



**WBUonline Campus
School of Christian Studies**

UNIVERSITY MISSION STATEMENT

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 & NAME:

MNST 5100 Capstone

TERM & DATES:

Fall 1 2024 Aug 7—Sept 30, 2024

INSTRUCTOR:

Dr. J. M. Givens Jr.
Professor of Theological Studies
Director of Online Christian Studies Programs

CONTACT INFORMATION:

Office phone: 806.291.1166 (assistant 806.291.1160)
WBU Email: jgivens@wbu.edu
Mobile phone: 806.292.3957 (please reserve for emergencies)

OFFICE HOURS, BUILDING & LOCATION:

Flores Bible Building office suite

Office Hours will be posted in the Instructor Info section of Blackboard

COURSE MEETING TIME & LOCATION:

Asynchronous interaction with specific deadlines managed through [Blackboard](#)

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:

Completion of all core courses

REQUIRED TEXTBOOK AND RESOURCE MATERIAL:

1. Bible, any modern translation recognized by mainstream Christianity
2. Notes, textbooks, papers, and other materials from courses taken in the master's program
3. Internet Equipped Computer

- a. Must conform to [minimum recommended settings](#) identified by Virtual Campus
 - b. Should use compatible browser and have [correct settings](#) as recommended by Blackboard
 - c. Must utilize WBU [student email account](#) for official university communications
4. WBU Blackboard Course Management Software
- a. All assignments and other class issues will be available through Blackboard.
 - b. WBUonline technical support can assist you with log in issues, such as username and password.
 - c. Contact to technical support is available on the login page of Blackboard. Support is 24/7 support by phone and available also by chat or creating a case.

COURSE OUTCOMES AND COMPETENCIES:

The student will

1. demonstrate an understanding of the application of course material from all courses taken at Wayland Baptist University in the master's program.
2. 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:

- Attendance for online courses is defined fully in the [university catalog](#).
- Students are expected to participate in all required instructional activities in their courses.
- Student "attendance" in an online course is defined as active participation in the course as described in the course syllabus (completing weekly assignments).
- Students aware of necessary absences must inform the professor with as much advance notice as possible in order to make appropriate arrangements.
- Students will be informed when they reach a number of absences considered excessive by the instructor filling an unsatisfactory progress report.
- Any student who misses 25 percent or more of the online course, i.e., non-participatory during 2 or more weeks of an 8 week term, may receive an F for the course.
- Any student who has not actively participated in an online class prior to the census date for any given session 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.
- A student with excessive non-participation may also have a Predict Report filed with student's WBU email and appropriate administrative personnel.

STATEMENT ON ACADEMIC INTEGRITY AND GENERATIVE ARTIFICIAL INTELLIGENCE:

Read Wayland Baptist University's [policy on academic integrity](#), as you will be held to it in this course. There is a no tolerance for plagiarism or academic dishonesty.

No use of any generative AI tools permitted.

1. Students are required to create and produce all work themselves or with assigned group members. Any work submitted that has used an AI generative tool like ChatGPT will be in immediate violation of the academic integrity policies for the course and WBU.

2. All assignments must be fully created, designed, and prepared by the student(s).
3. Any work that uses generative AI will be treated as plagiarism.

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 Disability Services Coordinator and Academic Coach serves as the coordinator of students with disabilities and must be contacted concerning accommodation requests (office (806) 291-1057. Documentation of a disability must accompany any request for accommodations.

COURSE REQUIREMENTS and GRADING CRITERIA:

These are preliminary assignments. Final assignments posted in Blackboard supersede those found here if wording differs.

1. *Field of Ministry Position Statement.* Students will write a 2000-2500 word explanation of her or his chosen field of ministry. Students will post this paper through the self and peer assessment tool. 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. *Critical Assessment of Master's Program.* Students will write an 800-1000 word assessment of the strengths, weaknesses, and overall effectiveness of the program of study at Wayland for ministry preparation. Students will post the paper through the self and peer assessment tool.
3. *Professional Preparation.* Students will develop a resume formatted for service in the local church or other ministry-based organization, based on their defined field of ministry. Students will write responses to some typical questions that might be asked of search committees.
4. *Annotated Bibliography Wiki.* Students will contribute to the creation of an annotated bibliography of texts that could help classmates identify resources for further reading, to prepare for a habit of lifelong learning. (Annotation means to give an explanation after the bibliographic reference as to the content or value of the text.)
5. *Plan for Continuing Preparation and Development.* Students 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.

6. *Final Capstone Project.* Students will build on the areas identified in the field of ministry paper and critical program assessment to write a minimum 1600 word reflection discussing how specific classes taken in the master’s program have prepared them for their field of ministry. For each class, students should identify 3-4 specific ideas, concepts, tools, books, principles and clearly discuss how these will inform their approach to ministry and/or equip them to engage in successful ministry. Students will post the paper through the self and peer assessment tool.
7. *Self and Peer Assessments.* In addition to writing the above papers, students will review and provide critical analysis of classmates’ work described above, providing evaluations and helpful feedback. Students will then review their own work based on observations in classmates’ work and provide a self-evaluation and feedback.
8. *Discussion Boards.* Students 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 the master’s program, and/or ministry development plans.

GRADING CRITERIA

<p>1. University Grading Scale</p> <p>Cr Credit</p> <p>NCr No Credit</p>	<p>2. Computation of Final Grade</p> <p>a. Field of Ministry Position Paper: 20%</p> <p>b. Program Assessment Paper: 15%</p> <p>c. Professional Prep and Bibliography: 15%</p> <p>d. Plan for preparation/development: 15%</p> <p>e. Final Capstone Project: 20%</p> <p>f. Discussion Boards: 15%</p>
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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.**

Grade Appeal Statement: 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 Vice President of

Academic Affairs/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.

TENTATIVE SCHEDULE

Example of format of class; specific assignments will be posted weekly in Blackboard.

1. Clarification of vocational calling – description of call and reflection on the field(s) of service
2. Program assessment – reflection on your master’s program and preparation for ministry
3. Professional preparation – resume building and interview skills
4. Continuing preparation – develop plan for further preparation and development
5. Final Capstone Project – reflection on how courses in your program have prepared you for ministry in your designated field of service