

# NONPROFIT ADMINISTRATION (NPAD)

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## **NPAD 166Y - Introduction to Public Service. 3 Credits.**

Offered every autumn and spring (rotates online and in person). This course acquaints students with the structure, issues and "themes" of public service and stimulates our thinking about how leaders respond (or fail to respond) to public needs.

Gen Ed Attributes: Democracy and Citizenship

## **NPAD 191 - Special Topics. 1-6 Credits.**

(R-9) Offered autumn and spring. Prereq., consent of instr. Experimental offerings of visiting professors, experimental offerings of new courses, or one-time offerings of current topics.

## **NPAD 192 - Independent Study. 1-6 Credits.**

(R-6) Offered intermittently. Course material appropriate to the needs and objectives of the individual student.

## **NPAD 367 - Leadership and Nonprofits. 3 Credits.**

This course focuses on public and nonprofit leadership through self-reflection and case-study application. Students will learn the difference between a leader and manager, and obtain skills to be successful in their future careers through an examination of human resource management best practices.

## **NPAD 368 - Policy Process and Implementation. 3 Credits.**

This course will provide insight into the study of policymaking in the United States. We are typically taught policy is made in a rational or linear fashion, and if it is not, then it should be. Our course is intended for students who are interested in public policy, how it is created, implemented, and evaluated (e.g. the public policy cycle). We will evaluate a variety of substantive policy areas and enhance your public policy skills along the way.

## **NPAD 392 - Independent Study. 1-6 Credits.**

(R-6) Offered intermittently. Course material appropriate to the needs and objectives of the individual student.

## **NPAD 398 - Internship. 3-6 Credits.**

Offered autumn and spring. Prereq., consent of instructor. Extended classroom experience which provides practical application of classroom learning during placements off campus. Prior approval must be obtained from the faculty supervisor and the Internship Services office. A maximum of 6 credits of Internship (198, 298, 398, 498) may count toward graduation.

## **NPAD 465 - Solving Public Policy Problems with Data. 3 Credits.**

Data visualization is an often-overlooked topic in research that falls by the wayside after data collection methods and analysis. However, data visualization plays an important role in telling our stories in public policy. Specifically, this course focuses on communicating the important findings in your research to the broader audience. This course fills that void by focusing solely on the process of visualizing data. Throughout this course, we focus on how to design visualizations that are appealing to your audience and how to develop these visualizations in Tableau. Tableau is a robust, increasingly popular, interactive data visualization software. Each week of this course we examine a new topic in data visualization, via textbook, lecture, and video followed by various hands-on tutorials and assignments in Tableau. Level: Undergraduate

**NPAD 466 - Practical Applications in Nonprofit Administration. 3 Credits.** Offered autumn. Prereq., junior standing or consent of instr. Introduction nonprofit management and public service and the complexity of the role of nonprofit organizations in society. Level: Undergraduate-Graduate

## **NPAD 467 - Advanced Nonprofit Admin. 3 Credits.**

Offered spring. Prereq., PSCI 466 or NPAD 466 and junior standing or consent of instr. In-depth exploration of special advanced issues related to nonprofit management, including fundraising, budgeting, and program planning. Level: Undergraduate-Graduate

## **NPAD 491 - Special Topics. 1-6 Credits.**

(R-6) Prereq., consent of instructor. Experimental offerings of visiting professors, experimental offerings of new courses, or one-time offerings of current topics. Level: Undergraduate-Graduate

## **NPAD 492 - Independent Study. 1-6 Credits.**

(R-6) Offered intermittently. Course material appropriate to the needs and objectives of the individual student. Level: Undergraduate-Graduate

## **NPAD 498 - Internship. 1-6 Credits.**

Level: Undergraduate

## **NPAD 501 - Nonprofit Human Resource Management. 2 Credits.**

On-line course offered every year. Addresses human resource needs specific to nonprofits, including payroll, employment law, and other legal issues. Level: Graduate

## **NPAD 502 - Nonprofit Volunteer Mgmt. 2 Credits.**

On-line course offered every year. Addresses the process of recruiting and retaining volunteers at a nonprofit organization, including case studies and hands-on projects. Level: Graduate

## **NPAD 503 - Nonprofit Prog Plan & Eval. 2 Credits.**

On-line course offered every year. Explores program planning for nonprofits from top-to-bottom, including needs assessment and evaluation. Level: Graduate

## **NPAD 505 - Nonprofit Advocacy. 2 Credits.**

On-line course offered every year. Explores and reviews the role of nonprofit organizations in advocacy. Level: Graduate

## **NPAD 506 - Nonprofit Board Management. 2 Credits.**

Online course offered every year. Explores policymaking and fundraising roles and responsibilities of the board; strategies for board recruitment, orientation, and evaluation; and executive director/board relationships. Level: Graduate

## **NPAD 510 - Nonprofit Strategic Plan. 2 Credits.**

Online course offered every year. This course explores the importance of visionary leadership and strategic planning to the success of nonprofit agencies. Level: Graduate

## **NPAD 511 - Nonprofit Grant Writing. 2 Credits.**

Online course offered every year. Students learn how to write the essential parts of a grant proposal and how to search for appropriate funding sources. Level: Graduate

## **NPAD 512 - Nonprofit Fundraising. 2 Credits.**

Online course offered every year. The course covers all major aspects of a fundraising plan including: annual fund, major gifts, capital campaigns, planned giving, grants and special events. The course will also give students the foundation and tools needed to implement these plans into action. Level: Graduate

## **NPAD 513 - Nonprofit Financial Mgmt. 2 Credits.**

Online course offered every year. This course explores special issues related to nonprofit financials including accounting basics, budgeting, financial statement ratios, management controls and nonprofit income tax reporting processes. Level: Graduate

**NPAD 560 - Nonprofit Marketing & Social Media. 2 Credits.**

Offered spring. This course provides students with an overview of basic marketing principles and social media strategies. Students will learn steps to create a Social Media Marketing Plan to further the mission of a nonprofit organization. Students will analyze and select appropriate communication channels and technologies according to relevant publics. Level: Graduate

**NPAD 592 - Independent Study. 1-6 Credits.**

(R-6) Offered intermittently. Course material appropriate to the needs and objectives of the individual student.

**NPAD 598 - Internship. 1-6 Credits.**

(R-6) Offered every term. Prereq., consent of department. Extended classroom experience that provides practical application of classroom learning during placements off campus. Prior approval must be obtained from the faculty supervisor and the Internship Services office. A maximum of 6 credits of Internship (198, 298, 398, 498) may count toward graduation.