

GBA 111-C
Professional Development Seminar

Goal: To guide students through the completion of the 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. Golfer Development Programs
2. Career Enhancement
3. Tournament Operations (Scorecast)
4. Calligraphy

Objectives:

Golfer Development Programs:

1. State the reasons for golfer development programs and their relationship to the golf professionals' job
2. Identify the steps for developing and implementing a successful golfer development program
3. Identify the needs, interests, and concerns of three special groups: juniors, women, and seniors
4. Design and develop a program for each group
5. Evaluate a golfer development program

Career Enhancement:

1. Demonstrate an understanding of the golf industry job market in the new millennium
2. Identify the skills and experience needed to be a successful golf professional
3. Evaluate your current skills and qualifications at this point in your career
4. Develop attractive and effective resumes and cover letters
5. Demonstrate an understanding of the practical strategies needed to negotiate a suitable salary and compensation package
6. Describe the major components of an employment agreement or contract
7. Identify employment laws and Wage and Hour Laws that apply to the golf industry

Tournament Operations (Scorecast):

1. Use computer software to administer a tournament

Calligraphy

1. To learn to be able to design and draw an effective scoreboard

Class Periods: For the semester

August 24: Orientation

August 31: PGA/PGM Program Overview, (Sign Statement of Understanding)

September 7: Calligraphy

Rules of Golf Book due

September 14: Calligraphy

September 21: Calligraphy

September 28: Golfer Development Programs

October 5: Career Enhancement, Identifying right job for you, Professional Image

October 12: Career Enhancement. Knowledge and Networking, Wage & Hour Laws

October 19: Career Enhancement, Resumes, Cover Letters, Reference Material, Portfolio

October 26: Career Enhancement, Resumes, Cover Letters, Reference Material, Portfolio

November 2: Career Enhancement, Resumes, Interviewing

November 9: Career Enhancement, Interviewing

November 16: Tournament Operations, (Scorecast)

November 23: No Class, Thanksgiving Break

November 30: Tournament Operations, (Scorecast)

December 7: No class, Final Exam Study Day

Golf Car Fleet Management Book due

Class Policies

- Only 2 unexcused absences will be allowed for successful completion of this course. For each class period missed past two, the grade will be dropped one letter grade.
- Class meetings: Friday at 11:00 a.m. in Smith-Hutson #202

Grading

Grades for this course will be determined by attendance, classroom participation, and the quality of the Work Experience Activities turned in at the end of the semester. For each class period missed past two, the grade will be dropped one letter grade. For each submission of work experience activities past 2, the grade for the course will be dropped one letter grade.

Instructor

Richard Ballinger

Director, PGA/PGM Program

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. For a complete listing of the university policy, see:

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. For a complete listing of the university policy, see:

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 are expected to visit with the Office of Services for Students with Disabilities located in the Counseling Center . 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 Counseling Center 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 Counseling Center . For a complete listing of the university policy, see:

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.