

BUAD 1111-A
PGA Golf Management Orientation Syllabus

Goal: To guide students through the completion of the Qualifying Level and Level 1 materials of the PGA of America's Educational Program and to provide information to help students become successful golf professionals.

Topics to be covered:

1. PGA Golf Management Program Overview
2. Introduction to the PGA Professional Golf Management Program
3. PGA History and Constitution
4. The Rules of Golf

Course Learning Outcomes:

Introduction to the PGA Professional Golf Management Program:

1. Investigate the career opportunities, challenges, and potential benefits of PGA membership
2. Distinguish between the two pathways to PGA membership
3. Describe the structure and requirements of the PGA PGM program, and how to maintain acceptable progress
4. Recognize the content covered in each level of the PGA PGM program
5. Describe how progress is measured at each level of the PGA PGM program
6. Estimate the number of hours it will take to complete the PGA PGM program and understand strategies for managing time and progress
7. Access resources to facilitate progress in the PGA PGM program

PGA History and Constitution

1. Discuss how the PGA of America began and evolved and be familiar with key milestones in PGA History
2. State the mission of The PGA of America and the structure of *The PGA Constitution, Bylaws and Regulations*
3. Describe how The PGA of America is organized, including its Officers, Board of Directors, Sections, and Districts
4. Describe the role of Sections and Districts, the PGA Officers and Board of Directors, The Chief Executive Officer and headquarters staff
5. Recognize the requirements for PGA Recognized Golf Facilities and employment definitions
6. Describe the importance of The PGA of America's dedication to professionalism and ethical practices, what constitutes a Code of Ethics violation, and the procedures for processing Code of Ethics violations
7. Identify eligibility requirements for apprentices and members, the rights of membership, the different membership classifications, how to maintain active status, and the process for appealing to the Board of Control on membership issues

The Rules of Golf:

1. Describe the organization of *The Rules of Golf*
2. Apply proper etiquette to the game of golf
3. Identify ways to promote Rules and etiquette to the golfing public
4. Define key terms used in *The Rules of Golf*
5. Locate and apply Rules for frequently encountered situations
6. Describe the history and development of the Rules
7. Explain how the Rules are maintained and changed

Class Periods: For the semester

DATE	TOPIC	READING ASSIGNMENT
August 28	Orientation	
September 4	No Class, Labor Day	
September 11	Program Overview (Sign Understanding of Policies and Procedures	Read SHSU PGA Golf Management Program P&P Manual and bring to class
September 18	Cover Letter and Resume Preparation Introduction to the PGA Golf Management Program- Lesson 1: The PGA Professional, Lesson 2: PGA/PGM Program Overview	pp. 1-16
September 25	Introduction to the PGA Golf Management Program- Lesson 3: PGA/PGM Program Courses and Assessments, Lesson 4: Establishing an Action Plan	pp. 17-33 Cover Letter and Resume Due
October 2	PGA History and Constitution – Lesson 1: A Brief History of the PGA of America, Lesson 2; PGA Constitution Overview, Lesson 3: The Organization	pp. 1-19
October 9	PGA History and Constitution – Lesson 4: Definitions, Lesson 5: Code of Ethics, Lesson 6: Membership	pp. 20-31
October 16	The Rules of Golf – Lesson 1: Organization of the Rules Book, Lesson 2: Etiquette and Spirit of the Game	pp. 1-13

October 23	No Class	
October 30	No Class, PAT	
November 6	The Rules of Golf – Lesson 3: Definitions, Lesson 4: The Rules	pp. 14-24 Rule # 4,8,11
November 13	The Rules of Golf – Lesson 4: The Rules	Rule # 16,18,19,20,23,24
November 20	The Rules of Golf – Lesson 4: The Rules	Rule # 25,26, 27, 28
November 27	The Rules of Golf – Lesson 5: History and Maintenance of The Rules Preparation for Qualifying Level Test	pp. 25-35

Qualifying Level Test – Friday, December 1 at 9:00 a.m. – SHB #300

Class Policies

- Class meetings: Monday at 8:30 a.m. in SHB #306

Grading

70 Points - Qualifying Level Test (49 passing score to advance to Level 1)

25 Points – Resume and Cover Letter

30 Points – 3 unannounced pop quizzes at 10 points each

75 Points – Attendance

200 Total Points

Attendance is based on class attendance, PGMSA meetings and PGMSA golf tournaments.

0 absences = 75 points
 1 absence = 71 points
 2 absences = 68 points
 3 absences = 60 points
 4 absences = 53 points
 5 absences = 45 points
 6 absences or more = 38 points

Course Grade

A = 180 points or above

B = 160-179 points

C = 140-159 points

D = 120-139 points

F = 119 points or below

Please note: A score of 49 out of 70 questions (70%) must be achieved on Qualifying Level Test to be able to pass the course for the PGA of America Q-Level requirements. Students who do not pass the test will be required to retake and pass the exam at an authorized PSI test center. Students failing to attempt required retakes every two weeks until the test is passed will be docked one letter grade (20 points) in the next PGA Golf Management class taken.

Playing Requirement: In addition to PGMSA golf tournament attendance counting toward your grade, students will be required to compete in 4, 18-hole tournament rounds over the course of the semester. If a student does not compete in and finish 4 rounds then they will be placed on probation.

Attendance at the 11/10 Rules Seminar is mandatory

Instructors

Rich Ballinger, PGA Master Professional
Director, PGA Golf Management & Golf Operations
Smith-Hutson #111
ballinger@shsu.edu
(936)294-4810

ACADEMIC DISHONESTY:

All students are expected to engage in all academic pursuits in a manner that is above reproach. Students are expected to maintain honesty and integrity in the academic experiences both in and out of the classroom. Any student found guilty of dishonesty in any phase of academic work will be subject to disciplinary action. The University and its official representatives may initiate disciplinary proceedings against a student accused of any form of academic dishonesty including but not limited to, cheating on an examination or other academic work which is to be submitted, plagiarism, collusion and the abuse of resource materials.

While many of the activities will involve you working and communicating with other PGA Golf Management University students and facility staff members, the work entered into the work experience portfolio must be yours and yours alone. As such, any submission related to your work experience activities must be entirely completed by you. Any attempt to submit work that was not completed entirely by you and/or intentionally misrepresenting someone else's work as your own may result in a failing grade, a requirement of a new submission, and/or result in disciplinary action as determined by the PGA Golf Management University and/or the PGA of America, including, but not limited to, expulsion from the PGA PGM program and/or review by the PGA's Board of Control as a potential Code of Ethics violation.

STUDENT ABSENCES ON RELIGIOUS HOLY DAYS POLICY:

Section 51.911(b) of the Texas Education Code requires that an institution of higher education excuse a student from attending classes or other required activities, including

examinations, for the observance of a religious holy day, including travel for that purpose. Section 51.911 (a) (2) defines a religious holy day as: “a holy day observed by a religion whose places of worship are exempt from property taxation under Section 11.20...” A student whose absence is excused under this subsection may not be penalized for that absence and shall be allowed to take an examination or complete an assignment from which the student is excused within a reasonable time after the absence.

University policy 861001 provides the procedures to be followed by the student and instructor. A student desiring to absent himself/herself from a scheduled class in order to observe (a) religious holy day(s) shall present to each instructor involved a written statement concerning the religious holy day(s). The instructor will complete a form notifying the student of a reasonable timeframe in which the missed assignments and/or examinations are to be completed.

STUDENTS WITH DISABILITIES POLICY:

It is the policy of Sam Houston State University that individuals otherwise qualified shall not be excluded, solely by reason of their disability, from participation in any academic program of the university. Further, they shall not be denied the benefits of these programs nor shall they be subjected to discrimination. Students with disabilities that might affect their academic performance should register with the Office of Services for Students with Disabilities located in the Lee Drain Annex (telephone 936-294-3512, TDD 936-294-3786, and e-mail disability@shsu.edu). They should then make arrangements with their individual instructors so that appropriate strategies can be considered and helpful procedures can be developed to ensure that participation and achievement opportunities are not impaired.

SHSU adheres to all applicable federal, state, and local laws, regulations, and guidelines with respect to providing reasonable accommodations for students with disabilities. If you have a disability that may affect adversely your work in this class, then I encourage you to register with the SHSU Services for Students with Disabilities and to talk with me about how I can best help you. All disclosures of disabilities will be kept strictly confidential. NOTE: No accommodation can be made until you register with the Services for Students with Disabilities. For a complete listing of the university policy, see:

<http://www.shsu.edu/dept/academic-affairs/documents/aps/students/811006.pdf>

VISITORS IN THE CLASSROOM:

Only registered students may attend class. Exceptions can be made on a case-by-case basis by the professor. In all cases, visitors must not present a disruption to the class by their attendance. Students wishing to audit a class must apply to do so through the Registrar's Office.