
Department of Physical Education. Administrative records

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Descriptive Summary

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9500 Gilman Drive

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Title: Department of Physical Education. Administrative records

Identifier/Call Number: RSS 1230

Physical Description: 3.8 Linear feet(3 records cartons, and 2 archives boxes)

Date (inclusive): 1965-1994

Abstract: The administrative records of the Department of Physical Education document the creation and development of the department, including its 1987 reorganization and renaming to the Department of Physical Education Instruction, and its 1994 disestablishment.

Scope and Content of Collection

The administrative records of the Department of Physical Education document the creation and development of the department, including its 1987 reorganization and renaming to the Department of Physical Education Instruction, and its 1994 disestablishment.

Arranged into two sections: 1) Department of Physical Education, and 2) Department of Physical Education Instruction.

The first section, Department of Physical Education, documents the department's administration and activities until its reorganization in 1987. Arranged in six series: 1) ADMINISTRATIVE FILES, 2) COURSES AND PROGRAMS, 3) COMMITTEES, 4) EVENTS, 5) PROJECTS, and 6) PHOTOGRAPHS.

The second section, Department of Physical Education Instruction, documents the department's administration and activities from 1987 until its disestablishment in 1994. Arranged in seven series: 7) ADMINISTRATIVE FILES, 8) COURSES AND PROGRAMS, 9) COMMITTEES, 10) EVENTS, 11) PROJECTS, 12) PUBLICITY MATERIALS, and 13) PHOTOGRAPHS.

Administrative History

The Department of Physical Education was officially established in 1965, an action which formalized the physical education activities that had already been in operation. The department's mission was to provide instruction that promoted a lifetime appreciation for quality health and fitness. The opportunity to participate was to be extended to all students regardless of ability. The department provided physical education instruction, oversaw individual and team sports activities, offered fitness assessments and guidance to all university community members, and oversaw the maintenance of athletic facilities.

The department was comprised of three units: Instructional Courses, Recreation Activities, and Intercollegiate Athletics. Instructional Courses consisted of lectures and practical activities designed to teach the skills to engage in sports activities for the entirety of one's lifetime. Recreation Activities provided the opportunity for students to enjoy recreational activities and intramural sports under game conditions. Intercollegiate Athletics provided an arena for students who had demonstrated superior competence to compete; these students represented the student body in intercollegiate competitions.

Prior to 1987, the department was headed by a faculty department chairperson who reported to the Vice Chancellor for Academic Affairs for curriculum matters and to the Vice Chancellor for Undergraduate Affairs for facilities issues. In 1987, the department was reorganized as the Department of Physical Education Instruction, with the department chair reporting solely to the Vice Chancellor of Academic Affairs. The other two department units became the Department of Recreation and the Department of Athletics, both reporting to the Vice Chancellor of Undergraduate Affairs.

The Department of Physical Education Instruction offered programs in four general areas: conditioning, aquatics, individual sports, and team sports. They also offered classes and certifications in the areas of water safety, lifesaving, first aid, scuba diving, and sports officiating.

In May 1994, the Department of Physical Education Instruction was disestablished by vote of the UCSD Academic Senate Committee on Academic Policy. The department had lost most of its permanent staff through early retirement, resignation, and the transfer of recreational programs to other units. In a period of declining budgets, the resources that would have been required to rebuild the department were not available. The department's classes and functions were merged with those of the campus Recreation department, effective January 1995.

Preferred Citation

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Not Available

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Publication rights are held by the creator of the collection.

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Physical education and training -- California

University of California, San Diego. Department of Physical Education -- Archives

University of California, San Diego. Department of Physical Education Instruction -- Archives

DEPARTMENT OF PHYSICAL EDUCATION

ADMINISTRATIVE FILES

Scope and Contents

Series 1) ADMINISTRATIVE FILES: Contains information pertaining to general departmental operations, and administrative documents including Academic Plans, minutes of department meetings, and policies. Arranged alphabetically.

Box 1, Folder 1	Budget requests and allocations 1974-1987
Box 1, Folder 2	Correspondence 1971-1987
Box 1, Folder 3	Department mission statement 1987
Box 1, Folder 4	Department program descriptions 1983-1986
Box 1, Folder 5	Department organizational charts 1983-1987
Box 1, Folder 6	Statement of Philosophy 1984
	Academic plans
Box 1, Folder 7	Department Long Range Plan 1987
Box 1, Folder 8	Department Long Range Plan for 1985-1995 1985
Box 1, Folder 9	Department Long Range Plan - Correspondence 1979
Box 1, Folder 10	Intercollegiate Athletics (ICA) 5 year plan 1985
	Departmental reviews and reports
Box 1, Folder 11-12	Facility Use Fee - Internal review and improvements 1983-1986
Box 1, Folder 13	Facility Use Fee - Budget reports 1983-1985
Box 1, Folder 14	Intercollegiate Athletics and Recreational Sports - Management review and response 1986
	Department meetings
Box 1, Folder 15-19	Faculty 1970-1987
Box 1, Folder 20	Scheduling 1986-1987
	Faculty and staff
Box 1, Folder 21	Director of Instructional Programs - Job description 1984-1987
Box 1, Folder 22	Director of Recreation - Job description 1979
Box 1, Folder 23	Intercollegiate coaches - Roles in the department 1983
Box 1, Folder 24	Teachers of Special Programs (TSP) - Job description 1982
Box 1, Folder 25	Teachers of Special Programs (TSP) - Appointment policy 1980-1983
	Policies
Box 1, Folder 26	Equipment use 1978-1988
Box 1, Folder 27	Facilities use 1976-1977
Box 1, Folder 28	Faculty workload 1981-1987
Box 1, Folder 29	General operations 1979
Box 1, Folder 30	Policy binder 1973-1974
Box 1, Folder 31	Promotions and merit increases 1979-1984
Box 1, Folder 32	Recreation privileges 1977

Box 1, Folder 33	Teacher evaluations 1982-1985
Box 1, Folder 34	Teaching requirements 1982-1987
Box 1, Folder 35	Voting on appointments 1978-1984

COURSES AND PROGRAMS

Scope and Contents

Series 2) COURSES AND PROGRAMS: Files related to the courses and programs offered by the three departmental units - Instructional Courses, Recreation Activities, and Intercollegiate Athletics. A significant portion of this series deals with the Physical Education minor. Arranged alphabetically.

Box 1, Folder 36	Academic Internship Program (AIP) 1984-1986
Box 1, Folder 37	Fitness for Life Program 1985-1986
Box 1, Folder 38	Health Education / Risk Reduction (HE-RR) - Grant proposal 1985
Box 1, Folder 39	Proposals for Minors 1984

General note

Includes Dance minor and Sport and Physical Education Administrative Track minor.

Box 1, Folder 40	Scuba courses undated
Box 1, Folder 41	State-funded Avocational, Recreational, and Personal Development courses 1983-1984

General note

Includes discussion of the 1983 requirement that the University submit information on state-funded courses to the state legislative budget committees.

Box 1, Folder 42	Summer Session courses 1984-1986
Box 1, Folder 43	Undergraduate Instructional Improvement grant 1982-1985
Box 1, Folder 44	Well Being Program 1984-1987
	Physical Education minor
Box 1, Folder 45	Correspondence 1984-1987
Box 1, Folder 46	Course requirements 1980-1987
Box 1, Folder 47	Meetings 1987-1989
Box 1, Folder 48	Permanent status of Physical Education minor 1979-1984
Box 2, Folder 1	Proposal for Physical Education minor program 1980
Box 2, Folder 2	Reports 1986-1987
Box 2, Folder 3	Requirements - Revelle College 1987
Box 2, Folder 4	Requirements - Warren College 1987
Box 2, Folder 5	Support staff 1984
	Program reports
Box 2, Folder 6	Accreditation - Self-study reports 1984-1985
Box 2, Folder 7	Aquatics 1978-1981
Box 2, Folder 8	Area coordinator's reports 1978-1987
Box 2, Folder 9	Individual sports 1978-1982
Box 2, Folder 10	Team sports 1979-1981

COMMITTEES

Scope and Contents

Series 3) COMMITTEES: Depicts the involvement of the department with several committees. The department maintained membership in the Academic Senate and the Campus Department Chairs meetings. All other committees listed in this series solicited specific information from the department, and the files contain that correspondence. Arranged alphabetically.

Box 2, Folder 11	Academic Senate - Department membership 1985-1986
Box 2, Folder 12	Campus Strike Contingency Planning Committee 1984

COMMITTEES

Box 2, Folder 13-17 Box 2, Folder 18 Box 2, Folder 19	Campus Department Chairs meetings 1983-1987 Presidential Committee on Faculty Displacement 1984 Representative Committee of University of California Supervisors of Physical Education 1983-1985
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EVENTS**Scope and Contents**

Series 4) EVENTS: Includes campus-wide community events, as well as the department's internal events, such as orientations and the PE minor's year-end party. Arranged alphabetically.

Box 2, Folder 20	All-Cal Tournaments 1986-1987 General note Includes committee meeting minutes and results from tournaments.
Box 2, Folder 21 Box 2, Folder 22 Box 2, Folder 23	Health and Fitness week 1984 Orientations 1987 Physical Education minor year-end party 1987

PROJECTS**Scope and Contents**

Series 5) PROJECTS: Documents several collaborative projects that the Department of Physical Education Instruction took part in. These projects involved both the campus and San Diego communities. Arranged alphabetically.

Box 2, Folder 24 Box 2, Folder 25 Box 2, Folder 26 Box 2, Folder 27 Box 2, Folder 28 Box 2, Folder 29	California Universities Sailing Institute 1986 Canyonview Pool and Natatorium maintenance 1987-1991 Dive San Diego 1986 San Diego Aquatics Association - Fund raising 1983 Student Recreation Facilities - Project Planning Guide 1982 Waterpolo Team 1987
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PHOTOGRAPHS**Scope and Contents**

Series 6) PHOTOGRAPHS: Taken at various events, including holiday parties, baseball games, and department beach trips.

Box 2, Folder 30 Box 2, Folder 31	Campus 1965-1969 Events 1975-1976
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DEPARTMENT OF PHYSICAL EDUCATION INSTRUCTION

ADMINISTRATIVE FILES**Scope and Contents**

Series 7) ADMINISTRATIVE FILES: Contains information pertaining to general departmental operations, and administrative documents including Academic Plans, minutes of department meetings, and policies. Of particular interest are the files on the department's reorganization and eventual disestablishment. Arranged alphabetically.

Box 2, Folder 32-33 Box 2, Folder 34-43	Budget requests and allocations 1987-1992 Correspondence 1987-1993
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Box 3, Folder 1
Box 3, Folder 2
Box 3, Folder 3

Department mission statements 1990-1991
Department program descriptions 1988-1992
Department organizational chart 1990
Departmental reorganization
Ad hoc Committee on Organization of the Physical Education Department
Correspondence 1987
Meetings 1987
Final report 1987
Budget projections 1987
Facilities proposals 1987-1989
Reorganization meeting 1987

General note

Meeting between the Department Chair and the Vice Chancellor for Academic Affairs.

Box 3, Folder 10
Box 3, Folder 11

Reorganized staffing and department organization 1987
Academic Senate discussions regarding the future of Department 1988-1989

General note

Includes documentation of the issues leading up to the disestablishment of the Department of Physical Education.

Box 3,
Folder 12-13

Disestablishment of the Department of Physical Education 1993-1994

Academic plans

Box 3,
Folder 14-15
Box 3,
Folder 16-17

Department Long Range Plans 1987-1988

Department Long Range Plans - Drafts 1990-1991

General note

Includes correspondence from the Vice Chancellor for Academic Affairs, calling for another attempt at these drafts.

Box 3, Folder 18

Department Long Range Plan - Correspondence 1987-1990

General note

Includes minutes of the department's Executive Committee.

Box 3, Folder 19
Box 3, Folder 20
Box 3,
Folder 21-22
Box 3, Folder 23

Department meetings

Area coordinators 1989-1991
Executive Committee 1989-1990
Faculty 1987-1992

Teachers of Special Programs (TSP) 1989-1991

General note

TSP representatives meetings with the department chair.

Box 3, Folder 24
Box 3, Folder 25
Box 3, Folder 26
Box 3, Folder 27
Box 3, Folder 28

Faculty and staff

Area Coordinators - Job descriptions 1988
Department Chair - Job descriptions 1988
Teachers of Special Programs (TSP) - Appointment Policy 1990
Teachers of Special Programs (TSP) - Leave Policy 1988-1990
Union-represented Non-Senate Instructional Faculty 1987

Box 3, Folder 29
Box 3, Folder 30
Box 3, Folder 31
Box 3, Folder 32
Box 3, Folder 33

Policies

Academic Titles for Administrators 1989
Equipment use 1989-1990
Faculty 1988-1989
Faculty workload 1989-1992
General operations 1988-1992

Box 3, Folder 34	Policy binders 1989-1990 General note Teachers of Special Programs binder and Supervisors of PE binder.
Box 3, Folder 35	Teaching requirements 1987-1990
Box 3, Folder 36	Voting on appointments 1988-1991

COURSES AND PROGRAMS

Scope and Contents

Series 8) COURSES AND PROGRAMS: Files related to the courses and programs offered by the Department of Physical Education Instruction. Course areas include Conditioning, Dance, Fitness and Wellness, and the Physical Education minor. Arranged alphabetically.

Box 3, Folder 37	Academic Internship Program (AIP) 1991
	Conditioning
Box 3, Folder 38	Lifestyle Inventory Fitness Evaluation 1988
Box 3, Folder 39	Rhythmical conditioning 1992
Box 3, Folder 40	Stretch / Flexibility 1989
	Dance
Box 3, Folder 41	Program descriptions 1987-1991
Box 3,	Relocation of Dance Program to the Theatre Department 1990-1991
Folder 42-43	General note The dance program was relocated from the Department of Physical Education Instruction to the Theater Department in September 1991.
Box 3, Folder 44	Space requests 1992
	Fitness and Wellness
Box 3, Folder 45	Fitness and Lifestyle - Administrative & Professional Development Award 1992
Box 3, Folder 46	Fitness Lab 1988-1989
Box 3, Folder 47	Wellness program 1989
	Physical Education minor
Box 3, Folder 48	Committee on Educational Policy (CEP) review 1989-1992
Box 3, Folder 49	Correspondence 1990-1991
Box 3, Folder 50	Course requirements 1989
Box 3, Folder 51	Disestablishment of the Physical Education minor 1992-1993
Box 3, Folder 52	Enrollment restrictions 1989
Box 3, Folder 53	Warren College - Physical Education minor requirements 1988-1989
Box 3, Folder 54	Summer session - Courses 1989-1993
Box 3, Folder 55	Undergraduate Instructional Improvement grant 1988-1992
	Program reports
Box 3, Folder 56	Aquatics 1978-1981
Box 3, Folder 57	Course comparisons 1989-1993
Box 3, Folder 58	Dance 1989
Box 4, Folder 1-4	Faculty workload 1987-1994
Box 4, Folder 5	Over-enrollment 1991-1992
Box 4, Folder 6	Rehabilitation 1990-1992
Box 4, Folder 7	Report of the UCSD Task Force on Faculty Reward System 1991-1992

COMMITTEES

Scope and Contents

Series 9) COMMITTEES: Depicts the involvement of the department with several committees. The department maintained membership in the Academic Senate and the Campus Department Chairs meetings. The Program Review Committee file documents the committee's discussion of the department leading up to its disestablishment. Arranged alphabetically.

COMMITTEES

Box 4, Folder 8	Academic Senate - Department membership 1989-1992
Box 4, Folder 9	Academic Senate subcommittees 1990
Box 4, Folder 10	Campus Department Chairs meetings 1990-1991
Box 4, Folder 11	Committee on Academic Personnel 1991
Box 4, Folder 12	Program Review Committee 1987-1992

EVENTS**Scope and Contents**

Series 10) EVENTS: Includes campus-wide community events, as well as the department's internal events, such as Faculty orientations. Arranged alphabetically.

Box 5, Folder 1	All Campus Leadership Conferences 1990-1991
Box 5, Folder 2	All Campus Student Services Faire 1991
Box 5, Folder 3	Annual Arts and Humanities Divisional Conference 1989-1991
Box 5, Folder 4	AVIA Day 1988-1989
Box 5, Folder 5	Commencements 1989-1991
Box 5, Folder 6	Diana Chadwell benefit 1990

General note

5K run and 2 mile walk.

Box 5, Folder 7	Early Academic Outreach Program 1991
Box 5, Folder 8	Eating Disorders Awareness Week 1989
Box 5, Folder 9	Faculty orientations 1988-1990
Box 5, Folder 10	Health and Fitness fairs 1990-1991
Box 5, Folder 11	Holiday gift drives 1990-1992
Box 5, Folder 12	National Fitness Foundation Camp 1988
Box 5, Folder 13	Orientations 1988-1991
Box 5, Folder 14	UCSD Welcome Week 1988

General note

The Physical Education Instruction Department held a "Jog and See UCSD" tour of campus.

Box 5, Folder 15	Welcome events 1988-1990
Box 5, Folder 16	World Association of Veteran Athletes (WAVA) games 1988

PROJECTS**Scope and Contents**

Series 11) PROJECTS: Documents several collaborative projects that the Department of Physical Education Instruction took part in. These projects involved both the campus and San Diego communities. Arranged alphabetically.

Box 5, Folder 17	Comprehensive computerized health-risk analysis program 1984-1985
Box 5, Folder 18	Fitness Assessment Program 1988-1990
Box 5, Folder 19	Preventative Medicine and Life Leisure Activities Project 1979-1982

General note

If approved by the Regents, this project would have been established as an Institute.

Box 5, Folder 20	San Diego County Sheriff's Department training program 1984-1985
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PUBLICITY MATERIALS

Box 5, Folder 21	DIMENSIONS - Instruction, Athletics, and Recreation descriptions 1989
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General note

Published by Student Outreach and Recruitment (SOAR).

Box 5, Folder 22
Box 5, Folder 23

Marketing group coupon book (Campus) 1987
Newsletter 1990

PHOTOGRAPHS

Box 5, Folder 24

Events circa 1991

General note

Includes cookouts and holiday parties.

Box 5, Folder 25

People undated