

National Association for Kinesiology in Higher Education

LEADERSHIP INSTITUTE Operations Code

1. Name

The name of the Committee will be the Leadership Institute (LI) of the National Association for Kinesiology in Higher Education (Corporation) and shall be referred to from here in as the Committee.

2. Purposes

The Committee is a standing committee. The Leadership Institute is organized to fulfill the Corporation's mission of faculty and leader development in kinesiology in higher education by coordinating interactions with emerging and senior leaders in conferences, workshops, and certification training; coordinating the Fellows Program to recognize excellence in leadership; and by promoting ethical leadership through the production of white papers and leadership scholarship.

3. Organization

- a. The Committee will be a standing unit within the Corporation, reporting to the Board of Directors through the Chairperson.
- b. All members of the The Committee is a standing committee. will be members of NAKHE.
- c. The Chairperson will be a NAKHE member who has chaired one of the areas within the LI and will be appointed by the President.
- d. The Chairperson will serve for a term of 2 years
- e. The Committee will consist of the Subcommittee Program Coordinators of the areas that report to the Chairperson.
- f. The Program Coordinators of the areas in the LI will be nominated by the LI Chairperson and will be approved by the Board of Directors in coordination with the President.
- g. The areas within the LI will consist of:
 - i. Leader Development Workshop Subcommittee
 - ii. Department Head Certification Training Subcommittee
 - iii. Leadership Mentor Subcommittee
 - iv. Engaged Scholar Program Subcommittee
 - v. Interdisciplinary Research Subcommittee

4. Conduct of Business

- a. The Committee will sponsor an annual summer workshop titled the Leader Development Workshop (LDW).
 - i. The LDW will be conducted during the summer (generally opposite the

- annual conference in January).
 - ii. The intent of the LDW is to offer an inexpensive, convenient workshop that brings emerging and senior leaders together to network and discuss leadership in kinesiology.
 - b. The LI will sponsor a Department Head Certification Training (DHCT) in conjunction with the LDW.
 - i. The DHCT will operate as a highly structured certification training for emerging leaders in kinesiology who aspire to be department chairs or administrators of Kinesiology and related programs at their college or university.
 - ii. The intent is to brand emerging leaders and administrators with the Corporation imprimatur in leadership.
 - c. The Committee will sponsor a scholar every year through the Engaged Scholar Program (ESP)
 - i. The purpose of the Engaged Scholar Program will be to provide mentoring and networking opportunities for a junior scholar (Assistant/Associate Professor) through working with a senior scholar (Associate/Full Professor) and support professional growth in the tenure and/or promotion process, increase scholarly productivity in the field and become a productive member of the association. The scholar will be chosen by a committee who will review applications, and select the ESP recipient
 - ii. The ESP recipient is required to present the outcomes of the work during the annual NAKHE conference.
 - d. The Committee will sponsor an aspiring leader through the Leadership Mentor Program
 - i. The purpose of the Leadership Mentor Program is to bring together members of the kinesiology community for a one-week “shadow” experience to build future leaders through hands-on mentoring and real-world scenarios.
 - ii. The aspiring leader will be chosen by a committee who will review applications, and select the LMP recipient
 - iii. The LMP recipient is required to present the outcomes of the work during the annual NAKHE conference.
 - e. The Committee will sponsor an interdisciplinary research project through the Hellison Interdisciplinary Research Grant Program
 - i. The purpose of the Hellison Interdisciplinary Research Grant Program is to fund collaborative interdisciplinary research with the intent of connecting kinesiology researchers and researchers from disparate areas together in meaningful applied research.
 - ii. Grant recipients will be chosen by a committee who will review applications and select the HIRGP recipient.
 - iii. The HIRGP recipient is required to present the outcomes of the work

during the annual NAKHE conference.

5. Reports

- a. The Committee Chairperson will be requested to report about the committee activities during the Board of Directors meeting
- b. An annual written report of the committee's activities shall be submitted by the Committee Chairperson to the President and the Board of Directors at a specified date. It shall include annual reports of each component's work.

6. Financial Support

- a. The Chairperson will submit an annual budget during the February Board of Directors meeting for approval
- b. Expenses of the Committee shall be defrayed by the corporation within the limitations of the established budget. Additional funds may be requested when necessary.
- c. All receipts for expenses must be submitted to the executive director no later than February 1st from the previous fiscal year, which ends June 30th.

7. Amendments to the Operations Code

- a. The operations code for the Leadership Institute may be amended by a majority vote of the LI Committee subject to the approval of the Board of Directors.
- b. Changes to the Operations Code may be submitted to the Bylaws Chairperson by June 1st of each year. All additional operations code changes should be submitted by November 1st in preparation for the January NAKHE Board meeting.

(Zarco, 2022)