Course Syllabus

Course Information

Course Title: Introduction to the Nonprofit Sector
Course Number: PADP 4640
Course Section: 62877
Course Meeting Times: MWF @ 11:30 a.m. - 12:20 p.m. in Baldwin Hall 202
Pre-requisites, Co-requisites, & Cross-listings: POLS 1101 or POLS 1101E or POLS 1105H

Instructor Information

Alex Combs
Email: Alex.Combs@uga.edu

Office Hours: Monday and Wednesday, 1:00 - 3:00 p.m.
Office Location: Calendly link on eLC or Baldwin Hall 278

Course Description

An overview of the history, diversity, and significance of the nonprofit sector in modern society. Through a variety of activities, including in-class exercises, written assignments, and opportunities to engage with practitioners, students will gain a more concrete understanding of the sector.

Course Objectives

By the end of this course, you should be able to:

1. Explain the fundamental principles and operations of the nonprofit sector.
2. Interpret current challenges and opportunities related to the fundamental principles and operations of the nonprofit sector.
3. Analyze the operations of nonprofit organizations and offer well-informed

suggestions for improvement.

4. Design a nonprofit organization that aligns with the nonprofit sector's societal, legal, and professional expectations.

Course Outline

1. Introduction to sector scope and dimensions
2. Internal dynamics of nonprofit organizations
3. Nonprofit financial management
4. External engagement and collaboration

Course Materials

Course Textbook: Worth, Michael J. (2024). Nonprofit Management: Principles and Practice. CQ Press (7th ed). - ISBN# 1071884085

Older editions of the textbook should be suitable for most of the course. However, I cannot guarantee that older editions will not occasionally cause difficulties compared to the content presented in class. You should expect older editions to differ in relevant events and policies that have occurred since publication, as well as the case studies presented. I will avoid connecting content I know is exclusive to the newest edition to course components in a way that would directly impact your grade.

All other required materials will be distributed through eLC.

Course Assignments

In-Class Activities (ICAs): ICAs will generally involve completing a work product and submitting it by the end of select classes throughout the semester. Refer to the Course Schedule for the day or at least the week that an ICA is planned. ICAs are designed to reinforce concepts and skills that will contribute to future assessments. ICAs are graded pass/fail based on whether you attended class and participated in the activity. In this way, ICAs serve as a substantive "attendance and participation" component of course grades.

Quizzes: Six quizzes will be distributed throughout the semester. Quizzes are intended to provide a low-stakes means of preparing students for the midterm exam and reinforcing topics relevant to larger assignments later in the semester. The quizzes will be relatively brief, emphasizing key topics from the required readings

and recent class meetings. All quizzes will be administered online outside of class, typically due before class on Wednesdays. The five quizzes with the highest scores will be included in the calculation of the final grade.

Midterm Exam: The midterm exam will be administered in class. Additional details will be provided in the weeks leading up to the exam.

Nonprofit Analysis: Students will be provided a set of standardized documents of a hypothetical nonprofit organization. Based on these documents, students will be asked to prepare preliminary notes that could be used to develop an analytical memo intended for the organization's annual strategic planning retreat.

Nonprofit Design Proposal: In groups, students will design a nonprofit organization that aims to address a specific problem, support a particular group of people, or achieve a mission they deem important. Students will be required to complete progress reports throughout the semester. These progress reports will be combined to prepare a presentation of the group's organization for the class and to develop a written design proposal.

Grading Policy

Assignment	Percent of Final Grade
In-Class Excersises	10%
Quizzes (5)	15% (3% each)
Midterm Exam	20%
Nonprofit Analysis	20%
Nonprofit Design Proposal (3 parts)	35% (10%, 10%, 15%)

Letter Grade	Percentage
A	93.00-100
A-	90.00-92.99
B+	87.00-89.99
B	84.00-86.99
B-	80.00-83.99
C+	77.00-79.99

C	73.00-76.99
C-	70.00-72.99
D	65.00-69.99
F	64.99 and below
I	Incomplete

Course Policies and Procedures

Academic Honesty

UGA Student Honor Code: "I will be academically honest in all of my academic work and will not tolerate academic dishonesty of others." A Culture of Honesty, the University's policy and procedures for handling cases of suspected dishonesty, can be found at www.uga.edu/ovpi.

Generative Artificial Intelligence (GAI): Use of GAI, such as ChatGPT, is permitted and will be encouraged at times unless I explicitly prohibit it as part of assignment instructions. Students should credit the use of GAI whenever not doing so would be tantamount to taking credit for someone else's work.

Accommodations for Disabilities

If you plan to request accommodations for a disability, please register with the Disability Resource Center. They can be reached by visiting Clark Howell Hall, calling 706-542-8719 (voice) or 706-542-8778 (TTY), or by visiting http://drc.uga.edu.) See https://drc.uga.edu/sample-access-statements/ for additional examples.

Attendance Policy

Attendance is strongly encouraged. It is likely that regularly missing class will negatively impact your grade. This is for two reasons: 1) Completion of some assignments requires attending class, and 2) Class meetings are designed to prepare you for all assignments.

Make-Up Procedures for Exams and Assignments

As with any job, assignment deadlines will be enforced. Late work without an acceptable excuse provided before a deadline will receive no credit unless circumstances made advanced notice unreasonable. If circumstances arise that

prevent you from completing your work on time, please let me know as soon as possible, and I will work with you to find a solution that is as fair to you, me, and other students as possible.

Well-being Resources

UGA Well-being Resources promote student success by cultivating a culture that supports a more active, healthy, and engaged student community. Anyone needing assistance is encouraged to contact Student Care & Outreach (SCO) in the Division of Student Affairs at 706-542-8479 or visit sco.uga.edu. Student Care & Outreach helps students navigate difficult circumstances by connecting them with the most appropriate resources or services. They also administer the Embark@UGA program which supports students experiencing, or who have experienced, homelessness, foster care, or housing insecurity. UGA provides both clinical and non-clinical options to support student well-being and mental health, any time, any place. Whether on campus, or studying from home or abroad, UGA Well-being Resources are here to help.

- Well-being Resources: well-being.uga.edu
- Student Care and Outreach: sco.uga.edu
- University Health Center: healthcenter.uga.edu
- Counseling and Psychiatric Services: caps.uga.edu or CAPS 24/7 crisis support at 706-542-2273
- Health Promotion/ Fontaine Center: healthpromotion.uga.edu
- Disability Resource Center and Testing Services: drc.uga.edu

Additional information, including free digital well-being resources, can be accessed through the UGA app or by visiting https://well-being.uga.edu.

Disclaimer

The course syllabus is a general plan for the course; deviations announced to the class by the instructor may be necessary.