

CERTIFICATE IN NON-PROFIT AND COMMUNITY MANAGEMENT



SACRAMENTO STATE

In Workflow

1. KHS Committee Chair (leah.joyner@csus.edu)
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Approval Path

1. 2025-09-22T20:52:57Z
Leah Joyner (leah.joyner): Rollback to Initiator
2. 2025-10-06T22:21:40Z
Leah Joyner (leah.joyner): Approved for KHS Committee Chair
3. 2025-10-08T00:00:32Z
Aleta Baldwin (aleta.baldwin): Approved for RPTA Committee Chair
4. 2025-10-08T00:03:36Z
Leslie Larsen (leslie.larsen): Approved for KHS Chair
5. 2025-10-08T04:46:13Z
Jamie Hoffman (jamie.hoffman): Approved for RPTA Chair
6. 2025-10-14T23:57:23Z
Andrea Becker (andrea.becker): Approved for HHS College Committee Chair
7. 2025-10-15T00:01:59Z
Robert Pieretti (sac19804): Approved for HHS Dean

History

1. Apr 30, 2018 by clmig-jwehrheim

Date Submitted: 2025-09-22T21:13:03Z

Viewing: Certificate in Non-Profit and Community Management

Last approved: Mon, 30 Apr 2018 13:24:41 GMT

Last edit: 2025-09-22T21:13:01Z

Changes proposed by: Leslie Larsen (219704941)

Academic Group: (College)

Health & Human Services

Academic Organization: (Department)

Kinesiology

Catalog Year Effective:

2026-2027 Catalog

Individual(s) primarily responsible for drafting the proposed degree major program:

Name (First Last)	Email	Phone 999-999-9999
Leslie Larsen	leslie.larsen@csus.edu	9162785689

Type of Program:

Certificate

Program Change Type:

Substantive

Delivery Format:

Hybrid

Title of the Program:

Certificate in Non-Profit and Community Management

Designation: (degree terminology)

Certificate - Undergraduate

Briefly describe the program proposal (new or change) and provide a justification:

With the move from the Department of Recreation, Parks, and Tourism Administration to the Department of Kinesiology, changes are needed to better reflect larger changes in the BA in Sport and Recreation Management. These include changes to course prefixes and numbers, and a removal of RTPA 32, as this course will no longer be offered. Instead, this course is being replaced with KINS 119– which allows for a greater emphasis on community organizing.

University Learning Goals**Undergraduate Learning Goals:**

Competence in the disciplines
 Knowledge of human cultures and the physical and natural world
 Intellectual and practical skills
 Personal and social responsibility
 Integrative learning

Program Learning Outcomes**Program Learning Outcomes**

Learning Outcome
Analyze the structure, governance, and legal responsibilities of nonprofit organizations within local, national, and global contexts.
Demonstrate effective leadership, communication, and collaboration skills essential for managing teams, volunteers, and boards within nonprofit settings.
Apply strategic planning and management principles to nonprofit operations, including budgeting, fundraising, grant writing, and resource development directed at achieving the organization's mission.
Evaluate ethical issues, accountability standards, and regulatory compliance specific to nonprofit organizations and their stakeholders.

Learning Outcomes Display

Course Code	PLO 1	PLO 2	PLO 3	PLO 4
KINS 111				
KINS 112				
KINS 113				
KINS 119				

Will this program be 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

Please attach a Comprehensive Program Assessment Plan

Cert in Nonprofit and Community Assessment Plan 9_21.xlsx

Please attach a Curriculum Map Matrix

Certnonprofitmatrix9_21.xlsx

Please attach a five-year budget projection

Budget Projections - KINS Non Profit Certificate.docx

Do these changes impact the degree roadmap?

No

Catalog Description:

Units required for Certificate: 12

Program Description

Non-profit and tax-supported agencies are increasingly under pressure to secure their own funding and provide evidence of the impact of their programs. The certificate program in Non-Profit and Community Management provides students with solid skills to lead agencies in the public sector with course work in grant writing, fundraising, volunteer management and several other aspects of management for non-profit agencies. Non-RTPA majors can declare the Minor in Non-Profit and Community Management.

Completion of any of the program entitles a student to receive a certificate for that program in addition to the Bachelor of Arts diploma. Certificates are officially recognized by the university and will appear on a student's transcript and may be listed on a student's résumé. **Students must be declared RPTA majors or minors in order to enroll in the certificate programs.** If a student fails to complete the major or minor, the certificate will not be awarded. All units must be taken in Kinesiology.

Bachelor of Arts students: In addition to completing the requirements for the Bachelor of Arts degree in Sport and Recreation Management, students may also complete one or more of the certificate programs. Units in the certificates may overlap with required and elective courses in the major.

Minor students: With advisor approval, students in the Minor Programs may take courses in the certificate programs to partially fulfill the requirements of the minor (please read all of the minor requirements above). Students must complete all of the requirements for the minor to receive the certificate. Students with a Minor in Non-Profit and Community Management cannot also receive a Certificate in Non-Profit and Community Management.

Admission Requirements: Course prerequisites and other criteria for admission of students to the degree major program, and for their continuation in it.

Minimum Grade Requirement

A grade of "C-" or better is required in all courses applied to the certificate.

As defined by policy <http://www.csus.edu/umannual/acadaff/fsm00010.htm>, a change in units constitutes a substantive change to the program. If your changes constitute a substantive change, please refer back to the "Program Change Type" field above to ensure that "Substantive" is selected.

Program Requirements: (If new courses are being created as part of a new program, it will be useful to propose courses first.)

Program Requirements

Code	Title	Units
Required Courses (12 Units)		
KINS 111	Grant Writing for Social, Community and Human Service Organizations	3
KINS 112	Leadership and Fundraising for Non-profit Organizations	3
KINS 113	Volunteer Management in Nonprofit, Service, or Community Organizations	3
KINS 119	Community Organization	3
Total Units		12

Fiscal Impact to Change an Existing Program

Indicate programmatic or fiscal impact which this change will have on other academic units' programs, and describe the consultation that has occurred with affected units:

N/A

Provide a fiscal analysis of the proposed changes:

See attached above

How will the above changes be accommodated within the department/College existing fiscal resources?

N/A

Will the proposed changes require additional resources?

No

What additional space, equipment, operating expenses, library, computer, or media resources, clerical/technical support, or other resources will be needed?

None

Reviewer Comments:

Leah Joyner (leah.joyner) (Mon, 22 Sep 2025 20:52:57 GMT): Rollback: update LO table

Aleta Baldwin (aleta.baldwin) (Wed, 08 Oct 2025 00:00:29 GMT): Approving on behalf of L. Larsen

Key: 297