# Course Syllabus

<table>
<thead>
<tr>
<th><strong>Course Name:</strong></th>
<th>Golf I</th>
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</thead>
<tbody>
<tr>
<td><strong>Course Number:</strong></td>
<td>PHED 1141</td>
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| **Course Description:** | 1 hour. A course which covers the basic fundamental skills in golf. Its purpose is to provide each student with a working knowledge of the game. Class will cover terminology, rules and etiquette. Class will also cover practical skills of driving, chipping and putting. Class is held at Forest Lakes Golf Course. Students must provide their own transportation to and from the course. |

| **Pre-requisites/Co-requisites:** | none |

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<tr>
<th><strong>Course Learning Outcomes:</strong></th>
<th>By the end of the semester, the student will:</th>
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<tbody>
<tr>
<td>1.</td>
<td>Demonstrate an overall knowledge of the rules of golf.</td>
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<td>2.</td>
<td>Demonstrate the basic skills used in putting, chipping and driving.</td>
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<td>3.</td>
<td>Demonstrate the ability to recognize the various clubs used in golf.</td>
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<td>4.</td>
<td>Demonstrate the knowledge of different types of tournament play.</td>
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<td>5.</td>
<td>Demonstrate the knowledge of proper golf etiquette.</td>
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<td>6.</td>
<td>Know the two scoring systems used in golf.</td>
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<td>7.</td>
<td>Know the basic layout of an 18 hole golf course.</td>
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| **College Policy on Class Attendance** | Courses at Abraham Baldwin Agricultural College are provided for the intellectual growth and development of students. To attain maximum success, students should attend all of their classes, be on time, and attend all scheduled course activities including, but not limited to, field trips, seminars, study sessions, individual conferences, and lectures. This interaction with instructors and other students is an important element of the learning process, and a high correlation exists between class attendance and course grades. A student must understand the importance of regular participation in classroom and laboratory activities. The absence of any student affects not only his or her performance but the performance of the class as a whole. Absence from class, for whatever reason, does not excuse a student from full responsibility for class work or assignments missed. Students must accept this responsibility. Instructors will keep accurate attendance records and must report the individual number of absences with midterm and final grades. At the beginning of each semester, instructors will explain clearly to their student’s specific attendance requirements (including possible penalties). Additionally, they will publish the attendance policy on their syllabi and web-sites. A student penalized for excessive absences may appeal through the grade appeal process, as stated in ABAC’s college catalog and student handbook. |
INSTITUTIONAL ABSENCE
A student who serves as an official representative of the college is defined as one who:
is authorized to use the college name in public relationships outside the institution;
regularly interacts with non-college individuals and groups over an extended period of time (at
least one semester); represents the college as a part of a group and not as an individual;
represents the college under the direct supervision of a college faculty or staff member; and is
authorized in writing, in advance, by the President of the college. Such a student is in no way
released from the obligations and responsibilities of all students, but will not be penalized with
unexcused absences when absences result from regularly scheduled activities in which he/she
represents the college. Further, it is the responsibility of each student to contact instructors prior
to the absence and to make arrangements to make up any work that will be missed, in a
manner acceptable to the instructor. Advisors of activities will schedule off-campus activities in a
manner that does not unduly disrupt the learning process for a student.

COLLEGE POLICY ON ACADEMIC DISHONESTY

A. Academic Dishonesty
Academic irregularities include, but are not limited to, giving or receiving
of unauthorized assistance in the preparation of any academic
assignment; taking or attempting to take, stealing, or otherwise obtaining
in an unauthorized manner any material pertaining to the education
process; selling, giving, lending, or otherwise furnishing to any person
any question and/or answers to any examination known to be scheduled
at any subsequent date; fabricating, forging, or falsifying lab or clinical
results; plagiarism in any form related to themes, essays, term papers,
tests, and other assignments; breaching any confidentiality regarding
patient information.

B. Disciplinary Procedures
1. When a faculty member suspects that a student has engaged in
academic dishonesty, the faculty member will contact the Office of the
Vice President for Academic Affairs. The Vice President for Academic
Affairs will notify the student in writing of the report and will appoint a
neutral person from among the faculty or staff to meet with the faculty
member who reported the matter and the student(s) believed to have
engaged in academic dishonesty.

The purpose of the meeting, to be scheduled by the Office of the Vice President for Academic
Affairs, will be to provide a facilitated discussion about what may have occurred. The faculty
member who reported the matter, the student(s) believed
to have engaged in academic dishonesty, and the facilitator are the only participants in the meeting. Audio nor video recordings of these proceedings will be permitted. Following the discussion, the facilitator will submit a form summarizing results of the proceedings to the Office of the Vice President for Academic Affairs.

2. The faculty member and student(s) may reach an agreement about the matter and, if dishonesty is involved, may determine the appropriate consequences. If no resolution is agreed upon, the matter will be forwarded to the Dean of Students, who will convene the Student Judiciary Committee to determine the outcome of the allegation.

3. Guidelines for disciplinary procedures as outlined in Section V of the Student Code of Conduct will be applicable in cases involving alleged academic dishonesty. A written copy of the recommendations by the Student Judiciary Committee shall be sent not only to the student but also to the faculty member who made the allegations of academic dishonesty against the student, to the Vice President for Academic Affairs, and to the President.

4. Prior to any finding of responsibility on the part of the student, the faculty member shall permit the student to complete all required academic work and shall evaluate and grade all work except the assignment(s) involved in the accusation of dishonesty. The faculty member may, however, take any action reasonably necessary to collect and preserve evidence of the alleged violation and to maintain or restore the integrity of exam or laboratory conditions.

5. A student may not withdraw from a course to avoid penalty of plagiarism or other forms of academic dishonesty.

C. Appeals Process

Students have the right to appeal a Student Judiciary Committee hearing recommendation in accordance with the following procedures:

1. Requests for appeals must be submitted in writing to the Office of the Vice President for Student Affairs within five business days of the date of the letter notifying the student of the original decision. Failure to appeal within the allotted time will render the original decision final and conclusive.

2. Written requests for appeals must be specific and detailed as to the nature and substance of the student's complaint and must clearly indicate what action is requested. The written request should specify the grounds for appeal. Judicial recommendations may be appealed on the following grounds:
   • A violation of due process
   • Prejudicial treatment by the original hearing body
   • New evidence has become available which was not
available at the time of the hearing.
3. Appeals shall be decided upon the record of the original proceedings, the written appeal submitted by the defendant, and any written briefs submitted by other participants. Cases will not be reheard on appeal.
4. If the student is dissatisfied with the decision of the Vice President for Student Affairs, the student may request in writing that the President consider the appeal, but such request must be made within five business days of the Vice President’s decision or the Vice President’s decision will be considered final and conclusive.
5. Within five business days of receiving the appeal, the President will either rule on the appeal or refer the appeal to a special Presidential Panel. The Presidential Panel will review all facts and circumstances connected with the case and within five business days make a report of its findings to the President. After consideration of the Panel’s report, the President will within five business days make a decision which shall be final so far as the College is concerned.
6. Should the student be dissatisfied with the President’s decision, written application may be made to the Board of Regents for a review of the decision. This application must be submitted within twenty days following the decision of the President. Additional information regarding procedures for appealing to the Board is available in the Office of the Vice President for Student Affairs. The decision of the Board shall be final and binding for all purposes.

If there is a student in this class who has specific needs because of learning disabilities or any other disability, please feel free to contact the instructor.

This is a partial syllabus. More detailed information relating to the class and Instructor will be made available to each student.

ASSISTANT PROFESSOR: Donna Campbell
OFFICE: Bowen Hall, Room 219
CLASS LOCATION: Forest Lakes Golf Course
Weather Hotline: 229-391-5225
OFFICE HOURS: Mon. & Wed. - 8:30 – 9:00, 2:00-3:00 & 4:00-4:30, Tues. & Thurs. – 1:00-2:00 & 3:30-4:30, Fri. – 9:30 - 11:30.

EMAIL: dcampbell@abac.edu
PHONE: 229-391-5414 office
229-392-3749 cell

TEXT: None. Additional course resources at http://www.abac.edu/dcampbell/ and the instructor’s D2L site.

D2L: Course resources: a syllabus, a course calendar, study guides, course grades, attendance and punctuality reports and exam information.
**MATERIALS:** Dress: clothes suitable for an exercise class. Tennis shoes OR golf shoes are required. (No boots or flip flops allowed).

**COURSE WITHDRAWAL:** Withdrawing from a course is the responsibility of the student. If a student needs to reduce his/her course load during a particular semester, that student may officially withdraw from a class with a grade of “W,” provided he/she takes this action before the mid-point in the semester (see the college calendar). Course withdrawals processed after the “drop” or mid-point deadline will result in a “WF” in the course. The student who wants to withdraw from a course must first see his/her academic advisor for permission to withdraw. At that point the advisor completes a drop form and the student follows the steps outlined on the form and submits it to the Registrar’s Office. Official withdrawals can be made only if the student has not already abandoned the course and been dropped from the course with a penalty. Deadline to drop without penalty: Mon., Oct. 5, 2015 by 4:30 p.m.

**COLLEGE WIDE HARASSMENT POLICY:** Sexual or racial harassment in the University System is prohibited and shall subject the offender(s) to the appropriate disciplinary action. A student who feels subjected to any type of harassment should consult the instructor immediately. Refer to the college catalog and/or student handbook.

**CLASS ATTENDANCE POLICY:** Physical Activity classes are participation based so attendance can and will affect your final grade in the course. Whenever a student is absent, whether for official or personal reasons, the student must assume responsibility and provide notice to the instructor, preferably in advance, for making arrangements for any assignments and class work missed because of the absence. However, final approval for make up work remains with the individual instructor.

Final determination of what constitutes an excused absence rests with the classroom instructor. If no notification/documentation of absence is given to the instructor then the absence will be documented as unexcused. In implementing this Policy, faculty will not include in a student’s unexcused absences those absences incurred due to authorized and approved College sponsored events (or in the case of joint-enrollment students high-school sponsored events) in which the student represents the institution as part of a group or under the direct supervision of a faculty or staff member.

Students will receive an “F” for the semester in this class after the fourth (4th) unexcused absence. The following documented excuses will be accepted: medical emergency, jury duty, family death, and/or approved ABAC functions. Legitimate written documentation/email must be provided within 48 hours of absence in order for the absence to be considered excused.

Students must accept this responsibility and initiate contact with instructor for make up work or visit D2L for calendar updates.
A student who stops attending class without officially withdrawing from the course is subject to this attendance policy and will receive a grade of “F” for the course.

**CLASS POLICY:**
Points will be given daily for punctuality, participation, and attendance. Failure to attend class, to participate, and/or to be on time will affect this grade.

**Make-ups:** Students may make up two (2) excused absences and may do so by making an appointment with the instructor. All absences must be made up by Tues., Nov. 24, 2015.

**Tardies:** Tardiness (entering class after roll call). 3 tardies will result in a 10 point deduction from your participation grade. Students entering class later than ten minutes after the hour will receive an unexcused absence.

**EVALUATION:** The grading format for this course will be based on a point system where by students will earn points from participation, skill testing in chipping and putting, terms and questions assignment, and a final written exam.

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<thead>
<tr>
<th>Component</th>
<th>Points</th>
<th>Range</th>
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<tbody>
<tr>
<td>Participation</td>
<td>300</td>
<td>600 - 540 = A</td>
</tr>
<tr>
<td>Terms &amp; Questions</td>
<td>100</td>
<td>539 - 480 = B</td>
</tr>
<tr>
<td>Skill Test</td>
<td>100</td>
<td>479 - 420 = C</td>
</tr>
<tr>
<td>Final Exam</td>
<td>100</td>
<td>419 - 360 = D</td>
</tr>
<tr>
<td></td>
<td>600</td>
<td>359 – and below = F</td>
</tr>
</tbody>
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**Description:** Participation grade will be given daily. Failure to participate on scheduled class days will result in a ten point deduction. Lack of effort in class, violation of rules and conduct appropriate on the golf course and honoring the etiquette of golf will result in a point deduction from the participation grade. Student will be warned on first occurrence and point deduction will result from that point forward. **Terms and Questions Assignment** will be posted on D2L for students to complete. (Further instruction will be given). Due date: in class, Tues., Oct. 6, 2015. (Late assignments will not be accepted). **Written Exam** will be given during the last day of class on Tues., Dec. 1, 2015. (Location of final exam will be given at a later date and posted on D2L calendar.

**CLASS REGULATIONS:**
- Dress in proper attire and wear tennis shoes OR golf shoes. No boots or flip flops allowed.
- In case of RAIN, class will always meet in the Pro Shop at Forest Lakes.
- Class will not begin until Instructor is present.
- No food, candy, or tobacco products allowed in class.
- No cell phones allowed unless permission from the instructor. (3 point deduction from your participation grade if the cell phone policy is violated.)
- Golf clubs will be available. You may bring your own.
- All clubs and baskets are returned to proper place prior to leaving class.
CLASS SAFETY: Safety practices will be followed at all times.

Every class member must stop swinging prior to any retrieval of golf balls.
Never swing clubs when someone is near. Be aware of your surroundings.
Do not leave the class without checking with the instructor.
Warm up and cool down is a required part of this course.
Stop and inform the instructor if you feel any pain or dizziness of any kind.
Report any injury which could or may occur immediately to the instructor.

"The Student Development Center is the official office to provide
disability services at ABAC. If you have a documented disability
that may require assistance, you will need to contact the Student
Development Center for coordination of your academic
accommodations. The Center is located on the 1st floor of the Carlton Center.
The phone number is 229-391-5135; fax is 229-391-5136. You may also visit the website at
www.abac.edu/sdc or email at mmartin@abac.edu

Engaged Student Learning Requirements: The ABAC Credit Hour Policy, in accordance with the Board of Regents of the University System of Georgia and federal regulations that are reflected in
SACSCOC’s Credit Hours Policy Statement, require 6750 minutes of engaged student learning for a 3
semester hour course. Engaged Student Learning occurs both in and outside of the classroom at the
ratio of 1:2, Two hours of independent student learning for each hour of classroom learning. 15 weeks
of 50 minutes of class instruction for 1 credit hour = 750 minutes. For a 3 Hr course, engaged
classroom instruction will equal 2250 minutes, the remaining 4500 minutes of engaged learning will be
the responsibility of each individual student.

August 2015

Golf I (Campbell-Assistant Professor)

Student’s Name_(Print)__________________________________________

Student’s 918# _____________________________________________

Please Sign: I, ____________________________have read and understand the policies of my
Instructor’s Golf I Class and I will abide by the policies set for this class.