-serving year reps do not secure Executive positions

▪ **Grad. Class Rep.**

- attend all AKS meetings
- represents the needs and concerns of the graduating class
 - must be a graduating student enrolled in Sr. Seminar class
 - coordinates the selling of grad. clothing
- attempts to organize a grad party and events for grad week
- determines what the grad gift should be and purchases the gift (\$500 in funds provided by the AKS for this)
- presents this gift at the Grad. Breakfast in May
- liase between what ASU grad society and Kinesiology grad class

(6) MEETINGS

- regularly scheduled meetings will be called by the President and will be held in the Gym building
- these meetings will be organized at least bi-weekly with the exception of during exams and breaks and can be attended by any AKS member
- Executive meetings will be scheduled regularly as needed

(7) KINESIOLOGY IN-HOUSE TUTORING PROGRAM

There appears to be growing need in establishing student tutors within the Kinesiology Department for Anatomy, Biomechanics and Physiology. These tutors will be paid by the students who “hire” them to assist with their studies, and not by the KINE department. An hourly rate of \$15 will be paid to the tutor, and the tutor will decide how many students they would be prepared to assist during an hour for that \$15 fee. Students who currently serve as TAs for the course would not be permitted to serve as a tutor. Faculty members would have the final say in who would be “qualified” to serve as tutors for their courses. Students will contact the tutors directly to establish meeting times, payment arrangements, etc. The Faculty Advisor will coordinate the list of prospective students who could serve as TA’s and distribute this list to the KINE student body.

(8) AWARDING OF FUNDS TO KINESIOLOGY-SPONSORED GROUPS

Groups or individual students from within the Kinesiology program can apply in writing to the AKS with the intent of receiving funds to support their work. The amount of support offered will be determined by the AKS on a case by case basis and will depend on the existing funds available at the time.

(9) FINANCES

- the fiscal year will run September – April

- the signing officer for the account will be the Faculty Advisor

(10) AMENDMENTS TO THE CONSTITUTION

- any proposed changes to the constitution must be received by the Executive in writing prior to the annual meeting

(11) ANNUAL GENERAL MEETING & NOMINATING PROCEDURES

- The AKS AGM will be held the third week of March
- all students will be notified of this meeting at least 2 weeks in advance by the Communications Coordinator
- nominations for Executive members must be received by the Faculty Advisor at least 2 weeks prior to this meeting taking place and all Executive members should be in place for the following year by the end of this meeting
- During the AGM, nominations for any AKS Executive or Sub-Committee positions and voting by AKS members will be limited to those who attend at least 3 AKS meetings over the second term. (This will eliminate students showing up at the Annual Meeting simply to vote for their friends without the proper awareness of what the AKS does or knowledge of the work that has been done by the active members of the AKS Executive and committee members.) (Amended March 2015)
- Only full time Kinesiology students can hold AKS executive or committee positions or nominate others for AKS positions. Individuals can nominate themselves or put forward the name of a student they wish to nominate for any positions (with the exception of the President who must be a currently-serving Executive member), and if they follow the nomination procedure noted above. Executive members can serve a second term in their present position but will not be included in the vote when their position is being voted on. All AKS positions will be elected by ballot and majority vote.
- year-rep positions and any remaining Exec. positions that were not filled prior to the AGM can be filled with nominations from the floor – voting for these positions will follow the above-mentioned procedures as well
- all applicants for all positions must be prepared to deliver a short speech about why they want to fill the role and evidence as to why they would be an ideal candidate – this may be deemed unnecessary for those who are appointed by acclamation
- AKS Members Who leave Acadia for Student Exchange or Study Abroad opportunities
- Currently serving AKS members who choose to leave Acadia to study abroad, be a part of an internship, or participate in a student exchange program are expected to resign from their current AKS role. The position that is being vacated will be filled by another currently-serving AKS member. (It may be necessary for an AKS member to serve in more than one role for an extended period of time to cover the vacated position.)

- If the AKS member that must resign will be away for 3 months (or a full term of classes), and if they wish to resume some involvement with the AKS upon return, they must contact the AKS Faculty Advisor at least a month prior to the AGM to advise about their plans. During the AGM, and in their absence, the President in consultation with the Faculty Advisor will act as their representative so they are able to run for the position they are wishing to fill. For students who will be gone for a full year (2 full terms), there will be no provision made for their involvement with the AKS to continue.

(12) AWARDS PRESENTED ANNUALLY BY THE AKS

- The Lisa Caldwell Award

The Lisa Caldwell Award

This award, named in honor of the individual who exemplifies all that is special about our department, will be presented annually by the Acadia Kinesiology Society to the student or students who best represent all that Lisa has been to this program – outgoing, helpful, knowledgeable, hardworking, spirited, one who puts others before herself, and a supporter of varsity sport. Lisa’s connection with SMILE truly speaks volumes of her character – her own smile is infectious. This citizenship award will remain long after Lisa has left the school but will serve to remind us of the wonderful friend we had in our Department Secretary. (Lisa Caldwell served as the Kinesiology/Physical Education Department Secretary from February 1988 – January 2003)

This award will be presented annually by AKS to the student or students who exemplify the description as stated on the award (and noted above). Nomination forms will be circulated to the student body in early March and a selection committee comprising of representation from both the faculty and the Kinesiology student body will decide upon a worthy recipient. The award will be presented annually at the annual Kinesiology banquet.

- The AKS Professor Appreciation Award (renamed the AKS Dr. Gary Ness Professor Appreciation Award in 2009 upon Dr. Ness’ retirement)

The Acadia Kinesiology Society (AKS) strives to serve as a voice and advocate for all Kinesiology students in both program and school decision-making, and to coordinate and enhance students’ educational experiences through activities for both social and professional development. In 2003, the AKS made the decision to develop an award for the professor(s) in the department of Kinesiology who is deserving of special recognition and appreciation. There will be a nomination process each year during which students will have the opportunity to nominate the professor(s) who they feel should receive the award. The professor(s) being nominated must be a professor in the department of Kinesiology and must make a significant contribution to the lives of students in the department. This professor must consider the students’ well-being as paramount. When all the applications have been received, the AKS executive will have a forum to discuss the candidates and will vote on an appropriate recipient. The award shall be presented at the Annual Kinesiology Banquet in March.

“The Acadia Kinesiology Society Dr. Gary Ness Professor Appreciation Award is awarded annually to the professor(s) in the department of Kinesiology who the students feel is deserving of special recognition. This professor will have a significant involvement in the lives of students and support the AKS. This professor not only has an open-door policy, but will be willing to be of assistance to the students wherever and whenever possible. This professor provides the students with compassion, honesty, and wisdom and considers the students’ well-being as paramount.”

- **The AKS Community Initiative Award**

This award, created in 2011 was inspired by the SRMK Director at the time, Dr. Rene Murphy who leads by example as a significant contributor to both Acadia as well as the surrounding community.

“In recognition of the Kinesiology student (s) who, while contributing to the Acadia community, is also engaged in the wider community through program leadership, coaching, or volunteering, which enhances not only their own life, but also the lives of those they are involved with. While existing programs on campus are an important part of the student experience, this person volunteers their time above and beyond these organized programs taking pride in, but not expecting recognition for all they do to enhance the life of others.”

- **The Kinesiology Student(s) of the Month**

Through the VP / Communications Coordinator, the Kinesiology students and faculty will be encouraged to put forward names of students who would be worthy of this recognition. The criteria for this is very wide, but the most important thing is that the student(s) are worthy of being recognized for a significant contribution that they have made to the life of the Kinesiology program, Acadia, and all that is associated with it. Priority will be shown to graduating students for these monthly awards, but students in other years will also be considered. The successful recipient(s) will be able to purchase their ticket to the end of year Banquet for half price.

The names of students who are nominated for the SOTM awards monthly but are not the recipients of the award will be retained and in early April the nominations for these students will be profiled in the student lounge on the “Grad Spotlights” board so these students can also be recognized.

- **Graduating Class gift**

Each year the graduating class will be presented with up to \$500 from the AKS to purchase something they wish to leave behind to commemorate their time at Acadia in the Kinesiology program. The graduating class will be poled as to what this should be. If funds beyond the \$500 are required, the students will be expected to make up the difference.