HUMPHREY SCHOOL OF PUBLIC AFFAIRS

UPCOMING COURSES FOR UNDERGRADUATES

**Do you want to learn more about the worlds of public policy,
civic engagement, and public affairs?
Check out the Humphrey School Undergraduate Course Offerings**

Fall 2023

PA 1401 – Community Organizing Skills for Public Action (3 credits)
Tuesdays and Thursdays, 1:00-2:15 p.m.
Instructor: Dennis Donovan, National Organizer, Public Achievement

This is a hands-on introduction for students wanting to develop skills, confidence, and knowledge to become empowered citizens of change by examining key concepts of citizenship, politics, and democracy. Hands-on experiential learning in problem solving and team work within the framework of Civic Studies develop the skills to address the challenge of collective action in a world of often radically different ethical frameworks.

PA 3002 – Basic Methods of Policy Analysis (3 credits)
Instructor: Shuyi Deng, a doctoral candidate in Public Affairs. Her research focuses on the racial dynamics in the nonprofit sector and the distributional consequences of nonprofits and philanthropy along the line of race.

The complex economic, political and social issues that define our world are not easily solved. PA 3002 teaches students to apply the methods and techniques of the social science discipline to address these multifaceted challenges that increasingly confront public agencies and nonprofit organizations. This course is designed for students who share an interest in quantitative techniques to analyze issues of public policy. This multidisciplinary course is appropriate for students from various undergraduate majors, including economics, political science, business and other social sciences. In particular, this introductory course provides a firm academic and technical background for students preparing for graduate studies and careers in public and nonprofit organizations at the local, state, national and international levels.

PA 3003 – Nonprofit and Public Financial Management (3 credits)
Thursdays 4:40-7:25 p.m.
Instructor: Ahmad Banamah, a doctoral candidate in Public Affairs. His current research focuses on Millennial Leadership in nonprofit organizations (NPOs); role of NPOs, civic engagement, and public deliberation in influence, delivery, and challenge management of public policy.

There is an increasing demand for public and non-profit organizations to manage their finances well while effectively providing quality services. Governments are pressured to "do more with less" and nonprofit organizations are expected to "do better in doing good". To meet these challenges, it is important that managers and employees of public and nonprofit organizations possess the fundamental skills of budgeting and financial analysis. This is an introductory course designed for students who have some background in

financial analysis but wish to gain a clearer understanding of managing the finances for a public/non-profit organization.

PA 4101 – Nonprofit Management and Governance (3 credits)
Tuesdays, 5:30-8:15 p.m.
Instructor: Kabo Yang, strategic services consultant, Propel Nonprofits. Previously Executive Director of the MN Women's Consortium. She has served on nonprofit boards and other community organizations for the past decade.

This course explores the theories, concepts, and some real-world examples of how to manage nonprofit organizations. Students will study governance systems, strategic management practices, the effects of different funding environments, and management of multiple constituencies.

PA 4200 – Urban and Regional Planning (3 credits)
Tuesdays & Thursdays, 4:00-5:15 p.m.
Instructor: Frank Douma, Director of State and Local Policy and Outreach for the Institute for Urban and Regional Infrastructure Finance, Humphrey School of Public Affairs

This course is geared toward upper division undergraduates who are curious about a career in urban and regional planning, or simply want to know how planning works and affects our lives. It provides an introductory overview of planning theory and practice, with primary attention to current issues in planning practice in the U.S. The content covers land use, urban design, transportation, community development, housing, and environmental planning problems within the broader context of the historic development of cities, political processes, and regional and national economic forces.

ONLINE-ONLY CLASSES – Election Administration

PA 3969 – Survey of Election Administration (3 credits)
Instructor: Neal Kelley

A comprehensive course on the general building blocks of election administration from voter registration to recounts. Students will learn how the three levels of government interact to manage different aspects of the election process; recognize the key debates and tensions in election policy; and identify their impacts on election administration.

PA 3973 – Strategic Management of Election Administration (2 credits)
Instructor: Larry Jacobs, Humphrey School faculty member

Strategic management for election administrators in the political environment. This course covers the distinct phases and hurdles of the policy process and skills, tools, and challenges for election officials to enact new policy. It also covers the role of the lawmaking process in budgeting and organizational planning.

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PA 3982 – Data Analysis for Election Administration (2 credits)
Instructor: Tamara Patrick, Senior Advisor to the Elections program at the Democracy Fund

This course highlights the importance of evidence-based election administration through the collection and analysis of quantitative data to solve problems and identify opportunities for improvement. Pre-election forecasting for planning purposes as well as post-election auditing of election results are emphasized.

PA 3985 - Physical Election Security (2 credits)
Instructor: Jennifer Morrell, partner at The Elections Group and recognized expert in election audits

U.S. Homeland Security designated election security as a "critical infrastructure" after threats from foreign governments, and collaborates with states in detecting and responding to foreign interference. This course will provide students with a deeper understanding of the current security context and best practices and processes for physically safeguarding elections based on 2016 and 2020. Students will learn the difference between physical and cyber threats to U.S. systems; tangible steps to protect election offices and their equipment; the use of audits to ensure the accuracy of elections; the integration of security into vendor relationships; and the connection between physical election security and citizen trust in elections.

For more information about the Election Administration classes, please contact Lea Chittenden at
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