

February 21, 1996

**PERSONNEL POLICIES AND PROCEDURES  
FOR PHYSICAL EDUCATION FACULTY**

The Department of Physical Education provides to students a variety of individual and group activities including classroom instruction which emphasizes lifetime sports, recreational skills, and physical fitness. The Physical Education Department manages intercollegiate athletic programs in which students participate in formal sport competition. It organizes alternative physical education and student athletic involvement through intramurals, club sports, the Grinnell Outdoor Recreation Program, and the use of facilities for personal fitness. Irrespective of the level of individual student involvement in department activities, the physical education faculty and staff never insist that athletic participation take precedence over the student's academic program. The philosophy of the Physical Education Department is to enhance and contribute to the education of our students by encouraging the inclusion of sport as lifelong physical activity.

Faculty members in the Physical Education Department usually coach two sports and teach physical education courses. Frequently, they have other assigned duties. The Director of Athletics, who also normally is the department chair, has administrative responsibility for assigning teaching and coaching duties after appropriate consultation with department faculty members.

The terminal degree for physical education faculty at Grinnell College shall be the Master's degree in physical education or a related field. To provide an appropriate alternative in physical education faculty appointments for individuals not eligible for tenure, long-term renewable appointments will be offered. Scheduling of performance reviews should be timed so that the seasonal sports activities can reasonably be evaluated.

1. Concerning Assistant Professors
  - a. Initial appointment shall be made at this rank for persons who have attained the terminal degree.
  - b. Initial appointments at this rank will normally be for three years, the second appointment for three years, and the third appointment for five years. Subsequent appointments will normally be for five years.
2. Concerning Associate Professors
  - a. Initial appointment will normally be made at this rank for persons who have at least six years of relevant experience or tenure conferred at another institution.
  - b. Initial appointments at this rank will normally be for three years, the second contract for three years. Subsequent appointments will normally be for five years.
3. Concerning Professors

As stated in The Faculty Handbook, promotions to the rank of professor confer tenure. Initial appointments to this rank follow the statements in Section III. A.5 of The Faculty Handbook.

#### **CRITERIA FOR CONTRACT RENEWAL AND PROMOTION FOR PHYSICAL EDUCATION FACULTY**

Contract renewal and promotion in academic rank require evidence of the ability to perform at a high professional level in areas that contribute to the educational mission of the college and the department. Evidence of performance should include the areas listed below.

##### 1. Teaching

- a. Coaching: Effective coaching includes helping students develop an understanding and commitment to a sport through improved athletic skills, teamwork, and sports strategy. Both team success and student satisfaction may reflect coaching performance. Coaches are expected to show improved performance over time, make effective use of pedagogical skills, and treat students with appropriate fairness and respect. Often, coaches improve their coaching skills through participation in sports clinics. The Director of Athletics, department colleagues, student team members, and when appropriate, professional colleagues at other institutions will evaluate coaching performance. Student team members will complete end-of-season questionnaires. The questionnaires will be administered according to the rules established by the faculty and Executive Council for student end-of-course questionnaires.
- b. Classroom Teaching: The Physical Education Department offers lecture and theory courses and various activity courses. Evaluation of teaching in these courses will follow the standard review procedures of teaching established by the Grinnell College faculty and the Executive Council.

##### 2. Scholarship

Scholarly Activities: Scholarly projects can be exhibited through peer-reviewed activities such as published books and articles as well as invited presentations, additional advanced degrees, and certifications.

##### 3. Service to the College

- a. Recruitment of Student Athletes: Recruitment of qualified student athletes is expected of all coaches. The evaluation of recruitment efforts should go beyond an analysis of the numbers of athletes contacted and enrolled.
- b. Professional and Service Activities: Service to professional organizations as an officer, committee chair, or committee member as well as service on departmental and faculty committees will be recognized.

4. Statement of Desire to Retain  
The teaching and coaching of faculty members in the Department of Physical Education must reflect the mission of the department and the College. Each contract or promotion review must contain a statement of the desire of colleagues to retain or promote the individual under review. The statement should include an appraisal of the individual's present and prospective qualifications and usefulness as a member of the Grinnell College faculty.

Deanshare/Reviews/Fac Reviews/guidelines and summary/"PE personnel policy"