



**WAYLAND BAPTIST UNIVERSITY**  
**VIRTUAL CAMPUS**  
**SCHOOL OF RELIGION & PHILOSOPHY**

**Mission:** Wayland Baptist University exists to educate students in an academically challenging, learning focused and distinctively Christian environment for professional success and service to God and humankind.

**COURSE NUMBER AND TITLE**

RLGN 5103 VC01      Capstone Course for the Master of Christian Ministry Degree

**TERM AND DATES**

Fall 2017                      Aug 21-Nov 4, 2017

**INSTRUCTOR'S NAME AND CONTACT INFORMATION**

Dr. J. M. Givens Jr.

Professor of Religion and Philosophy

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Instant Messaging available through Blackboard IM (download through Tools section)

**OFFICE LOCATION AND HOURS**

Flores Bible Building office suite

Mon 10:00-11:00; 1:30-4:30; Tues 9:30-11:00; 2:00-3:00; Wed 10:00-11:00; 1:30-4:30; Thurs 9:30-10:30 CST/CDT (phone and instant messaging)

*Other times available by email and/or appointment; **Mobile phone for emergencies***

**CLASS MEETING TIME AND LOCATION**

Asynchronous interaction with specific deadlines; Virtual Campus Blackboard website

**CATALOG DESCRIPTION**

This seminar will guide the student to integrate the knowledge and skills learned in his/her course of study through reflection on the ways in which these courses can strengthen the practice of specific ministries.

**PREREQUISITE KNOWLEDGE, SKILLS AND COURSE NUMBERS**

None.

The purpose of the Capstone Course is to integrate the studies completed in the Master of Christian Ministry degree with the student's intended field of ministry. Therefore, the course should only be taken after the successful conclusion of all courses in the core of the MCM degree, preferably during the last term of attendance.

### **REQUIRED RESOURCE MATERIALS**

1. ***Bible, any modern translation recognized by mainstream Christianity***
2. ***Notes, textbooks, papers, and other materials from courses taken in the MCM***
3. ***Internet Equipped Computer***
  - a. Must conform to minimum recommended settings identified by Virtual Campus:  
[http://www.wbu.edu/academics/online\\_programs/works/tech.htm](http://www.wbu.edu/academics/online_programs/works/tech.htm)
  - b. Should use compatible browser and have correct settings as recommended by Blackboard:  
[http://www.wbu.edu/academics/online\\_programs/works/tech.htm](http://www.wbu.edu/academics/online_programs/works/tech.htm)
  - c. Must utilize WBU student email account for official university communications
4. ***WBU Blackboard Course Management Software***
  - a. Blackboard website URL: <https://wbu.blackboard.com>
  - b. Login username: WBU student id (9 digit number, usually 3-5 zeros at beginning)
  - c. Login password: first three letters of first name + first three letters of last name (unless you have used Blackboard previously and have changed your password)
  - d. Technical support: 24/7 via phone, chat, ticket requests; see links on Blackboard login page

### **OPTIONAL MATERIALS**

#### ***Blackboard Mobile App***

Bb Student by Blackboard—Apple App Store or Google Play

### **COURSE OUTCOME COMPETENCIES**

The student will –

- demonstrate an understanding of the application of course material from all courses taken at Wayland Baptist University in the Master of Christian Ministry Program.
- demonstrate a grasp of the Biblical, theological, and social context as well as the goals, strategies, and personal attributes necessary for effective servant leadership in his/her chosen field of ministry.

### **ATTENDANCE REQUIREMENTS**

1. Attendance for online courses is defined fully in the university catalog:  
[http://catalog.wbu.edu/content.php?catoid=3&navoid=77#Graduate Policies and Procedures](http://catalog.wbu.edu/content.php?catoid=3&navoid=77#Graduate_Policies_and_Procedures)
2. Students are expected to participate in all required instructional activities in their courses.
3. Student "attendance" in an online course is defined as active participation in the course as described in the course syllabus.
4. Students aware of necessary absences must inform the professor with as much advance notice as possible in order to make appropriate arrangements.

5. Any student absent 25 percent or more of the online course, i.e., non-participatory during 3 or more weeks of an 11 week term, may receive an F for that course.
6. Any student who has not actively participated in an online class prior to the census date for any given term is considered a "no-show" and will be administratively withdrawn from the class without record. To be counted as actively participating, it is not sufficient to log in and view the course. The student must be submitting work as described in the course syllabus.
7. When a student reaches a number of absences considered by the instructor to be excessive, the instructor will submit a Report of Unsatisfactory Progress to the student's WBU student email account and to appropriate university personnel.

### **STATEMENT ON PLAGIARISM AND ACADEMIC DISHONESTY**

Wayland Baptist University observes a zero tolerance policy regarding academic dishonesty. Per university policy as described in the academic catalog, all cases of academic dishonesty will be reported and second offenses will result in suspension from the university.

### **DISABILITY STATEMENT**

In compliance with the Americans with Disabilities Act of 1990 (ADA), it is the policy of Wayland Baptist University that no otherwise qualified person with a disability be excluded from participation in, be denied the benefits of, or be subject to discrimination under any educational program or activity in the university. The Coordinator of Counseling Services serves as the coordinator of students with a disability and should be contacted concerning accommodation requests at (806) 291- 3765. Documentation of a disability must accompany any request for accommodations.

### **COURSE REQUIREMENTS AND GRADING CRITERIA**

1. *Field of Ministry Position Paper.* Student will write a 1000-1250 word explanation of her or his chosen field of ministry. Student will post this paper through the self and peer assessment tool during the second week of class. The paper will include the following:
  - Biblical, theological, and social contexts for such a ministry
  - Needs, goals, and strategies for effective ministry in such a field
2. *Courses of Study Reaction/Reflection Papers.* Student will write an 800-1000 word reaction/reflection over one or more of the courses taken in the core of the Master of Christian Ministry degree during a five week period. Students will post these papers through the self and peer assessment tool.
  - Each paper should include 4-5 ideas, concepts, tools, books, principles, etc. gleaned from the course under discussion
  - Each paper will describe how the ideas, concepts, tools, books, and principles will be informative and useful in his or her chosen field of ministry
3. *Reflective Analysis of Ministry Preparation.* Student will write an 800-1000 word reaction/reflection on overall preparation for ministry, taking into consideration personal evaluation of qualifications, attributes, attitudes, and personality for such a ministry, with attention to the effectiveness of Wayland studies in preparing the student for ministry. Students will post these papers through the self and peer assessment tool.

4. *Self and peer Assessments.* Students will review position papers, reaction/reflection papers, and reflective analyses of classmates, providing evaluations and feedback. Students will then review their own work based on observations in classmates' work and provide a self-evaluation and feedback.
5. *Discussion Boards.* Student will participate in discussion with classmates and professors during the term. Discussions may include topic-specific dialogues on calling, fields of ministry, lessons from core courses, case studies, review of MCM program, and/or ministry development plans.
6. *Annotated Bibliography Wiki.* Student will contribute to the creation of an annotated bibliography of texts for further reading, to prepare for a habit of lifelong learning. (Annotation means to give an explanation after the bibliographic reference as to why the text was selected.)
7. *Plans for Ministry and Development.* Student will write a minimum 800 word statement outlining plans for ministry in the coming year and specific plans for ministry development. Books generated from the annotated bibliography may be identified as reading resources as a part of development plan.

#### **GRADING CRITERIA**

##### **1. University Grading Scale**

Cr	Credit
NCr	No Credit

**The grade for the capstone course is Credit/Non-credit.** The grade for each individual assignment, however, will be based on the university grading scale. There is no format to allow late submissions of material and evaluations on the self and peer assessment tool, so timely work is essential. **Students must complete the course with a minimum average of 70 for the assignments.**

##### **2. Procedure Used for Computation of Final Grade**

a. Discussion Boards:	20%
b. Ministry Position Paper:	20%
c. Courses Reaction/Reflection Papers:	25%
d. Ministry Preparation Analysis:	15%
e. Annotated Bibliography:	10%
f. Plan for ministry and development	10%

Students shall have protection through orderly procedures against prejudices or capricious academic evaluation. A student who believes that he or she has not been held to realistic academic standards, just evaluation procedures, or appropriate grading, may appeal the final grade given in the course by using the student grade appeal process described in the Academic

Catalog. Appeals may not be made for advanced placement examinations or course bypass examinations. Appeals are limited to the final course grade, which may be upheld, raised, or lowered at any stage of the appeal process. Any recommendation to lower a course grade must be submitted through the Executive Vice President/Provost to the Faculty Assembly Grade Appeals Committee for review and approval. The Faculty Assembly Grade Appeals Committee may instruct that the course grade be upheld, raised, or lowered to a more proper evaluation.

### **COURSE SCHEDULE**

General flow of discussion; specific assignments will be posted weekly in Blackboard.

<b>Week</b>	<b>Topic</b>	<b>Assignment</b>	<b>Medium</b>
1	Chosen field of ministry	Discuss ministry fields, call into ministry	Discussion Forums
2	Chosen field of ministry	Post paper on chosen field	Self and Peer Assessment & Discussion Forum
3	Old Testament	Post and discuss assessments of specific courses. Develop annotated bibliography for further reading.	Self and Peer Assessment, Discussion Forums, & Wikis
4	New Testament		
5	Theology		
6	Praxis courses		
7	Religious education		
8	Other studies		
9	Preparation for ministry	Post assessment of MCM courses and program	Self and Peer Assessment & Discussion Forum
10	Plans for current ministry	Specify plans for immediate future	Self and Peer Assessment, Wiki, & Discussion Forum
11	Future preparation for ministry	Specify plans for further study; bibliography for further reading	Discussion Forum & Wiki