

# RPTA 165: VOLUNTEER MANAGEMENT IN NONPROFIT, SERVICE, OR COMMUNITY ORGANIZATIONS

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## In Workflow

1. RPTA Committee Chair (mcwilson@csus.edu)
2. RPTA Chair (mcwilson@csus.edu)
3. HHS College Committee Chair (heather.thompson@csus.edu)
4. HHS Dean (sac19804@csus.edu)
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6. Senate Curriculum Subcommittee Chair (curriculum@csus.edu)
7. Dean of Undergraduate (james.german@csus.edu; celena.showers@csus.edu)
8. Dean of Graduate (cnewsome@skymail.csus.edu)
9. Catalog Editor (torsetj@csus.edu)
10. Registrar's Office (w lindsey@csus.edu)
11. PeopleSoft (PeopleSoft@csus.edu)

## Approval Path

1. Thu, 08 Apr 2021 19:41:30 GMT  
Marty Wilson (mcwilson): Approved for RPTA Committee Chair
2. Thu, 08 Apr 2021 19:43:26 GMT  
Marty Wilson (mcwilson): Approved for RPTA Chair
3. Wed, 21 Apr 2021 05:15:38 GMT  
Heather Thompson (heather.thompson): Rollback to RPTA Chair for HHS College Committee Chair
4. Thu, 06 May 2021 17:13:24 GMT  
Marty Wilson (mcwilson): Approved for RPTA Chair
5. Fri, 14 May 2021 17:48:59 GMT  
Heather Thompson (heather.thompson): Approved for HHS College Committee Chair
6. Sat, 15 May 2021 18:49:24 GMT  
Robert Pieretti (sac19804): Approved for HHS Dean

Date Submitted: Wed, 07 Apr 2021 21:36:24 GMT

**Viewing: RPTA 165 : Volunteer Management in Nonprofit, Service, or Community Organizations**

**Last edit: Wed, 21 Apr 2021 05:15:36 GMT**

Changes proposed by: Marty Wilson (102042107)

### Contact(s):

Name (First Last)	Email	Phone 999-999-9999
Martha Wilson	mcwilson@csus.edu	916-278-6259

### Catalog Title:

Volunteer Management in Nonprofit, Service, or Community Organizations

### Class Schedule Title:

Volunteer Mgmt in Service Orgs

### Academic Group: (College)

HHS - Health & Human Services

### Academic Organization: (Department)

Recreation, Parks, and Tourism Administration

### Will this course be offered through the College of Continuing Education (CCE)?

No

### Catalog Year Effective:

Fall 2022 (2022/2023 Catalog)

### Subject Area: (prefix)

RPTA - Recreation, Parks, and Tourism Administration

**Catalog Number: (course number)**

165

**Course ID: (For administrative use only.)**

202556

**Units:**

3

**In what term(s) will this course typically be offered?**

Fall term only

**Does this course require a room for its final exam?**

Yes, final exam requires a room

**Does this course replace an existing experimental course?**

No

**This course complies with the credit hour policy:**

Yes

**Justification for course proposal:**

We are changing the course title and description to align with the course content.

**Course Description: (Not to exceed 80 words and language should conform to catalog copy.)**

This course will focus on examining issues and trends related to volunteer management for nonprofit, service, or community organizations. Students will begin to understand the role of volunteerism and develop the skills necessary for effective volunteer management through: assessing program needs for volunteers, screening, orientation, training, placement, supervision, motivation, retention and celebration of volunteers.

**Are one or more field trips required with this course?**

No

**Fee Course?**

No

**Is this course designated as Service Learning?**

No

**Does this course require safety training?**

No

**Does this course require personal protective equipment (PPE)?**

No

**Does this course have prerequisites?**

No

**Does this course have corequisites?**

No

**Graded:**

Letter

**Approval required for enrollment?**

No Approval Required

**Course Component(s) and Classification(s):**

Lecture

**Lecture Classification**

CS#02 - Lecture/Discussion (K-factor=1WTU per unit)

**Lecture Units**

3

**Is this a paired course?**

No

**Is this course crosslisted?**

No

**Can this course be repeated for credit?**

No

**Can the course be taken for credit more than once during the same term?**

No

**Description of the Expected Learning Outcomes: Describe outcomes using the following format: "Students will be able to: 1), 2), etc."**

1. Articulate the importance of volunteer management in recreation, parks and tourism related organizations.
2. Describe the current role of volunteers in American society and history of volunteerism globally.
3. Identify types of volunteer programs within recreation, parks, tourism and nonprofit organizations.
4. Understand and discuss the basic elements of effective volunteer management.
5. Identify the appropriate training, screening and placement of volunteers.
6. Develop volunteer motivation and retention strategies.
7. Understand volunteer demographics and preferred communication styles.
8. Identify an organization's current strengths and challenges and recommend changes for development.

**Attach a list of the required/recommended course readings and activities:**

Fall 2020 Course Syllabus for RPTA 165- Volunteer Management in Recreation Parks and Tourism.docx

**Assessment Strategies: A description of the assessment strategies (e.g., portfolios, examinations, performances, pre-and post-tests, conferences with students, student papers) which will be used by the instructor to determine the extent to which students have achieved the learning outcomes noted above.**

100 Points: Class Participation and Attendance (ELO 1, 4)  
 100 Points: Reflection Assignments (5 total at 20 points each) (ELO 1, 2, 3, 4, 6)  
 75 Points: Midterm Paper (ELO 1, 2, 6, 7)  
 100 Points: Final Project Assignment (Volunteer Program Manual) (ELO 1, 3, 4, 5, 8)  
 25 Points: Final Project Presentation (ELO 1, 4, 8)  
 100 Points: Final Examination (ELO 1, 3, 4, 5, 6)  
 500 Total Points Possible

**Is this course required in a degree program (major, minor, graduate degree, certificate?)**

Yes

**Has a corresponding Program Change been submitted to Workflow?**

No

**Identify the program(s) in which this course is required:****Programs:**

Certificate in Non-Profit Administration

Minor in Non-Profit Administration

**Does the proposed change or addition cause a significant increase in the use of College or University resources (lab room, computer)?**

No

**Will there be any departments affected by this proposed course?**

No

I/we as the author(s) of this course proposal agree to provide a new or updated accessibility checklist to the Dean's office prior to the semester when this course is taught utilizing the changes proposed here.

I/we agree

## University Learning Goals

### Undergraduate Learning Goals:

Competence in the disciplines  
Integrative learning  
Intellectual and practical skills

**Is this course required as part of a teaching credential program, a single subject, or multiple subject waiver program (e.g., Liberal Studies, Biology) or other school personnel preparation program (e.g., School of Nursing)?**

No

## GE Course and GE Goal(s)

**Is this a General Education (GE) course or is it being considered for GE?**

No

### Reviewer Comments:

**Heather Thompson (heather.thompson) (Wed, 21 Apr 2021 05:15:38 GMT):** Rollback: Committee approved the form with pending changes. Please refer to the discussion during meeting. Committee members from the department will provide the detailed changes to the chair/author. Once re-submitted, the chair may approve the proposal immediately.

Key: 4150