

## Course schedule Nonprofit Leadership & Management Program

Last updated on Jan. 30, 2012

**This is a 36 unit program.** Students are required to take all the **Required Courses** (32 units), and then may choose 4 **Elective** units. The number after the course suggests courses that are to be taken during the first and second year of the program. For example (R1) denotes a course that should be taken during the first year; an R1/2 denotes a course may be taken in either year; an \* indicates a course is offered twice during the year. In special circumstances in consultation with the program advisor, students may substitute elective courses if a competency in a given area can be demonstrated.

\*Please note LEAD 500 is a prerequisite to LEAD 511.

Please refer to USD's academic calendar for key University dates:

<http://www.sandiego.edu/news/academiccalendar/>

**\*Please note that this schedule may change. Always check your syllabus for official dates.**

### **Fall 2011**

#### ***Wednesday, August 31- Classes begin***

<b>Course Name</b>	<b>Faculty</b>	<b>Units</b>	<b>Time</b>
(R1) LEAD 550 Leadership Theory and Practice	T. Monroe	3	Tuesdays: 6-8:50 PM and Saturday, Sept. 24 from 9-4:30 PM <i>Last day of class 11/29</i>
(R1) LEAD 501 Nonprofit Sector and Management Fundamentals	P. Libby M. McDonald	3	Mondays: 6-9 PM
(R2) LEAD 506 Resource Development and Fundraising	A. Farrell	3	Tuesdays: 6-9 PM
(R2) LEAD 500 Research Design & Evaluation	F. Sanudo L. Deitrick	4	Mondays: 5:45-9:15 PM <b>and</b> Sat. 12/17 from 8:00- 4:30 PM
(R1/2) LEAD 510 Board Management and Leadership	L. Shear	2	Thursdays: 6-9:00 PM September 22, Oct. 6, 13, 20, 27 and Nov. 3, 10, & Dec. 1, 8, 15
(R1/2) LEAD 509 Legal Issues for NP Corporations	Rheinheimer	1	Wednesdays: 6-9 PM September 14, 21, 28 and October 5 and 12
(E) LEAD 515 Risk Management, Part Two of Legal Issues	E. Lewis	1	Wednesday: 6-9 PM October 19, November 2, 9, 16 & 30
(E) LEAD 530 Creative Leadership	G. Reed	1	Wednesday, Oct. 19 from 12-1:30 PM & 1/21 and 1/22 from 8- 5 PM

(E) LEAD 513 Advocacy Skills & Strategies	P. Libby H. Wayne	2	Wednesdays from 6-9 PM 9/21, 10/5, 10/19, 11/2, 11/16, and 11/30, Monday, January 9th, 2012 all day in Sacramento & a final debriefing class (to be determined)
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### INTERSESSION 2012

Classes begin on Tuesday, January 3, 2012

Last day of classes Monday, January 23, 2012

Monday, January 16, 2012 – MLK Holiday, no classes, offices closed

Course Name	Faculty	Units	Time
(R1/2) LEAD 504 Human Relations for Leaders	T. Monroe	1	Friday, Jan. 13 9:00 a.m. – 9:30 PM Saturday, Jan. 14 9:00 a.m. – 9:30 PM Sunday, Jan. 15 9:00 a.m. – 5:00 PM <i>Optional pre &amp; post sessions: Tues 1/10 &amp; 1/17 from 6-9 PM</i>
LEAD 551 Human Relations for Leaders <i>(Please note: If you take this course, it will count as one required unit in lieu of 504 and 2 of your elective units).</i>	T. Monroe	3	Friday, Jan. 13 9:00 a.m. – 9:30 PM Saturday, Jan. 14 9:00 a.m. – 9:30 PM Sunday, Jan. 15 9:00 a.m. – 5:00 PM <i>Required pre &amp; post sessions: Tues 1/10 &amp; 1/17 from 6-9 PM</i>
(E) LEAD 512 Collaboration	L. Shear	1	Mondays/ Wednesdays: January 4, 9, 11, 18, 23 from 6-9 PM
(E) LEAD 514 Public Speaking	J. Freiberg	1	Tuesday January 3: 6-9 PM Saturday, January 7: 10am – 4 PM Tuesday January 10: 6-9 PM Tuesday January 17: 6-9 PM

**SPRING 2012**

Classes begin on Thursday, January 26, 2012

March 5-9th ~ Spring Break (no classes)

April 5-9th ~ Easter Break (no classes)

<b>Course Name</b>	<b>Faculty</b>	<b>Units</b>	<b>Time</b>
(R1) LEAD 505 Organizational Theory	L. Deitrick M. Peters	3	Mondays from 6-9 PM
(R1) LEAD 503 Nonprofit Finance	D. Trapp	3	Tuesdays from 6-9 PM
(R2) LEAD 511 Strategic Planning & Positioning*	M. McDonald C. Fish	3	Tuesdays from 6-9 PM
(R2) LEAD 502 Leadership & Ethics	P. Saraniero	3	Mondays from 6-9 PM
(R1/2)* LEAD 509 Legal Issues for NP Corporations	Rheinheimer	1	Wednesdays from 6-9 PM: <u>April:</u> 11, 18, 25 <u>May:</u> 2, 9
(R1/2)* LEAD 510 Board Leadership	L. Shear	2	Wednesdays from 6-9 PM: <u>February:</u> 1, 8, 15, 22, 29 <u>March:</u> (no class 3/7 for spring break), 14, 21, 28 <u>April:</u> 4, 11
(E) LEAD 519 Understanding Bi- National Nonprofits In the US-Mexican Border Region	R. Kiy	2	Thursdays from 6-9 PM <u>March:</u> 1, (no class 3/8 for spring break), 15, 22, 29 <u>April:</u> (no class 4/5 for Easter break), 12, 19, 26, <u>May:</u> 3, 10 <i>NOTE: All day trip to Tijuana on 4/12; All day trip to visit San Diego area migrant serving nonprofits on 4/26.</i>
(E) LEAD 508 Nonprofit Marketing	D. Maloney	2	Wednesdays from 6-9 PM February 1, 15, 22 March 14, 21, 28 April 4, 11, 18, 25

**SUMMER 2012****Monday, June 4<sup>th</sup>**

First day of first session

**Friday, August 24<sup>th</sup>**

Last day of last session

<b>Course Name</b>	<b>Faculty</b>	<b>Units</b>	<b>Time</b>
(R1) LEAD 507 Community Organizing & Change	J. Robinson	3	Thursdays from 5:30-8:30 PM Tuesday, June 5 Thursdays: 7, 14, 21, 28 Saturday June 23 & 30 from 9-4 PM July 12, August 16
(E) LEAD 516 Related Business Development	P. Van Dolah	2	Wednesdays from 5:30-8:30 PM June 6, 13, 20, 27 July 11, 18, 25 August 1, 8
(E) LEAD 517 Capital and Endowment Campaign Planning	C. Fish	2	Tuesdays from 6-9 PM: June 5, 12, 19, 26 July 10, 17, 24, 31 August 7, 14
(E) LEAD 514 Public Speaking	J. Freiberg	1	Saturday, July 21: 8am – 2pm Saturday, July 28: 8am – 2pm Thursday, August 2: 5pm – 9pm
(E) LEAD 579 Grant Making for the Greater Good	M. McDonald C. Wilson	2	Mondays from 6-9PM June 4, 11, 18 July 16, 23, 30 August 6, 13, 20, 27 <i>NOTE: August 6<sup>th</sup> and 13<sup>th</sup> will be site visits</i>
(R1/2) LEAD 504 Human Relations for Leaders	T. Monroe	1	Friday, July 13 9:00 a.m. – 9:30 PM Saturday, July 14 9:00 a.m. – 9:30 PM Sunday, July 15 9:00 a.m. – 5:00 PM <i>Optional pre &amp; post sessions: Tues 7/10 &amp; 7/17 from 6-9 PM</i>
(R/E) LEAD 551 Human Relations for Leaders <i>(Please note: If you take this course, it will count as one required unit in lieu of 504 and 2 of your elective units).</i>	T. Monroe	3	Friday, July 13 9:00 a.m. – 9:30 PM Saturday, July 14 9:00 a.m. – 9:30 PM Sunday, July 15 9:00 a.m. – 5:00 PM <i>Required pre &amp; post sessions: Tues 7/10 &amp; 7/17 from 6-9 PM</i>

## Course schedule Nonprofit Leadership & Management Program 2012-2013

Last updated on Jan. 19, 2012

**This is a 36 unit program.** Students are required to take all the **Required Courses** (32 units), and then may choose 4 **Elective** units. The number after the course suggests courses that are to be taken during the first and second year of the program. For example (R1) denotes a course that should be taken during the first year; an R1/2 denotes a course may be taken in either year; an \* indicates a course is offered twice during the year. In special circumstances in consultation with the program advisor, students may substitute elective courses if a competency in a given area can be demonstrated. \*Please note LEAD 500 is a prerequisite to LEAD 511.

Please refer to USD's academic calendar for key University dates:

<http://www.sandiego.edu/news/academiccalendar/>

**\*Please note that this schedule may change. Always check your syllabus for official dates.**

### **FALL 2012**

Classes begin on Wednesday, September 5, 2012

Last day of classes Friday, December 14, 2012

Friday, October 19, 2012– Fall Holiday, no classes

Wednesday, November 21, 2012 – Thanksgiving Holiday, no classes

Thursday, Friday, November 22 – 23, 2012 – Thanksgiving Holiday, no classes, offices closed

<b>Course Name</b>	<b>Faculty</b>	<b>Units</b>	<b>Time</b>
(R2) LEAD 502 Leadership & Ethics	P. Saraniero	3	<b>Mondays:</b> 6:00 – 9:00pm
(R1) LEAD 501 Nonprofit Sector and Management Fundamentals	P. Libby M. McDonald	3	<b>Mondays:</b> 6:00 – 9:00pm
(R2) LEAD 500 Research Design & Evaluation	F. Sanudo L. Deitrick	4	<b>Tuesdays:</b> 5:45 – 9:15pm  <b>Additional Classes:</b> Saturday 12/15 8:00am – 4:30pm
(R1) LEAD 550 Leadership Theory and Practice	T. Monroe	3	<b>Tuesdays:</b> 6:00 – 8:50pm  <b>Additional Classes:</b> Saturday 9/22 9:00 – 4:30pm <i>Last day of class 12/4</i>
(R1/2) LEAD 509 Legal Issues for NP Corporations	Rheinheimer	1	<b>Wednesdays:</b> 6:00 – 9:00pm  <u>September:</u> 12, 19, 26 <u>October:</u> 3, 10

(E) LEAD 515 Risk Management, Part Two of Legal Issues	E. Lewis	1	<b>Wednesdays:</b> 6:00 – 9:00pm  <u>October:</u> 17, 31 <u>November:</u> 7, 14, 28
(E) LEAD 530 Creative Leadership	G. Reed	1	<b>Wednesday:</b> 12:00 – 1:30pm  <u>October:</u> 10  Additional Classes: <b>Saturday</b> , 1/19 and <b>Sunday</b> , 1/20 8:30am – 4:30pm
(E) LEAD 513 Advocacy Skills & Strategies	P. Libby H. Wayne	2	<b>Wednesdays:</b> 6:00 – 9:00pm  <u>September:</u> 19 <u>October:</u> 3, 17, 31 <u>November:</u> 14 <u>December:</u> 5  <b>Monday</b> , 1/7/13 all day in Sacramento & a final debriefing class (to be determined)
(R1/2) LEAD 510 Board Management and Leadership	L. Shear	2	<b>Thursdays:</b> 6:00 – 9:00pm  <u>September:</u> 27 <u>October:</u> 4, 11, 18, 25 <u>November:</u> 1, 8, 15, 29 <u>December:</u> 6

**INTERSESSION 2013**

Classes begin on Thursday, January 3, 2013

Last day of classes Monday, January 23, 2013

Monday, January 21, 2013 – MLK Holiday, no classes, offices closed

<b>Course Name</b>	<b>Faculty</b>	<b>Units</b>	<b>Time</b>
(E) LEAD 512 Collaboration	L. Shear	1	<b>Mondays/ Wednesdays:</b> 6:00 – 9:00pm  <u>January:</u> 9, 14, 23  <b>Additional Classes:</b> <b>Saturday, 1/5:</b> 9:00am – 1:00pm <b>Thursday, 1/24:</b> 6:00 – 8:00pm
(E) LEAD 514 Public Speaking	J. Freiberg	1	<b>Tuesdays:</b> 6:00 – 9:00pm  <u>January:</u> 8, 15, 22  <b>Additional Classes:</b> <b>Saturday, 1/26:</b> 10:00am – 4:00pm
(R1/2) LEAD 504 Human Relations for Leaders	T. Monroe	1	<b>Friday, 1/18</b> 9:00am – 9:30pm  <b>Saturday, 1/19</b> 9:00am – 9:30pm  <b>Sunday, 1/20</b> 9:00am – 5:00pm  <b>Optional pre &amp; post sessions:</b> Tues 1/15 & 1/22 from 6:00 – 9:00pm
LEAD 551 Human Relations for Leaders <i>(Please note: If you take this course, it will count as one required unit in lieu of 504 and 2 of your elective units).</i>	T. Monroe	3	<b>Friday, 1/18</b> 9:00am – 9:30pm  <b>Saturday, 1/19</b> 9:00am – 9:30pm  <b>Sunday, 1/20</b> 9:00am – 5:00pm  <b>Required pre &amp; post sessions:</b> Tues 1/15 & 1/22 from 6:00 – 9:00pm

**SPRING 2013**

Classes begin on Monday, January 28, 2013

Last day of classes Monday, May 13, 2013

March 25 - April 1st ~ Spring Break/ Easter Break (no classes)

<b>Course Name</b>	<b>Faculty</b>	<b>Units</b>	<b>Time</b>
(R1) LEAD 505 Organizational Theory	L. Deitrick M. Peters	3	<b>Mondays</b> 6:00 – 9:00pm
(R1) LEAD 503 Nonprofit Finance	D. Trapp	3	<b>Tuesdays</b> 6:00 – 9:00pm
(R2) LEAD 511 Strategic Planning & Positioning*	M. McDonald	3	<b>Tuesdays</b> 6:00 – 9:00pm
(R1/2)* LEAD 509 Legal Issues for NP Corporations	Rheinheimer	1	<b>Wednesdays</b> 6:00 – 9:00pm  <b>Additional Dates:</b> <u>April:</u> 10, 17, 24 <u>May:</u> 1, 8
(R1/2)* LEAD 510 Board Leadership	L. Shear	2	<b>Wednesdays</b> 6:00 – 9:00pm  <u>January:</u> 30 <u>February:</u> 6, 13, 20, 27 <u>March:</u> 6, 13, 20 (no class 3/27 for spring break) <u>April:</u> 3, 10
(R 1/2) LEAD 508 Resource Development and Marketing	A. Farrell D. Maloney		<b>Mondays</b> 6:00 – 9:00pm  <u>January:</u> 28 <u>February:</u> 4, 11, 18, 25 <u>March:</u> 4, 11, 18 <u>April:</u> 8, 15, 22, 29 <u>May:</u> 6, 13
(E) LEAD 519 Understanding Bi- National Nonprofits In the US-Mexican Border Region	R. Kiy	2	<b>Thursdays</b> 6:00 – 9:00pm  <u>February:</u> 28 <u>March:</u> 7, 14, 21, (no class 3/28 for spring break) <u>April:</u> 4, 11, 18, 25 <u>May:</u> 2 <i>NOTE: All day trip to Tijuana on <b>TBD</b>; All day trip to visit San Diego area migrant serving nonprofits on 4/18.</i>

**SUMMER 2013****Monday, June 3<sup>rd</sup>**

First day of first session

**Friday, August 23<sup>rd</sup>**

Last day of last session

<b>Course Name</b>	<b>Faculty</b>	<b>Units</b>	<b>Time</b>
(E) LEAD 517 Capital and Endowment Campaign Planning	C. Fish	2	<b>Tuesdays</b> 6:00 – 9:00pm  <u>June:</u> 4, 11, 18, 25 <u>July:</u> 9, 16, 23, 30 <u>August:</u> 6, 13
(E) LEAD 516 Related Business Development	P. Van Dolah	2	<b>Wednesdays</b> 5:30 – 8:30pm  <u>June:</u> 5, 12, 19, 26 <u>July:</u> 10, 17, 24, 31 <u>August:</u> 7
(R1) LEAD 507 Community Organizing & Change	J. Robinson	3	<b>Thursdays</b> 5:30 – 8:30pm  <u>June:</u> 6, 13, 20, 27 <u>July:</u> 11 <u>August:</u> 15  <b><u>Additional Classes</u></b> <b>Tuesday, 6/4</b> <b>Saturdays, 6/22 &amp; 6/29</b> 9:00am – 4:00pm
(R1/2) LEAD 504 Human Relations for Leaders	T. Monroe	1	TBD
(R/E) LEAD 551 Human Relations for Leaders <i>(Please note: If you take this course, it will count as one required unit in lieu of 504 and 2 of your elective units).</i>	T. Monroe	3	TBD