



ASSEMBLIES OF GOD THEOLOGICAL SEMINARY
Evangel University
“Shaping Servant Leaders”

PTH 653 LEC 01 Leading Christian Ministries	Randy C. Walls, D.Min.
3 Credit Hours	(417) 268-1045 or (417) 860-6582
Spring 2019	AGTS Room 202
Mondays 6:00-8:45pm	rwalls@agts.edu
Room 225	Office hours: Contact Professor
<p>Required Texts: Clinton, J. Robert. <i>The Making of a Leader: Recognizing the Lessons and Stages of Leadership Development</i>, 2nd Edition. Colorado Springs, CO: NavPress, 2012. (ISBN: 978-1612910758, 304 pages). Hersey, Paul. <i>The Situational Leader</i>. Escondido, CA: The Center for Leadership Studies, 1992. (ISBN: 978-0446513425, 128 pages). Kouzes, James M. and Barry Z. Posner. <i>The Leadership Challenge: How to Keep Getting Extraordinary Things Done in Organizations</i>, 6th Edition. San Francisco, CA: Jossey-Bass Publishers, 2017. (ISBN: 978-1119278962, 400 pages). Shawchuck, Norman and Roger Heuser. <i>Leading the Congregation: Caring for Yourself While Serving the People</i>, Revised Edition. Nashville, TN: Abingdon Press, 2010. (ISBN: 978-1426711398, 320 pages) Winseman, Albert L., Donald O. Clifton, and Curt Liesveld. <i>Living Your Strengths: Discover Your God-Given Talents, and Inspire Your Community</i>, 2nd Edition. Washington, D.C.: The Gallup Organization, 2004. (ISBN: 978-1595620026, 264 pages)</p> <p>Due to the online assessment code in the book, don't buy a used copy of the Winseman text.</p>	

EVANGEL UNIVERSITY MISSION:

Evangel University is a comprehensive Christian university committed to excellence in educating and equipping students to become Spirit-empowered servants of God who impact the Church and society globally.

AGTS MISSION:

Shaping servant leaders with the knowledge, skills and passions to revitalize the church and evangelize the world in the power of the Spirit.

COURSE DESCRIPTION

This course provides students with essential skills for leading ministry. It covers personal and organizational leadership issues.

COURSE PREREQUISITES:

Students should take PTH 522, 557 & 559 before taking this course. Students in the MLM 4 + 1 program may take this course in order to meet their one-year degree completion plan.

COURSE PURPOSE:

As noted in the course description, this course will assist students in developing essential skills for leading ministry

COURSE REQUIREMENTS:

BASIC TECHNOLOGY, COMMUNICATION, AND READING REQUIREMENTS

Although this course is conducted as a seated course, COURSE COMMONS will be utilized for submitting assignments.

- *All assignments are due on the date and time specified on the Course Outline and the assignment drop boxes in COURSE COMMONS.*
- *All students are expected to communicate with the instructor any concerns, technical difficulties, and/or questions they may have via email, phone call, or face-to-face appointment.*
- *Students are expected to have daily access to:*
 - *A computer*
 - *The Internet*
 - *Evangel Email*
- *All assignments need to be submitted Microsoft Word format.*
 - *File extension: .docx or .doc format*
 - *Campus computer labs have Microsoft Office 2013 or Office 2016 installed.*
 - *The latest version of Office is available for your personal machine. It can be downloaded by following the instructions at: <https://help.evangel.edu/hc/en-us/articles/201759875-How-Do-I-Get-Microsoft-Office-for-free->*
- *Unless otherwise directed by your instructor, all assignments will be submitted to drop boxes on COURSE COMMONS.*

ATTENDANCE:

Since this is a seated course, attendance will be determined by the student's presence and interaction in the weekly classroom sessions. Academic policy

prohibits students from missing more than two classroom sessions for the semester.

COURSE OUTCOMES:

Course Learning Outcomes: Upon completion of this course, the student will be able to:	Program Learning Outcomes	EU20	Faith, Work & Economics Integration
1. Articulate their call to ministry within the context of personal style and spiritual giftings.	MDiv 7 & 9 MLM 1 & 3	C1, 2, 3 I4, G1, 2	Outcome 1, 2, 5
2. Construct a purpose, vision, and values statement based upon the particularities of their personal call to ministry.	MDiv 7 & 9 MLM 1 & 3	C1, 2, 3 I4, G1, 2	Outcome 1, 2, 5
3. Describe how their personal S.H.A.P.E. impacts their current and future ministry roles and functions.	MDiv 7 & 9 MLM 1 & 3	C1, 2, 3 I4, G1, 2	Outcome 1, 2, 5
4. Evaluate the organizational cultures and systems of a local ministry context.	MDiv 7 & 9 MLM 1 & 3	C1, 2, 3 I4, G1, 2	Outcome 1, 2, 5
5. Construct a contextualized philosophy and personalized plan for leading a local ministry.	MDiv 7 & 9 MLM 1 & 3	C1, 2, 3 I4, G1, 2	Outcome 1, 2, 5

COURSE ASSIGNMENTS:

All assignments have specific due dates that are listed on the attached course outline. **Unless otherwise directed by the instructor, all assignments are submitted to the Course Commons dropboxes.**

1. Assignment 1 – Reading

a. Read all of the required textbooks and complete a reading affidavit and reflection form for each on the assigned dates. The reading reflection forms are not book reports, nor formal critiques. Rather, each of them are personal reflections on the 3 or 4 key insights that most impacted your understanding and/or practice of ministry.

2. Assignment 2 – Course Discussion Forums (CDF)

a. Complete each of the CDFs by the due dates noted in the course outline

3. Assignment 3 – Assessments

a. Complete each of the four assessments by the due dates noted in the course outline. Submit a portfolio of the results pages for the four assessments to the Course Commons dropbox as directed in the course outline.

Assignment 4 – Summative Project

- b. Complete the 15-20 page analytical reflection paper by the due date noted in the course outline.**

All written work should reflect master’s level work. Papers should be double spaced, with 1 inch margins, using a 12pt Times New Roman font. You will be graded on writing skill as well as content, so edit your work.

ASSESSMENT:

All assignments will be assessed using the grading and weighting scales noted below.

GRADING SCALE

A	94 to 100%	C	74 to 76%
A-	90 to 93%	C-	70 to 73%
B+	87 to 90%	D+	67 to 70%
B	84 to 86%	D	64 to 66%
B-	80 to 83%	D-	60 to 63%
C+	77 to 80%	F	0 to 59%

GRADING POLICY

Assignment	Points	Percentage
Reading Affidavits	40 (5 ea.)	10
Reading Reports	250 (50 ea.)	20
CDFs	400 (50 ea.)	25
Assessment Portfolio	50	5
Analytical Reflection Paper	100	40

Students should retain a copy of all work submitted, until they have received a grade for this work.

Students are expected to complete all course work in a timely fashion as specified in this syllabus. A grade of IP (In Process) will be issued if the course ends after the AGTS semester ends. A grade of I (Incomplete) may be granted at the discretion of the professor for extenuating circumstances upon the presentation of the Incomplete Grade Request form: <http://agts.edu/current-students/administrative-forms/>.

The approved Incomplete request will extend the due date for up to ninety days and may include a grade reduction. Students may not register for courses in a new term if carrying more than two IP or I grades.

ACADEMIC INTEGRITY:

As people of Christ, members of the broader academic community, and future professionals, it is incumbent upon every member of the AGTS-Evangel community to employ and encourage integrity in all our academic and

professional pursuits. Any and every instance of academic dishonesty compromises the mission of AGTS-Evangel and violates the standards we hold as people of Christ and practitioners within our professional fields. Students are expected to understand and avoid all forms of academic dishonesty, which includes falsification, cheating, collusion, and plagiarism.

It is the responsibility of the faculty to address any and all acts of academic dishonesty. Sanctions for violations of academic dishonesty can include but are not limited to a failing grade on an assignment, a failing grade for the course, suspension from school, or expulsion from the university. AGTS-Evangel's policy on academic integrity, as published in the Student Handbook, appears in Section VIII. University Policies: Academic Integrity.

DISABILITY ACCOMMODATIONS:

AGTS-Evangel is committed to equal educational opportunities for students with disabilities in accordance with Section 504 of the Rehabilitation Act of 1973 and the American with Disabilities Act as amended (ADA). Academic Support, a division of the Center for Student Success, is the office designated by AGTS-Evangel to review disability documentation, determine reasonable accommodations, and develop plans for the provision of such accommodations.

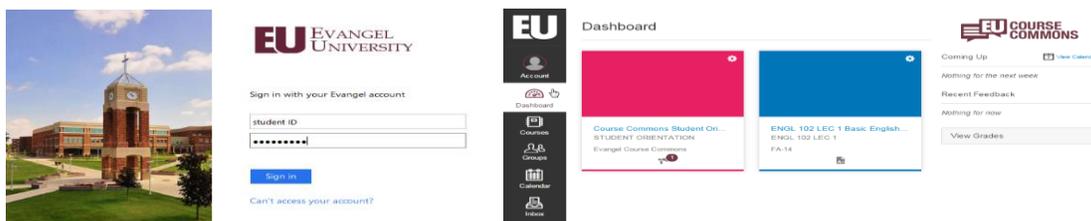
If you have already established accommodations through Academic Support and receive accommodation memos, please meet with me to discuss the provisions of those accommodations as soon as possible (accommodations are not retroactive). If you have not yet established accommodations, but have a disability or health condition (permanent or temporary) that may have some impact on your work in this class and for which you may require accommodations, you are welcome to contact Academic Support staff in the Center for Student Success (ZM-208; 417-865-2815 x.8215) so that accommodations can be arranged. See the Disability and Academic Accommodations Handbook for further information on the accommodations process.

COURSE OUTLINE

Dates	Topic	Assignment	Due	Points
Module 1 Jan 7-13, 2019	Course Overview & Introductions	Intro. CDF Gifts Assessment, Begin W text	Sun., Jan. 13, 11:59PM	
Module 2 Jan 14-20, 2019	Spiritual Giftings	S/H – Ch. 4, K/P – Ch. 1 Calling CDF	Sun., Jan. 20, 11:59PM	55
Module 3 Jan 21-27, 2019	Mission, Vision & Values	S/H – Ch. 5, K/P Chs. 5 & 6 M,V,V CDF	Sun., Jan. 27, 11:59PM	55
Module 4 Jan 28-Feb 3, 2019	Abilities	W Report SF Assessment SF CDF	Sun., Feb. 3, 11:59PM	100
Module 5 Feb 4-10, 2019	Personality	MBTI Assessment DiSC Assessment MBTI & DiSC CDF	Sun., Feb. 10, 11:59PM	50
Module 6 Feb 11-17, 2019	Experience	S/H – Chs. 1 & 2 K/P – Chs. 3 & 4 C Report	Sun., Feb. 17, 11:59PM	55
Module 7 Feb 18-24, 2019	Shape Review, F.W.E.			
Module 8 Feb 25-Mar 3, 2019	Organizational Systems	S/H – Ch. 12 K/P – Chs. 11 & 12 Org. Systems CDF	Sun., Mar. 3, 11:59PM	55
Module 9 Mar 4-10, 2019	Organizational Cultures	S/H – Chs. 6 & 13 Org. Culture CDF	Sun., Mar. 10, 11:59PM	55
SPRING STUDY WEEK -- Mar. 11-15, 2019 (No Seated Class Session on Mar. 11)				
Module 10 Mar 18-24, 2019	MVV Driven Ministries	S/H – Chs. 14 & 15 Org. M,V,V CDF	Sun., Mar. 24, 11:59PM	55
Module 11 Mar 25-31, 2019	Leading Change	S/H – Ch. 16 K/P – Chs. 7 & 8	Sun., Mar. 31, 11:59PM	5
Module 12 Apr 1-7, 2019	Conflict Management	S/H – Chs. 10 & 11 K/P – Ch. 9 Conflict CDF	Sun., Apr. 7, 11:59PM	55
Module 13 Apr 8-14, 2019	Critical Issues	H Report	Sun., Apr. 14, 11:59PM	50
Module 14 Apr 15-21, 2019	Situational Leadership, Course Review	S/H Report K/P Report	Sun., Apr. 21, 11:59PM	100
Module 15 Apr 22-26, 2019	Final Project	Assessment Portfolio Final Project	Fri., Apr. 26, 11:59PM	150

Course Commons

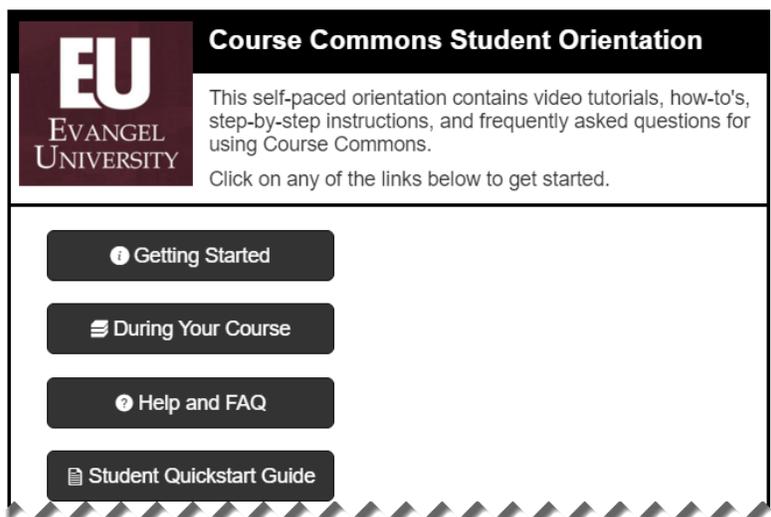
This course will use Course Commons, Evangel's learning management system. There are links to Course Commons in the Student Portal and the Evangel website. The login page for Course Commons is <https://courses.evangel.com/>.



Use your Evangel username and password to login.

Course Commons Student Orientation

All Evangel students have access to the [Course Commons Student Orientation](#). If you are new to Course Commons, you are encouraged to take advantage of this excellent resource. As part of your course preparation, this will help you make the most of the features that are available to you as a student.



Accessing the Course in Course Commons

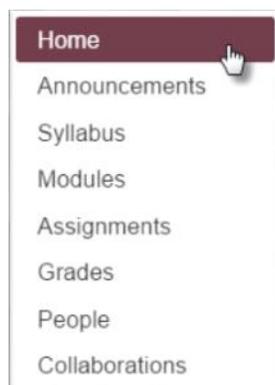
Access your courses list by clicking on the Courses icon on the Global Navigation menu on the left of the screen. You can also click on the course card on the Dashboard.

To customize your Courses list, see the following Help Guide: [How do I customize my Courses list?](#)

Students will have access to this course in Course Commons seven (7) days before the official beginning of the semester. Students have until seven (7) days

after the semester begins to complete financial registration. If financial registration is not completed by the seventh day, course access will be revoked.

After the end of the semester, students will have read-only access to the course through Course Commons. Only access to already submitted work, course resources and grades will be available.



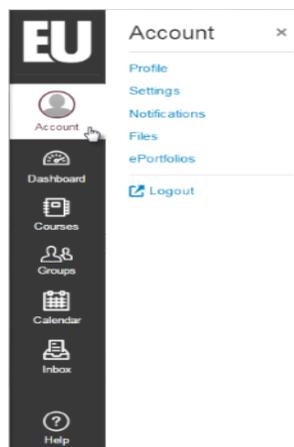
Accessing Course Content in Course Commons

The professor controls the availability of course content and features. Some items may be unavailable until a date set by the professor.

You can navigate the course content and features using the Course Navigation menu on the left. This menu can be customized by the professor, so it may differ from course to course, depending on what features the professor has chosen to make available.

You can collapse the Course Navigation menu to focus on the page content. Click on the menu icon in the upper left (which looks like 3 lines). You can expand the menu by clicking on the menu icon again.

All course content (syllabus, modules, course materials, assignments, online quizzes, online discussions, grades, etc.) can be accessed using the links in the Course Navigation menu.



Personal Settings in Course Commons

Students can adjust their personal settings in Course Commons. Click on the Account icon to access the Account menu.

On the **Profile** page, you can add a profile picture to your account. You can also edit your display name, which will show to your instructor and peers throughout Course Commons.

The **Settings** link allows you to add additional contact methods (personal email or cell phone number for text message alerts) to your account. You can also add external services, like Twitter, Skype or Google Drive.

The **Notifications** link allows you to customize *what* notifications you receive from Course Commons and *how* and *when* you receive them. This is a student-

centered feature that allows you to optimize your notifications to help you stay connected to what is happening in all your courses.

For more information, see the following pages in the Course Commons Student Orientation: [How to Update your Profile and Settings](#) and [How to Update Your Notifications Preferences](#).

Accessing Grades in Course Commons

All course grades will be recorded and shown through Course Commons. Simply click the “Grades” button on the lower right of the Dashboard to access your grades for all courses. You can also use the Grades link in the Course Navigation to access your grades for this course.

For more information on how to check your grades and what you can do from the Grades page, see the following page from the Course Commons Student Orientation: [How to Check My Grades](#).

How to Get Help with Course Commons

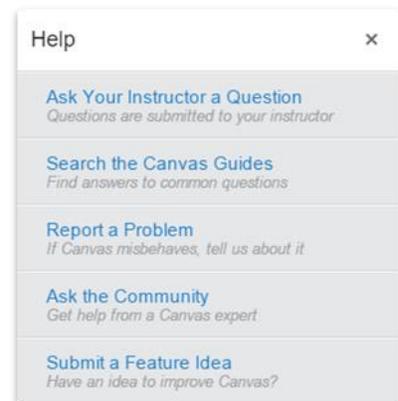
Help is never more than a few clicks away! You can access the Help menu from any page in Course Commons.

Click on the Help icon in the lower left corner of the screen. Because the Course Commons is powered by the Canvas

Learning Management System, all help guides and helpdesk tickets will reference Canvas.

From the Help menu, you can send a message to your instructor, search the Canvas Help Guides, or report a problem.

You can browse and search the Help Guides using the following link: <https://community.canvaslms.com/community/answers/guides/>.



Course Commons Troubleshooting

Do you have a question about a quiz, an assignment, or another item in the course? Contact your professor.

Are you having technical problems with Course Commons? Click the Help icon, click “Report a Problem” and complete the form to file a ticket for a personal response from the support team. Please be sure to include a thorough description of the problem.

Are you having trouble with your Evangel account (username and password)?

Contact the IT Helpdesk at 417-865-2815 ext. 8368 (phone), helpdesk@evangel.edu (email), or help.evangel.edu.

SPECIFIC DATA

Prepared by Randy C. Walls, Fall 2018.