

School of Planning, Public Policy and Management



PPPM 408/508: Nonprofit Role in the City (CRN 36891/36894) Spring 2020

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Course Description

In this course, we will examine the general role of nonprofit organizations in civil society, with a focus on the values they represent and how they influence local governments and the development of communities. Organized as an online seminar, class assignments will mainly be in the form of discussions and essays about the unique and essential role that nonprofits play in politics and planning.

Through a series of scheduled modules, this course introduces students to the origins and theories of the nonprofit sector with a focus on the context of the city as a system and the role of citizen power and empowerment in local governance. A final project will provide graduate students the opportunity to learn firsthand about the nature of the relationship between nonprofit organizations and community planning and development.

Course Objectives/Learning Outcomes

Upon completion of this course, students will:

1. Gain an understanding of the city system context in which nonprofit organizations function.
2. Learn about the theories that underlie the nonprofit sector and how different organizational forms function.
3. Gain an understanding of how the different ways that nonprofit sector can fulfill its unique social role.
4. Learn about the ways that planners and other local officials can relate and collaborate with the nonprofit sector.

Course Website

The course website is located on the University of Oregon's Canvas system (<https://canvas.uoregon.edu>). All material necessary to complete the course except the textbook will be posted on the website. Please check the website regularly and frequently to stay apprised of requirements, deadlines, and updates. Also, make sure that the University registrar has your correct email address. I will use this email address to communicate with you.

Readings

There is one required textbook for the class. Copies are available at the University bookstore.

- LeRoux, Kelly and Mary K. Feeney, *Nonprofit Organizations and Civil Society in the United States*. Routledge, New York, 2015 (ISBN 978-0-415-66145-4, paperback).

In addition to the textbook, several other required and supplemental readings will be assigned and posted on the course website.

Assignments and Grading

The course is divided into weekly modules, each of which will include an audio lecture about key elements of the reading(s), some of which will also have a corresponding *quick quiz*. Modules may also have a graded discussion or essay to complete and there is a final project for graduate students that will run concurrently with the weekly modules.

Unless otherwise noted, all modules are accessible at 9:00 am on Mondays and all assignments are usually due by 11:59 pm on the last day of the module.

A brief description of each of these requirements and how they will be graded is provided below:

Quick quizzes – Quick quiz will consist of questions in a variety of formats, including true-false, matching, multiple choice and short answer. You will have two chances to take the quizzes and your highest score of the two will be your grade.¹

Each quiz will be available to take from 9:00 AM on the first day of the module until 11:59 pm on the last day of the module, at which time the answers will be provided.

Unless arrangements are made at least one week ahead of time, there will be no individualized extensions to quiz deadlines or changes to the scheduling of quizzes.

Discussions – Some modules will feature a discussion, the purpose of which is to bring us as close as possible to a classroom conversation about a topic. Vigorous, even opinionated, discussion is encouraged and welcome, but it must at all times be respectful and appropriate to an academic forum.

¹ There is also a syllabus quiz that all students must take and score a perfect score of 5 points. There is no limit on the number of times the quiz can be taken.

Each discussion will be posted from 9:00 AM on the first day of the module and will be available for comments until 11:59 pm on the last day of the module. First comments are due mid-week (see “Comment 1” below). The discussions will remain available throughout the semester for continued voluntary posting, but no comments posted after the deadline will be graded.

For full credit, at least three comments must be posted to each discussion as explained below:

Comment 1 – Comment 1 is an expression of opinion or a statement of position about the topic of discussion. Discussion can draw from the readings as well as personal experience or knowledge gained outside of class. Comment 1 is expected to be fairly substantial and consist of at least several sentences organized into a coherent paragraph or paragraphs.

To leave time for responses, Comment 1 must be posted by 11:59 pm on the third day of the module.² One point, prorated hourly, will be deducted for each 24-hour period that it is posted after this deadline (up to 2 days).

Comments 2 & 3 – These comments are responses and follow-up responses to other comments and responses. They comprise the dialogue portion of the discussion and should be conversational. They may be counter-points, but not argumentative. One of them may be a response to a comment about your Comment 1 and at least one of them must be in response to another student’s Comment 1.

Discussion grading: Discussion comments will be awarded points according to the criteria in the table below. Note that the analytical score for Comment 1 is worth 50 percent more than it is for the other two comments.

Criteria	Level 3 – 6 points	Level 2 – 3 points	Level 1 – 0 points
Grammar & spelling	There are few grammatical and spelling errors in the posts.	There are several grammatical and spelling errors in the posts.	There are numerous grammatical or spelling errors in the post.

² When there are Monday holidays, the module will be available on Monday as usual. However, it will “officially” start on Tuesday and end on Monday instead of Sunday. This means that the deadline for 1st comments will be Thursday instead of Wednesday.

Analysis	The posts demonstrate serious thinking and personal reflection about the topic drawn from the readings/lecture and/or personal experiences, and/or other sources.	The posts tend to be rhetorical, inconsistent and/or superficial.	The posts lack coherence and clarity.
Rhetoric/engagement	The posts are engaging and thoughtful. The response posts enhance and engage the discussion.	The posts are cursory and not clearly related to other comments.	The posts are unrelated to other comments and do not invite engagement.

Essays – Some modules will require the writing of a short essay (generally, 3-5 pages) on some aspect of the reading or other learning element. These should be an expression of your thoughts on a given topic or designated reading and/or answers to specific questions that are posed.

Each essay assignment will be posted at 9:00 AM on the first day of the module and will be due by 11:59 pm on the last day of the module or on a specified date. All papers must be submitted as Word files using 12-point Times-New Roman, Calibri, or Arial font. Only one submission is permitted and all submissions are final.

Note that essay assignments will not be visible or accessible through Canvas after their deadline has passed. See below for information about late submissions.

Essay grading: Essays will be awarded 12-to-18 points as shown on the course schedule (see below) and on the basis of three criteria as shown below:

Criteria	Level 3 – 33% of total points possible	Level 2 – less than 33% of total points possible	Level 1 – 0 points
Grammar & spelling	There are fewer than 5 grammatical and spelling errors in the paper.	There are 5-12 grammatical and spelling errors in the paper.	There are more than 12 grammatical or spelling errors in the paper.
Writing organization and style	The writing is clear, engaging, appropriate, and well organized.	Clarity and flow are somewhat lacking, organization is somewhat disjointed.	The writing is disorganized and lacking in coherence and clarity.
Content	The paper is a serious, thoughtful discussion that is appropriately informed by material presented in the course readings and lectures.	The paper is a serious, thoughtful discussion, but is not appropriately informed by material presented in the course readings and lectures.	The paper does not meet the minimum thresholds for serious, thoughtful and/or informed discussion.

Final project – All graduate students are required to complete a final project, which involves the development and administration of a telephone survey and the subsequent preparation of a report on findings. The project will involve two stages that will be completed sequentially over the course of the term.

Assignment References: If you include citations in any of your assignment, course material only need be cited as the author(s) and page number(s), e.g., LeRoux and Feeney, 56-58. Material that is not provided in the course needs to include a year and then listed as a reference at the end of the paper. Use the reference format that is used in textbook at the end of each chapter.

Final Grade – Your final grade will be determined on the basis of the four elements of quizzes, discussions, essays, and Final Project as shown in the table below.

Element	Number	Possible points for each element	Total possible points
Quizzes	4	5-10	35
Discussions	4	12	48
Essays	6	18	108
Final Project (grad students only)	1	-	100
Total points possible			191
Total points possible – grad students			291

At the end of the semester, the total awarded points will be calculated and divided into the total possible points. This percentage will be used to determine the course grade, as shown below.

- A+: greater than or equal to 95%
- A: greater than or equal to 90% and less than 95%
- B+: greater than or equal to 85% and less than 90%
- B: greater than or equal to 80% and less than 85%
- C+: greater than or equal to 75% and less than 80%
- C: greater than or equal to 70% and less than 75%
- D+: greater than or equal to 65% and less than 70%
- D: greater than or equal to 60% and less than 65%
- F: less than 60%

To check on the current status of your grade at any time, click on “Grades” on the menu board on the left.

Class Participation and Environment

Since this is a 100% online course, there is no class participation grade. Rather, grades are based on the quality of the completed work.

Office Hours/Live Chat

This is an opportunity for students to engage directly and in real-time with the instructor. Contact can be made by phone, but it is recommended that the “live chat” feature be used. Instructions on accessing this feature are provided on the course website.

Email

You can expect an immediate response (<1 hour) to emails that are sent during Office Hours. Outside those hours, the response time will generally be <3 hours, although it may be longer. On weekends, a response may not come until the following Monday or later.

Videos

Some modules may contain informational videos that are intended to expand on or reinforce some concept or subject of interest in that module. These are recommended learning supplements and are not required to be viewed.

Open Forum

The open forum can be accessed through the Discussions menu link or through the link that is posted to each module. Its purpose is to give students an opportunity to discuss the course amongst themselves as an alternative to direct communication with the instructor. There are no restrictions on the nature of the discussion other than that it conforms to the standards of professional practice (see below). The open forum will not be graded or used in any way to determine grades.

Professional Practice

As an elective in the PPPM undergraduate pre-professional and graduate professional degree programs, students are expected to behave in a professional manner at all times.

- Students should treat each other and the instructor with the professional courtesy and respect expected in a work environment.
- All communications relating to this course and all work turned in for this course should reflect professional standards in tone, presentation, formatting, and spelling.
- Some assignments will require use of a spreadsheet program for data analysis and graphing. Some familiarity with a spreadsheet program (e.g. Excel) is necessary, as well as basic concepts in mathematics at the high school level as we cover the analytic components of the material.

Writing Lab

This is a writing intensive course. If you struggle with writing, I strongly encourage you to use the services of the Writing Lab: The Writing Lab begins week two of the term and closes at 5:00 pm the Wednesday of finals week. Free tutors are available. Upper division and graduate student tutors are available on a drop-in basis or by appoint. (You must come to the writing lab to schedule your appointment.) 9:00am – 5:00pm, Monday – Friday, 72 PLC (Prince Lucien Campbell).

Documented Disabilities

Students who have a documented disability and anticipate needing accommodations in this course should communicate with the instructor as soon as possible. They should also request that the Counselor for Students with Disabilities send a letter verifying the disability.

Late Submission Policy

If you will be unable to complete an assignment on time, let me know before its deadline. Depending on your situation, special arrangements may be made for you to still submit it, although there may be a late penalty.³ Without such prior notification, it is unlikely that your late assignment will be accepted for grading.

It is your responsibility to make sure your assignments have been properly formatted and submitted for grading. If it is not properly formatted or available for my review, you will need to either re-submit the assignment or send it to me as an email attachment. Assignments that are unavailable for my review by the deadline due to submission or format problems may be subject to penalties or rejection.

Incomplete Grade Policy

Students are expected to behave in a professional manner and to turn in all materials at the designated time. In accordance with university regulations, an incomplete will only be given when “the quality of work is satisfactory but a minor yet essential requirement of the course has not been completed for reasons acceptable to the instructor.”

Academic Misconduct

You are expected at all times to do your own work. Copying content from other students and submitting it as your own work is grounds for failing the class. The University Student Conduct Code (available at conduct.uoregon.edu) defines academic misconduct. Students are prohibited from committing or attempting to commit any act that constitutes academic misconduct. By way of example, students should not give or receive (or attempt to give or receive) unauthorized help on assignments or examinations without express permission from the instructor. Students should properly acknowledge and document all sources of information (e.g. quotations, paraphrases, ideas) and use only the sources and resources authorized by the instructor. If there is any question about whether an act constitutes academic misconduct, it is the students’ obligation to clarify the question with the instructor before committing or attempting to commit the act. Additional information about a common form of academic misconduct, plagiarism, is available at <https://researchguides.uoregon.edu/citing-plagiarism>

Inclusion Statement

The School of Architecture and Allied Arts is a community that values inclusion. We are committed to equal opportunities for all faculty, staff and students to develop individually, professionally, and academically regardless of ethnicity, heritage, gender, sexual orientation, ability, socio-economic standing, cultural beliefs and traditions. We are dedicated to an environment that is inclusive and fosters awareness, understanding, and respect for diversity. If you feel excluded, harassed or threatened, please contact me and/or the department head. The



³ If a late penalty is applied to an assignment, it will be prorated at a rate of 10% of the total assignment points per 24-hour period it is late.

University Bias Response Team is also a resource that can assist you. Find more information at their website at <http://bias.uoregon.edu/index.html> or by phoning 541-346-2037.

Duty to Report

As a member of the University of Oregon faculty, I have a duty to report all forms of prohibited discrimination and sexual harassment of which I become aware, including sexual assault, domestic and dating violence and gender-based stalking.

Course Schedule (subject to change with notification)

Module	Module dates	Required reading(s)	Lectures/ quick quizzes (10 pts)	Discussions (12 pts)	Essays (18 pts)	Final Project (100 pts)*
1 – Nonprofits and the world today	March 30-April 5	Posted: -The economy is changing -For community-based nonprofits -Reform, resistance...	1/ (syllabus quiz/5 pts)		1	
2 – Social system governance	April 6-12	Posted: -Governance in social-environmental system -Strengthening the role of non-governmental organizations	2/1	1		
3 – City system politics	April 13-19	Posted: -The city as a growth machine -Advocacy & pluralism in planning	3/		2	
4 – Nonprofit organizations: Introduction, foundations & theories	April 20-26	Chapters 1, 2 & 3	4/2	2		
5 – The nonprofit sector in civil society	April 27-May 3	Chapters 4, 5 & 6	5	3	3	
6 – The influence of nonprofits on politics	May 4-10	Chapter 7	6/3		4	
7 – Empowering communities	May 11-17	Posted: Community benefits agreements	7/		5	
8 – Social movements, economics and future challenges	May 18-June 7 (2 weeks)	Chapter 8 Chapters 9 & 10	8/ 9/	4	6	
* Graduate students only						