

**TITLE, PURPOSE AND AUTHORITY**

**TITLE**

The name of this organization shall be The Glen Club Handicap Committee (HC).

**PURPOSE**

The Glen Club (TGC) HC was established to ensure that the handicap index of each Glen Club member is maintained fairly, equitably and in accordance with the USGA Handicap System Manual. Two basic purposes underlie the Manual: that each player (i) tries to make the best score at every hole at every round and (ii) posts every acceptable round for peer review. The HC recognizes that the Manual is broadly worded in many areas and leaves considerable discretion as to the best way to implement the system. Accordingly, the HC adopts the following policies.

**AUTHORITY**

An essential element in the Manual, as well as "The Rules of Golf", is that each golf club must have a Handicap Committee to ensure the integrity of the USGA Handicap System.

Accordingly, the HC shall have the following responsibilities:

- Ensure the handicap index maintained by TGC members is fair and accurate.
- Educate TGC members regarding the Manual and take corrective action when members are not in compliance with the Manual.
- Establish and maintain a system of peer review to validate handicaps.
- Encourage all golfers to maintain a fair and equitable handicap index.
- Provide a means for all golfers to record their scores (at the club on the computer provided or on line via the CDGA website or CDGA phone app).
- Promote peer review of all golfers in every playing group to ensure accurate scores are recorded and posted.
- Encourage all members to report to the Head Golf Professional any violations that cannot be resolved within their group.
- Conduct handicap audits.
- Post a member's score and, at the HC's discretion, a penalty score, if the member does not post his or her score in a timely fashion.
- Adjust a member's handicap index in appropriate circumstances in accordance with the Manual.

**HC MEMBERSHIP**

Members of the HC shall be regular TGC members who maintain a handicap index and who volunteer for the HC and are approved by the majority of the HC members, except that the initial HC members shall be appointed by the Head Golf Professional. TGC employees may serve on the HC as ex-officio, non-voting members.

HC members shall serve a two year term except that the term of the initial members shall end on October 31, 2016. New HC members shall be nominated by the Head Golf Professional.

## **COMMITTEE AND DUTIES**

- The HC shall consist of a chair and five other TGC members and any TGC employees appointed by the HC.
- The HC shall operate in accordance with the Manual and policies herein.
- The duties of the chair shall be to call and preside at HC meetings, appoint a secretary and report to the General Manager, Head Golf Professional and TGC members.
- The duties of the secretary shall be to maintain and distribute records and minutes of all HC meetings and perform all other duties as assigned by the chair.

## **MEETINGS, QUORUM AND VOTING**

HC meetings will be held as set by the chair or 60% of the HC members.

Voting on all matters shall be as determined by the chair, for members attending, whether in person or telephonically. Three HC members shall constitute a quorum to transact business of any regular or special meeting.

## **GUIDELINES FOR TGC MEMBERS**

### **COMPLIANCE**

Compliance with the Manual and this policy means all acceptable rounds played during the TGC season, April 1 through October 31, must be posted in the handicap system. In addition, scores must be posted for all acceptable rounds played in areas where an active season is in effect (i.e., Florida, Arizona, etc.) as established by the authorized golf association.

### **POSTING SCORES**

Introduction – Posting scores in person immediately following the round at the course where the round is played is the preferred way to expose scores to peer review. It is particularly important that scores be posted prior to the next revision of the handicaps so that the scoring record is up-to-date.

Posting a Tournament Score – a tournament score, by definition, is a score made in a competition identified by the HC as being a tournament round. A tournament score will remain in a member's T-score file for one year or longer if it is a part of the most recent 20 scores after 12 months.

The following TGC Events will be posted as Tournament (T) Scores:

- Member Kick Off
- Smirles Match Play
- Hangar One
- Club Championship
- Admirals Cup

In addition any score from an event where the host site (an away club) designates scores as T scores, shall be posted as such by the member.

Failure to Post – If the HC finds that a golfer has not posted a score for a round played within 72 hours thereafter, the player will be contacted to ascertain the reason. If the player does not post a second time within 72 hours after the round has been played, a penalty score will also be posted. The penalty score will be equal to par. If a golfer has 3 penalty scores as a result of not posting a score, the golfer will be subject to withdrawal of his or her handicap index for 60 days.

Player Manipulates Round – If a player manipulates his or her scores to influence the handicap index, the HC shall adjust or withdraw such player's handicap index, depending on the severity of the offense. Examples of manipulating scores include:

- Posting erroneous scores.
- Stopping play after seven holes to avoid posting scores.
- Repeatedly playing more than one ball to avoid posting scores
- Not adjusting holes' scores.
- Deliberately reporting more or fewer strokes than actually scored.
- Deliberately taking extra strokes to inflate score.

Continued Violations – The HC is responsible to identify and notify members who regularly violate any provision of the Manual or these policies. If the member continues to violate such policies after being notified by the HC, the HC is authorized to consider withdrawal of the member's handicap index.

Scores made under the following conditions are not acceptable for handicap purposes and shall not be entered in the member's scoring record:

- When fewer than 7 holes are played.
- When made on a golf course in an area in which an inactive season established by the authorized golf association is in effect.
- When the majority of the holes are not played in accordance with the principles of the Rules of Golf such as a true practice round in which the member hit multiple balls, or was teaching or introducing a spouse or child to the fundamentals of the game.
- When scores are made on a course with no USGA Course or Slope rating.
- When a player carries or uses non-conforming clubs, balls or tees.

Posting Score When a Complete Round is not Played – If 13 or more holes are played, the player shall post an 18-hole score. If 7 to 12 holes are played, the player shall post a 9-hole score. In either case, scores for unplayed holes shall be recorded as par plus any handicap strokes that the player is entitled to receive on unplayed holes. To be acceptable for handicap purposes, 9-hole scores must meet the following conditions:

- The course must have a 9-hole USGA Course Rating and USGA Slope Rating
- At least 7 holes must be played

Returning of Scorecards – The HC, on occasion, may periodically request that members return scorecards to sample accuracy with which members are posting and adjusting scores. The HC may require return of scorecards for a provisional period from a member who has had a handicap index withdrawn or modified. Scorecards for all TGC tournament events must be turned into the Golf Shop for posting.

HC Posting a Score for a Player – If a player fails to post a score, the HC may post the score without the player’s authorization. In a competition, the committee in charge of the competition shall post the scores of all competitors. The committee should notify the players that it will post the scores in order to prevent scores from being posted by both the players and the committee.

Handicap Adjustments – Normally, no penalty score should be posted or handicap index adjustment should be made for an innocent or inadvertent error made by a player in posting a score or failing to post a score, particularly when the error is capable of correction. Posting errors will be corrected by the HC or the Golf Shop for the day in error. The HC believes that the purpose of the system is to provide fair and equitable handicaps to enable players of differing abilities to compete on an equitable basis, and not to punish or intimidate members and other players. No part of these policies, however, is intended to limit the ability of the HC to deal appropriately and in its sole discretion with persistent or willful violators of the Manual, including the adjustment of a member’s handicap index. Before any such adjustment is made, the member must be advised of the information available to the HC and be invited to respond to the HC either in writing or by appearing in person.

### **PEER REVIEW**

Peer review is an integral part of the USGA Handicap System to ensure that a player’s handicap index accurately reflects the player’s skills and ability and to ensure fair and honest competition between players of differing abilities. Peer review is the process of providing a reasonable and regular opportunity for TGC members to play golf with each other, and of providing access to scoring records for inspection by others. The Peer Review process should be the responsibility of each TGC member, as well as the HC, as follows:

- Ensure that whole scores are correct and have been adjusted when necessary
- Review and attest scorecards prior to turning them in, when appropriate
- View members scoring records at the club on the computer in the golf shop or online via the CDGA website
- Apprise the Head Golf Professional of any issues or violations concerning the posting of scores.
- Current CDGA membership is required of members in order to compete in six (6) TGC Events: Member-Member; and, the five Events listed above; however, members may play but not compete in those events without a current CDGA membership.

### **DISTRIBUTION**

The document shall be emailed to each TGC member so that all members will be familiar with it and know their obligations under the policy.

### **AMENDMENTS AND PARLIAMENTARY AUTHORITY**

This policy may be amended by a majority vote of the HC. Roberts Rules of Order, Revised, shall be used as the authority in the conduct of HC business.

Approved:

Jamey Fadim – Chairman

Nick Bubnovich

David Limardi

Beth McDowell

Michael Young

Scott Ahern