Doctor of Ministry
“Building Leaders That Build the Kingdom”

— Syllabus —

<table>
<thead>
<tr>
<th>COURSE NUMBER and TITLE:</th>
<th>INSTRUCTOR: Dr. Jim Bradford</th>
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<tbody>
<tr>
<td>CREDIT HOURS: 3</td>
<td>OFFICE: By appointment</td>
</tr>
<tr>
<td>SEMESTER: Spring 2019</td>
<td>EMAIL: <a href="mailto:jbradford@ag.org">jbradford@ag.org</a></td>
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<tr>
<td>COURSE DAY/TIME: February 25-March 1, M 1-5pm; T-Th 8am-5pm; F 8am-12noon</td>
<td>OFFICE HOURS: By appointment</td>
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<tr>
<td>LOCATION: AGTS Room 225</td>
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REQUIRED TEXTS:
(Unless otherwise noted, textbooks may be purchased through the Evangel Bookstore http://www.bkstr.com/evangelstore/home.)

Pre-session Required Reading List (General) - 1200 pages


Pre-session Additional Reading List:

1. Leadership (select 500 pages from this section)


2. Followership (select 500 pages from this section)


ASSEMBLIES OF GOD THEOLOGICAL SEMINARY MISSION:
The purpose of Assemblies of God Theological Seminary is to train men and women to fulfill the mission of the Church as taught in Scripture—Shaping servant leaders with knowledge skill and passion to revitalize the Church and evangelize the world in the power of the Spirit.
**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.

**D.MIN. MISSION:**
The mission of the D.Min. is threefold: 1) to enhance the participants’ professional competence in the particular area of their gifts and calling; 2) to integrate learning into the context of each participant’s ministry; and 3) to develop strong Pentecostal scholar-practitioners/ministers.

**COURSE DESCRIPTION:**
This course will address effective leadership performance by exploring the dynamic relationship between leadership and followership. By integrating a vigilant examination of spirituality, strategies, skills, and stamina with present-day climates of secularism and relativism, the participants will build a framework of followership. This framework will enable participants to lead resilient organizations by cultivating spiritual, relational, physical, and emotional health.

**COURSE PREREQUISITES:**
There are no prerequisites.

**COURSE PURPOSE:**
See course description.

**COURSE REQUIREMENTS:**
Pre-session
1. Complete assigned reading (approximately 2,200 pages).

   Prior to coming to the course, participants should complete all required reading. The purpose of the pre-session reading is to acquaint the participant with notable patterns and topics in followership and leadership. Participants must complete the reading no later than the last day of the course.

   **Note:** It is a violation of academic policy to include in the required reading any books previously read for credit. If you have previously read any of the required texts for credit, please substitute another book after discussing with the professor.

2. Write a 10-page critical reflection essay on the readings.

   Write a critical reflective essay describing various aspects of the readings, capturing your overall response by highlighting 4-6 major concepts which had the greatest impact on your thinking. (The essay does not require a book-by-book discussion.)
Session
1. Submit a statement of completion for the required reading to the professor by the last day of class. Partial credit will not be given.

2. Attend all class sessions, and take an active role in classroom interaction.

3. Turn in your critical reflection essay by the last day of class.

4. Be prepared to provide a brief (5-10 minutes) oral summary of your reflection paper in class.

5. Devise and present a self-development plan. Write a 10-page paper detailing your plan for developing skill-sets of your choosing related to the course’s major topics. Convert your plan into a 10 minute presentation utilizing media support (e.g., PowerPoint, video clips, etc.) This plan should include background research from the course reading list, personal growth challenges, training and/or skill enhancements sought, implementation blueprint, and a timeline.

Post-Session
1. Create a “Followership” leader-training facilitators guide customized for your ministry context. This guide should be a minimum of 15 written pages and “integrate and apply” concepts from the course and reading to your ministry situation. The guide must still follow the same writing guidelines expected of doctoral-level work. The applied project must include and demonstrate: 1) Significant followership and leadership reading and research. Also, it must include at least three course-relevant additional sources (books, academic journals, lecture notes, etc.) not used in the class; 2) A synthetization of your ministry context and the course material; 3) Correlation of research and analysis with Scripture; 4) Significant conclusion that is consistent with biblical truth.

All written work is to be formatted according to the Turabian style manual, 9th edition: https://www.amazon.com/Manual-Writers-Research-Papers-Dissertations/dp/022643057X/ref=sr_1_1?dchild=1&keywords=Turabian+style+manual&sr=8-1&ie=UTF8&qid=1528946818&sr=11&keywords=turabian+style+manual&dpID=5182hDpJJ9L&preST=_SY291_BO1,204,203,200_QL40_&dpSrc=srch. Writing from previous academic work may not be recycled. The D.Min. Office can recommend a Turabian editor, as well as a writing coach (contact OlenaL@evangel.edu for further details).

Post-session assignments are due no later than May 30, 2019. Please submit all post-session work in digital form (electronic documents) to: jbradford@ag.org. All papers should include a cover sheet with title, course information, name, address and email.
ATTENDANCE:
Due to the accelerated pace of each course, regular and punctual attendance is expected of each participant for all course activities. Because attendance is such a crucial element of the cohort peer-learning process, a participant cannot be absent for more than four hours of class and still receive credit.

COURSE LEARNING OUTCOMES (CLOs), PROGRAM LEARNING OUTCOMES (PLOs) AND EU20 OUTCOMES:
The objectives of the course are stated in terms of learning outcomes. Upon successful completion of this class, the participant will be able to:

CLOs
1. Demonstrate an enhanced understanding of leader-follower dynamics.
2. Evaluate antecedents of leader-follower concepts within Scripture.
3. Demonstrate an understanding of leadership spirituality and its practice.
4. Analyze the significance of systems and processes in the leader-follower context.
5. Correlate leadership influence through assessing teams, communication, and change management.
6. Examine factors of a leader’s physical, emotional, and relational health.
7. Demonstrate an ability to think critically about followership theory and research.

PLOs
This course supports, but does not assess, PLO #1, 2, 3.

EU20 and FWE Outcomes
This course supports, but does not assess, EU20 C1, C2, C3, C4, G1, G2; FWE #1, 2.

COURSE ASSIGNMENTS:
- See Course Requirements section for details

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

AGTS DMIN GRADING SCALE:

<table>
<thead>
<tr>
<th>Grade</th>
<th>Percentage</th>
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<tbody>
<tr>
<td>A</td>
<td>94 to 100%</td>
</tr>
<tr>
<td>A-</td>
<td>90 to 93%</td>
</tr>
<tr>
<td>B+</td>
<td>87 to 89%</td>
</tr>
<tr>
<td>B</td>
<td>84 to 86%</td>
</tr>
<tr>
<td>B-</td>
<td>80 to 83%</td>
</tr>
<tr>
<td>C+</td>
<td>77 to 79%</td>
</tr>
<tr>
<td>C</td>
<td>74 to 76%</td>
</tr>
<tr>
<td>C-</td>
<td>70 to 73%</td>
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GRADING POLICY:
Grading is a composite of points earned in each phase of the course:
Pre-Session Reading 30 points*
Critical Reflection Essay 10 points
Self-Development Plan 10 points
Session Involvement 10 points
Post-Session Applied Project 40 points
Total 100 points

*Completion of the reading is required to receive a passing grade. No partial credit will be given.

WRITING PROJECT EVALUATION
1. Cogency
   Are the major assertions clear, specific, adequately supported, and well organized?
2. Creativity
   Do the major ideas represent original and insightful formulation?
3. Depth
   Are the ideas in the paper important and substantial, reflecting significant research and high-quality, formulative thinking?
4. Quality
   Is the writing clear, compelling, professional, and consistent with Turabian standard?

LATE WORK
In extreme circumstances, extensions may be requested from the professor. It is the participant’s responsibility to communicate with the professor prior to the post-session due date if an extension is needed. If the participant requests additional time, an incomplete “I” grade may be given at the discretion of the instructor for the extension (not to exceed 90 days). In the event the instructor approves an extension, he or she will have the option of lowering the final grade for the course one letter grade lower than it would have been had the work been submitted on time. A failing “F” grade may be issued if the work is not submitted before the expiration of the established extension. No participant will be permitted to register for a class if more than two (2) IP or I grades are posted on the participant’s transcript.

COURSE OUTLINE:
This is a tentative course outline. Course outline may be changed at the discretion of the course instructor. Notice of changes will be conveyed by email.

<table>
<thead>
<tr>
<th>Monday</th>
<th>1:00 – 5:00 p.m.</th>
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<tr>
<td></td>
<td>• Course Introduction and Overview</td>
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<tr>
<td></td>
<td>• Spirituality and Leadership</td>
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| Tuesday      | 8:00a.m. - 5:00p.m. |
- Leading by Serving Others
- Leadership as a system; ministry as a process

**Wednesday**
8:00 a.m. - 5:00p.m.
- Assessing our own followership
- Influence through building teams, communicating effectively and managing change

**Thursday**
8:00 a.m. - 5:00p.m.
- Physical, Emotional, and Relational Health
- Spiritual Stamina

**Friday**
8:00 a.m. - Noon
- Developing Followers
- Course Wrap-Up

**SPECIFIC DATA**
Prepared by Dr. Jim Bradford, October 2018.
Please verify with your signature that you have read the required texts. If you have substituted a text from the substitute list, write the substitute text below along with the number of pages read from that text.

**General Required Reading Section**

_____ I have read all texts in the general required reading section. (1200 pages)

Substitute Textbooks (if applicable):

________________________________________________________________________ Pages Read ______
________________________________________________________________________ Pages Read ______
________________________________________________________________________ Pages Read ______

**Additional Reading in the Leadership Section** (500 pages required)

________________________________________________________________________ Pages Read ______
________________________________________________________________________ Pages Read ______
________________________________________________________________________ Pages Read ______
________________________________________________________________________ Pages Read ______

**Additional Reading in the Followership Section** (500 pages required)

________________________________________________________________________ Pages Read ______
________________________________________________________________________ Pages Read ______
________________________________________________________________________ Pages Read ______
________________________________________________________________________ Pages Read ______

Signature ______________________________________________ Date ___________________
ACADEMIC INTEGRITY:
As people of Christ, members of the broader academic community, and future professionals, it is incumbent upon every member of the 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 Evangel University 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.

As members of the Evangel community, students share the responsibility to deter and report academic dishonesty. Should a student become aware of a violation of academic integrity, he or she is encouraged to report the incident to a faculty member or department chairperson.

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. Evangel’s policy on academic integrity, as published in the Student Handbook, appears in Section VIII. University Policies: Academic Integrity.

ELECTRONIC DEVICES IN THE SEMINAR:
It is expected that electronic devices will be used during seminar presentation to support the students' learning. Any use of technology that substantially degrades the learning environment, promotes dishonesty or illegal activities is prohibited. Cell phones should only be used for academic purposes during the sessions.

DISABILITY ACCOMMODATIONS:
Evangel University 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 Evangel University 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.
This course may 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.edu.

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. 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