

## BUS 4881F - ST Princ of Community Service

Fall 2026 Syllabus, Section 01, CRN 44004,

Credit hours: 3

### Instructor

**Laura Dewberry**

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### Public Instructor Information

Instructor Title: Director, Center for Nonprofit Leadership & Senior Lecturer, Department of Management & Marketing

Instructor Professional Qualifications:

*Master's, Business Administration, Cleveland State University*

*Bachelor's, Business Administration, John Carroll University*

Instructor Office Location: WCBA 3307

Instructor Office Phone: 330-941-1870



### Course Description

4881F. ST Princ of Community Service. Course explores the various facets of community service from the perspective of individuals, organizations, and the community at-large. Prereq.: 2.5 GPA AND special approval required. 1-4 s.h.

### Course Readings

| Group    | Title                                 | Author | ISBN |
|----------|---------------------------------------|--------|------|
| Optional | There is no textbook for this course. |        |      |

The course readings are subject to change in the event of extenuating circumstances, research developments, current events, and/or to ensure better learning.

### Course Plan

| Week of | Reading(s)                                            | Proposed Topic                                                                 | Due/To Prepare for Class                                                                                                                                                                                          |
|---------|-------------------------------------------------------|--------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 8/24    | An Introduction to Civic Leadership Slide Deck        | Learning Module One: An Introduction to Civic Engagement & Course Introduction | Getting Start with Course Quiz (25 points)                                                                                                                                                                        |
| 8/31    | Ohio Attorney General Guide for Charity Board Members | Learning Module Two: Board Governance                                          | Charitable U Catalog Completion (25 points)<br>Charitable U Catalog Reflection (50 points)<br>Charitable U Catalog Quiz (25 points)<br>Part 1: Community Service Assignment (50 points)                           |
| 9/7     |                                                       | Learning Module Two continued                                                  |                                                                                                                                                                                                                   |
| 9/14    | Ohio Attorney General Preventing Theft                | Learning Module Three: Financial Operations for Boards of Directors            | Charitable U Catalog Completion (25 points)<br>Charitable U Catalog Reflection (50 points)<br>Charitable U Catalog Quiz (25 points)<br>Presentation Attendance (25 points)<br>Presentation Reflection (50 points) |
| 9/21    |                                                       | Learning Module Three continued                                                |                                                                                                                                                                                                                   |
| 9/28    |                                                       | Learning Module Four: Fundraising for Boards of Directors                      | Charitable U Catalog Completion (25 points)<br>Charitable U Catalog Reflection (50 points)<br>Charitable U Catalog Quiz (25 points)                                                                               |

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|-------|------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 10/5  | Learning Module Four continued                                                     |                                                                                                                                                                                                                   |
| 10/12 | Learning Module Five: Governmental Filings & Recordkeeping for Boards of Directors | Charitable U Catalog Completion (25 points)<br>Charitable U Catalog Reflection (50 points)<br>Charitable U Catalog Quiz (25 points)<br>Presentation Attendance (25 points)<br>Presentation Reflection (50 points) |
| 10/19 | Learning Module Five continued                                                     |                                                                                                                                                                                                                   |
| 10/26 | Learning Module Six: Robert's Rules of Order                                       | Robert's Rules Quiz (25 points)<br>Presentation Attendance (25 points)<br>Presentation Reflection (50 points)                                                                                                     |
| 11/2  | Learning Module Six continued                                                      |                                                                                                                                                                                                                   |
| 11/9  | Learning Module Seven: Volunteerism                                                | Volunteerism Quiz (25 points)                                                                                                                                                                                     |
| 11/16 | Learning Module Seven continued                                                    |                                                                                                                                                                                                                   |
| 11/23 | Learning Module Eight: Conclusion                                                  | Board Interview Assignment (150 points)<br>Part 2: Community Service Assignment (100 points)                                                                                                                      |
| 11/30 | Learning Module Eight continued                                                    |                                                                                                                                                                                                                   |
| 12/7  | There is no final exam; this course concludes on 12/5/26                           |                                                                                                                                                                                                                   |

The course schedule, policies, procedures, and assignments in this course are subject to change in the event of extenuating circumstances, by mutual agreement, and/or to ensure better learning.