

DISCIPLINE RECORD
Academic year 2025/2026

1. Information about the program

University	Constanta Maritime University
Faculty	Navigation and Maritime Transport
Department	Management in Transport
Domain of study	Engineering and Management
Academic level	Master
Study programme/ qualification	Business Administration in Transport

2. Information about discipline

Course title	Volunteering				
Lecture tenured					
Application tenured					
Year of study	V	Semester	II	Type of examination	A/R
Conditions of discipline	Course category: DF – Fundamental subjects, DS – Specialization subjects, DC – Complementary subjects				DC
	Course type: DOB – compulsory subjects; DOP – elective subjects; DFA – optional subjects				DFA

3. The total time estimated

I a) Number of hours per week	1	Course		Seminar	1	Laboratory		Project	
I b) Total hours per semester from the curriculum	14	Course		Seminar	14	Laboratory		Project	

II Time distribution for the semester:	ore
II a) Study after manual, course support, bibliography and notes	
II b) Additional documentation in library, specialized electronic platforms	6
II c) Training seminars / labs, homework, essays, portfolios and essays	30
III Tutorial	
IV Examinations	2
V Other activities:	

Total hours of individual study II (a+b+c)	36
Total hours per semester (Ib+II+III+IV+V)	52
Number of credits	2

4. Prerequisites (if necessary)

Curriculum	•
Expected learning outcomes	•

5. Conditions (if necessary)

Progress of the course	<ul style="list-style-type: none"> Existence of a Protocol between Constanta Maritime University and the NGOs concerned The NGOs are developing projects in which UMC volunteers can be involved 	
Progress of application	Seminar	•
	Laboratory	•
	Project	•

6. Objectives of discipline (based on the grid of specific skills acquired – no7)

The overall objective of discipline	To develop students' capacity to design, manage and evaluate volunteering and corporate volunteering projects, especially in organisations from the transport, logistics and port sectors, with focus on impact, risk management and innovation.
Specific objectives of the discipline	At the end of the discipline, students will be able to: <ul style="list-style-type: none"> • Explain the volunteer management cycle (recruitment–selection–training–motivation–evaluation). • Design and plan a structured volunteering / corporate volunteering project linked to transport and logistics. • Apply basic tools for monitoring and evaluating the impact of volunteering activities. • Identify and manage main risks, ethical issues and quality requirements in volunteering projects. • Use ICT tools (online platforms, databases, communication tools) to support the management of volunteers and projects.

7. Expected learning outcomes:

No.	Knowledge	Skills	Responsibility and autonomy
1	The student comprehends organizational behavior and needs analysis.	The student builds and maintains effective business relationships.	The graduate identifies and reports previously undetected organizational needs.
2	The student has knowledge of project management methodologies.	The student applies modern economic and decision-making techniques.	The graduate initiates and manages projects with minimal supervision.
3	The student is knowledgeable about ethical principles in engineering management.	The student communicates technical information clearly to diverse audiences.	The graduate promotes ethical and social responsibility in professional practice.

8. Competences covered by the discipline, according to the diploma supplement

Professional competences	<ul style="list-style-type: none"> • Adapts to changing situations • Exercises results-oriented leadership towards colleagues • Ensure project management
Transversal competences	<ul style="list-style-type: none"> • Seek innovation in current practices • Create risk reports • Propose ICT solutions to business problems

9. Contents

Course	Nr. hours	Teaching methods	Obs.
•			
•			
•			
Bibliography			
•			
Selective bibliography			
•			

Application (Seminar / laboratory / project)	Nr. hours	Teaching methods	Obs.
• Analysis of volunteer management cases	2	• Real cases of success/failure. Group discussion on causes and solutions	
• Role-play: recruitment and selection of volunteers	2	• Simulated interviews and information sessions. Feedback	

		on communication and expectations	
<ul style="list-style-type: none"> Designing a volunteering / corporate volunteering project 	2	<ul style="list-style-type: none"> Group work: objectives, activities, schedule, partners. Drafting a simple project fiche 	
<ul style="list-style-type: none"> Volunteering projects in transport / ports – case studies 	2	<ul style="list-style-type: none"> Examples from companies in transport/logistics. Identification of benefits and risks 	
<ul style="list-style-type: none"> Building a monitoring and evaluation (M&E) plan 	2	<ul style="list-style-type: none"> Selecting indicators and data collection methods. Drafting a basic M&E matrix for the project 	
<ul style="list-style-type: none"> Risk and ethics workshop 	2	<ul style="list-style-type: none"> Identifying risks in sample projects. Preparing a short risk management and ethics checklist 	
<ul style="list-style-type: none"> Project presentations and feedback 	2	<ul style="list-style-type: none"> Group presentations of designed projects. Peer and teacher feedback; reflection on learning 	

Bibliography

- Volunteer Scotland. (2022). *Measuring the impact of volunteering: Volunteer practice guidance note*. Volunteer Scotland. <https://www.volunteerscotland.net/wp-content/uploads/2022/12/Measuring-the-Impact-of-Volunteering.pdf>
- Volunteering Australia. (2024). *Key volunteering statistics: 2024 update*. Volunteering Australia. <https://www.volunteeringaustralia.org/wp-content/uploads/Volunteering-Australia-Key-Volunteering-Statistics-2024-Update.pdf>
- Holmes, K., et al. (2022). *Volunteering in Australia 2022: The organisation perspective*. Volunteering Australia. <https://volunteeringstrategy.org.au/wp-content/uploads/2022/10/Volunteering-in-Australia-2022-The-Organisation-Perspective.pdf>
- United Nations Volunteers. (2022). *State of the world's volunteerism report 2022: Building equal and inclusive societies*. UN Volunteers. https://swvr2022.unv.org/wp-content/uploads/2022/04/UNV_SWVR_2022.pdf
- Volunteering Australia. (n.d.). *Fact sheets on volunteering*. Volunteering Australia. <https://www.volunteeringaustralia.org/resources/fact-sheets/>
- Volunteering New Zealand. (n.d.). *State of volunteering in Aotearoa New Zealand* [Summary report]. Volunteering New Zealand. <https://volunteeringnz.org.nz>

Selective bibliography

- Volunteer Scotland. (2022). *Measuring the impact of volunteering: Volunteer practice guidance note*. Volunteer Scotland. <https://www.volunteerscotland.net/wp-content/uploads/2022/12/Measuring-the-Impact-of-Volunteering.pdf>
- Seminar notes available on the platform campus.cmu-edu.eu

Additional Notes

- Students may take photographs or make audio-video recordings in classrooms where teaching activities are conducted **only with the consent of the instructor and under the conditions established by the instructor**.
- Upon entering the classroom, students are kindly requested to **switch their mobile phones to silent mode and refrain from using them during classes**.
- All materials received by students, either directly or through postings on the platform *campus.cmu-edu.eu*, are subject to **national and international copyright legislation**. These materials may be used by students **solely for educational purposes**. Any other use or posting on publicly accessible websites without the consent of the copyright holder may be punished in accordance with **Law no. 8/1996 on copyright and related rights** and the **Berne Convention**.

10. The corroboration of contents of discipline with expectations epistemic community representatives, professional associations and representative employers in the corresponding program

- The discipline Volunteering II responds to the epistemic community in business and transport by promoting applied, project-based learning on stakeholder engagement, CSR and community impact. It reflects the orientations of professional associations in transport and logistics, which emphasize responsible management, ethics, safety and quality in interaction with communities. At the same time, it matches the expectations of representative employers (transport operators, logistics

firms, port authorities) who value graduates able to design and manage concrete social responsibility and volunteering initiatives.

11. Examination

Type of activity	Examination Criteria	Methods of examination	Percentage of final grade
Course			
Seminar	Attendance and active participation in seminars Short seminar tasks (case analyses, role-plays, partial project elements)	Continuous assessment (50%)	
	Group project: written volunteering / corporate volunteering project + oral presentation	Final assessment (50%)	
Laboratory			
Project			

Grading Requirements

Minimum score required: **50 points: 50-54->nota 5; 55-64-> nota 6; 65-74-> nota 7; 75-84-> nota 8; 85-94-> nota 9; 95-100-> nota 10**

Additional Notes

- A **midterm exam** may be organized during the semester.
- If a student participates in **conferences** (student, local, national, or international) or **competitions** (national or international) related to the subject of this course, they may receive **additional points** or **equivalence for certain assignments, papers, and/or attendance**, depending on the results obtained.
- During written examinations, students are **not allowed to use mobile phones or any other electronic devices, except for simple scientific calculators**.

Minimum performance standards 50 points (nota 5)

Assessment criteria: coherence, feasibility, integration with transport/logistics.

Date of completion	Signature of lecture tenured	Signature of application tenured
24.09.2025		

Date of approval in the department	Signature of Director of Department
26.09.2025	Lecturer Ana Cornelia OLTEANU PhD

Date of approval in the faculty council	Signature of Dean
29.09.2025	Associated Professor Nicoleta ACOMI EngD