

Syllabus for  
**DMIN 787—Methods of Ministry Research**  
3 Credit Hours  
Summer, 2017

Doctor of Ministry Program  
Online

I. COURSE DESCRIPTION

An opportunity for students to offer reports of progress on applied research projects to peers and supervisors. The group is encouraged to critique the proposed research design and offer suggestions for improvement. Includes additional instruction in research design, gathering and treating data, and writing the final report.

Orients students to Doctor of Ministry research design in the ministry context. Guide students in the identification of possible research problems in their ministry context and in the design of an appropriate applied research project.

II. COURSE GOALS

The purpose of this course is to enable the student to do the following:

- A. Identify and articulate a research problem.
- B. Become familiar with applied research processes.
- C. Gain knowledge and skills for researching and designing an applied research project.
- D. Gain skills for writing a research proposal.
- E. Become familiar with the necessary form & style.

III. STUDENT LEARNING OUTCOMES

As a result of successfully completing this course, the student will be able to do the following:

- A. Describe and explain main approaches to methods of research.
- B. Design an applied research plan.
- C. Write a research proposal utilizing the proper use of form and style.

IV. TEXTBOOKS AND OTHER LEARNING RESOURCES

- A. Required Materials
  - 1. Textbooks for all students

Iverson, Cheryl, and Kenneth Mayton. *Doctor of Ministry Applied Research Form and Style Manual for CML and PCC Writers 2014-2016*. Tulsa, OK: Oral Roberts University, 2014 (only available at ORU Bookstore)

Mathew, Thomson K. (2000). *Ministry Research Simplified*. Tulsa, OK: ORU.

Savage, Carl and William Presnell. *Narrative Research in Ministry: A Postmodern Research Approach for Faith Communities*. Louisville: Wayne E. Oates Institute, 2008. ISBN: 978-1-892990-28-0

Vyhmeister, N.J. (2008). *Your Guide to Writing Quality Research Papers: For Students of Religion and Theology* 2<sup>nd</sup> Edition. Grand Rapids: Zondervan. ISBN-13: 978-0-3102-7440-7

2. Text books for Church Ministries & Leadership Track (CML)

Ammerman, Nancy and Jackson Carroll. *Studying Congregations: A New Handbook*. Nashville, TN: Abingdon Press, 1998. ISBN-13: 978-0-6870-0651-9

Turabian, Kate L. *A Manual for Writers of Research Papers, Theses, and Dissertations*. 8<sup>th</sup> Ed. Chicago, IL: The University of Chicago Press. ISBN 13:978-0-2268-1638-8

3. Textbooks for Pastoral Care & Chaplaincy Track (PCAC)

McLeod, J. (2015). *Doing Counseling Research*, 3rd Edition. Los Angeles: Sage Publications. ISBN-13: 978-0-7619-4108-8

Publication Manual of the American Psychological Association, 6th Edition. Washington, DC: American Psychological Association, ISBN-10: 143-3-8056-18

4. Other

B. Optional Materials

1. Textbooks:  
None
2. Other:  
None

\*Note: The textbooks are:

- Chosen carefully to assist you in your project
- Not written from a Pentecostal/Charismatic or even an evangelical perspective
- Contain some illustrations that may differ from our approach to theology and ministry and need to be recognized in the different contexts in which they are written
- Chosen for all courses to make you think and interact

Use of these textbooks does not indicate approval or endorsement by the Oral Roberts University College of Theology and Ministry or the Graduate School of Theology and Ministry.

## V. POLICIES AND PROCEDURES

### A. University Policies and Procedures

1. Students and faculty at Oral Roberts University must adhere to all laws addressing the ethical use of others' materials, whether it is in the form of print, electronic, video, multimedia, or computer software. Plagiarism and other forms of cheating involve both lying and stealing and are violations of ORU's Honor Code: "I will not cheat or plagiarize; I will do my own academic work and will not inappropriately collaborate with other students on assignments." Plagiarism is usually defined as copying someone else's ideas, words, or sentence structure and submitting them as one's own. Other forms of academic dishonesty include (but are not limited to) the following:
  - a. Submitting another's work as one's own or colluding with someone else and submitting that work as though it were his or hers;
  - b. Failing to meet group assignment or project requirements while claiming to have done so;
  - c. Failing to cite sources used in a paper;
  - d. Creating results for experiments, observations, interviews, or projects that were not done;
  - e. Receiving or giving unauthorized help on assignments.By submitting an assignment in any form, the student gives permission for the assignment to be checked for plagiarism, either by submitting the work for electronic verification or by other means. Penalties for any of the above infractions may result in disciplinary action including failing the assignment or failing the course or expulsion from the University, as determined by department and University guidelines.
2. Students are to be in compliance with University, school, and departmental policies regarding the Whole Person Assessment requirements. Students should consult the Whole Person Assessment handbooks for requirements regarding general education and the students' majors.
  - a. The penalty for not submitting electronically or for incorrectly submitting an artifact is a zero for that assignment.
  - b. By submitting an assignment, the student gives permission for the assignment to be assessed electronically.
3. The Disability Service Center, in compliance with Section 504 of the Rehabilitation Act of 1973 and the Americans with Disabilities Act, assures that no qualified individual with a disability will be denied reasonable accommodations based upon the individual's needs. It is the responsibility of the student to contact the Disability Service Center and properly register for these services. For more information call 918.495.7018 or go to [www.studentresources.oru.edu](http://www.studentresources.oru.edu).

### B. Graduate School of Theology and Ministry Policies and Procedures—Doctor of Ministry Program

1. **On-Campus Week:**
  - a. The on-campus week, held in the CityPlex Towers on the 21<sup>st</sup> floor, has sessions Monday through Thursday from 8:00 am to 5:30 pm, and Friday from 8:00 am to 12:00 pm noon.
  - b. Students are to make travel arrangements that do not interfere with their involvement in all these sessions, and confirm course location prior to arrival.

2. Instructions for the online portion of this course and designated assignments are to be found in the course management shell in Desire 2 Learn (D2L) and elsewhere in this syllabus.
3. **Attendance:**  
It is expected that participants will attend all sessions of all seminars and workshops. Sessions missed will be made up through extra assignments and consultation with the Director of the Doctor of Ministry (D.Min.) program and professor(s). Any absences not accounted for in this manner will be reflected in the course grade. Absences deemed excessive by the D.Min. Director and D.Min. Committee will make it necessary to repeat the course. All absences, late arrivals, and early departures must be approved by the Director of the D.Min. Program.
4. **Incompletes**  
On rare occasions, the grade of “I” may be given for work that is incomplete at the end of the course semester due to a catastrophic event.
  - a. The student must establish with the instructor and the Director of the DMIN program that work is incomplete for good cause and submit a “Petition for Incomplete” with documentation.
  - b. **The Petition must be submitted at least two weeks prior to the end of the semester or summer course session.**
  - c. **The submission of a petition does not automatically ensure the granting of an Incomplete (“I”).**
  - d. The petition must be approved by the Academic Committee of the Graduate School of Theology and Ministry.
  - e. It is the responsibility of the student to initiate the petition, make up any incomplete work, and submit a completed Request for Grade Change form to the DMIN office.
  - f. If the work is not completed by the end of the subsequent regular of summer semester, the incomplete will automatically convert to an “F” unless a Petition of Extension for Incomplete.
2. **Completion of Assignments**  
**Students must upload all assignments to the D2L dropbox on or before the assigned deadline. All assignments are to be put in the designated D2L dropbox for the course. Any assignments uploaded after the scheduled due date are penalized as follows:**
  - a. **Up to one week late, will receive a 10-point deduction.**
  - b. **Up to two weeks, will receive a 20-point deduction.**
  - c. **Up to 3 weeks late, will receive a 30-point deduction.**
  - d. **No assignment(s) will be accepted that is more than three weeks late.**
  - e. **Extension on assignments may be granted by the professor due to extenuating circumstances (such as illness) and only if requested by the student before the assignment due date deadline.**
  - f. **No late assignment will be accepted after Sunday, July 30, 2017.**

Since the policy of the Graduate School of Theology and Ministry for the DMIN Program is that a student must maintain a “B” in each course to remain in the

program, dropping from a “B” to a “C” will jeopardize the students’ standing in the DMIN Program. Students who have been granted an Incomplete for a course will be assessed a drop of one letter grade upon submission of outstanding assignments, unless there has been an unusual circumstance that has been previously approved on a Petition for Policy Exception form submitted by the student for approval. The form will be signed by the Professor of Record, the Director of the DMIN Program, Academic Dean and Dean.

C. Course Policies and Procedures

1. Evaluation Procedures

a. The final grade for this course will be ascertained as follows:

- |     |                            |     |
|-----|----------------------------|-----|
| (1) | Online Discussions         | 55% |
| (2) | Concept Paper              | 30% |
| (3) | Plagiarism Assignments     | 10% |
| (4) | Concept Paper Consultation | 5%  |

b. Grading scale:

A=90-100%

B=80-89%

C=70-79% 725-825

D=60-69%

F=59% and below

6. Whole Person Assessment Requirements

a. All students entering the seminary are required to enroll in PRFT 759 ePortfolio: Whole Person Assessment, which provides specific training to develop skills needed to create an ePortfolio.

b. WPA requirements for this course:

- (1) None

7. Other Policies and/or Procedures

a. The seminar mode encourages free classroom participation in shared research, insights, and conclusions. An evaluation of student participation will enter into the final grade.

b. Papers will be graded according to the quality of writing, i.e., content, form, and style.

c. Teaching methodology:

- (1) Various methods of teaching are utilized to maximize learning on an advanced professional level. These include case studies, lectures, book critiques, synthesis papers, and discussions.
- (2) A peer learning environment is cultivated, and the dynamics of group interaction are utilized in achieving the goals of the course.

d. Course assignments:

- (1) Online discussions: Read the textbooks. The student will engage in 10 online discussion forums over the course of five weeks based on the required reading. **Discussion weeks run May 8<sup>th</sup> to June 11<sup>th</sup>, 2017**

- (2) Plagiarism Assignments:
  - a) Read “What is Plagiarism?” and sign an Affidavit that you have read the information.
  - b) Read “How to Avoid Plagiarism,” and sign an Affidavit that you have read the information.
  - c) View the following three videos found on the ORU homepage, and write a one-page double-spaced paper about what you learned from watching the three videos. (see instructions under the “Content” tab entitled, “PLAGIARISM ASSIGNMENT”):
    - i. “Diagnosis: Plagiarism Part 1,”
    - ii. “Diagnosis: Plagiarism Part 2” and
    - iii. “A Quick Guide to Plagiarism
  - d) **Due date: 6/18/17**
- (3) Write a Concept Paper and upload into the D2L dropbox. **Due date: 7/09/17**
- (4) Consultation on the Concept paper. Modular students must meet with the professor sometime during the modular session, July 12 – 14, 2017.
- (5) Write a revised concept paper and upload your Revised Concept paper into D2L. **Due date: 7/30/17**
- e. Course requirements:
  - (1) Attend all class sessions.
  - (2) Actively participate in online discussions during the discussion period according to the guidelines articulated in the instructions above.
  - (3) Complete all modular course assignments.

## VI. COURSE CALENDAR

Date	Assignment
<b>Mon, May 8 to Sun, June 11</b>	Discussion Forums
<b>Sunday, June 11, 2017</b>	Plagiarism Assignments
<b>Sunday, July 9, 2017</b>	Concept Paper
<b>July 12 – 14, 2017</b>	Class Sessions
<b>Sunday, July 30, 2017</b>	Revised Concept Paper

**Inventory for Student Learning Outcomes  
Graduate School of Theology and Ministry**

**Doctor of Ministry Program  
DMIN 786—Drs. John Thompson and Bill Buker, Instructors  
Summer 2017**

This course contributes to student learning outcomes for the Doctor of Ministry degree as indicated below:

**Significant Contribution**—Addresses the outcome directly and includes targeted assessment.

**Moderate Contribution**—Addresses the outcome directly or indirectly and includes some assessment.

**Minimal Contribution**—Addresses the outcome indirectly and includes little or no assessment.

**No Contribution**—Does not address the outcome.

Degree Program Outcomes		Significant Contribution	Moderate Contribution	Minimal Contribution	No Contribution
<b>1</b>					
	Prepare students to articulate continued growth in professional development, spiritual maturity, and ministerial identity			<b>X</b>	
<b>2</b>					
	Enable students to demonstrate advanced understanding and integration of ministry in relation to biblical and theological disciplines		<b>X</b>		
<b>3</b>					
	Prepare students to enhance competencies in pastoral analysis, pastoral practices, and ministerial skills.	<b>X</b>			
<b>4</b>					
	Train students to reflect comprehensive and critical understanding of ministry in which theory and practice interactively inform and enhance each other.		<b>X</b>		
<b>5</b>					
	Enable students to develop skills and competencies required for mature and effective pastoral leadership and supervision.		<b>X</b>		
<b>6</b>					
	Prepare students to design, implement, and complete a written doctoral-level applied research project that reflects in-depth theological insight relative to ministry.	<b>X</b>			