**2022 Curriculum Changes**

The Curriculum Committee approved the following changes to the curriculum. These changes will go into effect beginning at 2023 Summer Institute sites. All approved changes will be reflected in the 2023 syllabus.

**C250 Customer Service Inside and Out***Changes****:*** Eliminate the course C250 Customer Service Inside and Out.

*Objective Change*: Incorporate objectives into existing courses C185 Recruit, Engage, and Retain Your Members and E380 Delivering Value.

Staff will expand upon course objective reallocation and share with Curriculum Committee to be discussed and approved in Spring 2023 meeting.

**E340 501 (c)(3) Foundations Management**

*Changes:* Move the class from an elective to become a core class.

*Title Change:* The title of the course has been changed from “E340 501 (c)(3) Foundations Management” to “C240 Foundations” to better convey the new objectives.  
*Course Description:* The course description was changed by the committee to the following:

* Explore strategic approaches needed for a Foundation to align its focus and output with its purpose and vision. This course is designed for anyone wanting to create, effectively operate, or leverage a foundation.Learn the technical infrastructure needed to align with IRS governance and compliance, as well as accounting and audit rules impacted by received restricted funds from contributions and grants.

*Objective Change:* The first course objective is now “Determining how and why to start a Foundation.” The percentage has changed to 20%.

*Objective Change:* The second course objective combines the previous first and third objectives to now be “Creating the strategic alignment and developing the programmatic alignment for a Foundation.” The percentage has changed to 40%.

*Objective Change:* Course objective number two is now course objective number three and is now “Understanding the resource alignment for a Foundation.” The percentage remains at 40%.

*Faculty recommendation:* Facultymember that is a current Foundation leader recommended to teach this course.

**C125 Hiring, Firing, and Everything in Between**

*Sub-bullet Change:* The first course objective, third sub-bullet is now “Orientation procedures and onboarding.”

*Additional Learning Opportunities*: E120 Executive Law was added to reference for in-depth attendee questions regarding firing employees.

**C185 Recruit, Engage, and Retain Your Members**

*Faculty recommendation:* Facultymember with Association background recommended to teach this course.

**C261 Events: Strategy and Operations**

*Sub-bullet Change*: The second course objective, third bullet-point is now, “Pricing development based on total costs including staff and overhead, willingness of attendees to pay, demand, and format.”

*Sub-bullet Change*: The second course objective, third bullet-point was added to be, “Types of Events: Virtual, hybrid, webinar, Annual Meeting, Trade Shows.”

*Sub-bullet Change*: The third course objective, fifth bullet-point was added to be, “Event inclusivity, including accessibility and equity in speakers.”

*Faculty recommendation:* Facultymember with Association background recommended to teach this course.

**C130 Diversity, Equity, and Inclusion**

*Update: Request Faculty with DEI credentials to review the course curriculum to ensure relevancy.*

*Suggested Resources:* Add “Gill Foundation” to Suggested Resources section.

**E150 Unleash the Leader Within**

*Sub-bullet Change*:The first course objective, first bullet-point was added to be, “Are you coachable?”

*Sub-bullet Change*: The first course objective, second bullet-point was added to be, “Mentorship or coaching benefits.”

*Objective Change:* Course objective number two is now, “Leading through conflict and/or change.”

*Sub-bullet Change*: The second course objective, first bullet-point is now, “Understanding your weaknesses and strengths.”