

PM 2017-01 [Supersedes PM 80-22]

President Willie J. Hagan

May 5, 2017

COACHING EMPLOYEE PRACTICES

Persons appointed to coaching assignments are in instructional faculty positions. Tasks of individuals in the coaching employees may include coaching, teaching, or other related duties.

Coaching Employees fall under one of the following classifications:

Head Coach: Under general direction, performs a full range of coaching functions related to a fully developed intercollegiate athletic activity at a State College or University. A Head Coach's responsibilities include, but are not limited to recruiting, program development, community relations, etc. Usually, positions in this class include supervisory responsibilities over several subordinate personnel performing various coaching functions.

Coach: Under general direction, performs a variety of coaching functions related to one of the sports in an intercollegiate athletic program at a State College or University. Positions in this class may include responsibilities of serving as a Head Coach in an intercollegiate athletic activity. Positions in this class may also include responsibility for serving as a full assistant to a Head Coach.

Coaching Specialist: Under general direction, performs specialized coaching functions in support of a higher level person in a major program activity of an intercollegiate athletic program at a State College or University. In some instances, positions in this class may also involve the performance of functions of a Head Coach in an intercollegiate athletic activity. Positions in this class may also include responsibility for serving as a full assistant to a Head Coach.

Coaching Assistant: Under directions, performs a variety of coaching functions related to one or more sports in the intercollegiate athletic program at a State College or University.

Criteria for Appointment

A University coaching employee is a teacher and a professional person that works within an institutional setting. Coaching Employee assignments differ from other instructional faculty appointments in the following ways:

- a. Academic preparation required for a coaching employee assignment may vary. For example, a Bachelor's degree may be acceptable, and a Master's degree is sufficient, while for the more traditional tenure track appointments expects a doctorate.
- b. Scholarly accomplishment in the form of subject matter research results is usually not expected of coaching employees. However, other evidence of scholarship may be appropriate.

In the initial appointment of new coaching employees, the following criteria are relevant and required:

Head Coach:

1. Job knowledge, Coaching, and Strategies
2. Squad Management, Discipline, and Academics
3. Community and Campus Engagement
4. Compliance, Policies, and Responsibilities
5. Fiscal Management, Efficiency, and Integrity
6. Team Performance

Assistant Coach:

1. Demonstrates competency in sport skill instructions, motivation, and the ability to conduct practice sessions under the direction of the Head Coach.
2. Effectively recruits under the leadership of the Head Coach
3. Effectively scouts opponents and provides useful information to help formulate a game plan.
4. Adheres to all NCAA, CCAA, and CSUDH policies and procedures.
5. An Assistant Coach demonstrates a sincere interest in the personal, academic, and athletic progress of student-athletes.
6. Exhibits supportive and cooperative behavior are pursuing sport program goals set by the Head Coach.
7. Demonstrates leadership ability and professional behavior when dealing with student athletes.
8. Efficiently completes tasks assigned by the Head Coach.
9. Accepts constructive criticism and works toward consistent professional improvement.
10. An Assistant Coach contributes to the maintenance of good working relationships with all members of the department and student-athletes through an active and constructive approach to all tasks and respect for the competencies of others.

In exceptional cases, the requirements listed above may be waived, and special consideration given to other factors, such as a national reputation as a coach in an intercollegiate sport or experience as a professional athlete in the sport the individual is to coach.

Criteria for Subsequent Appointment

Each appointment for a coaching employee is for one academic year (or less) unless otherwise approved by the Director of Athletics. Each appointment for a second or subsequent year is considered a new appointment. However, it is reasonable to use the term reappointment in a practical sense when referring to any successive appointment beyond the first appointment. A change from one rank to another within the coaching employee classification at the time of reappointment is similar both to a promotion and to a reclassification.

Criteria for reappointment to each subsequent year will consist of establishing evidence that the coach has fulfilled the expectations that led to their original appointment. In consecutive years, there should be evidence of actual accomplishments, as well as indications of ongoing professional and program growth.

The submission of an *annual Coaching Faculty Performance Review* form will report accomplishments and an evaluation of coaching employees. The report will be reviewed by the Director of Athletics and/or the appropriate administrator, judging the quality of the coaching, professional achievement, and constructive work within the professional environment.

Recommendations for Advancement to a New Class

For coaching employees to receive an appointment to a higher coaching assignment, evidence must be presented that justifies such a promotion. The evidence would relate to the criteria required for an original appointment to the coaching staff, the classification standards of the rank considered, and the overall performance of the individual under consideration.

Proof of Professional Performance

The following is a list of specifics that show professional coaching performance.

Head Coach

1. Job Knowledge, Coaching, and Strategies
2. Squad Management, Discipline, and Academics
3. Community and Campus Engagement
4. Compliance, Policies, and Responsibilities
5. Fiscal Management, Efficiency, and Integrity
6. Team Performance

Assistant Coaches

1. Demonstrates competency in sports skill instruction, motivation, and the ability to conduct practice sessions under the direction of the Head Coach.
2. Effectively recruits under the direction of the Head Coach.
3. Effectively scouts opponents and provides useful information to help formulate a game plan

4. An Assistant Coach adheres and complies with all NCAA, CCAA, and CSUDH policies and procedures.
5. An Assistant Coach demonstrates a sincere interest in the personal, academic, and athletic progress of student-athletes.
6. Exhibits supportive and cooperative behavior while pursuing sport program goals set by the Head Coach.
7. Demonstrates leadership ability and professional behavior when dealing with student-athletes.
8. Efficiently complete tasks assigned by the Head Coach.
9. Accepts constructive criticism and works toward consistent professional improvement.
10. An Assistant Coach contributes to the maintenance of good working relationships with all members of the department and student-athletes through an active and constructive approach to all tasks and respect for the competencies of others.

In the application of the criteria above, care is to be exercised to assure that evaluations and recommendations are based only on professional competence and professional performance.