Course #: POLS 4356

CRN: 26944

Course Title: Nonprofit Organizations

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Office Hours: Weeknights (MTWRF): 6-8PM (via Blackboard), or please email me for a time to meet.

Course Description:

This course provides an introduction to the nonprofit sector and an introduction to nonprofit management. The aim of the course is to familiarize you with the characteristics of nonprofits that uniquely position them for addressing social problems, as well as skills that you can use to advance the work of nonprofit organizations.

Specifically, we will examine the scope and scale of the U.S. nonprofit sector; the characteristics of nonprofits that uniquely position them to address social problems; philanthropy, fundraising and nonprofit financial management; the roles and impacts of philanthropic foundations and corporate social responsibility (CSR); leadership and inclusion in the nonprofit sector; and the unique roles and impacts of faith-based organizations in the nonprofit sector.

One aim of this class is to cultivate conditions to support peer-to-peer learning by creating greater opportunities for you to express your expertise and understanding to other members of the class. The best outcome of this class is for all of us to learn from your unique perspectives on the course material.

Your role as a leader is the central theme of this course. The aim is to empower you with concepts, case examples, and theory to analyze, critique, and advise strategic management in nonprofit organizations and social enterprises. My goal for this course is to consider management and leadership issues in nonprofit organizations in a more critical way, and to identify a number of practices and analytical frameworks that will lead to more informed and effective services for the public. The overarching mission of this class is to create opportunities for each of you to develop some personal insights and lessons (whether originating from readings, the instructor, your peers, your contributions to class, guest speakers, or some combination of each) that will empower you to be even more effective in your future career than you already will be.

Student Learning Objectives
The objective of this course is to empower members of this class with the abilities to:

- Recognize, analyze, and critique the strategic capabilities unique to the nonprofit sector in the delivery of social and human services;
- Develop an understanding of the fundamentals of a nonprofit fundraising strategy as well as techniques for measuring nonprofit financial statements;
- Demonstrate an understanding of nonprofit leadership and techniques in inclusive leadership;
- Apply lessons in nonprofit management to the work of nonprofit organizations in the El Paso community;
- Demonstrate mastery of course content, through class discussions, in-class presentations, and analytical writing.

**Diversity Statement:**

A central aim of this class is that students from all backgrounds and perspectives be well-served by this course, and that the diversity that the students bring to this class inform our collective learning. This course also aims to present materials and activities that are respectful of diversity: gender identity, sexuality, disability, age, socioeconomic status, ethnicity, race, nationality, religion, culture and political ideology. Class discussion will be facilitated with the aim of recognizing and learning from different points of view.

**Course Format:**

Recognizing that students have different learning and working styles, this course will utilize a variety of learning and teaching formats. The class will be instructed through an online format, utilizing video-recorded presentations, weekly assignments, virtual office hours, and selected written assignments. The professor will utilize the UTEP Blackboard system to distribute class materials.

Students are expected to deliver their work on time. If, due to illness or personal emergency, you believe your work will be late, you are advised to discuss the matter in advance with the instructor. Late work will normally be penalized at least one-third grade (e.g., from an A- to a B+). If you submit a paper assignment with text copied from another source without appropriate attribution, you will be penalized up to 50% of the final grade on the assignment and you may be required to re-do the assignment.

**Netiquette:**

- Respect and courtesy must be provided to classmates and to instructor at all times. No harassment or inappropriate postings will be tolerated.
• When reacting to someone else’s message, address the ideas, not the person. Post only what anyone would comfortably state in a F2F situation.

• Blackboard is not a public internet venue; all postings to it should be considered private and confidential. Whatever is posted on in these online spaces is intended for classmates and professor only. Please do not copy documents and paste them to a publicly accessible website, blog, or other space. If students wish to do so, they have the ethical obligation to first request the permission of the writer(s).

**Course Requirements (All assignments are due end of day, 11:59pm):**

1. **Partner Reading Assignments (75%):** Each person will complete reading assignments, through the assignments tab in Blackboard. You can work on the assignment alone, or you can work with a partner on the assignment. You only need to submit one assignment if you complete the assignment with a partner (list both of your names on the same assignment). The aim of working with a partner on the assignment is to facilitate more peer-to-peer collaboration in the course.

2. **Final Partner Paper (25%):** Each student will submit a 4-5 page research paper at the conclusion of the class, based on 1-2 core themes from class and their application to current issues for nonprofits today. It is possible, though not required, to focus specifically on a single nonprofit’s experience in your paper. You can work on the final paper alone, or you can work with a partner on the paper. You only need to submit one final paper if you work with a partner (list both of your names on the same paper). Potential topics for your final paper include: 1) an explanation of what is unique about the nonprofit sector and the ways nonprofits address social problems, 2) an explanation of research-based lessons that improve the management of nonprofit organizations, and/or 3) an explanation of current trends and issues affecting the nonprofit sector.

**Required Reading**

There is only one book required for this class. You can purchase the book or access a digital copy for free through the UTEP library via the link below.


Articles, book chapters, case studies and other required and recommended material not in the required reading list will be available on Blackboard or handed out in class.

I. **COURSE INTRODUCTION**

II. **WHAT IS THE NONPROFIT SECTOR?**

III. **HOW DO NON PROFITS BENEFIT OUR SOCIETY?**
IV. PHILANTHROPY & FUNDRAISING
V. NONPROFIT FINANCIAL MANAGEMENT
VI. FOUNDATIONS & CORPORATE PHILANTHROPY
VII. MEASURING NONPROFIT PERFORMANCE
VIII. LEADERSHIP & INCLUSION
IX. RELIGIOUS ORGANIZATIONS

Extra Credit – Complete the following online virtual training in nonprofit fundraising: “Virtual Advanced Funder Research Lab” and write a 1-page response on your experience: https://learning.candid.org/training/2023-01-13-virtual-advanced-funder-research-lab/

**Suggested Additional Reading**

