**Athletic Director's Office**

The history of the position of Athletic Director at Davidson College begins with the

Athletic Association, a student organization founded in 1893. The Athletic

Association hired coaches who used the title Athletic Director. In 1914, the

College agreed to take responsibility for the position of Athletic Director and

allowed the Alumni Athletic Association to support assistant coaches. The first

athletic director hired by the College was Robert Fetzer, who was replaced in

1915 by his brother William Fetzer.

In 1932, athletics were subsumed under a new department of Student Health

Services and Physical Education. In 1936, the Norman Shepard was hired as the

Director of Physical Education and Athletics. The title changed in 1981 to Director

of Athletics. The office is responsible for managing the activities of all athletic

teams, the physical education program, and the Baker Sports Complex.

**Retention Schedule**

**Administrative Files.** Records concerning the administration and activities of

the office. Files may include correspondence, reports, game contracts,

memorandum, professional association materials, and reference materials.

Disposition Instructions: Destroy in office after 2 years or when reference

value ends, whichever is later.

**Search Committee Files.** Records concerning the activities of specially-formed

search committees charged with recruiting new or replacement faculty. File may

include correspondence, resumes, applications, evaluations, and other related

records. Files contain restricted information.

Disposition Instructions: Transfer applications and other records for

individuals hired to appropriate personnel file when individual accepts

position. Destroy in office applications for individuals not hired 2 years after

date of receipt if no charge of discrimination has been filed. If charge has

been filed, destroy in office 1 year after resolution of charge.