Standing Rules of Membership

1. **General** Article I, Section 1 of the association bylaws states..."the Board of Directors of the Association shall adopt Standing Rules for membership, and shall have the authority to establish qualifications, privileges and dues for all classes of membership, except AA, A, B and C."

2. **Purpose** The purpose for establishing the GCSAA Standing Rules for Membership is to ensure the fair and equitable interpretation and enforcement of GCSAA membership rules.

3. **Definitions**
   - 3.1. Golf Course: A tract of land containing at least 9 holes of golf, with all playing ground, through the green and the putting surface, planted in grass.
   - 3.2. Facility: A complex containing at least one golf course. For example, a facility with 18 holes has one course, but a facility with 27 holes has two courses (one 18-hole and one 9-hole).
   - 3.3. Minimum GCSAA Recognized Golf Course: The minimum GCSAA recognized golf course must contain 3 holes with all playing ground, through the green and the putting surface, planted in grass and configured such that it can be replayed to form a 9 hole course. Other golf properties may be accepted by petition through the Membership Appeals Task Group.

4. **Job Titles and Designations**
   - 4.1. Intent: It is the intent of GCSAA to allow its members to advance in the field of "golf management" and maintain the association privileges they have earned while a superintendent.
   - 4.2. Certified Golf Course Superintendent: One who has met and maintained all of the qualifications set forth by the association. (Note: per GCSAA Bylaws & Certification Code of Standards)
   - 4.3. Golf Course Superintendent: One who is entrusted with the management and operation of the tract of land defined as a golf course, including involvement in construction and maintenance of the golf course and related equipment. (Note: per GCSAA Bylaws)
     - 4.3.1. Entrusted: The individual employed with the primary responsibility of maintaining the golf course.
   - 4.4. Owner/Superintendent: One who owns a golf facility and also serves as the golf course superintendent for that facility.
   - 4.5. Construction Superintendent: One who works for a golf course construction company and is responsible for representing the interests of the facilities ownership during the construction process. Note: Class A members who wish to pursue certification must have been responsible for the grow-in of a golf course which complies with the attesting requirements for certification.
   - 4.6. General Manager/Director of Golf: One who is responsible for all facility operations and who has previously had three years of experience as a golf course superintendent.

4.7. Regional Agronomist (including PGA Tour and USGA Agronomists): One who is charged with overseeing the management of multiple golf facilities without having day- to-day responsibility for a specific course by virtue of being employed by a multi-course owner and who have previous experience as a golf course superintendent.

5. Number of Member Superintendents Recognized at a Golf Facility

5.1. The Board of Directors has established the following criteria for recognizing the number of members at a golf facility whose position of employment falls within any of those described in Section 4.2; 4.3; 4.4; 4.5; 4.6 of these Standing Rules.

5.1.1. 3-9 holes…1 member superintendent

5.1.2. 18 holes…2 member superintendents, as long as one member can show additional responsibility associated with the facility which entails more than the everyday scheduling and management of the golf course and its personnel

5.1.3. 27 holes…2 member superintendents

5.1.4. 6 holes…3 member superintendents, as long as one member can show additional responsibility associated with the facility which entails more than the everyday scheduling and management of the golf course and its personnel.

5.1.5. 45 holes…3 member superintendents

5.1.6. 54 holes…4 member superintendents, as long as one member can show additional responsibility associated with the facility which entails more than the everyday scheduling and management of the golf course and its personnel.

5.1.7. Individuals requesting additions to the number of members that can be recognized at a golf facility must submit a written petition to the Senior Director, Member Programs. It is the sole responsibility of the individual submitting the petition to provide the Senior Director, Member Programs with substantial information (facility organizational chart, letter from club's board of directors, etc.) to prove that one member has assumed additional responsibility associated with the facility which entails more than the everyday scheduling and management of the golf course and its personnel.

5.2. Accepted Additional Responsibilities:

5.2.1. Employed as General Manager, Director of Golf, etc. with responsibility for all aspects of the golf facility, including but not limited to pro shop, food & beverage, etc.

5.2.2. Responsible for the grounds of a resort or housing development or other amenities of the facility above and beyond the golf course property

5.2.3. Not Qualifying as Additional Responsibilities: in-house golf course construction projects; supervision of contracted golf course construction projects; tennis court, paddleball, swimming pool

maintenance, etc.

6. **Board of Directors Membership Designee** The Board of Directors has designated the Senior Director, Member Programs or designee as their authorized representative for the approval of membership applications.

7. **Application for Membership** Application for membership shall be submitted on a form (physical or online) approved by the Board of Directors' authorized membership representative.

8. **Qualifications and benefits of Membership**
   - 8.1. Class A
     - 8.1.1. Minimum of three years' experience as a golf course superintendent.
     - 8.1.2. Meets all the additional qualifications and continues to fulfill the ongoing requirements as defined in the Class A Code of Standards.
     - 8.1.3. A Class A member must provide evidence of membership in or intent to join an affiliated chapter and shall maintain such membership thereafter, unless grandfathered per Article I, Section 1 of the Bylaws.
   - 8.2. Class B
     - 8.2.1. Currently employed as a golf course superintendent and has not met the eligibility requirements for Class A or has failed to fulfill the ongoing requirements as defined by the Class A Code of Standards.
     - 8.2.2. A Class B member must provide evidence of membership in or intent to join an affiliated chapter and shall maintain such membership thereafter, unless grandfathered per Article I, Section 1 of the Bylaws.
   - 8.3. International Superintendent
     - 8.3.1. Employed as a golf course superintendent, course manager or head greenkeeper at a golf course located outside the United States.
     - 8.3.2. Currently a member of his/her recognized “home” association, if one exists.
     - 8.3.3. Will be eligible for all benefits/services that are available via the GCSAA website or delivered electronically including the digital version of GCM, in addition to member discounts on educational programs/materials.
   - 8.4. Class C
     - 8.4.1. Employed by a superintendent as an Assistant Golf Course Superintendent, 2nd Assistant or Assistant in Training at a golf course.
     - 8.4.2. Will have all of the privileges of membership except that of holding office and voting
   - 8.5. Equipment Manager
     - 8.5.1. Currently employed as an equipment manager, assistant equipment manager or mechanic/technician.

8.5.2. Will have all of the privileges of membership except that of voting and holding office.

8.6. Facility
- 8.6.1. Facility must not have a GCSAA member for the previous 2 years.
- 8.6.2. Eligible facilities green fees will be in lower 50% of their regional market
- 8.6.3. Will not be eligible for Class A status.
- 8.6.4. Will have all the privileges of membership except that of voting and holding office.

8.7. Associate Class
- 8.7.1. Currently employed by a superintendent on the grounds crew at a golf course
- 8.7.2. Individual would not qualify for membership under the Class A, Class B, Class C or Equipment Manager Bylaw's definition.
- 8.7.3. Will have all of the privileges of membership except that of voting and holding office.

8.8. Class E
- 8.8.1. Employed at a recognized institution of higher learning, trade school or high school that provides turf management, equipment management or similar curriculum.
- 8.8.2. Employed by a governmental agency as an extension officer.
- 8.8.3. Employed by the USGA as an agronomist.

8.9. Inactive
- 8.9.1. A member may qualify for inactive status due to unemployment, illness or adverse circumstances upon request of the member and approval of the Board of Directors' authorized membership representative.
- 8.9.2. A member can maintain Inactive status for a period not to exceed 36 months from the last date of employment. After the 36-month period, if the individual remains unemployed, he/she will be reclassified to Affiliate status. Extensions may be granted by petition to the Board of Directors' authorized membership representative in cases of illness or disability. Class A, Class B and C members shall be granted a one-year grace period before reclassification to Inactive status is required; however, that one-year period will be included in the total 36-month allocation.
  - 8.9.2.1. Unemployed: Any member not currently employed in a position that would allow him/her to maintain status in any membership classification.

8.10. Student
- 8.10.1. Applicant must be a student interested in pursuing a career in the golf course management industry or a recent graduate who is still seeking a management position within the golf industry.
- 8.10.2. Applicant must be intending to or currently be enrolled in or a graduate of an institution of higher learning.

8.10.3. Applicant must not be currently employed in a superintendent, assistant superintendent or equipment manager capacity.
8.10.4. Applicants not meeting student status may appeal in writing to the Membership Appeals Task Group.
8.10.5. Student members may retain student membership status for a period not to exceed 24 months past date of graduation provided they are not employed in a management position within the golf industry.

8.11. Student Web-Only
8.11.1. Applicant must meet and adhere to all requirements for Student membership.
8.11.2. Will be eligible for all benefits/services that are available via the GCSAA website or delivered electronically in addition to member discounts on educational programs and materials.

8.12. Friend of the Golf Course Superintendent.
8.12.1. An applicant must not qualify for any other membership classification.
8.12.2. Shall have no rights of the Association except those Board of Directors may specify in the Standing Rules, including those of voting and holding office.

9. Membership Benefits

9.1. Membership cards
9.1.1. Gold Card: The gold membership card shall be issued to all Class AA, Class A, A-Retired, Class B, Class B-Retired and C members.
9.1.2. Green Card: All other classifications of membership shall be issued the green membership card.

9.2. Complimentary Magazine Subscriptions: Class A & Class B members can request to receive two complimentary subscriptions to GCM.

9.3. Dues Term Insurance Program: The dues term insurance program shall be offered to all members who meet the following eligibility requirements: 1) are U.S. citizens or lawful permanent residents as defined by the U.S. Department of State at the time of membership, and 2) are not in the student, friends, facility, or affiliate company membership classifications.

10. Membership Dues

10.1. Effective May 1, 2022; the membership dues for each member classification are as follows:

* Class A… $430
* Class B… $430
* Affiliate… $430
* Affiliate Corporate Company Representative… $345
* International Superintendent Member… $220
* Class C… $220
* Equipment Manager…$95
* Class F Facility $200

* Associate…$110
* All Retired classes except Class E Retired…$70
* Class E…$65
* Student…$35
* Class E Retired…$32
* Inactive…$30
* Student Web-Only…$0
* Class FR Friend of the Golf Course Superintendent
    *$50
    *$100
    *$200
    *$400 Group
* Class AA…$0
* Honorary…$0

11. Membership Renewal

11.1. Membership renewal shall be accomplished on a printed or online form approved by the Board of Directors' authorized membership representative.

11.2. All applicants for renewal shall signify their current position and place of employment on the designated printed form or online.

11.3. GCSAA may take membership renewals over the phone. It shall be noted on the member's record that the renewal was made by phone.

12. Membership Reclassification

12.1. Membership reclassifications shall be accomplished on a form approved by the Board of Directors' authorized membership representative.

12.2. GCSAA may take membership reclassifications over the phone.

12.3. Class A, B, or C members who lose employment shall have a one-year grace period before membership reclassification is required.

12.4. No retroactive status will be given for a change in classification greater than 1 year from the date of the requested change.

13. Membership Records Association membership records shall be kept in accordance with the association's Department Retention Guidelines.

14. Voting Status A member's vote will automatically be assigned to the chapter unless the individual member indicates on the appropriate form that he/she wishes to vote as an individual.

15. Appeal Rights and Procedure In order to protect the due process rights of all individuals, GCSAA provides the opportunity to appeal decisions regarding membership classification, certification and assignment of education or service points and revocation of a member's access privileges to the gcsaa.org forums.

15.1. The Written Appeal

15.1.1. An individual may appeal the revocation of a member's access privileges to the gcsaa.org forums, the assignment of education points or any action taken during the application for or renewal of Class A status or certification application by the following basic procedures:
15.1.1.1. An appeal of an action must be in writing, dated and signed. Such appeal must specify what action is being appealed, clearly stating all circumstances and details and supported by photocopies of any evidence cited.
15.1.1.2. The individual filing the appeal should retain a copy of the written appeal.
15.1.1.3. An appeal must be filed within 45 days of the date of the GCSAA notification of the action being appealed.
15.1.1.4. The written appeal must be forwarded to the appropriate committee/task group chairman at GCSAA Headquarters, 1421 Research Park Drive, Lawrence, KS 66049-3859, via postal service or by e-mail to the appropriate committee/task group liaison.
15.1.2. For appeals regarding the assignment of education points, the appeal should be addressed to the Professional Development Task Group Chairman.
15.1.3. For appeals regarding membership classification, the appeal should be addressed to the Membership Appeals Task Group Chairman.
15.1.4. For appeals regarding certification, the appeal should be addressed to the Certification Committee Chairman.
15.1.5. For appeals regarding the revocation of a member's access privileges to the gcsaa.org forums, the appeal should be addressed to the Membership Appeals Task Group Chairman.
15.1.6. The postmark on the appeal shall be the determinant of the date of filing.
15.1.7. It is recommended that the individual filing the appeal request a return receipt from the postal carrier.
15.1.8. A code number will be assigned to the appeal to protect the appellant's anonymity throughout the process.

16. The Appeal Process

16.1. The first level of appeal shall be the appropriate committee/task group, in care of the committee/task group chairperson.
16.2. After the committee/task group has acted on the appeal, if the applicant still feels aggrieved, he or she may file a notice of appeal with the GCSAA Board of Directors.
16.3. Said appeal to the Board of Directors shall conform to the requirements previously stated and shall be filed with the President of GCSAA within 45 days of the date of the action taken by the committee/task group that considered the appeal.

16.4. The Board of Directors may consider said appeal and act upon it at its next regularly scheduled meeting. The Board of Directors may deny the appeal, sustain the appeal or take any other such action it deems appropriate under the circumstances. All actions of the Board of Directors shall be final in regard to an appeal.

16.5. It is deemed the sole responsibility and burden of the individual desiring to file an appeal to properly file such appeals in compliance with this code.

16.6. In the case of all appeals, if the appeal is determined in favor of the applicant, the time spent in the process will not be counted against any time restrictions that may apply.

16.7. GCSAA will review foreign transcripts based on educational contact hours. If the applicant is unsatisfied with GCSAA's review, he/she may elect to have the transcript reviewed by an outside professional agency at the applicant's expense.