

Master of Science in Nonprofit Management and Philanthropy
Master of Science in Strategic Fundraising and Philanthropy
Master of Science in Education: Higher Education Administration
Graduate Certificates in Nonprofit Management, Strategic Fundraising,
Housing, and Higher Education Administration

Prepared by Melissa Morriss-Olson, Director, NMP and MS Higher Education Programs 1/06/09

SCHEDULE OF COURSES

- *Students in the Nonprofit Management and Strategic Fundraising programs should begin with NMP 600 which is offered in Fall Semester Session I and Spring Semester Session I. Exceptions to this must be approved by the NMP program director.*
- *To qualify for the scholarship or Stafford loan, you must take at least 2 courses every semester. A semester is two 8-week sessions as indicated below.*
- *Students are advised to consult the master schedule for the Graduate School to confirm the availability of specific electives in the MBA and CIM programs.*

October 20 – December 13, 2008 (Fall Semester)

Note: All classes held online week of November 24 – 29

NMP 600	Foundation of Nonprofit Management	Mon. 6-10 pm or Online	Rima Dael Rima Dael
NMP 621	Intro. to Philanthropy & Fundraising Fundamentals	Online	Sarah Tanner
NMP 625	Strategic Management of Nonprofit Organizations	Mon. 6-10 pm	Elizabeth Loughran
NMP 635	Board Governance and Volunteer Management	Online	Rebecca Bryan
NMP 661	Planned Giving Principles and Techniques	Wed. 6-10 pm or	Allan Wilson
NMP 661	Planned Giving Principles and Techniques	Online	Dina Plaper
NMP 650	Operations Management*	Online	Jeffrey Greim
NMP 606	Workforce & Affordable Housing Programs	Online	William Hettinger
MHE 600	Introduction to Higher Education Administration	Online	Mark Drozdowski

*NMP 650 is taken at the end of the program and as a lead in to NMP 670. Students should not enroll in NMP 650 until they have completed most if not all of the other core requirements.

January 5 – February 28, 2009 (Fall Semester)

NMP 621	Intro. to Philanthropy & Fundraising Fundamentals	Wed. 6-10 pm or Online	Rima Dael Rima Dael
NMP 655	Leadership and Personal Effectiveness	Online	Steven Mundahl
NMP 656	Relationships, Communication & Philanthropy	Online	Rebecca Bryan
NMP 665	Law, Policy, and Government in Nonprofits	Mon. 6-10 pm or Online	Jeffrey Greim Jeffrey Greim
NMP 670	Capstone: Advanced Management Seminar	Online	Sylvia de Haas Phillips
MHE 605	Organization and Governance of Higher Ed	Online	Elizabeth Rivet

March 2 – April 25, 2009 (Spring Semester)

NMP 600	Foundations of Nonprofit Management	Online	Rima Dael
NMP 605	Financial Decision Making for Nonprofits	Wed. 6-10 pm or Online	Jeffrey Greim Jeffrey Greim
NMP 607	Housing Policy	Online	William Hettinger
NMP 622	Donor Behavior and Giving Methodologies	Online	Dina PLapler
NMP 635	Board Governance and Volunteer Management	Mon. 6-10 pm or Online	Rima Dael Rima Dael
MHE 620	The Contemporary College Student (E)	Online	Kris Barnett

April 27– June 20, 2009 (Spring Semester)

No classes held on May 25, 2009

NMP 608	Creating and Preserving Housing	Online	William Hettinger
NMP 621	Intro. to Philanthropy & Fundraising Fundamentals	Online	Sarah Tanner
NMP 641	Capital Campaign and Major Giving Fundraising	Online	Dina Plapler
NMP 625	Strategic Management of Nonprofit Organizations	Mon. 6-10 pm or Online	Jeffrey Greim Sylvia DeHaas Phillips
NMP 646	Healthy Solutions for Nonprofits in Challenging Times	Mon. 6-10 pm	Steven Mundahl
MHE 610	The Higher Education Curriculum (E)	Online	Jo-Ann Sipple

June 22– August 22 2009 (Summer Semester)

Note: No classes held week of June 29 – July 4

NMP 609	Effective Housing Leadership	Online	William Hettinger
NMP 650	Operations Management for Nonprofit Orgs.	Wed. 6-10 pm or Online	Karen Carlson Karen Carlson
NMP 651	Annual Giving and Donor Relations	Online	Virginia Webb
NMP 655	Leadership and Personal Effectiveness	Mon. 6-10 pm	Steven Mundahl
MHE 630	Law and Ethics in Higher Education (E)	Online	Tuesday Cooper

August 24 –October 17, 2009 (Summer Semester)

NMP 605	Financial Decision Making for Nonprofit	Online	Jeffrey Greim
NMP 623	Resource Development Management	Wed. 6-10 pm	Virginia Webb
NMP 631	Grant Writing for Corporations and Foundations	Mon. 6-10 pm or Online	Mary Walachy TBD
NMP 670	Capstone: Advanced Management Seminar	Wed. 6-10 pm or Online	Melissa Morriss-Olson Sylvia de Haas Phillips
MHE 640	History and Economics of Higher Education (E)	Online	Cynthia Forrester

October – December 2009 (Fall Semester)

NMP 600	Foundation of Nonprofit Management	Mon. 6-10 pm or Online	Rima Dael Rima Dael
NMP 606	Workforce & Affordable Housing Programs	Online	Bill Hettinger
NMP 621	Intro. to Philanthropy & Fundraising Fundamentals	Online	Sarah Tanner
NMP 635	Board Governance and Volunteer Management	Online	TBD
NMP 650	Operations Management	Online	Jeffrey Greim
NMP 661	Planned Giving Principles and Techniques	Wed. 6-10 pm or	Allan Wilson
NMP 661	Planned Giving Principles and Techniques	Online	Dina Plapler
MHE 600	Introduction to Higher Education Administration (E)	Online	Mark Drozdowski
MHE 625	Women in Higher Education Administration (E)	Online	TBD
MHE 650	Operations Management (cross listed with NMP 650)	Online	Jeffrey Greim

January – February 2010 (Fall Semester)

NMP 607	Housing Policy	Online	William Hettinger
NMP 621	Intro. to Philanthropy & Fundraising Fundamentals	Wed. 6-10 pm or Online	Rima Dael Rima Dael
NMP 655	Leadership and Personal Effectiveness	Online	Steven Mundahl
NMP 656	Relationships, Communication & Philanthropy	Online	Rebecca Bryan
NMP 665	Law, Policy, and Government in Nonprofits	Mon. 6-10 pm or Online	Jeffrey Greim Jeffrey Greim
NMP 670	Capstone: Advanced Management Seminar	Online	Sylvia de Haas Phillips
MHE 605	Organization and Governance of Higher Ed	Online	Elizabeth Rivet
MHE 670	Advanced Management Seminar (cross listed with NMP 670)	Online	Sylvia de Haas Phillips

March 2 – April 25, 2010 (Spring Semester)

NMP 600	Foundations of Nonprofit Management	Online	Rima Dael
NMP 605	Financial Decision Making for Nonprofits	Wed. 6-10 pm or Online	Jeffrey Greim Jeffrey Greim
NMP 608	Creating and Preserving Housing	Online	William Hettinger
NMP 622	Donor Behavior and Giving Methodologies	Online	Dina PLapler
NMP 635	Board Governance and Volunteer Management	Mon. 6-10 pm or Online	Rima Dael Rima Dael
MHE 620	The Contemporary College Student (E)	Online	Kris Barnett

April 27– June 20, 2010 (Spring Semester)

NMP 621	Intro. to Philanthropy & Fundraising Fundamentals	Online	Sarah Tanner
NMP 641	Capital Campaign and Major Giving Fundraising	Online	Dina Plapler
NMP 625	Strategic Management of Nonprofit Organizations	Mon. 6-10 pm or Online	Jeffrey Greim Sylvia DeHaas Phillips
NMP 646	Healthy Solutions for Nonprofits in Challenging Times	Mon. 6-10 pm	Steven Mundahl
NMP 609	Effective Housing Leadership	Online	William Hettinger
MHE 610	The Higher Education Curriculum (E)	Online	Jo-Ann Sipple

June – August 2010 (Summer Semester)

NMP 650	Operations Management for Nonprofit Orgs.	Wed. 6-10 pm or Online	Karen Carlson Karen Carlson
MHE 650	Operations Management for Nonprofit Orgs.	Online	Karen Carlson
NMP 651	Annual Giving and Donor Relations	Online	Virginia Webb
NMP 655	Leadership and Personal Effectiveness	Mon. 6-10 pm	Steven Mundahl
MHE 630	Law and Ethics in Higher Education (E)	Online	Tuesday Cooper

August –October 2010 (Summer Semester)

NMP 605	Financial Decision Making for Nonprofit	Online	Jeffrey Greim
NMP 623	Resource Development Management	Wed. 6-10 pm	Virginia Webb
NMP 631	Grant Writing for Corporations and Foundations	Mon. 6-10 pm or Online	Mary Walachy TBD
NMP 670	Capstone: Advanced Management Seminar	Wed. 6-10 pm or Online	Melissa Morriss-Olson Sylvia de Haas Phillips
MHE 670	Capstone: Advanced Management Seminar	Online	Sylvia de Haas Phillips
NMP 675	Capstone: Advanced Fundraising Seminar	Wed. 6-10 pm or Online	TBD TBD
MHE 640	History and Economics of Higher Education (E)	Online	Cynthia Forrest

Degree Requirements for the M.S. in Nonprofit Management and Philanthropy Program:

I. The program consists of eight required courses (24 credits) and four electives (12 credits) for a total of 36 credits.

II. Required Courses (24 credits):

NMP 600 Foundation of Nonprofit Management
NMP 605 Financial Decision Making for Nonprofits
NMP 621 Introduction to Philanthropy and Fundraising Fundamentals
NMP 625 Strategic Management of Nonprofit Organizations
NMP 635 Board Governance and Volunteer Management
NMP 650 Operations Management for Nonprofit Organizations
NMP 665 Law, Policy and Government in Nonprofits
NMP 670 Capstone: Advanced Management Seminar

III. Elective Course Options (Choose 12 credits from the following):

NMP 606	Workforce and Affordable Housing Programs and Players
NMP 607	Housing Policy
NMP 608	Creating and Preserving Housing
NMP 609	Effective Housing Leadership
NMP 622	Donor Behavior and Giving Methodologies
NMP 623	Resource Development Management
NMP 631	Grant Writing for Corporations and Foundations
NMP 641	Capital Campaign and Major Giving Management
NMP 645	Marketing Principles and Techniques for Nonprofits
NMP 651	Annual Giving and Donor Relations
NMP 655	Leadership and Personal Effectiveness
NMP 656	Relationships, Communication and Philanthropy
NMP 661	Planned Giving Principles and Techniques
MHE 600	Introduction to Higher Education Administration
MHE 605	Organization and Governance of Higher Education
MHE 610	Higher Education Curriculum Development
MHE 620	The Contemporary College Student
MHE 625	Women in Higher Education
MHE 630	Law and Ethics in Higher Education
MHE 640	History and Economics of Higher Education
MHE 650	Operations Management
MBA 600	Introduction to Entrepreneurial Thinking and Innovative Practices
MBA 605	Business Ethics and Social Responsibility
MBA 620	Organizational Behavior and Leadership
MBA 630	Legal Issues in Business
MBA 650	Elective
MBA 651	Elective
CIM 605	Business Intelligence
CIM 612	Information Design & Usability
CIM 621	Internet/HTML Programming
CIM 642	Project Management
CIM 653	Computer Forensics
CIM 654	Knowledge Management
CIM 655	Visual Graphics
CIM 656	Network Security
CIM 657	Social Responsibility
CIM 659	Collaborations and Coalitions
CIM 658	Strategies for Information Management

Degree Requirements for the M.S. in Strategic Fundraising and Philanthropy Program:

I. The program consists of a common core of knowledge (30 credits) and elective coursework (6 credits). The common core of knowledge has three components:

a. **Nonprofit Management and Administration Core** (9 credits):

NMP 600 Foundations of Nonprofit Management*
NMP 635 Board Governance and Volunteer Management*

Choose one from:

NMP 605 Financial Decision Making for Nonprofits
NMP 625 Strategic Planning for Nonprofits
NMP 645 Marketing for Nonprofits
NMP 665 Law Policy and Government Relations
CIM 642 Project Management

b. **Organizational Behavior and Personal Effectiveness Core** (6 credits)

Choose two from:

NMP 655 Leadership and Personal Effectiveness
MBA 620 Organizational Behavior and Leadership
NMP 656 Relationships, Communication and Philanthropy

c. **Philanthropic Studies Core** (15 credits)

NMP 621 Introduction to Philanthropy and Fundraising Fundamentals*
NMP 622 Donor Behavior and Giving Methodologies*
NMP 675 Capstone: Advanced Fundraising Seminar*

Choose two from:

NMP 631 Grant Writing for Corporations and Foundations
NMP 641 Capital Campaign and Major Giving Management
NMP 651 Annual Giving and Donor Relations
NMP 661 Planned Giving for Nonprofit Organizations
NMP 623 Resource Development Management

II. Elective Course Options (Choose 6 credits from the following):

NMP 606	Workforce and Affordable Housing Programs and Players
NMP 607	Housing Policy
NMP 608	Creating and Preserving Housing
NMP 609	Effective Housing Leadership
NMP 622	Donor Behavior and Giving Methodologies
NMP 623	Resource Development Management
NMP 631	Grant Writing for Corporations and Foundations
NMP 641	Capital Campaign and Major Giving Management
NMP 645	Marketing Principles and Techniques for Nonprofits
NMP 651	Annual Giving and Donor Relations
NMP 655	Leadership and Personal Effectiveness
NMP 656	Relationships, Communication and Philanthropy
NMP 661	Planned Giving Principles and Techniques

MHE 600	Introduction to Higher Education Administration
MHE 605	Organization and Governance of Higher Education
MHE 610	Higher Education Curriculum Development
MHE 620	The Contemporary College Student
MHE 625	Women in Higher Education
MHE 630	Law and Ethics in Higher Education
MHE 640	History and Economics of Higher Education
MHE 650	Operations Management
MBA 600	Introduction to Entrepreneurial Thinking and Innovative Practices
MBA 605	Business Ethics and Social Responsibility
MBA 620	Organizational Behavior and Leadership
MBA 630	Legal Issues in Business
MBA 650	Elective
MBA 651	Elective
CIM 605	Business Intelligence
CIM 612	Information Design & Usability
CIM 621	Internet/HTML Programming
CIM 642	Project Management
CIM 653	Computer Forensics
CIM 654	Knowledge Management
CIM 655	Visual Graphics
CIM 656	Network Security
CIM 657	Social Responsibility
CIM 659	Collaborations and Coalitions
CIM 658	Strategies for Information Management

Options for elective courses are updated and expanded on an ongoing basis.

Degree Requirements for the M.S. in Education with Higher Education Specialization

I. The program consists of 8 core courses (24 credits) and 4 elective courses (12 credits) for a total of 36 credits.

II. Core Courses (8 courses):

MHE 600	Introduction to Higher Education Administration
MHE 605	Organization and Governance of Higher Education
MHE 610	Higher Education Curriculum Development
MHE 620	The Contemporary College Student
MHE 630	Law and Ethics in Higher Education
MHE 640	History and Economics of Higher Education
MHE 650	Operations Management
MHE 670	Advanced Management Seminar (cross listed with NMP 670)

III. Electives (4 courses):

I. Elective Course Options (Choose 6 credits from the following):

NMP 606	Workforce and Affordable Housing Programs and Players
NMP 607	Housing Policy
NMP 608	Creating and Preserving Housing
NMP 609	Effective Housing Leadership
NMP 622	Donor Behavior and Giving Methodologies
NMP 623	Resource Development Management
NMP 631	Grant Writing for Corporations and Foundations

NMP 641	Capital Campaign and Major Giving Management
NMP 645	Marketing Principles and Techniques for Nonprofits
NMP 651	Annual Giving and Donor Relations
NMP 655	Leadership and Personal Effectiveness
NMP 656	Relationships, Communication and Philanthropy
NMP 661	Planned Giving Principles and Techniques
MHE 600	Introduction to Higher Education Administration
MHE 605	Organization and Governance of Higher Education
MHE 610	Higher Education Curriculum Development
MHE 620	The Contemporary College Student
MHE 625	Women in Higher Education
MHE 630	Law and Ethics in Higher Education
MHE 640	History and Economics of Higher Education
MHE 650	Operations Management
MBA 600	Introduction to Entrepreneurial Thinking and Innovative Practices
MBA 605	Business Ethics and Social Responsibility
MBA 620	Organizational Behavior and Leadership
MBA 630	Legal Issues in Business
MBA 650	Elective
MBA 651	Elective
CIM 605	Business Intelligence
CIM 612	Information Design & Usability
CIM 621	Internet/HTML Programming
CIM 642	Project Management
CIM 653	Computer Forensics
CIM 654	Knowledge Management
CIM 655	Visual Graphics
CIM 656	Network Security
CIM 657	Social Responsibility
CIM 659	Collaborations and Coalitions
CIM 658	Strategies for Information Management

Options for elective courses are updated and expanded on an ongoing basis.

Degree Requirements for the Graduate Certificate in Nonprofit Management Program (15 credits):

Five required courses (15 credits):

- NMP 600 Foundation of Nonprofit Management
- NMP 605 Financial Decision Making for Nonprofits
- NMP 621 Introduction to Philanthropy & Fundraising Fundamentals
- NMP 625 Strategic Management of Nonprofit Organizations
- NMP 635 Board Governance and Volunteer Management

Degree Requirements for the Graduate Certificate in Strategic Fundraising Program (15 credits):

Three required courses (9 credits):

NMP 600 Foundation of Nonprofit Management
NMP 621 Fundraising Theory and Practice
NMP 635 Board Governance and Volunteer Management

Choose two electives from the following (6 credits):

NMP 622 Donor Behavior and Giving Methodologies
NMP 623 Resource Development Management
NMP 631 Grant Writing for Corporations and Foundations
NMP 641 Capital Campaign and Major Giving Management
NMP 645 Marketing Principles and Techniques for Nonprofits
NMP 651 Annual Giving and Donor Relations
NMP 656 Relationships, Communication and Philanthropy
NMP 661 Planned Giving Principles and Techniques

Degree Requirements for the Graduate Certificate in Housing Development and Leadership Program (12 credits):

Four required courses (12 credits):

NMP 606	Workforce and Affordable Housing Programs and Players
NMP 607	Housing Policy
NMP 608	Creating and Preserving Housing
NMP 609	Effective Housing Leadership

Degree Requirements for the Graduate Certificate in Higher Education Administration Program (15 credits):

Two required courses (6 credits):

MHE 600	Introduction to Higher Education Administration
MHE 605	Organization and Governance of Higher Education
MHE 620	The Contemporary College Student

Three elective courses chosen from the following (9 credits):

MHE 630	Law and Ethics in Higher Education
MHE 640	History and Economics of Higher Education
MHE 610	Higher Education Curriculum Development
MHE 625	Women in Higher Education