

California State University Channel Islands

NEW COURSE PROPOSAL

Courses must be submitted by November 9, 2007, to make the next catalog production

DATE (*Change if modified*) 11.26.07
 PROGRAM AREA(S) POLS, COMM, ECON, BUS

1. Catalog Description of the Course. *[Follow accepted catalog format.]*

Prefix(es) (Add additional prefixes if cross-listed) **POLS, COMM, ECON, BUS** **Course No. 333**

Title: NONPROFIT ORGANIZATIONS Units: 3

- Prerequisites
- Corequisites
- Consent of Instructor Required for Enrollment

Description (Do not use any symbols): **Issues unique to nonprofit organizations including financial, legal, and political.**

Grading Scheme:

- A-F Grades
- Credit/No Credit
- Optional (Student Choice)

Repeatability:

- Repeatable for a maximum of units
- Total Completions Allowed
- Multiple Enrollment in Same Semester

Lab Fee Required:

Mode of Instruction/Components (*Hours per Unit are defaulted.*)

	Units	Hours per Unit	Benchmark Enrollment	Graded Component	CS & HEGIS # (Filled in by the Dean)
Lecture	3	1	30	<input checked="" type="checkbox"/>	_____
Seminar	_____	1	_____	<input type="checkbox"/>	_____
Laboratory	_____	3	_____	<input type="checkbox"/>	_____
Activity	_____	2	_____	<input type="checkbox"/>	_____
Field Studies	_____	_____	_____	<input type="checkbox"/>	_____
Indep Study	_____	_____	_____	<input type="checkbox"/>	_____
Other Blank	_____	_____	_____	<input type="checkbox"/>	_____

The following two lines will be filled out internally based on the Mode of Instruction data directly above.

3 hours lecture per week (*Use 2nd line only if necessary*)
 _____ hours blank per week

Course Attributes:

General Education Categories: All courses with GE categories notations (including deletions) must be processed at the GE website: <http://summit.csuci.edu/geapproval>. Upon completion, the GE Committee will forward your documents to the Curriculum Committee for further processing.

A (English Language, Communication, Critical Thinking)

- A-1 Oral Communication
- A-2 English Writing
- A-3 Critical Thinking

B (Mathematics, Sciences & Technology)

- B-1 Physical Sciences
- B-2 Life Sciences – Biology
- B-3 Mathematics – Mathematics and Applications
- B-4 Computers and Information Technology

C (Fine Arts, Literature, Languages & Cultures)

- C-1 Art
- C-2 Literature Courses
- C-3a Language
- C-3b Multicultural

D (Social Perspectives)

E (Human Psychological and Physiological Perspectives)

UDIGE/INTD Interdisciplinary
Meets University Writing Requirement
Meets University Language Requirement

- American Institutions, Title V Section 40404: Government US Constitution US History
Refer to website, Exec Order 405, for more information: <http://senate.csuci.edu/comm/curriculum/resources.htm>
 Service Learning Course

3. Justification and Requirements for the Course. (Make a brief statement to justify the need for the course)
A. Justification: Several courses, such as Zoo, Museum, Library, etc. focus on a specific community-based organization. No course focuses on what is common between nonprofit organizations. This course will fill that gap.

B. Degree Requirement: Requirement for the Major/Minor **Note: Submit Program Modification if this course changes your program.**
 Elective for the Major/Minor

4. Learning Objectives. (*Bullets, will occur upon carriage return*)

Upon completion of the course, the student will be able to:

- describe the features of a nonprofit organization
- differentiate a nonprofit from for-profit organization
- discern the relationship between board members, staff and volunteers
- participate with a nonprofit organization
- identify rules used to run a meeting
- recruit volunteers
- analyze a budget statement for a nonprofit organization
- analyze legal constraints faced by nonprofit organizations

5. Course Content in Outline Form. [*Be as brief as possible, but use as much space as necessary*]

- I. What is a nonprofit organization?
- II. Nonprofit Board of Directors/Trustees - Structural Issues
- III. Community participation through service and engagement
- IV. Meeting Rules: Parliamentary Procedure/Robert's Rules of Order
- V. Volunteerism: Recruitment and Management
- VI. Event Coordination: Promotional, Fundraising & Fundraising
- VII. Financial Issues: Budget, Fee for Service, Grant Writing
- VIII. Political & Legal Issues
- IX. Internal & External Communication

Does this course overlap a course offered in your academic program? YES NO

If YES, what course(s) and provide a justification of the overlap? COMM442 Organizational Communication is a more generic course that relates to all organizations, rather than focusing specifically on nonprofit organizations. While the course covers communication, it does not cover the other aspects addressed in this course, politics & legal issues, financial & budget issues.

Does this course overlap a course offered in another academic area? YES NO

If YES, what course(s) and provide a justification of the overlap?

Signature of Academic Chair(s) of the other academic area(s) is required on the signature sheet below.

6. Cross-listed Courses (*Please fill out separate description in item 1 above, for each PREFIX*)

A. List Cross-listed Courses (Signature of Academic Chair(s) of the other academic area(s) is required).

Prefix for cross-listed discipline(s):

B. Department responsible for staffing:

7. References. [Provide 3 - 5 references on which this course is based and/or support it.]

- Brinckerhoff, Peter C. (2000). Mission-Based Management: Leading Your Not-For-Profit in the 21st Century. Hoboken, NJ: JW Wiley.
- Carver, John. (2006). Boards that Make a Difference (3rd Edition). San Francisco: Jossey-Bass.
- Grobman, Gary M. (2007). An Introduction to the Nonprofit Sector: A Practical Approach for the 21st Century. Harrisburg, PA: White Hat Communications.
- Milburn, T. (in press). Nonprofit Orgnaizations: Creating Membership through Communication. Cresskill, NJ: Hampton Press.
- Ott, J. Steven. (2000). The Nature of the Nonprofit Sector. Boulder, CO: Westview

8. List Faculty Qualified to Teach This Course.

- Scott Frisch
- Trudy Milburn
- Dennis Maroka

9. Effective Date

A. First semester offered: Sp09

10. New Resources Required. YES NO

If YES, list the resources needed and obtain signatures from the appropriate programs/units on the sheet below.

A. Computer (data processing), audio visual, broadcasting needs, other equipment)

B. Library needs

C. Facility/space needs

11. Will this new course alter any degree, credential, certificate, or minor in your program? YES NO

If, YES attach a program modification form for all programs affected.

Catalog deadline for New Minors and Programs (including modifications): October 15, 2007, preceding year.

Catalog deadline for Course Proposals and Modifications: November 9, 2007, of preceding year.

Last day to submit any work to be considered for the academic year: April 15th.

Trudy Milburn, Scott Frisch,

Proposer of Course

10.31.07

Date

Approval Sheet
Program/Course:

Program Chair(s) Date

Program Chair(s) Date

General Education Chair(s) Date

Curriculum Committee Chair(s) Date

Dean of Faculty Date