FACULTY AGENDA ITEM

Date: November 6, 2023

Submitted by: Stacy Conner X1774

SUBJECT: Program Modifications: Certificate/Non-Profit Management

Description: Proposal for modifications to the Certificate in Non-Profit Management

Rationale: Changes in the Non-Profit Management Certificate are proposed to accommodate updates in Public Administration course titles and options and to improve Certificate coordination. The certificate has been jointly coordinated by the Family & Human Services Department and the Political Science Department, but the two Departments have agreed that it would work better for the Family & Human Services Department to be the sole coordinator for two main reasons. First, most of the students declaring the Certificate are majoring in Family & Human Services. Second, having one Department provide coordination will help with accountability and ease of organization. Nonetheless, the two Departments will continue to collaborate on the curriculum, with required courses offered in both areas.

Program Demand: The Certificate in Non-Profit Management is awarded upon completion of a Bachelor degree, and completion of 27 credit hours as specified.

The Bureau of Labor Statistics projects that jobs for "Social and Community Service Managers" will grow by 9% ("much faster than average") across the next ten years. The typical required education is a Bachelor's degree, which fits our Certificate (a previous or concurrent Bachelor's degree is required). Median entry level annual salary is $74,240.

Financial Implications: *Costs involved (none, new faculty, adjunct replacement, additional operating costs, etc)* No additional costs are anticipated.

Proposed Effective Date: Fall 2024

Request for Action: *Approval by Faculty Senate*

Approved by: *AAC on 10/30/2023*

   Faculty Senate

Attachments   **Yes   X**   No ☐

Program Change Request

Date Submitted: 09/28/23 2:25 pm

Viewing: **NP-CT : CT: Non-Profit Management/Cert**

Last approved: 05/15/23 1:27 pm

Last edit: 10/31/23 8:36 am

Changes proposed by: Deborah Altus (deborah.altus)

Catalog Pages Using this Program	Non-Profit Management, Certificate

Change Type	Significant
Summarize Changes and Include Rationale	Changes are being made to accommodate updates in Public Administration course names and options. The certificate will be coordinated by the Family & Human Services Department to help with accountability and ease of organization. ((Holly 9/14/23: Completed revisions according to new standardization approved by Deans and Provost Office))

General Information

Effective Catalog Edition	2024-2025
Department	Family and Human Services
College	School of Applied Studies
Degree Level	Undergraduate
Program Title	CT: Non-Profit Management/Cert
Degree to be Offered	Certificate (CERT)
Is this program offered completely online?	
Does this program lead to a teaching certification?	No
Program Code	NP-CT
Is this program an interdisciplinary program?	No
CIP Code	520206 - Non-Profit/Public/Organizational Management.
Modality	

Admission and Curriculum

Admission Criteria	
Total Number of Semester Credit Hours for the Degree	
Curriculum	

History

1. Apr 21, 2022 by clmig-jwillging
2. Oct 12, 2022 by Holly Broxterman (holly.broxterman)
3. May 15, 2023 by Holly Broxterman (holly.broxterman)

Awarded upon completion of a Bachelor degree, and completion of 27 credit hours as follows:

Required Courses Inside Family & Human Services Department		
HS 300	Prevention and Social Change	3
HS 323	Service Coordination	3
HS 446	Legal, Ethical, & Professional Issues	3
Required Courses Inside Political Science Department		
PO 245	Introduction to Public Administration	3
PO 395	Non-Profit Management and Leadership	3
~~PO 346~~	~~Problems in Public Administration (Legal Issues)~~	~~3~~
~~or HS 446~~	~~Legal, Ethical, & Professional Issues~~	
PO 393	Managing Public Money [1]	3
or PO 346	Problems in Public Administration	
or PO 374	Topics: Public Administration	
PO Elective (Select One Course):		3
PO 391	Managing People in Public Organizations	
PO 394	Challenges Managing Public Organizations	
PO 346	Problems in Public Administration [1]	
or PO 374	Topics: Public Administration	
Other Required Courses		
HS 495	Research and Evaluation	3
or PO 401	Equity and Hard Choices in Public Administration	
Approved Internship in Family and Human Services or Political Science (HS 381, HS 480, HS 481 or PO 307)		3
Total Hours		27

[1] PO 346 & PO 374 require advisor approval.

* This certificate is offered in collaboration with the Political Science Department. Courses required a C or better.

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Pathway

Faculty Workload Analysis (describe how the course offering schedule and anticipated enrollments correlate to faculty lines)

Supplemental Files

Reviewer Comments

Holly Broxterman (holly.broxterman) (10/31/23 8:36 am): Approved by Academic Affairs Committee at their 10/30/23 meeting. Approving to move to Faculty Senate for their 11/6/23 meeting.

Key: 154