



# Grace College and Theological Seminary Catalog 2021-2022

## ***Introduction***

Grace College and Theological Seminary is a private, not-for-profit Christian, liberal arts institution of higher education. It is an evangelical Christ-centered community engaged in thoughtful scholarship and career preparation that develops compassionate, confident, and skilled graduates who lead lives of purpose.

For undergraduate students, the Grace experience focuses on character development, competence in learning and doing, and service to God and others. For graduate students, the Grace experience extends further into life-changing and spiritually transforming preparation for service through ministry, counseling, and professional careers.

Grace offers degree programs in a wide variety of fields through its six schools. These six schools are comprised of the following programs and departments, each of which is described in more detail in the catalog.

### ***School of Arts and Sciences***

- Department of Engineering
- Department of Humanities
- Department of Science and Mathematics
- Department of Visual, Performing, and Media Arts
- Nursing Program (in collaboration with Bethel University)

### ***School of Behavioral Sciences***

- Department of Behavioral Science
- Graduate Department of Clinical Mental Health Counseling

### ***School of Business***

- Department of Business
- Department of Sport Management
- Master of Business Administration

### ***School of Education***

- Department of Special Education
- Department of Secondary Education
- Department of Elementary Education

### ***School of Ministry Studies***

- Department of Biblical Studies
- Grace Theological Seminary

### ***School of Professional and Online Education***

- Grace Opportunities for Adult Learners (GOAL) Program (adult degree completion – residential and online)

A.S. in Liberal Arts  
M.S. in Athletic Administration  
M.S. in Higher Education  
M.S. in Nonprofit Management

Academic programs are classified as undergraduate, graduate, or seminary programs, some of which may be delivered in part or fully online. Information and policies concerning these programs can be found in the appropriate school section of the catalog.

### ***Note about the Catalog***

Each program at the institution maintains a catalog in which basic academic information related to the program's goals, expectations, admission, policies, accreditation, and other pertinent information is described. This applies to undergraduate, non-traditional (e.g., online, adult degree completion), graduate, and seminary programs.

Grace makes every attempt to provide information that, at the time of publication, most accurately describes the policies, procedures, and requirements of the institution and its individual programs.

The provisions of the academic catalogs are, therefore, to be considered a guide and not to be regarded as a contract between any student and the institution. Course content and institutional policies governing admissions, tuition, academics, and campus life are under constant review and revision.

Grace reserves the right to change any statement contained within the catalog at any time and without prior notice including academic provisions, policies, or requirements (e.g., modifications to classes, fees, personnel, academic policies, and programs) and the right to withdraw or amend the content of any courses described in the catalogs as may be required or desirable by circumstances. Grace will, however, make every attempt to give students reasonable prior notice to changes in policies and other catalog content when possible and rarely implements policy changes during an academic year.

Courses of study for non-traditional, graduate, and seminary programs and check sheets for undergraduate students may undergo revisions; however, these are typically implemented in the fall of the new academic year.

All students are expected to be familiar with the catalog(s) associated with their selected program(s) of study with the understanding that policies and procedures of their selected program(s) may change from year-to-year. The current year's catalog should, in most situations, be considered the catalog applicable to the student.

In some programs, students are asked to acknowledge in writing their receipt of the program's catalog.

Changes to an academic catalog that are necessary following the start of the fall semester will be noted as an addendum to the original catalog.

Archived catalogs are maintained within the institution's Academic Affairs Office.

It is each student's responsibility to schedule regular meetings with his or her academic advisor and to be knowledgeable about institutional requirements, academic regulations, and calendar deadlines specified in the catalogs and academic program publications. Students should read the catalog carefully and consult with an advisor to determine how these policies relate to their individual circumstances.

# About Grace College and Theological Seminary



1 Lancer Way

Winona Lake, IN 46590

[www.grace.edu](http://www.grace.edu)

### ***Establishment of Grace College and Seminary***

Affiliated with the Fellowship of Grace Brethren Churches, Grace Theological Seminary was founded first, in 1937, and the college was established eleven years later in 1948. Coming from the Brethren tradition, the founders were shaped by a heritage that drew distinctive features from a variety of historic traditions. Influential among this group was Alva J. McClain, the institution's first president. These historic traditions included Pietism, a centuries-old movement of warm and experiential faith, as well as the Anabaptist and Calvinist branches of the Protestant Reformation. This heritage also included a commitment to remain free from worldly conformity yet relevant to the surrounding culture – a commitment that proved to be a challenging balancing act for the Brethren movement throughout the nineteenth and early twentieth centuries. As McClain, along with those around him, established the seminary and then the college, he sought to create an environment that was informed in meaningful ways by the eclectic heritage of the Brethren tradition while fashioning institutions that would thrive within American evangelicalism, which was, in the 1930s and 1940s, an increasingly robust and influential movement. This evangelical identity was enhanced by the location of the seminary and college in Winona Lake, Indiana, a resort community that had become a center for Progressive Era social and political activity and, by the 1920s, a well-known location for evangelical Bible conferences.

### ***A Deep Experience of Community***

Throughout the ensuing decades, the enrollment of Grace Theological Seminary and Grace College has grown exponentially and numerous buildings have been added on the 180-acre campus. The college and seminary have weathered storms and experienced periods of change as any institution does. But throughout its history, the institution has remained committed to its heritage, emphasizing biblical authority, a deep experience of community, living under the sovereignty of God and fostering experiential faith, even as it continues to offer an educational program that is rigorous, academically excellent, as well as practical. We are proud that the streams of our heritage flow back to the sixteenth and seventeenth centuries. We are also excited about the role Grace has played within American evangelicalism, one informed by our diverse heritage while committed to the values that unite us. We look to the future, offering quality undergraduate and graduate degree programs through six schools that constitute Grace College and Theological Seminary: The School of Arts and Sciences, the School of Behavioral Sciences, the School of Business, the School of Education, the School of Ministry Studies, and the School of Professional and Online Education.

### ***Spiritual Development and Academic Excellence***

Our story is one that recognizes that spiritual development and academic excellence go hand in hand. The faculty, staff, and entire Grace campus community contribute to an atmosphere where spiritual growth and scholarly inquiry are mutually enhancing for both undergraduates and graduate students.

## **Mission Statement**

Grace College is Christ centered community of higher education applying biblical values in strengthening character, sharpening competence, and preparing for service. In support of the institution's mission, Grace Theological Seminary is a learning community dedicated to teaching, training, and transforming the whole person for local church and global ministry.

## **Accreditation and Affiliations**

Grace College is accredited by the Higher Learning Commission and it is an active member of the Council of Independent Colleges, Council for Higher Education Accreditation, the National Association of Independent Colleges and Universities, the Independent Colleges and Universities of Indiana, and the Council for Christian Colleges and Universities. Several of its academic programs also have specialized accreditation (i.e., ATS, CACREP, and NCATE). For a listing of all its accreditations, affiliations, and authorizations, see the accreditations page of its [website](#). Specialized accreditations are also discussed in the discrete sections of the catalog of each accredited program (i.e., seminary, graduate counseling, business, teacher education).

## **PHILOSOPHY OF EDUCATION OF GRACE COLLEGE FACULTY**

The following **Philosophy of Education** was adopted by the faculty of Grace College and Theological Seminary on April 7, 2010.

As faculty members at Grace and individuals who are committed to a life of worship and spiritual growth, we actively look for reflective and practical ways the Christian faith intersects with our disciplines.<sup>1</sup> The integration of faith and learning is based on the shared understanding that our faith "sacralizes" the pursuits of the Christian academician. That is, to the extent to which we do our work consciously as Christians, our professional lives become an offering of worship to God, and our faith "gives the questions we struggle with in our work and in our lives larger significance."<sup>2</sup> In other words, we are whole individuals and recognize the deficiency of a compartmentalized life.<sup>3</sup> Based on this foundation, our faith informs our work and makes it distinctive.<sup>4</sup> This distinctiveness may be further enhanced by the richness of our Grace Brethren heritage, which is rooted in the Pietist, Anabaptist, and Evangelical traditions, and we value the contributions these historical streams have to offer.<sup>5</sup>

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<sup>1</sup> See Richard T. Hughes, *How Christian Faith Can Sustain the Life of the Mind* (Grand Rapids: Eerdmans Publishing Co., 2001) and Arthur F. Holmes, *The Idea of a Christian College* (Grand Rapids: Eerdmans, 1987). Holmes writes (46), "Integration should be seen not as an achievement or a position but as an intellectual activity that goes on as long as we keep learning anything at all."

<sup>2</sup> Robert Wuthnow, "Living the Question," in *Christianity in the Twenty-First Century: Reflections on the Challenges Ahead* (New York: Oxford Univ. Press, 1993) 211-112, quoted in George M. Marsden, *The Outrageous Idea of Christian Scholarship* (New York, Oxford Univ. Press, 1997) 65.

<sup>3</sup> On living an integrated Christian life, see Grace Brethren author Kary Oberbrunner, *The Fine Line: Re-envisioning the Gap between Christ and Culture* (Zondervan, 2009).

<sup>4</sup> For more on Christian distinctiveness, consult Marsden, *Outrageous Idea*, 68-70.

<sup>5</sup> For examples of how others within the Anabaptist tradition have wrestled with the integration of faith and learning, see J. Denny Weaver, and Gerald Biesecker Mast, eds. *Teaching Peace: Nonviolence and the Liberal Arts* (San Antonio: Rowman and Littlefield Publishers, Inc., 2003) and David Weaver-Zercher, ed., *Minding the Church: Scholarship in the Anabaptist Tradition*.

As we strive for greater integration of faith and learning, our Christian faith prompts us to facilitate a rich sense of collegiality and community among faculty and students.<sup>6</sup> This is largely made possible through the fruit of the spirit. Humility prods us to consider our own biases and presuppositions. It calls us to listen to competing voices and perform our work in dialogue with colleagues and others within the broader discipline. Integrity requires that we accurately represent the views of others, resisting generalizations and caricatures. It also requires that we strive for Christian excellence in all that we do, maintaining the highest standards of professionalism. Love prompts us to encourage and challenge each other as faculty members while caring for and serving our students. In an atmosphere permeated by the fruit of the spirit, our community will be a grace-filled place for us and our students to think critically, ask questions, and wrestle with the challenges of our world.

God has called us to be a certain kind of people (BEING), for example, humane, communal, compassionate, redemptive, honest, just, hard-working, etc. Further, God has called us to a life of learning and has invested us with the requisite skills and resources to learn (KNOWING), such as the mind and its cognitive capacities, the Scriptures, academic institutions, life experiences, peoples and nations, etc. Finally, God has asked us to convert our being and knowing into service to others (DOING) as a way of expressing our love for and service to him. Therefore, Grace College and Grace Theological Seminary and their faculties are committed to integrated learning as a necessary component for empowering people to create lives that are whole, full, balanced, and rewarding.<sup>7</sup>

There are a myriad of specific ways to accomplish the integration of faith and learning in our study and in our teaching. They will vary depending on the context and discipline, but will always move beyond mere indoctrination.<sup>8</sup> At times, they may be of a reflective nature, having more to do with the questions that we ask and less about our conclusions. We might ask ourselves and our students, "How is the understanding that God created and sustains the world relevant to the material in question?" or "How does my belief in the fallen nature of human beings affect my world view?" or "How does the belief that all of humanity is loved and valued by God influence the way I consider those of other cultures?"<sup>9</sup> Other times, the integration of faith and learning will be of a more applied nature.<sup>10</sup> This will happen in many

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<sup>6</sup> On the important link between learning and Christian community, See Claudia Beversluis, "Community as Curriculum." *Council for Christian Colleges and Universities*. Online Resource Center (<http://www.cccu.org/resourcecenter>). Consult as well, Holmes chapter seven, "College as Community" in, *Idea of a Christian College*, 77-85.

<sup>7</sup> From, Forbes, *et. al.*, "Philosophy of Liberal Education," Appendix C.

<sup>8</sup> According to Arthur Holmes (*Idea of a Christian College*, 46) "prepackaged answers" will never satisfy inquiring minds. "Students need rather to gain a realistic look at life and to discover for themselves the questions that confront us. They need to work their way painfully through the maze of alternative ideas and arguments while finding out how the Christian faith speaks to such matters. They need a teacher as a catalyst and guide, one who has struggled and is struggling with similar questions and knows some of the pertinent materials and procedures. They need to be exposed to the frontiers of learning where problems are still not fully formulated and knowledge is exploding, and where by the very nature of things indoctrination is impossible."

<sup>9</sup> On the significance and usefulness of theological questions within the context of Christian higher education, see Denise Lardner Carmody, *Organizing a Christian Mind* (Valley Forge, PA, Trinity Press International, 1996).

<sup>10</sup> George Marsden observes that faith can and should be integrated within even the most applied disciplines. He writes, "Even mathematicians or technical scientists will be able to point out some faith-related considerations that



ways, not only in the classroom, but also as we mentor and advise students. We may prod ourselves and our students to consider ethical questions related to medical, scientific, or business practice. We may bring discussions of justice and caring for the oppressed into our classrooms and offices. We will no doubt consider specific portions of the Bible. And we may engage students in questions concerning the most effective ways of ministering, expressing themselves artistically, or serving Christ in local industries or within a chosen field.<sup>11</sup>

At Grace, we believe that an education that emphasizes the integration of faith and learning lays the foundation for and is in perfect concert with the institutional mission. Our mission statement reads: "Grace is an evangelical Christian community of higher education which applies biblical values in **strengthening character, sharpening competence, and preparing for service** [Emphasis added]. Our curriculum and delivery system are designed to achieve these goals.

**Character** is the sum of distinctive dispositions, traits, qualities, attributes, and behaviors that constitute the nature of an individual or community. People of good character are marked by a desire to be learners. The goal of a Grace College education is to create people of deeper substance who understand and desire the more noble and healthy values. They are able to make discriminating judgments between truth and error, merit and demerit, the substantial and superficial. They possess a developing sense of self and place in God's world and purpose. They are people who have maturing skills and a growing sense of confidence that they can contribute and make a positive difference. People of strong character appreciate (give place to) and engage (think through, even debate) the perennial and often controversial questions of life in a civil and reasonable way. People of character possess an elevated work ethic, care about workmanship, and are committed to a productive life, careful performance, and excellent products. As Christians, we best demonstrate this character when we live intentionally and consistently through our calling and profession of faith and biblical/theological commitments. Therefore, the undergraduate curriculum at Grace is designed to strengthen character.

**Competence** is the pursuit of proficiencies and credentials that enable one to be a contributing member of society. A competent person possesses the requisite capacities and skills essential to a personal, professional, and community life. A competent person increases knowledge bases and sharpens abilities and dispositions to put this knowledge to use in productive ways. A person who is competent is one who can gather data, think, discern, analyze, synthesize, and create solutions to problems. Such a person is one who suspends personal prejudices, who uses wise judgment, and who negotiates the world of ideas, grasps issues, wrestles with argumentation, interprets and traces implications, and makes connections to others and their ideas and expressions. A competent person is a literate

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have relevance to the foundational questions affecting the frameworks of their disciplines or the application of their work. It simply does not follow that, because there is no special Christian view of photosynthesis, there is therefore not a Christian view of biology."

<sup>11</sup> For some practical examples from several Grace faculty members, of the way faith and learning might be integrated within a variety of disciplines, see James E. Bowling and Joel B. Curry, *Values in a Christian Liberal Arts Education* (Winona Lake, BMH Books, 1992).

person who is empowered to take in more and contribute more with his or her mind and life. A competent person is creative, enterprising, and confident -- one who exercises initiative, takes risks, exhibits leadership, and commands respect. A competent person is thoughtful, articulate, expressive, and able to communicate in knowledgeable and persuasive ways. Such a person is one whose curiosity is wide ranging and one who can conduct a substantive conversation on a variety of subject matters, someone who is interesting to be around. Therefore, the Grace undergraduate education is designed to produce people who are sharpening their competence as persons, Christians, citizens, and professionals.

**Service** is a central imperative of the Christian faith. It is the natural outgrowth of loving and worshiping God. It is an outcome of a life well-lived. People of character serve competently. One ought to use one's personal and professional competencies to serve one another and the larger society, thus fulfilling one's service to God. Learning for the purpose of service is an act of stewardship and worship. Learning is a prerequisite that empowers service. A Grace education contributes to both the practical and moral dimensions of life. Practically, it empowers people to gain the proficiencies that make them marketable and employable. One's professional life produces the resources and contexts for service. However, this is not the total goal of education. Life is more than work for personal gain. The Grace education should inspire students to build lives and careers that will be turned toward advancing the cause of the One whom we ultimately serve. The mode of Christian servanthood can be expressed in several specific imperatives, each located somewhere in the curricular and co-curricular educational activities (*e.g.*, go make disciples, call God's people to a renewed vision and energy to serve Christ and his kingdom, defend and perpetuate the truth of God's revelation, work for the moral health of society, and pursue peace and justice in the world). The investment of our time, skills, intellect, and energies will leave an effect on our families, communities, work places, churches, the market place, and all of society. Therefore, at Grace, we have an education designed to foster service.<sup>12</sup>

In summary, as faculty, we strive to do our work as faithful worshippers of God, to embody the Fruit of the Spirit, and to prod ourselves and our students to reflect on the ways our respective disciplines<sup>13</sup> intersect with the depths of the Christian faith. This is an issue of character that enhances competence and empowers us for service.

### **Values and Goals**

The mission of Grace College is supported by four core values: thriving, selfless, engaged, and authentic. Institutional mission, values, and brand promise are articulated on its [website](#).

### **Campus Life and Setting**

Grace College is a pietistic, evangelical institution of the liberal arts that is committed to historic Christianity as expressed through the Charis Fellowship.

The college is committed to the view that all truth is God's truth and that a lifetime of studying the wonders of His creative handiwork is our privilege. Central to this commitment is the conviction that

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<sup>12</sup> The definitions of Character, Competence, and Service are from: Forbes, *et. al.* Appendix C.

<sup>13</sup> See James E. Bowling and Joel B. Curry.

God has provided His authentic written revelation in the Bible, the Word of God. From this viewpoint the various disciplines and fields of study are experienced, explored, and applied.

All campus-based activities are aimed at developing character, competence, and service in students. The goal in Christian living and in Christian teaching is to make Christ preeminent in all things. Students learn to do this habitually by living, studying, working, and worshiping with others who share similar Christian ideals. The provisions and programs of the college, as well as its community lifestyle, are designed to encourage serious academic stimulation, wholesome recreation and relaxation, spiritual growth, and development in compassion for the struggles of mankind.

### ***Community Life and Biblical Philosophy***

Members of the Grace College and Seminary (Grace Schools) community are committed to the mission of the institution and to living in a manner that brings glory to the name of our Lord. To this end we agree to uphold the standards of the community as cited in this statement.

Since members of the Grace Schools community are also members of the broader community of the body of Jesus Christ, it is expected that everything we do will reflect our commitment, both to our Lord and to His body of believers. This commitment is to be demonstrated by faithful involvement in a local evangelical church, Christian loyalty to each other, and pursuit of the fruit of the Spirit – love, joy, peace, patience, kindness, goodness, faithfulness, gentleness, and self-control.

Our beliefs on all topics are based on scripture (2 Timothy 3:16); therefore, the Word of God is the final authority on all matters of faith and conduct. Members of the Grace Schools community work hard to demonstrate Christ-like attitudes and actions appropriate for mature Christians in their personal lives and in the life of the community. In seeking to live out the fruit of the Spirit (Galatians 5:22-23) rather than deeds of the flesh (Galatians 5:19-21), items expressly forbidden in the Scripture are not acceptable for members of the Grace Schools community. Examples include pride, greed, lust, slander, drunkenness, profane language, premarital sex, adultery, homosexual behavior, and prejudice (1 Corinthians 6:9-11). We affirm the holy institution of marriage as being between one man and one woman, rooted as it is in God's creation of man and woman and in the relationship of Christ and his church.

Grace Schools values the worth and dignity of human life. Having been made in the image of God (Genesis 1:27), those who learn, live, and/or work at the institution are expected to respect and uphold life-affirming practices that distinguish our faith community from other institutions of higher education, particularly for those who are vulnerable members of society. Consistent with a resolution of the Charis Fellowship (1982, 1996), Grace Schools believes that human life is worthy of respect and protection at all stages from the time of conception. The sanctity of human life is established by creation (Genesis 1:26-27), social protection (Genesis 9:6) and redemption (John 3:16).

Although Scripture does not provide specific teaching regarding all social practices in a given cultural setting, it does speak to our Christian responsibility in areas of conduct that may be harmful or spiritually offensive to ourselves or to others. In keeping with its objectives to develop moral and spiritual leadership, Grace Schools expects members of the community to

demonstrate restraint and discretion in entertainment choices, social activities, and personal habits (Galatians 5:13-23), including substances that may harm our physiological and psychological well-being. Without question, the Christian should act in ways that honor the body, which is the temple of the Holy Spirit (Romans 12:1), and God's standard of purity; are morally uplifting; and guide us to godliness through the use of spiritual disciplines including scripture reading, study, and application; prayer, worship, meditation, evangelism, serving, and stewardship.

All of us have sinned and fallen short of God's standards in one way or another (Romans 3:23), but if we ask for His forgiveness, His grace and mercy are extended to us (Ephesians 2:4-5). While recognizing the existence of temptation, sin, and lifestyles that are contrary to biblical truth, Grace Schools expects tangible evidence of life transformation, commitment to growth in Christ, and sound judgment based on biblical principles. Jesus was full of grace and truth (John 1:14) and, in striving toward His example, we seek as a spiritual community to demonstrate a balance of both.

As a community of believers, therefore, those at Grace Schools strive to carry out both individually and collectively the model for conflict management and resolution described in Romans. We make use of biblically-based practices such as arbitration, mediation, grace, restoration, forgiveness, and redemption to live at peace with each other (Romans 12: 16-21) and strive to resolve disagreements in private or within the Christian community using the biblical principles of 1 Corinthians 6:1-8, Matthew 5:23-34, and Matthew 18:15-20 as guidelines.

We acknowledge that God has placed institutions and individuals in positions of authority over Christians and our biblical response is one of submission (Romans 13:1-8). God and His word are our final authority and give us guidance in areas such as relationships, marriage, the church, human government, spiritual leaders, and employers. Our testimony in these matters of authority is powerful when our actions are based on biblical truth rather than individual gain. Our responsibility as citizens is submission, but we also have rights as citizens to protection; therefore, although there may be competing interests, we value the right to appeal decisions based on our biblically-informed conscience (Acts 5:29). Grace Schools, however, recognizes and supports only those individual and campus advocacy initiatives that are in alignment with biblical teaching as outlined in this Statement on Community Lifestyle Expectations and our Covenant of Faith.

Above all, we the members of the Grace Schools community are committed to accurately representing the Lord Jesus Christ on our campus, in our community, and to the ends of the earth.

### ***Spiritual Life***

Chapel services and assemblies on the Winona Lake campus involving the whole student body are conducted throughout the academic year. The chapel services feature speakers who are active in

various Christian ministries around the world. Students are required to attend weekly chapel services on Tuesday, Thursday, and Friday.

Discipleship groups, known as Growth Groups, are organized and led by students and are held regularly in residence halls. Classes and formal activities at all locations are typically opened with prayer. On the Winona Lake campus one entire morning each semester is set aside for prayer and praise in which the student body, faculty, and staff participate.

The Town of Winona Lake and the adjoining city of Warsaw provide a number of fine Bible-teaching churches where Grace students are expected to find a local church home to attend and serve. Students at Grace's additional locations are also expected to actively participate in a local church. Each student is also encouraged to serve the local community in areas such as nursing homes, social services, mentoring programs, campus evangelism, discipleship programs, local church ministries to children or youth, drama and music ministries.

### ***Location, Facilities, and Housing***

#### Main Campus:

1 Lancer Way  
Winona Lake, IN 46590  
Phone 574-372-5100

#### Akron Campus:

754 Ghent Road  
Akron, OH 44333  
Phone 330-422-3150

### ***Winona Lake Campus***

The 180-acre Grace main campus is located in the Town of Winona Lake, near Warsaw, Indiana. The area is centrally located between Detroit, Indianapolis, and Chicago. Fort Wayne is 40 miles to the east and South Bend is 50 miles north. The many diversified industries of the area make it a fast-growing community and offer the working student suitable employment opportunities.

Students at Grace College may have a car on campus subject to the regulations indicated in the Student Handbook.

Nursing, health, and counseling services are available to students in the Winona Lake area. The Health and Counseling Center can also assist online students in identifying or locating health or counseling services in their location.

Wireless network is available campus wide.

#### ***Campus facilities include:***

1. **McClain Hall**, houses Marketing, administration and development offices, classrooms, Campus Safety, and an auditorium seating approximately 450.
2. **East Hall**, houses office, lab, and classroom space for the Department of Engineering.
3. **Dr. Dane A. Miller Science Complex**, housing the Department of Science and Mathematics and Lilly Center for Lakes & Streams at Grace College contains offices, laboratories, classrooms, and a computer lab.
4. **Mount Memorial Hall** houses the School of Behavioral Sciences; School of Education; the Department of Visual, Performing and Media Arts; the Mount Memorial Art Gallery, art studios and workrooms, photography studio and darkroom, ceramics studio, media arts computer lab, faculty offices, classrooms, the Visitor's Center, the campus post office, and the admissions offices.

5. **Philathea Hall**, houses the Department of Humanities; the administrative offices for the School of Arts and Sciences; the Office of Information Technology; classrooms; the Little Theatre; and a computer laboratory. **Jazzman's Coffee Shop** is also located in Philathea.
6. **Gordon Health and Wellness Center** houses the Sport Management Department, the Exercise Science Program, the Nursing Program (in cooperation with Bethel University), and provides recreational facilities for the campus and community including playing courts, aerobic and weight rooms. It also houses faculty and staff offices, classrooms, the Exercise Science Lab, the Nursing Lab and simulation rooms, the student health and counseling center.
7. **Ronald and Barbara Manahan Orthopedic Capital Center** is a 60,000 square-foot facility and the venue for intercollegiate basketball and volleyball. It houses the athletic administration and coaches' offices. It is the location for chapels and special events, and serves as a community meeting and exhibition center. It is home to the School of Business, classrooms, the Alumni Engagement Office, and the William P. Gordon Institute for Enterprise Development. There is also a permanent display in special recognition of the local orthopaedic businesses.
8. **The Morgan Library – Learning Center**, built in 1969, is a multilevel facility housing the library, learning center (Writing Lab, Disabilities Services, tutoring, and testing) and college and seminary archives designed to provide academic resources and support services to the students, faculty, staff, and community of Grace College and Seminary.
9. **Indiana Hall**, a student service center/residence hall, provides student housing for more than 100 students and administrative offices for Student Affairs, Student Involvement, Center for Career Connections, Academic Services, SPOE (School of Professional Online Education, Student Employment as well as the Student Services Hub including student accounts, registrar and financial aid services.
10. **William Male Center for Seminary and Graduate Studies** houses Grace Seminary, the undergraduate Department of Biblical Studies, Korean Studies Program, and Worship Arts Program, as well as faculty offices and classrooms, performance areas, and studio spaces.
11. **Encompass Building** houses the new Institute for Global Studies, the Modern Languages program, and the new Global Living-Learning Community in the 6 apartments of Encompass, as well as classroom and event spaces.

Among the benefits of Grace College are the campus activities and the experiences to be gained by living in the residence halls. The residence halls are not merely places to live but are guided by grace into transformational community centers. Since many of these benefits can be experienced only by residing on campus, single students under the age of 22 are required to live in housing provided by the college. For questions on exceptions to this requirement, contact the Student Affairs Office.

In addition to **Indiana Hall**, primary housing facilities on campus include:

1. **Alpha Hall**, housing 220 women, provides dining facilities for all resident students. The air-conditioned residence hall is arranged in suites, with two persons to a room and bathroom facilities for every two rooms. Alpha Dining Commons is located in Alpha Hall.
2. **Beta Hall**, which houses 100 men, is a three-story brick residence hall containing a large recreation room and laundry room on the lower level.
3. **Westminster Hall**, housing approximately 122 students, is a historic hotel renovated into a modern residence hall. It includes the Winona History Center museum featuring the Homer Rodeheaver and Billy Sunday collections, game room and lobby, commuter student lounge, large

community meeting rooms, and alternative student dining options – SubConnection and the Mexican Grille.

4. **Kent Hall**, a 24-unit apartment-style residence hall for approximately 100 upperclassmen, features a full kitchen, two bedrooms, two baths, and a living/dining area.
5. **Encompass**, a 6-unit apartment-style residence designated as a living-learning community for domestic students who are passionate about cross-cultural learning as well as international and exchange students. Each apartment is equipped with a kitchen, two bedrooms, two baths, and a living/dining area in each apartment. Encompass also has a large community lounge.
6. **The Lodge** houses 70 males and females in separate two-story wings, each with community bathrooms and a living room. The center of the building features a two sided fireplace, two co-ed lounges, kitchenette, restroom, and beautiful views of the woods and wetlands to the east.
7. **Lancer Lofts**, apartment style townhouses with 80-beds. A three-story brownstone building with brick façade, it features front and back porches, laundry on each floor, spacious kitchens and bathrooms, and an outdoor community space.
8. **Omega Hall** is Grace's newest residence hall for both freshmen and upperclassmen. Omega is a 172 bed, three-story hall with men on the south floors and women on the north floors. Between the two floors, co-ed community spaces feature lobbies, a great room with community kitchen, a theater room, and study spaces.
9. **Kauffman Townhouse** houses 30 male students and contains a shared living space complete with kitchenettes, dining space, living rooms, laundry and a large basement lobby. Each student may share a room with two to three others.
10. **Gamma** is a newly renovated apartment-style hall which houses a total of 16 men in its four apartments. This two-story building features a spacious yard and laundry facilities in the basement. Each apartment includes a living room, two bedrooms, one bathroom and a kitchen.
11. **Boyer Apartments** has four units that house four male students each. The units include air conditioning, washer and dryer. A unique feature of this living option is its close proximity to the Miller Athletic Complex and backyard access to the Winona Lake Greenway trails.

Additional housing is available for graduate and married students in one bedroom, one bath apartments at Lamp Post Manor.

#### ***Extra-Curricular Activities on the Main Campus***

There are several student organizations which provide students with an opportunity to enhance their college education. These organizations include professional, political, cultural, musical, athletic, and civic groups. Each organization is assigned a faculty advisor. All clubs must apply and receive yearly approval from Student Senate.

Campus life at Grace College is designed to encourage academic stimulation, wholesome recreation and relaxation, spiritual growth, and social development. Included in the social and cultural events of the school year are film programs, artist and lecture series, professional and student concert programs, and dramatic presentations. Formal banquets and various social and recreational activities during the school year make for a well-rounded calendar of events from which to choose.

## **ACADEMIC CLUBS**

**Accounting Club** The purpose of this club is to provide students with the opportunity to learn about different types of accounting careers, talk with accounting professionals, and fellowship with other Grace accounting majors. Club meetings take place over dinner. All Grace students are invited to attend.

**Alpha Chi** Alpha Chi is a national honor society which promotes academic excellence and exemplary character. Each year Alpha Chi sponsors a service project on campus or in the community and encourages members to submit academic or research papers to a national scholarship competition. Membership is by invitation, and is limited to juniors and seniors who rank in the top 10% of their class.

### **CEC – Council for Exceptional Children**

The Grace College CEC is a student led chapter aligned to the vision and goals of the national CEC organization. This student led chapter exists to raise awareness on campus of individuals with disabilities, to serve those in the community affected by disabilities, and to provide professional development and leadership opportunities to our members.

**Oikonomia Fellowship** The purpose of the Oikonomia Fellowship is to encourage students toward vocational stewardship. This group will be open to any student interested in biblical stewardship and how that impacts their chosen profession and personal life as we serve God.

**The Sport Management Club** exists to enhance the educational experience for the students in the Sport Management Program through practical experiences and service opportunities on-campus and in the community. The Club strives to develop the qualities of character, competence, and service within its members.

**Student Managed Investment Fund** The purpose of the Student Managed Investment Fund is to prepare students for serving in business by practicing investment analysis and decision making using real investment funds. Club members will learn to analyze investments and determine appropriate courses of action depending upon marketing conditions, sharpening their competence in this field of study.

**Women in Business** The purpose of the Women in Business (WiB) club at Grace College is to have a forum where female students, faculty and business leaders can discuss personal and professional career growth through mentoring, education and community. Regular meetings are scheduled throughout the school year and all female business students are invited to attend.

## **ACADEMIC TEAMS**

**Forensics:** This team participates in intercollegiate competitions and on-campus/community performances of debate, persuasion, informative speaking, oral interpretation, critical analysis, and similar events.



**Mediation Team:** This varsity academic team focuses on learning and practicing important mediation skills. Students will participate in regional and national mediation conferences and tournaments.

### **STUDENT INVOLVEMENT**

#### ***Council for Diversity and Inclusion***

Council for Diversity and inclusion is a campus organization with a twofold purpose. First, it seeks to create support and community among underrepresented groups on campus. Second, it seeks to generate conversation to promote cultural competency and engagement.

#### ***Publications***

This includes two student-created pieces: Roots (magazine) and the Sounding Board (newspaper). The Roots magazine is printed twice a year. It strives to capture the essence of the semester, so that the memory of the community is preserved. The Sounding Board newspaper is printed bi-weekly. It is professional in quality and encourages student expression. Journalism credit is available to those participants who desire it.

#### ***Senate***

This is a representative body of student representation made up of appointed student organization leaders and elected representatives from each incoming class. It is the primary forum for discussion of campus issues and student life. Senate is made up of a general assembly which is overseen by the student body president. Senate also handles Campus Safety citation appeals, administers funds for organizational use, approves clubs, and promotes campus traditions.

#### ***Serve***

The purpose of serve is to transform God-given passions into a lifestyle of service. Serve is made up of student-led ministry teams that give students a chance to live their faith out in a real and tangible way. We desire to broaden a student's involvement in ministry opportunities while not interfering with their active participation in a local body of believers. For a complete list of ministry opportunities, see the Clubs and Campus Involvement tab on the Grace Website.

#### ***Student Activities Board (SAB)***

This branch of the student organizations coordinates social activities for the purpose of promoting community within the whole of Grace College. Participation is open to all students wanting to encourage, organize, and help with activities including Homecoming, banquets, and several other events throughout the year.

#### ***Grace Intramural Program (GIP)***

Grace College also provides opportunity for athletic involvement for those students who do not compete in intercollegiate athletics. GIP strives to make intramurals available to all students, creating a wide variety of opportunities for participation sportsmanship is highly valued and expected at all events. Some seasons include: basketball, volleyball, soccer, flag football, and spikeball.

### ***Music Opportunities 2020-2021***

Grace College believes music is essential to life. It is also a key component to learning and appreciating the liberal arts experience. If you come to Grace College with an enthusiasm for the performing arts, we want you to know there a place for you to sing, play, perform, and praise! Check out the opportunities below and choose how you want to showcase your talents!

Wind Ensemble - WMU 2101 Wind Ensemble (0 or 1 credit)

The wind ensemble is open to students and community members, performing publically throughout the year. The ensemble rehearses weekly and enjoys playing both popular and classical music selections. Contact the director for more information. ([music@grace.edu](mailto:music@grace.edu))

Guitar Ensemble - WMU 2103 Guitar Ensemble (0 or 1 credit) The guitar ensemble is open to students who want to explore playing chamber music on the nylon string guitar. Different styles, from baroque to jazz will be utilized. The group rehearses weekly and will perform throughout the year. Contact the director for more information. ([music@grace.edu](mailto:music@grace.edu))

String Ensemble - WMU 2102 String Ensemble (0 or 1 credit)

The string ensemble is open to students who enjoy playing chamber music from different periods including baroque, classical, and modern. They rehearse weekly and perform throughout the year. Contact the director for more information. ([music@grace.edu](mailto:music@grace.edu))

Gospel Choir - WMU 2104 Gospel Choir (0 or 1 credit)

The gospel choir is open to all students who enjoy singing a wide range of music from the African-American tradition, to music from Latin and Asian cultures, covering historic and contemporary styles. The choir meets weekly and performs throughout the school year. Contact the director for more information. ([music@grace.edu](mailto:music@grace.edu))

Pep Band – WMU 2105 Pep Band (0 or 1 credit)

The pep band is open to students who enjoy playing a variety of music. They will perform at select home sporting events. Contact the director for more information. ([music@grace.edu](mailto:music@grace.edu))

Lancer Chorus - WMU 2100 Lancer Chorus (0 or 1 credit)

The chorus is open to all students and community members who enjoy singing and performing choral music. Members will explore, rehearse, and perform varied types and styles of music. Performances will include on-campus concerts as well as opportunities in the community. Contact the director for more information. ([music@grace.edu](mailto:music@grace.edu))

Private lessons: Grace offers private instruction for guitar, voice, piano, percussion, and violin. Students interested in private lessons can contact [music@grace.edu](mailto:music@grace.edu), for information on instructors and fees.

**Musicals:** Musicals and student-led dramatic productions offered through the theatre program are opportunities for actors/actresses, vocalists and musicians to perform. The small, intimate setting of the Little Theatre and the larger venue, Winona Heritage Room, accommodate both small and large casts. Contact professor Mike Yocum for more information. (yocumml@grace.edu)

**Chapel Worship and Traveling Teams:** Grace College chapels and special events are led musically by multiple worship teams. Interested musicians audition for the teams in early fall and serve on a rotating basis. Other opportunities include student worship leader, team musician for residence hall worship nights or Serve ministry teams. Email (music@grace.edu) for more information

### ***OTHER OPPORTUNITIES***

#### ***Athletics***

The Grace College Athletic Department exists for the purpose of glorifying God by helping make disciples of Jesus Christ, developing competent athletic teams, and sharing the Gospel message with the sport culture. Men can compete in baseball, basketball, cross country, golf, soccer, softball, tennis, and track. Women have opportunities to compete in basketball, cross country, soccer, softball, tennis, track, and volleyball. Grace College is dual affiliated with the NAIA and the NCAA with all teams competing for championships in the Mid-Central Conference.

#### ***Cheer Team***

The Grace College cheer team is under the direction of the Athletic Department. It is a co-ed squad consisting of 16 – 20 members. Tryouts are held in early fall.

#### ***Mount Memorial Art Gallery***

Located on the main floor of Mount Memorial Hall, the gallery features a variety of exhibits throughout the school year displaying work of regional artists, students, and faculty. Gallery hours are 1 p.m.–5 p.m. weekdays as well as select evenings and most Saturdays from 1-4 p.m.; admission is free. Schedules of exhibits and receptions are available from the Department of Visual, Performing, and Media Arts or on their website at <https://www.grace.edu/about/campus/campus-facilities/art-gallery/>.

#### ***Academic Policies***

Academic related policies and procedures such as course registration and withdrawal, academic status, advising, appeals, credit hours, grading, and graduation are available on the [Academic Policy Webpage](#) of the institution's website. Credentials awarded and program-specific graduation requirements are described in each program's catalog section.

#### ***Academic Terms and Calendars***

Grace College operates on a semester (or term) basis in which one or more sessions occur within each semester or term. Traditional, on-campus undergraduate, graduate, and seminary programs are typically comprised of 7.5-week sessions.

Summer sessions for traditional residential students are comprised of one 7.5-week session and one concurrent 12-week session. Summer sessions are usually comprised of online courses. Graduate and seminary courses are offered in 7.5-week sessions during the summer.

Online programs in the School of Professional and Online Education are typically 4, 5- or 7.5-week sessions.

Courses in adult-degree completion programs are generally offered in 5-week sessions year round. These may be offered on campus or online.

The institution's calendar is available on its [website](#) and can be selected by program. Students in online programs may also contact their program director or the School of Professional and Online Education to discuss calendars and sessions that may be unique to their chosen program.

### ***Admission Policies***

Prospective students may contact the [Admissions Office](#) for information such as applications, admission requirements, advanced college credit, transferring, and international student applications.

### ***Assessment and Evaluation***

Academic progress and evaluation of student achievement in traditional and non-traditional programs are defined by individual programs within their course syllabi and program catalogs or handbooks. Evaluation of students may include, but is not limited to testing, quizzes, projects, presentations, applied learning, online or other discussion groups, papers, reports, or other program specific methods such as site supervisor evaluations, portfolios, candidacy, or national exams. Methods of student evaluation may be determined by contacting the program director, chair, or school dean, or by referring to the program's course syllabi for details.

### ***Business Office Policies***

The [Business Office](#) provides information regarding college expenses and annual costs, terms of payment and payment options, responsibility for payments, tuition refunds, appeal of refunds, and deposits. The policies are available on the institution's website.

### ***Career Services***

The [Center for Career Connections in Indiana Hall](#) provides an array of career-readiness information for students related to aptitudes, strengths, job seeking, internships, and employment opportunities.

- Year 1 & 2: We help you explore majors and career paths that fit your personality, strengths and talents.
- Year 2 & 3: We help you network with employers to find valuable internships directly related to your field of study.
- Last year: We will work with you to strengthen your ability to candidate for the perfect job after graduation.

## ***Academic Services***

The Morgan Library-Learning Center is the home for quality resources and learning assistance such as tutoring, writing assistance, disabilities services, and student accountability. The Morgan provides a variety of places for group and individual study, research and study assistance, tutoring and instruction. There are a variety of seating options (desks, comfortable overstuffed chairs, and high top tables and chairs) as well as computers and printers, both grayscale and color, for research and homework assignments. Librarians, professional staff and tutors are available to assist students with their academic needs at their point of need and in select classes. For academic assistance, tutoring, and support with writing, studying, accountability, disabilities services, language or other needs affecting learning, students may contact the [Learning Center](#).

The [Morgan Library](#) not only offers a wide selection of books and periodicals specifically selected to support the Grace curriculum, but the librarians also provide research assistance in person, by phone, and by email. The library provides access to more than 200,000 items including books, e-books, reference materials, e-journals, microfilm/fiche, and audiovisual materials. It also subscribes to hundreds of periodicals in print and more than 59,000 in electronic format through more than 60 research databases. Resources not available through the library's holdings may be accessed through cooperative relationships with other libraries around the world. The Archives and Special collections include the papers of William A. "Billy" Sunday, Grace College and Seminary archives, Winona Lake Bible Conference archives and the archives of several Charis Fellowship (Grace Brethren) agencies.

## ***Curriculum***

The description and curriculum outline of each program as well as course descriptions, credits, pre-requisites, and program completion requirements are explained in each program's discrete section of the [catalog](#).

## ***Financial Aid Policies***

Students interested in further information about the financial aid application process, financial aid award notices, financial aid eligibility and appeals, and satisfactory academic progress should reference the [Office of Financial Aid](#) page of the institution's website.

## ***Student Affairs***

The Office of Student Affairs exists to provide quality programs and services that promote student learning and engagement in personal transformation, healthy community, whole-life worship, and intentional service. Prospective students may contact the Office of Student Affairs and current students may access the campus portal for information and policies about housing and [living](#) on the main campus. The Office of Student Affairs also provides information about student conduct procedures (suspension and discipline) and attendance policies. Procedures for complaints and grievances are available on the institution's [website](#). Students enrolled in online programs are referred to their respective program catalogs or the School of Professional and Online Education for policies related to online programs.

## ***Campus Bookstore***

The Grace College Bookstore is family operated by [Tree of Life](#), Inc. Tree of Life adheres closely to its mission of providing goods and services at the lowest possible prices consistent with sound business

policy. The store is located in the lobby of the Gordon Recreation Center and carries all of your Grace College spirit gear, decals, and accessories. It stocks a large range of items that will appeal to students, parents, visitors and alumni. Students can use their flex dollars from their meal plan at the Campus Store.

## ***Faculty/Administration Directory***

### ***Board of Trustees***

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James L. Custer, Th.M., D.D.  
Trustee Emeritus

### ***Cabinet***

#### ***Katip, William J., Ph.D.***

President  
Associate Professor of Psychology

B.A. in Bible and Psychology, Grace College; M.S. in Clinical Psychology, Purdue University; Ph.D. in Higher Education Administration, Michigan State University

***Baumgardner, Douglas S., M.B.A.***

Vice President of Financial Affairs

Chief Financial Officer

B.S. in Mathematics and Management of Information Systems, Grace College; Master of Business Administration, Indiana University

***Crabtree, Aaron T., M.A.***

Vice President of Student Affairs

B.S. in Communication and Biblical Studies, Grace College; M.A. in Global Leadership, Fuller Theological Seminary

***Flamm, Andrew R., Ph.D.***

Executive Vice President of Advancement, Enrollment and Marketing

B.A. in Comprehensive Communications, Cedarville University; M.A. in Organizational Communication and Leadership, Gonzaga University; Ph.D. in Educational Leadership, Indiana State University

***Owen, Laurinda A., Ph.D.***

Vice President of Academic Affairs

B.S. in Elementary Education, Eastern Illinois University; M.A. in Education, Ball State University; Ph.D. in Early Childhood Education, Walden University

***Yocum, Carrie A., Ph.D.***

Vice President of Administration and Compliance

Chief of Staff,

Professor of Social Work

B.S. in Social Work, Manchester College; M.S.W., Andrews University; Ph.D. in Leadership, Andrews University

***Emeritus Faculty and Administration***

Coverstone, Jean L., M.A.

Professor Emeritus

Darr, William E., Sp. L.I.S.

Librarian Emeritus

Davis, John J., Th.D., D.D.

President and Professor Emeritus

DeYoung, Donald B., Ph.D.

Professor Emeritus

Dilling, Richard A., Ph.D.

Professor Emeritus

Gordon, William P., M.S.

Professor Emeritus

Henry, Ronald O., M.Div.

Dean of Admissions Emeritus

Lee, Marcia V., D.V.M.

Professor Emeritus

Lovelady, Edgar J., Ph.D.

Professor Emeritus

Manahan, Ronald E., Th.D.

President and Professor Emeritus

Sauders, Paulette, Ph.D.

Professor Emeritus

## ***FACULTY***

### ***Arney, Kelly L., Ph.D.***

Assistant Professor of Criminal Justice

B.S. in Criminal Justice, Ferris State University; M.S. in Criminal Justice Administration, Ferris State University; Ph.D. in Criminal Justice, Walden University

### ***Bosch, Nathan S., Ph.D.***

Professor of Environmental Science

Director, Environmental Science Program

Director, Lilly Center for Lakes & Streams

B.A. in Biology and Chemistry, Trinity Christian College; Ph.D. in Resource Ecology and Management-Aquatics, University of Michigan

### ***Bowald, Mark A., Ph.D.***

Professor of Theological Studies

B.S. in Psychology/Business Administration, Grace College; M.Div., Christian Education, Grand Rapids Baptist Seminary; Th.M., Systematic Theology, University of Toronto; Ph.D. Theology, Wycliffe College, University of St. Michael's College, Toronto, Canada

### ***Brath, Walter J., D.W.S.***

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Director, Performing Arts Program

B.M. in Piano Performance, University of Cincinnati Conservatory of Music; M.A. in Ethnomusicology, Liberty University; D.W.S. in Worship Studies, Robert E. Webber Institute for Worship Studies

### ***Bremer, Cheryl L., Ed.D.***

Dean of the School of Education

Professor and Chair of Special Education



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Director, Doctoral Studies

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ENET in Bible, ***Facultad de Arquitectura y Urbanismo*** (Argentina); Diploma in Bible, ***Instituto Biblico Palabra de Vida*** (Argentina); M.A. in Intercultural Studies, Grace Theological Seminary

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Chair, Department Humanities

Director, Office of Faith, Learning and Scholarship

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Director of Institute for Global Studies

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Dean of Academic Engagement and Success

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B.A. in Physics, Bob Jones University; M.S. in Physics, Clemson University; Ph.D. in Engineering and Science Education, Clemson University

***Soto, Cèsar L., Ph.D.***

Assistant Professor of English

B.A. in Honors English and Chicano Studies, California State University, Northridge; M.A. in English Literature, California State University, Northridge; Ph.D. in English Literature (British Romanticism and Mexican Literature), University of Notre Dame

***Stichter, Roger L., D.B.A.***

Professor of Accounting and Finance

B.A. in Business, Goshen College; M.B.A., Indiana University, South Bend; C.P.A.; D.B.A., Anderson University

***Voogt, Kevin J., Ph.D.***

Assistant Professor of Education

B.A. in Secondary Education Mathematics, Calvin College; Ph.D. in Mathematics Education, Michigan State University

***Walters, Christina L., M.S.***

Assistant Professor of Exercise Science

Director, Exercise Science Program

B.S. in Athletic Training, Indiana Wesleyan University; M.S. in Athletic Training, Ohio University

***Wentorf, Fred A., Ph.D.***

Associate Professor of Engineering

Chair, Department of Engineering

B.A. in Physics, Goshen College; B.S. in Biomedical Engineering, Case Western Reserve University; M.S. in Biomedical Engineering, Case Western Reserve University; Ph.D. in Biomedical Engineering, University of Minnesota

***Whitehead, Brenda, Ph.D.***

Associate Professor of Behavioral Science

B.A. Psychology, Northwest Nazarene University; M.A. in Developmental Psychology, University of Notre Dame; Ph.D. Developmental Psychology, University of Notre Dame

***Winey, Aaron***

Instructor of Visual Communication Design

Director, Media Arts Program

B.S. in Business Management, Grace College and Seminary; M.F.A. Vermont College of Art and Design (in process)

***Winyard, David C., Sr., Ph.D.***

Associate Professor of Engineering

B.S. in Mechanical Engineering, University of Maryland; M.S. in Mechanical Engineering, University of Rochester; Ph.D. in Science and Technology Studies, Virginia Tech

***Yocum, Carrie A., Ph.D.***

Vice President of Administration and Compliance

Professor of Social Work

B.S. in Social Work, Manchester College; M.S.W., Andrews University; Ph.D. in Leadership, Andrews University

***Yocum, Michael L., M.A.***

Associate Professor of Communication

Director, Theatre Program

B.S. in Speech and Business, Grace College; M.A. in Communication, Ball State University

***Zhou, Huajun (Andrew)***

Assistant Professor of Chemistry

B.S. in Applied Chemistry, Peking University; Ph.D. in Chemistry, Wake Forest University

***Ziebarth, Tim J., Ed.D.***

Executive Dean

School of Professional and Online Education

B.S. in Business Administration and Psychology, Grace College; M.A. in Adult and Community Education, Ball State University; M.B.A., Grace College; Ed.D. in Educational Leadership with concentration in Organizational Management, Oakland City University



## ***Covenant of Faith***

As stated under paragraph VI of the original charter, it is one of the essential purposes of Grace to carry on the educational activities of this corporation in complete harmony with the articles of the following Covenant of Faith, which cannot be changed or diminished, and to which each member of the faculty and board of trustees is required to subscribe annually in writing.

**1. We believe in THE HOLY SCRIPTURES:** accepting fully the writings of the Old and New Testaments as the very Word of God, verbally inspired in all parts and therefore wholly without error as originally given of God, altogether sufficient in themselves as our only infallible rule of faith and practice (Matt. 5:18; John 10:35, 16:13, 17:17; 2 Tim. 3:16; 2 Peter 1:21).

**2. We believe in THE ONE TRIUNE GOD:** who is personal, spirit, and sovereign (Mark 12:29; John 4:24, 14:9; Ps. 135:6); perfect, infinite, and eternal in His being, holiness, love, wisdom, and power (Ps. 18:30, 147:5; Deut. 33:27); absolutely separate and above the world as its Creator; yet everywhere present in the world as the Upholder of all things (Gen. 1:1; Ps. 104); self-existent and self-revealing in three distinct Persons—the Father, the Son, and the Holy Spirit (John 5:26; Matt. 28:19; 2 Cor. 13:14), each of whom is to be honored and worshiped equally as true God (John 5:23; Acts 5:3–4).

**3. We believe in THE LORD JESUS CHRIST:** who is the second Person of the triune God, the eternal Word and only begotten Son, our great God and Savior (John 1:1, 3:16; Titus 2:13; Rom. 9:5); that, without any essential change in His divine Person (Heb. 13:8), He became man by the miracle of virgin birth (John 1:14; Matt. 1:23), thus to continue forever as both true God Man, one Person with two natures (Col. 2:9; Rev. 22:16); that as man, He was in all points tempted like as we are, yet without sin (Heb. 4:15; John 8:46); that as the perfect Lamb of God He gave Himself in death upon the cross bearing the sin of the world, and suffering its full penalty of divine wrath in our stead (Isa. 53:5–6; Matt. 20:28; Gal. 3:13; John 1:29); that He arose again from the dead and was glorified in the same body in which He suffered and died (Luke 24:36–43; John 20:25–28); that as our great High Priest He ascended into heaven, there to appear before the face of God as our Advocate and Intercessor (Heb. 4:14, 9:24; 1 John 2:1).

**4. We believe in THE HOLY SPIRIT:** who is the third Person of the triune God (Matt. 28:19; Acts 5:3–4), the divine Agent in nature, revelation, and redemption (Gen. 1:2; Ps. 104:30; 1 Cor. 2:10; 2 Cor. 3:18); that He convicts the world of sin (John 16:8–11), regenerates those who believe (John 3:5), and indwells, baptizes, seals, empowers, guides, teaches, and sanctifies all who become children of God through Christ (1 Cor. 6:19, 12:13; Eph. 4:30, 3:16; Rom 8:14; John 14:26; 1 Cor. 6:11).

**5. We believe in THE CREATION AND FALL OF MAN:** that he was the direct creation of God, spirit and soul and body, not in any sense the product of an animal ancestry, but made in the divine image (Gen. 1:26–29, 2:7 and 18–24; Matt. 19:4; 1 Thess. 5:23); that by personal disobedience to the revealed will of God, man became a sinful creature and the progenitor of a fallen race (Gen. 3:1–24, 5:3), who are universally sinful in both nature and practice (Eph. 2:3; Rom. 3:23, 5:12), alienated from the life and family of God (Eph. 4:18; John 8:42–44), under the righteous judgment and wrath of God (Rom. 1:18, 3:19), and have within themselves no possible means of recovery or salvation (Mark 7:21–23; Matt. 19:26; Rom 7:18).

**6. We believe in SALVATION BY GRACE THROUGH FAITH:** that salvation is the free gift of God (Rom. 3:24, 6:23), neither merited nor secured in part or in whole by any virtue or work of man (Titus 3:5; Rom. 4:4–5, 11:16), but received only by personal faith in the Lord Jesus Christ (John 3:16, 6:28–29; Acts 16:30–31; Eph. 2:8–9), in Whom all true believers have as a present possession the gift of eternal life, a perfect righteousness, sonship in the family of God, deliverance and security from all condemnation, every spiritual resource needed for life and godliness, and the divine guarantee that they shall never perish (1 John 5:13; Rom. 3:22; Gal. 3:26; John 5:24; Eph. 1:3; 2 Peter 1:3; John 10:27–30); that this salvation

includes the whole man, spirit and soul and body (1 Thess. 5:23–24); and apart from Christ there is no possible salvation (John 14:6; Acts 4:12).

**7. We believe in RIGHTEOUS LIVING AND GOOD WORKS:** not as the procuring cause of salvation in any sense, but as its proper evidence and fruit (1 John 3:9–11, 4:19, 5:4; Eph. 2:8–10; Titus 2:14; Matt. 7:16–18; 1 Cor. 15:10); and therefore as Christians we should keep the Word of our Lord (John 14:23), seek the things which are above (Col. 3:1), walk as He walked (1 John 2:6), be careful to maintain good works (Titus 3:8), and especially accept as our solemn responsibility the duty and privilege of bearing the Gospel to a lost world in order that we may bear much fruit (Acts 1:8; 2 Cor. 5:19; John 14:16); remembering that a victorious and fruitful Christian life is possible only for those who learned they are not under law but under grace (Rom. 6:14), and who in gratitude for the infinite and undeserved mercies of God have presented themselves wholly to Him for His service (Rom. 12:1–2).

**8. We believe in THE EXISTENCE OF SATAN:** who originally was created a holy and perfect being, but through pride and unlawful ambition rebelled against God (Ezek. 18:13–17; Isa. 14:13–14; 1 Tim. 3:7); thus becoming utterly depraved in character (John 8:44), the great adversary of God and His people (Matt. 4:1–11; Rev. 12:10), leader of all other evil angels and spirits (Matt. 12:24–26, 25:41), the deceiver and god of this present world (Rev. 12:9; 2 Cor. 4:4); that his powers are supernaturally great, but strictly limited by the permissive will of God, who overrules all his wicked devices for good (Job 1:1–22; Luke 22:31–32); that he was defeated and judged at the cross, and therefore his final doom is certain (John 12:31–32, 16:11; Rev. 20:10); that we are able to resist and overcome him only in the armor of God and by the blood of the Lamb (Eph. 6:12–18; Rev. 12:11).

**9. We believe in THE SECOND COMING OF CHRIST:** that His return from heaven will be personal, visible, and the glorious blessed hope for which we should constantly watch and pray, the time being unrevealed but always imminent (Acts 1:11; Rev. 1:7; Mark 13:33–37; Titus 2:11–13; Rev. 22:20); that when He comes He will first by resurrection and translation remove from the earth His waiting church (1 Thess. 4:16–18), then pour out the righteous judgments of God upon the unbelieving world (Rev. 6:1–18:24), afterward descend with His church and establish His glorious and literal kingdom over all the nations for a thousand years (Rev. 19:1–20:6; Matt. 13:41–43), at the close of which He will rise and judge the unsaved dead (Rev. 20:11–15), and finally as the Son of David deliver up His messianic kingdom to God the Father (1 Cor. 15:24–28), in order that as the eternal Son He may reign forever with the Father in the new heaven and the new earth (Luke 1:32–33; Rev. 21:1–22:6).

**10. We believe in FUTURE LIFE, BODILY RESURRECTION, AND ETERNAL JUDGMENT:** that the spirits of the saved at death go immediately to be with Christ in heaven (Phil. 1:21–23; 2 Cor. 5:8), where they abide in joyful fellowship with Him until His second coming, when their bodies shall be raised from the grave and changed into the likeness of His own glorious body (Phil. 3:20–21; 2 Cor. 5:8; 1 John 3:2), at which time their works shall be brought before the judgment seat of Christ for the determination of rewards, a judgment which may issue in the loss of rewards, but not in the loss of the soul (1 Cor. 3:8–15); that the spirits of the unsaved at death descend immediately into Hades where they are kept under punishment until the final day of judgment (Luke 16:19–31; 2 Peter 2:9 ASV), at which time their bodies shall be raised from the grave, they shall be judged according to their works, and cast into the place of final and everlasting punishment (Rev. 20:11–15, 21:8; Mark 9:43–48; Jude 13).

**11. We believe in THE ONE TRUE CHURCH:** the mystical body and bride of the Lord Jesus (Eph. 4:4; 5:25–32), which He began to build on the day of Pentecost (Matt. 16:18; Acts 2:47), and will complete at His second coming (1 Thess. 4:16–17); and into which all true believers of the present age are baptized immediately by the Holy Spirit (1 Cor. 12:12–13 with 1:2); that all the various members of this one spiritual body should assemble themselves together in local churches for worship, prayer, fellowship, teaching, united testimony; and the observance of the ordinances of our Lord (Heb. 10:25; Acts 2:41–47), among which are the following: the baptism of believers by triune immersion (Matt. 28:20), the laying on of

hands (1 Tim. 4:14; 2 Tim. 1:6), the washing of the saints' feet (John 13:1–17), the Lord's Supper or love feast (1 Cor. 11:17–22; Jude 12 ASV), the communion of the bread and cup (1 Cor. 11:23–24), and prayer and anointing for the sick (James 5:13–18).

**12. We believe in SEPARATION FROM THE WORLD:** that since our Christian citizenship is in heaven, as the children of God we should walk in separation from this present world, having no fellowship with its evil ways (Phil. 3:20 ASV; 2 Cor. 6:14–18; Rom. 12:2; Eph. 5:11), abstaining from all worldly amusements and unclean habits which defile mind and body (Luke 8:14; 1 Thess. 5:22; 1 Tim. 5:6; 1 Peter 2:11; Eph. 5:3–11, 18; Col. 3:17; 1 Cor. 6:19–20), from the sin of divorce and remarriage as forbidden by our Lord (Matt. 19:9), from the swearing of any oath (James 5:12), from the use of unbelieving courts for the settlements of disputes between Christians (1 Cor. 6:1–9), and from taking personal vengeance in carnal strife (Rom. 12:18–21; 2 Cor. 10:3–4).

We understand that the above articles do not by any means exhaust the content of our creed which is the whole Word of God, and they are not intended to set a limit beyond which faith cannot go within this Word; but we do believe that in so far as these articles extend they are a true presentation of the sound doctrine taught in the Scriptures, and therefore binding upon us as Christian believers.

## **Consumer Disclosures**

### **Higher Education Opportunity Act of 2008**

The Higher Education Act of 1965 (HEA), as amended by the Higher Education Opportunity Act of 2008 (HEOA), includes many disclosure and reporting requirements that a postsecondary education institution is required to distribute or make available to prospective students and parents.

The distribution of information about the institution's operations is intended to increase the institution's transparency to others. Much of this information is available on the Grace College and Theological Seminary [website](#). The institution also includes the following information in its annual report to IPEDS (Integrated Postsecondary Education Data System), all of which is available on the College Navigator page of the [Institute of Education Sciences/National Center for Education Statistics \(U.S. Department of Education\) website](#):

- General Information (e.g., special learning opportunities, student services, credit accepted, Carnegie classification, religious affiliation, federal aid, percent enrolled students formerly registered with the office of disabilities services)
- Tuition, fees, and estimated student expenses
- Financial aid
- Enrollment
- Admissions (e.g., admission considerations and test scores)
- Retention, graduation, and transfer-out rates; graduation rates by race/ ethnicity
- Programs and majors by completion rate
- Varsity athletic teams by gender
- Regional and specialized accreditations
- Campus security
- Federal loans, default rates, and aid programs

Individual campus offices can provide further assistance in understanding the published materials or consumer disclosures.

A complete list of consumer disclosures is available on the [Student Right to Know](#) page of the institution's website.

### **Family Education Rights and Privacy Act (FERPA)**

This act affords matriculated students certain rights with respect to their educational records. This includes the right to:

- Inspect and review the student's education records
- Request an amendment of the student's education records
- Provide written consent before the university discloses personally identifiable information from the student's educational records, except to the extent that FERPA authorizes disclosure without consent
- File a complaint with the U.S. Department of Education concerning alleged failures by the university to comply with the requirements of FERPA.

The complete FERPA policy can be found on the [Student Right to Know](#) page of the institution's website.

Students who would like to inspect or amend their educational record should contact the [registrar's office](#) for assistance.

***Public Notification of Directory Information (FERPA)***

At its discretion, Grace College and Theological Seminary may provide directory information in accordance with the provisions of the Family Education Rights and Privacy Act. Directory information is defined as that information which would not generally be considered harmful or an invasion of privacy if disclosed. Students may refer to the complete [FERPA policy](#) on the Student Right to Know page of the institution's website for a list of designated directory information. Students may restrict the public disclosure of directory information by notifying the [Registrar's Office](#) in writing.

***Notice of Nondiscrimination***

Grace College and Seminary is a private, not-for-profit, faith-based exempt organization as described in Section 501 (c) (3) of the Internal Revenue Code. In compliance with applicable federal and state laws, Grace College and Seminary does not discriminate on the basis of race, color, national origin, age, sex, or disability in its administration of its educational policies, admissions policies, scholarship and loan programs, and athletic and other school-administered programs and activities, or in employment.

The following person has been designated to handle inquiries regarding the Notice of Nondiscrimination:

Carrie Yocum, Title IX Coordinator and VP of Administration and Compliance  
Grace College and Seminary  
McClain 102  
1 Lancer Way  
Winona Lake, IN 46590  
[yocumca@grace.edu](mailto:yocumca@grace.edu)  
574-372-5100 x6491

Inquiries may also be addressed to the U.S. Department of Education's Office for Civil Rights at 400 Maryland Avenue, SW, Washington, DC 20202-1100.

# Undergraduate Curriculum

## ***UNDERGRADUATE CURRICULUM***

### ***Grace Core***

The purpose of the Grace Core in the traditional undergraduate programs is to be a Christian liberal arts common experience driven by the mission of Grace College designed for the purpose of worshipping Christ, connecting with others, engaging His world, and following His Calling.

The vision for the Grace Core is a Christ-centered learning community united by intentional worship, transformed by His truth, and equipped with the knowledge and skills to live and serve in an increasingly globalized and changing world.

At the heart of a Grace education are academically challenging courses that are specifically designed to foster a thirst for character, competence, and service within the hearts and minds of our students. Every student at Grace completes a series of general education courses and thus enjoys a common experience that stretches across all the disciplines. Explicitly taught from a liberal arts approach, these courses are driven by the mission and evangelical heritage of the college, and have been created around four key human relationships: with God, with others, with self, and with the world, which includes both cultures and the environment.

We believe that worshipping Christ, following His calling, connecting with others, and engaging His world are keys to unlocking an academic experience that strengthens character, sharpens competence, and prepares for service. We also believe that an education that emphasizes the integration of faith and learning lays the foundation for and is in perfect concert with our mission. At Grace, we are committed to a life of worship and spiritual growth, and actively look for reflective and practical ways the Christian faith intersects with the disciplines we teach in the classroom.<sup>1</sup>

The specific goals of the Grace Core are located on the portal. Each goal connects to the Grace mission in developing our students in character, competence, or service. In turn, each course within the Core relates to at least one of the core goals.

### ***General Education Components***

The general education curriculum for the traditional undergraduate programs consists of 45 hours of study. The curriculum is arranged around two major components: the Grace Core (39 hours) and the general education electives that distinguish the B.A. degree from the B.S. degree (6 hours).

### ***First-Year Experience***

The purpose of this course is to transition and integrate first-year students into the Grace community and provide a foundation for their Grace learning experience.

Each course component is designed around a foundational concept including faculty and peer interaction, development of community mindset, self-awareness, preparation for life-long learning, and reflection on students' academic and vocational journey. Students will incorporate these components into written and verbal research projects. Three Hours.

### ***First-Year Experience Linked Courses***

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<sup>1</sup> See **Mission and Values** online at <http://www.grace.edu/about>

Four linked courses in the traditional undergraduate programs are part of the First-Year Experience and foundational to the Grace Core, a highly relational Christian liberal arts common experience: First-Year Foundations, Essentials of Behavioral Science, Current Issues in Historical Context, and Scripture and Interpretation. Throughout orientation and the fall first-year courses, freshmen meet with faculty and in breakout groups of 15-20 students led by a student mentor (an upper-class student). These groups are designed to give first-year students the kind of support needed to adapt to college life.

### ***Grace Core Courses***

The Grace Core is composed of thirteen courses devised from program goals and outcomes that emphasize or begin with one of the following four relationships and integrate additional relationships in substantial ways.

#### ***Worshiping Christ (Relationship to God)***

1. BIB 1050 Exploring the Bible
2. BIB 2010 Scripture and Interpretation
3. BIB 3300 Essential Doctrinal Themes

#### ***Following His Calling (Relationship to Self)***

4. FYE 1000 First-Year Foundations
5. ECN 3000 Consumer Economics
6. PHI 3010 Christianity and Critical Thinking

#### ***Connecting with Others (Relationship to Others)***

7. COM 1100 Public Speaking
8. ENG 1100 Effective Writing
9. PSY 1200 Essentials of Behavioral Science

#### ***Engaging His World (Relationship to the World and Environment)***

10. HIS 1050 Current Issues in Historical Context
11. HUM 2000 Global Perspectives
12. HUM 2100 Creative Arts and Culture
13. SCI 2030 Faith, Science, and Reason

Every traditional undergraduate student takes these courses, as they comprise the common Grace experience the institution desires for undergraduate students. In some cases, transfer students may be granted exemptions depending on how transcripts are analyzed during the admissions process. Students in non-traditional or associate degree programs take some similar course.

### ***Worshiping Christ (Relationship to God)***

#### ***BIB 1050 Exploring the Bible***

This course provides a survey of the biblical story in its progressive unfolding of the history of redemption within the framework of creation, fall, redemption, consummation. Attention is given to the literary, historical, cultural, and theological dimensions of Scripture as it offers a metanarrative or "worldview-story." Emphasis is placed on the unity of Scripture as it reaches its fullness and fulfillment in Christ, while at the same time recognizing key developments and differences between the various chapters of the biblical storyline. Three Hours.

#### ***BIB 2010 Scripture and Interpretation***

Foundational principles of effective Bible study will be applied for personal study and small group Bible study leadership. Observational skills of the English text will be developed through hands-on activities



and assignments. Hermeneutical principles will be applied to various biblical genres with the goal of equipping the learner to interpret the text based on its historical/cultural and literary context. Application of the meaning of the text for spiritual formation will be emphasized as well. Three Hours.

***BIB 3300 Essential Doctrinal Themes***

This course is designed to engage the student in the essential doctrines of the Christian Faith and to help them begin to set a solid foundation for a well-rounded and well-informed theological position in their personal faith. The purpose of this class is to examine eight areas of theology in such a manner as to allow the learners to search the Scriptures and engage multiple theological authors so they can begin to articulate and defend what they believe about the Christian faith. Attention will be given to helping the student critically analyze the historical doctrinal commitments of Grace College and Seminary by engaging students in the evaluation of the presuppositions and conclusions of different doctrinal groups. Three Hours.

***Following His Calling (Relationship to Self)***

***FYE 1010 First Year Foundations***

The purpose of this course is to transition and integrate first-year students into the Grace community and provide a foundation for their Grace learning experience. Each course component is designed around a foundational concept including faculty and peer interaction, development of community mindset, self-awareness, preparation for life-long learning, and reflection on students' academic and vocational journey. Students will incorporate these components into written and verbal research projects. Three Hours.

***ECN 3000 Consumer Economics***

Consumer Economics is a course designed to prepare students to understand the economic system from a Biblical perspective and how it affects individuals as consumers, producers, and citizens. The Greek word "Oikinomia" can be translated as economics or household management. This course will challenge students to take control of and properly manage the part of God's creation (household) that he has put in their charge. Students will integrate knowledge and practice the skills required to manage resources in a technologically expanding global economy. Real world topics covered will include economics, personal money management, as well as managing the precious commodities of time, relationships, and spiritual advancement. Three Hours.

***PHI 3010 Christianity and Critical Thinking***

This course will critically examine the beliefs and presuppositions of philosophers and philosophies over the centuries and their impact on modern Christianity and the Christian Worldview. A critical examination will begin by utilizing the lens of Scripture as the basis of truth in evaluating these beliefs. The application of that examination will be centered on the reasons for God as well as the nature of suffering and evil as learners are encouraged to formulate a biblically sound Christian Worldview. Three Hours.

***Connecting with Others (Relationship to Others)***

***COM 1100 Public Speaking***

The objective of this course is to provide students with an introduction to the principles of public discourse and civic engagement. The focus will be on a practical background in recognizing, analyzing, and constructing arguments in the public sphere. Readings, class time, and assignments will focus on the skills and concepts necessary for successful application of the principles to a civic engagement project. Three Hours.

***ENG 1100 Effective Writing***

A course designed to help students develop and hone the skills necessary for clear and persuasive writing at the college level and beyond. The primary focus of the course is scholarly research and writing, with emphasis on finding and evaluating sources, integrating and documenting sources, improving writing structure and organization, implementing rhetorical strategies, practicing revision and peer workshop, and strengthening writing mechanics. Three Hours.

***PSY 1200 Essentials of Behavioral Science***

This introductory course in Behavioral Sciences provides an opportunity to learn about the major behavioral science topics, concepts and real life applications. This course will survey multiple topics as they relate to relationships. Students will also be encouraged during this course to increase personal awareness of how cognitive and emotional factors influence behavior in a variety of social contexts. The focus of this course is on improving relationships in many different sectors of life. Three Hours.

***Engaging His World (Relationship to the World and the Environment)***

***HIS 1050 Current Issues in Historical Context***

This class examines the historical and political development of at least two broad topics that remain part of contemporary discussion and illustrates the way the past can help students understand current debates and conversations. The topics chosen are meant to represent areas of significant concern for understanding current issues and moral questions. The course asks the question, "How did we get here?" and provides a foundation for discussions of diversity, citizenship, Christian ethics, and cultural awareness. Topics will likely change over time. Three hours.

***HUM 2000 Global Perspectives***

The purpose of Global Perspectives is to encounter world cultures through literature and dialogue. In this interdisciplinary course, students engage divergent outlooks from around the world, grappling with cultural differences and presuppositions. Defining literary works and guest speakers from different continents set the stage for literary and cultural discussions. This course cultivates cultural competency, provides a framework for understanding God's heart for the nations, and prepares students for the Cross-Cultural Field Experience. Three Hours.

***Cross-Cultural Field Experience***

The Applied Learning component of HUM 2000 Global Perspectives is a required cross-cultural field experience that all Grace College students must fulfill prior to graduation. Through this first-hand experience, students will have the opportunity to engage in a culture (i.e. ethnicities or nationalities) other than their own and articulate application of the learned concepts from HUM 2000 Global Perspectives to their experiences.

***HUM 2010 Go Encounter Trips***

Students who select the Go Encounter Trip option to fulfill their Cross Cultural Field Experience (CCFE) requirement register for a Go Encounter trip offered by the Grace College Global Initiatives Office. A Go Encounter trip is also worth 2 Applied Learning Credits, which emphasizes "analytic inquiry, active learning, real-world problem solving, and innovation," (Applied Learning Syllabus). Zero Hours.

***HUM 2030 Third Culture/International Student***

A course designed for third culture and international students for whom the United States is a cross-cultural experience. Students explore some of the assumptions, values and beliefs that characterize the United States and compare those with other cultures. They also discover the third culture, as

defined by Dr. Useem, "created, shared, and learned" by those who are from one culture and are in the process of relating to another. Zero hours.

### ***HUM 2040 CCFE Independent Trips***

Students who select the independent trip option to fulfill their Cross Cultural Field Experience (CCFE) requirement create their own international or domestic field experience in consultation with the Office of Global Initiatives. These experiences must be pre-approved. Any experiences prior to taking HUM 2000 Global Perspectives will only be accepted if the student has transferred to Grace College. Students must complete all work, including a debriefing presentation in the semester immediately following their trip. Completion of this Global Debriefing course will grant the student the required CCFE credit and two Applied Learning credits. Zero Hours.

### ***STA 0010-STA 0640 Study Abroad Programs***

Select majors require participation in the Study Abroad program to fulfill their program degree requirements. Consult the [Institute for Global Studies](#) website for current listings. Twelve to Thirty Hours.

### ***HUM 2100 Creative Arts and Culture***

Through the landscape of cultural history, this course explores the human phenomenon of creativity from prehistoric culture to our contemporary urban society. Posing the question "Why creative arts?" this course examines how creativity and culture define and reflect each other. Viewed through a global, chronological, or thematic approach and in context of time and place, interrelationships of various modes of expression are presented for works of art, music, and literature. During the course, students are required to select two experiential activities for engaging in creative arts and culture. Examples include, but are not limited to, art museums, gallery exhibits, visual and performing arts festivals, international/cultural festivals, symphony orchestras, music concerts, theatrical productions, and literary events. Grace Core requirement. Three Hours.

### ***SCI 2030 Faith, Science, and Reason***

This course is designed to assist the student in (1) demonstrating the scope and magnitude of science and mathematics from the 1600's until today; (2) why we study these subjects; (3) knowing the limitations of these subjects; (4) where the Christian fits and operates within the scientific paradigm; and (5) how Christians can incorporate their faith and reason within the scientific enterprise and how to use it as a productive platform when communicating to those of different worldviews. Three Hours.

## ***STUDENT SUCCESS COURSEWORK***

Some students benefit from additional assistance to maximize their success in college-level courses. Based on their individual circumstances and standardized test scores, students may be enrolled in preparatory or pre-requisite course work, such as ***Academic Fundamentals for College*** or ***Principles of Writing***. These courses do not fulfill the requirements of the Core. Generally, these courses also do not fulfill degree program requirements in majors or minors; however, students may be able to apply these courses to their major or minor if approved by the department as an open elective.

### ***GEN 1000 Academic Fundamentals for College***

Through discussion, lectures, outside assignments, and in-class learning experiences students are introduced to the course philosophy, taught the basic skill sets crucial to success in life and school, and assisted in making connection with peers and faculty. The foundation of the course is based on building effective self-management and self-responsibility. These important principles are emphasized in each skill set. One Hour.

### ***ENG 1020 Principles of Writing***

A foundational college course in grammar and composition designed to help prepare those students who, on the basis of ACT and SAT verbal scores and high school English grades, are not prepared to succeed in ENG 1100 Effective Writing. Grammar review, paragraph writing, and essay writing are studied and practiced. Three Hours.

### ***INTERNSHIP AND PRACTICUM***

To meet graduation requirements, students in traditional undergraduate programs must complete a minimum of 3 and maximum of 12 credits of Internship and Practicum. Schools or Academic Departments are responsible for decisions concerning how their students will meet Internship and Practicum credits.

### ***UNDERGRADUATE DEGREE PROGRAMS***

#### ***Associate of Arts and Science Degrees***

Grace College offers several associate degrees. The Associate of Science degree in Liberal Arts is available online. College Launch, an Associate of Science degree in Liberal Arts for high school juniors and seniors, is offered on main campus and online. These associate degrees are comprised of general education and additional courses in the area of study, which then enables students to easily pursue a bachelor's degree. The Associate of Applied Science in Agribusiness is comprised of general education and agribusiness courses.

#### ***Bachelor of Arts and Bachelor of Science***

Grace College offers a variety of majors leading to the Bachelor of Arts (B.A.) and the Bachelor of Science (B.S.) degrees. In cooperation with Bethel University, students may also receive a Bachelor of Science in Nursing (B.S.N.) degree.

Most majors require a minor. Specific program requirements are available in the respective catalog section of each department, at the Registrar's Office, and at The Learning Center.

In addition to the 39 credit hours of the Grace Core, students enroll in 6 additional credit hours specific to the B.A. or the B.S. degree. Students who select a B.A. degree take 6 credits of a modern or ancient language. Students who select a B.S. degree take 6 credits of science, math, or social science outside their chosen discipline.

The institutional requirement of at least 120 semester hours of coursework leading to a B.A. or B.S. degree includes the successful completion of one major, one minor (if required), the Grace Core (39 credits), 6 credits specific to the B.A. or the B.S., and 12 credits of applied learning.

#### ***Blended Degrees***

Students electing to graduate in three years might consider choosing the blended degree option whereby they complete both a bachelor's degree and a master's degree in four years by pursuing one of the institution's several online master's programs (see associated program catalogs). A student can complete both a bachelor's degree and the Master of Divinity degree through the Seminary in five years. Degrees are conferred simultaneously and students are able to retain their financial aid for four years by completing both degrees concurrently. More information about degrees that are available as part of the blended degree option can be found on the [online programs](#) page of the institution's Web site, by contacting the School of Professional and Online Education, or from the student's academic advisor. More information about financial aid can be obtained from the Financial Aid Office.

## ***Student Exchange Programs***

Grace College students have the opportunity to study at international institutions with which Grace College has developed exchange agreements. Currently, an exchange program has been established with Handong Global University in Pohang, South Korea, and Karoli Gaspar University of the Reformed Church in Hungary in Budapest, Hungary. Conversations are underway with other universities for additional exchange programs.

To be eligible to participate in an exchange program, students must be at least a sophomore, in good academic standing, meet all the general Study Abroad requirements, and meet any requirements set forth by the host institution.

Costs for the various programs may vary depending on the details of each agreement, but generally students pay regular tuition to Grace College, and room and board to the host institution. In most cases, students may use their institutional aid irrespective of their major. All travel fees (passport, visas, airfare, etc.) are the student's responsibility.

Classes taken at host institutions are posted to the transcript as Grace College credits and applied toward their major requirements if they complete a course, and given that the student has filled out the proper petitions, in consultation with his/her advisor, prior to participating in the exchange program.

For more information about exchange programs contact the [Institute for Global Studies](#).

## ***Study Abroad Programs***

Grace College is vitally interested in encouraging students to expand their global awareness. To enrich their cross-cultural experience, numerous opportunities are available for study abroad. These experiences are available through the Institute for Global Studies for language and non-language majors and some minors and for students planning cross-cultural experiences to meet their general education requirements for the Global Perspectives course. In addition to these programs, other cross-cultural opportunities are available through summer cross-cultural opportunities. Students are encouraged to take advantage of these experiences to broaden their global awareness.

The [Institute for Global Studies](#) at Grace College coordinates cross-cultural experiences for both language and non-language majors.

### ***The Study Abroad for Languages***

For language majors and some minors, Grace's Study Abroad Program requires qualified students to study abroad. Through this cross-cultural, immersive language experience, students become more proficient speakers while learning to appreciate other cultures. They are placed with a host family, participate in the life of a local church, and are enrolled in some of the world's best-known universities with whom Grace has transfer and credit agreements. By signing a language pledge, students commit to speak the target language throughout their experience and therefore attain near-native fluency by the end of the program.

For their overseas experience, Spanish students have the choice of studying in the capital of Argentina, Buenos Aires; San José, Costa Rica; or in Madrid, Spain. French students study in the beautiful city of Dijon, France, capital of Burgundy or in Quebec, Canada.

### ***Study Abroad for Non-Language Majors***

Students who desire to study abroad where the instruction is in English may select from pre-approved study abroad programs such as [CCCUGlobalEd](#) through the Council of Christian Colleges and Universities (CCCU) or through Grace's exchange program at Handong Global University.

For further information regarding academic requirements, financial arrangements, and schedule planning, visit the [Study Abroad page](#) of the campus Web site or contact the Institute for Global Studies.

### ***Pre-Professional Programs***

Some disciplines offer pre-professional programs including the disciplines of political science (pre-law), and health science (e.g., pre-med, pre-veterinary, etc.). Details about these programs are available in the respective academic sections of this catalog and from the department.

#### ***Pre-Law Program***

Students preparing for law school are encouraged to consider the pre-law program. Students may choose from a broad range of majors, will be assigned a pre-law advisor, may declare a pre-law minor, and will have internship possibilities. Further details are included under the Department of Humanities, which administers this rigorous program.

#### ***Pre-Professional Health Science Programs***

The Department of Science and Mathematics manages pre-professional programs in dentistry, medicine, optometry, pharmacy, physician assistant, physical therapy, and veterinary medicine along with a number of other less common professional programs. Students preparing for graduate study in an area of healthcare can usually meet the specific requirements for admission to their respective professional programs by pursuing a department major in biology or health science (both with B.A. or B.S. options). Students may major in any other discipline as long as they include in their course selection those courses required for admission by the professional programs for which they are seeking admission. The admission requirements for any professional program may be obtained online directly from the professional schools or from the Grace College Health Professions Advisor.

Students preparing for health science graduate study should identify the admission requirements of one or more specific graduate programs in their field of interest early in the advising process. This is important to plan the most effective pre-professional program at Grace since some schools may have requirements outside the standard courses required by most schools in that area.

More information on the correlation between the Health Science concentrations and the specific requirements for graduate health science program are available from a Health Professions advisor. A meeting with an advisor will assist the student to plan an effective, broad course of study emphasizing required science classes within the context of a liberal arts education (valued by health science graduate programs).

#### ***Pre-Seminary Program Advanced Standing***

Grace College students can gain advanced standing toward several master's programs at Grace Theological Seminary in the following ways:

1. Greek and Hebrew language courses taken while a Grace College student are accepted by the seminary with all fees waived. However, the student must have earned a minimum grade of "B-" in each class.
2. A student may gain additional hours of credit by testing. To qualify to take a test there must have been a similar course taken in the college and the minimum grade earned must be no less than "B-." A list of courses available for testing can be obtained from the seminary office.
3. Some courses are accepted without testing provided the student has earned the minimum grade of "B-."

Maximum limits have been established for the various master's programs in accordance with the seminary accreditation standards. More information about advanced standing may be obtained from the School of Ministry Studies or the student's faculty advisor.

# School of Arts and Sciences



# ***School of Arts and Sciences***

***Mark Marston Norris, Ph.D., Dean***

## ***Introduction***

The School of Arts and Sciences is the largest school on campus and includes: the Department of Engineering; the Department of Humanities; the Department of Science and Mathematics; the Department of Visual, Performing, and Media Arts; the Nursing Program (Bethel University program on the Grace College campus); and Interdisciplinary Studies. Exciting co-curricular opportunities include: performing arts productions, field trips, research assistantships, internships, lab and clinical work, professional conferences, the [Mount Memorial Art Gallery](#), environmental field research in northern Indiana lakes through the [Lilly Center for Lakes & Streams](#), the [Winona History Center](#), and student publications.

## ***Purpose***

The School of Arts and Sciences is dedicated to a Christian liberal arts education that leads to transformative learning in the humanities, sciences, and professions. Central to our purpose is the integration of faith and learning which we define as modeling scholarship and engaging in interactive teaching within our disciplines that is informed by great Christian themes and thoughtful reflection. We also challenge our students to develop an approach to learning that fosters a vibrant life of the mind, artful creativity, a compassionate embrace of human societies, and a thirst to explore all that God has created. To this end, our faculty mentor their students, inspiring them not only toward excellence in their respective fields, but to live purposeful lives dedicated to following Christ as they discover knowledge, apply the power of creative imagination, help to improve the human condition in all of its diversity, and work to extend the presence of God's kingdom while living in the hope of Christ's return.

## ***Goals***

- To help our students develop an understanding of the integration of faith and learning so that they can pursue scholarship that is both worthy of their profession and inspired by great Christian themes (i.e. salvation, love, reconciliation, justice, grace, honesty, truth, peace, perseverance, stewardship, etc.).
- To develop encouraging and challenging learning experiences that engage our students in real world applications, which are transformational in nature.
- To mentor our students so they become highly competent in their respective callings.
- To instill in our students a sense of purpose that leads them toward kingdom living.

# Department of Engineering

## ***Department of Engineering***

### ***Faculty***

#### Full-time Faculty

Fred A. Wentorf, Ph.D.; Department Chair

David C. Winyard, Sr., Ph.D.

#### Part-time Faculty

Steven Humphrey, M.S.

Nolan Jones, B.S.

#### Part-time Instructors

Eugene Seiman

Mearlin Bixler

David Ray

Grace College offers the Bachelor of Science in Mechanical Engineering (BSME) degree. The BSME program prepares graduates for entry into the workforce with the engineering skills to solve the ever-increasing challenges of improving the quality of life, of improving our infrastructure and security, of application and utilization of energy production, or contributing to the design of revolutionary new technologies.

The program benefits from its location in the "orthopaedic capital of the world". This includes filling the classroom and laboratories with experts in their fields to educate and mentor our students, relevant work experience that is only five minutes from campus, industry-based senior projects, and research projects that are relevant to the real-world. This interaction is facilitated by an engaged advisory council of industry experts and growing group of industry leaders that support the program.

### ***Department Purpose***

In support of Grace College's mission, the Department of Engineering seeks to rigorously educate the next generation of Christian engineers by using thorough theoretical training, hands-on learning, and relevant work experience to prepare them to work in the engineering industry and serve the needs of the world.

Specifically, our program educational objective is to prepare graduates for the practice of engineering at the professional level and:

1. Apply their mechanical engineering education to solve technical problems and make the world a better place through service.
2. Maintain the curiosity that drives lifelong learning and allows for the flexibility to adapt to the fast-moving 21<sup>st</sup> century engineering world.
3. Fulfill their calling in life through engineering practice, continuing education, and community involvement.

4. Serve as ambassadors for the engineering profession and Grace College in word and deed.

In sum, Grace College mechanical engineering graduates will be **Engineered to Serve**.

## **MECHANICAL ENGINEERING**

Of all fields of engineering, mechanical engineering is the most diverse and general. Mechanical engineers can be found working in almost any industry. Manufacturing, transportation, health care, and insurance are just a few of the types of firms that employ mechanical engineers. No other field of engineering provides a better professional base for interdisciplinary activities.

Mechanical engineers design machines of all types, from bicycles to spacecraft. They plan, design, and direct the manufacture, distribution, and operation of these machines. Mechanical engineers also design the power sources needed to operate the machines and provide for the environment in which they function. In fact, mechanical engineering involves all phases of energy production and utilization: engines, power plants, electrical generation, heating, ventilating, and air conditioning.

### ***Mechanical Engineering Student Learning Outcomes***

The Department of Engineering supports Grace College's emphasis on strengthening **character**, sharpening **competence**, and preparing for **service**.

ABET, the leading accreditation organization for engineering, mandates student outcomes 1-7 following, in its accreditation Criterion 3. The department has added outcomes 8-9 to meet the needs of its constituencies. Together, the nine outcomes constitute the department's definition of engineering competence:

1. an ability to identify, formulate, and solve complex engineering problems by applying principles of engineering, science, and mathematics
2. an ability to apply engineering design to produce solutions that meet specified needs with consideration of public health, safety, and welfare, as well as global, cultural, social, environmental, and economic factors
3. an ability to communicate effectively with a range of audiences
4. an ability to recognize ethical and professional responsibilities in engineering situations and make informed judgments, which must consider the impact of engineering solutions in global, economic, environmental, and societal contexts
5. an ability to function effectively on a team whose members together provide leadership, create a collaborative and inclusive environment, establish goals, plan tasks, and meet objectives
6. an ability to develop and conduct appropriate experimentation, analyze and interpret data, and use engineering judgment to draw conclusions
7. an ability to acquire and apply new knowledge as needed, using appropriate learning strategies
8. an ability to perform hands-on industry relevant engineering tasks like machining, testing, six sigma analysis, and designing using Computer-Aided Design (CAD) software
9. an ability to identify and perform service activities using their engineering skills.

### ***Program Requirements***

Students who choose this option will complete the following 136 credit hour program of study:

#### ***General Education Requirements (46 hours):***

Grace Core (39 hours)

Other general education requirements (7 hours):

MAT 3130 Linear Algebra

CHM 1610/1620 General Chemistry I and Lab

#### ***Major Requirements (90 hours):***

Math and Science Requirements (24 hours):

MAT 1230/1240 Calculus I and Lab

MAT 1250 Calculus II

MAT 2250 Calculus III

MAT 2280 Differential Equations

PHY 2240/2250 University Physics I and Lab

PHY 2260/2270 University Physics II and Lab

MAT 3200 Probability and Statistics

Mechanical Engineering Science (24 hours):

MEG 2100 Statics and Mechanics of Materials

MEG 2200 Dynamics

MEG 2300 Engineering Materials

MEG 2400 Electrical Science (Circuits)

MEG 2500 Thermodynamics

MEG 2600 Heat Transfer

MEG 2700 Fluid Mechanics

Mechanical Engineering Fundamentals (36 hours):

MEG 1000 Engineering Service

MEG 1200 Intro to Mechanical Engineering

MEG 1400 Intro to Programming in MATLAB

MEG 1900 Engineering Modeling and Tolerancing

MEG 1950 Industrial Machining and Measurements

MEG 2000 Engineering Internship

MEG 2800 Kinematics and Linkage Design

MEG 2900 Machine Component Design

MEG 3100 Experimental Methods and Sensors

MEG 3200 Control Systems

MEG 3300 Advanced Manufacturing Processes

MEG 3400 Intro to Finite Element Analysis

MEG 4100 Senior Engineering Project

Technical Electives – choose from the following (6 hours):

MEG 3010, 3020, 3030 Special Topics in Engineering

MEG 3500 Orthopaedic Biomechanics  
MEG 3600 Robotics

## **ADMISSION REQUIREMENTS**

### ***Bachelor of Science in Mechanical Engineering (BSME):***

Since engineering is a demanding field of study, the department has established its own elevated admission standards. Enrollment in studies leading to a Bachelor of Science in Mechanical Engineering (BSME) degree is open to students meeting the following requirements:

- Minimum high school GPA of 3.0 and top half of graduating class
- Standardized test scores (only ONE is required)
  - ACT composite score of at least 21, with at least 23 in the math section
  - SAT minimum combined score of 1060 in the math and reading sections, and at least 560 in the math section

Alternatively, the Department of Engineering Chair can admit individual students based on a transcript review and personal interview. The requirement for standardized tests may be waived under the alternative transcript review and interview admission process.

## **ACCREDITATION**

Grace College is accredited by the Higher Learning Commission.

## ***COURSE DESCRIPTIONS***

### ***ENGINEERING FUNDAMENTALS***

#### ***MEG 1000 Engineering Service***

This course will allow the student to perform actual service using their engineering skills before graduation. These service activities could include a variety of tasks including helping with engineering education in the surrounding school systems, performing engineering work for non-profits, or other ways to make the world a better place using their growing engineering skills. Faculty approval is needed for each student's engineering service project. A minimum recommendation for hours of service is 10. Zero hours.

#### ***MEG 1200 Introduction to Mechanical Engineering***

This course will give an overview of the mechanical engineering profession, introduce key skills used in engineering, including problem solving, the design process, and quickly give an overview of Mechanical engineering sciences, including an introduction into basic statics and free-body diagrams. Hands-on laboratory activities, such as 3D printing, digital scanning, and mechanical tensile testing, will also be performed in this course to give the students a well-rounded engineering introduction. Four hours.

#### ***MEG 1400 Introduction to Programming in MATLAB***

This course will begin with an introduction to basic programming including programming structure, variables, and loops. In this course, programming will be used to perform mechanical functions using various equipment. This course will also include an introduction to numerical methods for solving engineering problems. Prerequisite: MAT 1230/1240. Two hours.

#### ***MEG 1900 Engineering Modeling and Tolerancing***

This course will teach graphical communication for engineers starting with the fundamentals of engineering drawings, then work significantly on 3D model creation, and end with an introduction to geometric dimensioning and tolerancing. Emphasis is placed on developing the skills needed for mechanical engineering design. Each student will design their own part or mechanism based on given design inputs. This project will be built in MEG 1950. Three hours.

#### ***MEG 1950 Industrial Machining and Measurements***

This course will begin with machine shop safety and then teach the processes of running a manual mill and lathe and other common machining tools. Students will use these new skills to build their device that was designed in MEG 1900. The second portion of the course will focus on measurements of parameters key to design and manufacturing. Prerequisite: MEG 1900. Three hours.

#### ***MEG 2000 Engineering Internship***

This course will include journaling, self and manager assessments, and other activities during an internship working as a professional engineer. One hour.

#### ***MEG 2800 Kinematics and Linkage Design***

Study of the kinematics and kinetics of machines and mechanisms. Topics will include displacement, velocity, and acceleration analysis of linkage and cam mechanisms by graphical and analytical

methods. Also covered are synthesis of mechanisms, gears, and gear trains. Design projects are normally required. Prerequisites: MAT 2280 and MEG 2200. Three hours.

***MEG 2900 Machine Component Design***

Review of stress/strain and force/deflection relationships. Introduction to static and dynamic failure theories. Discussion of design and selection of some machine elements. Design projects are normally required. Prerequisite: MEG 2100. Three hours.

***MEG 3100 Experimental Methods and Sensors***

This lecture and lab course will develop a basic understanding of the use of common engineering sensors in experimental and design applications. Introduction to sensors for the measurement of temperature, pressure, stress/strain, position and flow is accompanied by application of sensor signals including signal conditioning, filtering, and acquisition and processing. Experimental planning and execution fundamentals are covered as well as data analysis and statistical evaluation of experimental data. Computer based acquisition and analysis methods are directly experienced by hands on lab work. Prerequisite: MEG 2400. Three hours.

***MEG 3200 Control Systems***

This course will present the following concepts: basic elements of continuous-time signals and systems; differential equation models of systems; Fourier series and Fourier transforms; system response to periodic inputs; Laplace transforms; transfer functions and stability analysis. The final project typically involves design and tuning of an electromechanical and/or electrohydraulic motion control system. Prerequisites: MEG 1400, MEG 2400, and MAT 2280. Three hours.

***MEG 3300 Advanced Manufacturing***

This course will introduce different advanced manufacturing methods and introduce the students to CNC machining. Tools will be introduced that can be used to analyze and improve manufacturing processes. Prerequisite: MEG 1950. Two hours.

***MEG 3400 Introduction to Finite-Element Analysis***

Introduction to linear and nonlinear programming, and numerical techniques for solving mechanical problems. Introduction to finite-element analysis and optimization to engineering design using commercial software such as ANSYS. Prerequisites: MEG 2300 and MEG 2900. Three hours.

***MEG 4100 Senior Engineering Project***

As part of the capstone engineering experience, students will work on projects that may be derived from industry sources or other integrated design problems. Projects may be undertaken by individuals or teams, and may be interdisciplinary or specific to an area of concentration. Prerequisite: Senior standing in the engineering program. Three hours each in consecutive fall and spring semesters, six hours total.

***ENGINEERING SCIENCE***

***MEG 2100 Statics and Mechanics of Materials***

This course combines statics and mechanics of materials into one course. The statics subjects covered include; force and moment vectors, equivalent systems, trusses, frames,



and machines, equilibrium of particles and rigid bodies, static friction, centroids and moments of inertia. The mechanics of materials section teaches the concepts of stress and strain in engineering materials. Subjects in this section include: Hooke's law and Poisson's relationship; analysis of axial, shear, flexural, and torsional stresses; combined stress; shear and moment distribution in beams; and deformation of structural members. Co-requisites: PHY 2240/2250 and MAT 1250. Four hours.

***MEG 2200 Dynamics***

Introduction to particle and rigid-body kinematics and kinetics; motion analysis; work-energy and momentum methods; engineering applications; and, vibrations. Prerequisites: MEG 2100. Three hours.

***MEG 2300 Engineering Materials***

Introduction to common materials utilized in engineering applications. Content covered includes the primary types of materials (metals, ceramics, and polymers) and composites. Students learn the fundamental principles of material structure and relationship to properties as well as manufacture and application of those materials to engineering solutions. Prerequisite: CHM 1610/1620. Three hours.

***MEG 2400 Electrical Science (Circuits)***

Analysis of linear networks, AC and DC electric circuits that involve multiple independent sources, using Ohm's Law, Kirchhoff's voltage and current laws, Thévenin's and Norton's theorems, and the maximum power transfer theorem. Also explored is the steady state and transient behavior of capacitors and inductors. Includes laboratory experience. Prerequisite: MAT 1230/1240. Four hours.

***MEG 2500 Thermodynamics***

Introduction to the thermal-fluid sciences, beginning with a classical macroscopic study of energy, its forms and transformations, and the interactions of energy with matter, including properties of pure substances, the first and second laws of thermodynamics, entropy, power cycles, vapor cycles, refrigeration cycles, gas mixtures, and chemical reactions. Prerequisite: MEG 2100. Four hours.

***MEG 2600 Heat Transfer***

Introduction to heat transfer by conduction, convection, and radiation and applications to heat exchanges, ducts and pipes, surfaces, phase exchanges, and mass transfer, and heat transfer processes. Prerequisites: MEG 2500 and MEG 2700. Three hours.

***MEG 2700 Fluid Mechanics***

Introduction to Newtonian fluids; statics, continuity, momentum, and energy principles; dimensional analysis and similarity; laminar and turbulent, incompressible, internal and external, viscous flow; boundary layers; and the basics of pumps and fluid systems. Prerequisites: MAT 2250 and MEG 2200. Three hours.

***TECHNICAL ELECTIVES***

***MEG 3010, 3020, 3030 Special Topics in Engineering***

Study of advanced subjects in engineering science and practice. May involve intermediate or advanced study of prerequisite introductory courses. Topics may vary from one semester to the next

based on student interests and the availability of qualified faculty. Prerequisite: junior or senior standing in engineering or instructor permission. One to three hours, repeatable.

***MEG 3500 Orthopaedic Biomechanics***

The human musculoskeletal system will be investigated and then evaluated as a mechanical system. Experimental data and research documents will be used to solve different biomechanical problems. An introduction to orthopaedic implant science will also be included. Prerequisite: MEG 2900. Three hours.

***MEG 3600 Robotics***

This course provides an overview of robot mechanisms, dynamics, and intelligent controls. Topics include planar and spatial kinematics, and motion planning; mechanism design for manipulators and mobile robots, multi-rigid-body dynamics, 3D graphic simulation; control design, actuators, and sensors. Training and certification on a KUKA 6-axis educational robot will be included in this course. Prerequisites: MEG 2800, MEG 3100, and MEG 3200. Three hours.

# Department of Humanities

## ***Department of Humanities***

### ***Faculty***

#### Full-time Faculty:

Lauren G. Rich, Ph.D., Department Chair; English and Journalism Program Director

Jared S. Burkholder, Ph.D.; History and Political Science Program Director; Interdisciplinary Studies Advisor

Martha-Elena Granados, Ph.D.

Brent M. Krammes, Ph.D., M.F.A.

Patrick S. Loebis, Ph.D., Communication Program Director

Mark Marston Norris, Ph.D., Director of Winona History Center

Lindsey K. Richter, Ph.D., Modern Languages Program Director; Director of the Institute for Global Studies

César L. Soto, Ph.D.

Michael L. Yocum, M.A.

#### Part-time Instructors:

Calla J. Andrews, M.A.

Frank S. Benyousky, M.A.

Karen S. Birt, M.A.; Coordinator of Winona History Center

Kimberly M. Burkett, M.A.

Jeff Grose, M.Ed.

Andi Hobbs, M.A.

Gregory Jones, Ph.D.

Lisa R. Lukens, M.S.

Randy R. Maxson, M.Ed.

Alicia Meyer, M.A.

Benjamin Navarro, M.A.

Julie Parke, M.A.

Paulette G. Sauders, Ph.D., Professor Emeritus

Deborah Sprong, M.A.

Cliffton Staton, M.A.; Director of Partnership Programs, School of Arts & Sciences

Patricia Taylor, J.D.

## ***Department Purpose***

To be human is to be in relationship to others. The relationships created through language, culture, literature, history, and politics profoundly shape our views and experiences while influencing every aspect of society. We believe that sustained study of these relationships enhances our understanding of our Creator, others, and ourselves. Moreover, we recognize that learning from diverse individuals and civilizations, both past and present, equips students to be future shapers of cultural and societal forces in both their personal lives and their varied careers. To that end, the Department of Humanities exists to promote the value of the humanities and the study thereof. Our department comprises four distinct yet interrelated programs: English and Journalism, Communication, History and Political Science, and Modern Languages. Additionally, our department is the academic home of Grace's unique interdisciplinary studies major as well as the Graduate Certificate in Corporate Communications Strategy.

## ***Department of Humanities Grace Core Requirements***

The humanities are a strong component of the Grace Core curriculum. Grace Core courses offered through the Department of Humanities include ENG 1100 Effective Writing, COM 100 Public Speaking, HIS 1350 Current Issues in Historical Context, HUM 2000 Global Perspectives, and French and Spanish courses that may be used to fulfill the language and culture proficiency requirement for the Bachelor of Arts degree. For more information about the B.A. language proficiency requirement, see the Modern Languages Program section below.

## ***English and Journalism Program***

Recognizing that God is the creator of language, Grace's English and Journalism Program seeks to deepen students' understanding of the complexities and creative potential of language. Our English curriculum acquaints students with a wide variety of literature and interpretive approaches and enhances students' critical thinking, research, and communication skills. The journalism major and minor equip students for careers in journalistic media. Both the English and journalism majors provide opportunities for practical, hands-on experience through involvement with our campus newspaper, literary magazine, and other publications, as well as off-campus internships and experiential learning.

The English and Journalism Program offers a major in English, a major in English education, a major in journalism, a minor in English, a minor in creative writing, a minor in linguistics, and a minor in journalism.

### ***ENGLISH MAJOR (B.A.)***

The course requirement for a major in English is 48 credit hours. A minor is required for the English major.

#### ***English Common Experience (30 hours):***

- ENG 2300 Advanced Writing
- ENG 3170 Creative Writing & Workshop
- LIT 2000 Introduction to Literary Studies
- LIT 2150 British Literature I
- LIT 2160 British Literature II
- LIT 2200 American Literature I
- LIT 2210 American Literature II
- LIT 3000 Classics of World Literature

LIT 3285 Global Shakespeare(s)  
HUM 4900 Humanities Capstone Seminar

***Electives – choose from the following (15 hours):***

LIT 3100 Digital Narratives  
LIT 3251 Genre Study: Poetry  
LIT 3261 Genre Study: Drama  
LIT 3265 Genre Study: Short Story  
LIT 3240 Christian Classics  
LIT 3420 C.S. Lewis  
LIT 3430 Women Writers  
LIT 3540 Topics in Contemporary Literature  
LIT 3670 Young Adult Literature  
LIT 3750 Selected Topics in Literature  
LIT 3800 Topics in French Literature  
LIT 4200 Major Author(s)  
LIT 4350 Literary Theory  
JOU 3130 Editing

***Experiential Learning Requirement – choose from the following (3 hours):***

ENG 4101-03 Literary Magazine Practicum  
ENG 4830 English Internship  
JOU 1610-30 Practical Journalism

***ENGLISH EDUCATION MAJOR (B.A.)***

Nationally recognized by the [SPA NCTE](#), our English education major equips students to teach English language arts at the secondary level. This major requires 75 credit hours: 39 hours in English and 38 hours in the School of Education. No minor is required for this major.

***English Common Experience (33 hours):***

ENG 2300 Advanced Writing  
ENG 3170 Creative Writing & Workshop  
LIT 2000 Introduction to Literary Studies  
LIT 2150 British Literature I  
LIT 2160 British Literature II  
LIT 2200 American Literature I  
LIT 2210 American Literature II  
LIT 3000 Classics of World Literature  
LIT 3285 Global Shakespeare(s)  
LIT 3670 Young Adult Literature  
HUM 4900 Humanities Capstone Seminar

***Electives – choose from the following (6 hours):***

LIT 3100 Digital Narratives  
LIT 3251 Genre Study: Poetry  
LIT 3261 Genre Study: Drama  
LIT 3265 Genre Study: Short Story  
LIT 3240 Christian Classics  
LIT 3420 C.S. Lewis  
LIT 3430 Women Writers

LIT 3540 Topics in Contemporary Literature  
LIT 3750 Selected Topics in Literature  
LIT 3800 Topics in French Literature  
LIT 4200 Major Author(s)  
LIT 4350 Literary Theory  
SED 3330 Literacy III (Diagnosis & Correction)

***Education Core (18 hours):***

SED 1000 Teaching School in America  
SED 2200 The School Age Child  
SED 2210 Responsive and Differentiated Instruction  
SED 2400 Teaching Exceptional Learners  
SED 2500 Teaching in a Pluralistic Society  
SED 2600 Teaching and Learning

***Secondary Education Courses (18 hours):***

SED 3600 Teaching in the Middle and High School Setting  
SED 4620 Methods of Teaching Secondary English  
SED 4700 The Moral Practitioner  
SED 4900 Student Teaching and Seminar

NOTE: SED course descriptions can be found in the Department of Teacher Education course listings.

***JOURNALISM MAJOR***

The course requirement for a major in journalism is 42 credit hours in journalism and related courses. The journalism major may be pursued as part of a B.A. or B.S. degree. A minor is required.

***Journalism Common Experience (36 hours):***

COM 2170 Communication Ethics & Theories  
COM 2700 Public Relations Principles  
COM 3320 Critical Media Studies  
COM 3600 Social Media Communication  
ENG 2300 Advanced Writing  
JOU 2100 Introduction to Journalistic Writing  
JOU 2700 Layout & Design for Journalists  
JOU 3130 Editing  
JOU 3140 Writing for Publication  
JOU 3150 Advanced Reporting  
PHT 2600 Introduction to Digital Photography  
HUM 4900 Humanities Capstone Seminar

***Experiential Learning Requirement (6 hours):***

JOU 1610-30 Practical Journalism  
JOU 4910-30 Journalism Internship

NOTE: PHT course description can be found in the Department of Visual, Performing and Media Arts course listings.

## **CREATIVE WRITING MINOR**

The requirement for a minor in creative writing is 18 credit hours.

### **Required Writing Courses (9 hours):**

ENG 3170 Creative Writing & Workshop

JOU 3140 Writing for Publication

Select one of the following writing courses:

ENG 3232 Intermediate Fiction

ENG 3252 Intermediate Poetry

ENG 3180 Selected Topics in Creative Writing

### **English Electives – choose from the following (6 hours):**

JOU 3130 Editing

LIT 2000 Introduction to Literary Studies

LIT 3000 Classics of World Literature

LIT 3100 Digital Narratives

LIT 3240 Christian Classics

LIT 3251 Genre Study: Poetry

LIT 3261 Genre Study: Drama

LIT 3265 Genre Study: Short Story

LIT 3420 C.S. Lewis

LIT 3430 Women Writers

LIT 3540 Topics in Contemporary Literature

LIT 3670 Young Adult Literature

LIT 3750 Selected Topics in Literature

LIT 3800 Topics in French Literature

LIT 3285 Global Shakespeare(s)

LIT 4200 Major Author(s)

THT 4260 Religious Drama Workshop

### **Practicum Requirement – choose from the following (3 hours):**

ENG 4001-03 Creative Writing Portfolio Practicum

ENG 4101-03 Literary Magazine Practicum

NOTE: THT course description can be found in the Department of Visual, Performing and Media Arts course listings.

## **ENGLISH MINOR**

The requirement for a minor in English is 21 credit hours.

### **English Common Experience (12 hours):**

ENG 2300 Advanced Writing

LIT 2000 Introduction to Literary Studies

Choose any 2 of the following survey courses:

LIT 2150 British Literature I

LIT 2160 British Literature II

LIT 2200 American Literature I

LIT 2210 American Literature II



**English Electives – choose from the following (9 hours):**

ENG 3170 Creative Writing & Workshop  
JOU 3130 Editing  
LIT 3000 Classics of World Literature  
LIT 3100 Digital Narratives  
LIT 3240 Christian Classics  
LIT 3251 Genre Study: Poetry  
LIT 3261 Genre Study: Drama  
LIT 3265 Genre Study: Short Story  
LIT 3285 Global Shakespeare(s)  
LIT 3420 C.S. Lewis  
LIT 3430 Women Writers  
LIT 3540 Topics in Contemporary Literature  
LIT 3670 Young Adult Literature  
LIT 3750 Selected Topics in Literature  
LIT 3800 Topics in French Literature  
LIT 4200 Major Author(s)  
LIT 4350 Literary Theory

**JOURNALISM MINOR**

The requirement for a minor in journalism is 21 credit hours in journalism and related courses.

**Journalism Common Experience (15 hours):**

ENG 2300 Advanced Writing  
JOU 1610-30 Practical Journalism  
JOU 2100 Introduction to Journalistic Writing  
JOU 3130 Editing  
JOU 3140 Writing for Publication

**Journalism Electives – choose from the following (6 hours):**

PHT 2600 Intro to Digital Photography  
COM 2170 Communication Ethics & Theories  
COM 3320 Critical Media Studies  
COM 3600 Social Media Communication  
JOU 2700 Layout and Design for Journalists  
JOU 3150 Advanced Reporting  
JOU 4910–4930 Journalism Internship

NOTE: PHT course description can be found in the Department of Visual, Performing and Media Arts course listings.

**LINGUISTICS MINOR**

Ideal for students who are motivated to serve as missionary translators and literacy workers in diverse cultures, the minor in linguistics is offered in cooperation with a partner institution. The requirement for the linguistics minor includes 12 credit hours at Grace College and an additional 10-12 credit hours at an off-site partner institution, such as Dallas International University.

**Grace College coursework (12 hours):**

ENG 3300 Introduction to Linguistics

ENG 3420 Second Language Acquisition  
ENG 4610 Practicum in Learner-Directed Second Language Acquisition  
ICS 3110 Intercultural Communication

***Off-site linguistics coursework (10-12 hours)***

Contact Department Chair for information about courses offered through partner institutions

## ***History and Political Science Program***

Our purpose is seen in our motto: ***Memores acti prudentes potest***, meaning: "Mindful of what has been done, aware of what is possible." Through our program's common experience curriculum, a variety of elective offerings, engaging applied learning experiences, and a capstone seminar, we encourage our students to think incarnationally about their field of study. This means we engage with them in the fascinating yet messy endeavor of studying the record of past and present civilization in all of its humanness. As apprentice scholars, students are not to rush to judgment, but are to understand other cultures within the context in which they are situated. Along with this, they are to become ready to engage in the type of social responsibility befitting a citizen both of this world and of Christ's Kingdom. In this way, we hope their time in the History and Political Science Program will be a transformational experience that prepares students for a life of service in an engaging profession.

A major in history prepares students for a number of professions and/or graduate work in museums, archives, historic preservation, public history, journalism, government service, law, business administration and management, and research. The pre-law program equips students for law school where they can prepare for a career in advocacy. Careers in political science include legislators, legal investigators, lawyers, mediators, law librarians, judges/judicial workers, judiciary interpreters and translators, public affairs specialists, labor relations managers, and management analysts. The social studies education major prepares students for many of the same careers as the history major while also equipping them to teach economics, geography, US and world history, political science, psychology, and/or sociology at the upper elementary, middle, and high school levels once they are certified.

### ***History and Political Science Common Experience***

The program's common experience is an integrated set of courses shared by our majors and minors. This consists of the following courses:

HIS 1130 World History and the Historical Method  
HIS 2050 American Journeys  
GEO 1010 World Geography  
POS 2200 American Government  
HUM 4900 Humanities Capstone Seminar

The majors take all 15 credit hours plus an experiential learning component; the minors (except pre-law) take 6 credit hours from this list.

### ***HISTORY MAJOR***

The requirement for a major in history is 48 credit hours. It is recommended that all history majors complete the Bachelor of Arts degree.

### ***Common Experience (15 hours)***

***History Major Courses - choose from the following (30 hours):***

GEO 3300 Geography of North America  
HIS 3050 Artifacts & Exhibits  
HIS 3280 Colonial & Revolutionary America  
HIS 3350 Era of the American Civil War  
HIS 3360 Wild, Wild West  
HIS 3370 The Progressive Era to the Atomic Age  
HIS 3390 Religion in American History  
HIS 3590 Ancient History  
HIS 3600 Medieval Europe  
HIS 3635 Early Modern Europe  
HIS 3720 Europe in the Age of Modernity  
HIS 3800 History & Geography of Africa  
HIS 3850 History & Geography of Asia  
HIS 3900 Latin America & the Atlantic World  
POS 3760 Britain & the World  
POS 3950 Islam, Politics & the Middle East

***Experiential Learning Requirement - choose one (3 hours):***

HIS 4560 Museum Internship  
HIS 4570 Public History Lab  
HIS 4950 History Internship

***POLITICAL SCIENCE MAJOR***

The requirement for a major in political science is 48 credit hours. It is recommended that all political science majors complete the Bachelor of Science degree.

***Common Experience (15 hours)***

***Political Science Major Courses (30 hours):***

COM 2610 Political Communication  
COM 3340 American Political Rhetoric  
HIS 3390 Religion in American History  
POS 2010 Introduction to Political Thought  
POS 3010 State & Local Government  
POS 3100 International Relations  
POS 3760 Britain & the World  
POS 3950 Islam, Politics & the Middle East  
POS 4400 Selected Topics in Political Science  
SOC 2340 Introduction to Criminal Justice

***Experiential Learning Requirement - choose one (3 hours):***

LAW 2500 Mediation Team  
POS 4950 Political Science Internship

NOTE: Course descriptions for SOC can be found in the Department of Behavioral Science course listings.

***SOCIAL STUDIES EDUCATION AND HISTORY (DOUBLE MAJOR)***

The social studies education and history major is approved by the Indiana Professional Standards Board, and the School of Education is accredited by both the National Council for Accreditation of Teacher Education ([NCATE](#)) and the Association for Christian Schools International ([ACSI](#)). Students in this program complete a double major in social studies education and history. The requirement for this

double major is 75 credit hours, including 36 professional education credit hours. This meets the requirements for concentrations in 1) historical perspectives, 2) citizenship and American Government, and 3) Geography.

***Common Experience (15 hours)***

***Social Studies Foundation Courses (21 hours):***

POS 2010 Introduction to Political Thought  
POS 3020 State and Local Government  
GEO 3300 Geography of North America  
1 World History elective (upper level course)  
1 European History elective (upper level course)  
1 American History elective (upper level course)  
1 Geography elective (upper level course)

***The following additional concentrations are also available:***

Economics (adds 9 hours):

BUS 2230 Economics  
FIN 3170 Money and Banking  
FIN 4530 International Economics and Finance

Psychology (adds 6 hours):

Choose two from the following:  
PSY 2100 Introduction to Counseling  
PSY 2170 Abnormal Psychology  
PSY 2360 Child and Adolescent Psychology  
PSY 3380 Theories of Personality

Sociology (adds 9 hours):

SOC 1100 Introduction to Sociology  
SOC 2100 Marriage and Family  
SOC 3360 Juvenile Delinquency

***Professional Education Courses (36 hours):***

SED 1000 Teaching School in America  
SED 2200 The School Age Child  
SED 2210 Responsive and Differentiated Instruction  
SED 2400 Teaching Exceptional Learners  
SED 2500 Teaching in a Pluralistic Society  
SED 2600 Teaching and Learning  
SED 3600 Teaching in the Middle and High School  
SED 4670 Methods of Teaching Secondary Social Studies  
SED 4700 The Moral Practitioner  
SED 4900 Student Teaching and Seminar

NOTE: Course descriptions for BUS and FIN can be found in the Department of Business course listings. Course descriptions for PSY and SOC can be found in the Department of Behavioral Science course listings. Course descriptions for SED can be found in the Department of Teacher Education course listings.

***PRE-LAW MINOR***

Our pre-law program complements virtually any major including those preferred by many law schools and the American Bar Association (such as history, political science, communication, English, business, criminal justice, psychology, information technology, mathematics, biology, and Spanish). The ABA and most law schools do **NOT** recommend that pre-law students take a pre-law major - therefore, we do not offer one at Grace. In addition to their major advisor, students are assigned a pre-law advisor.

Students must complete 21 credit hours for this minor.

***Pre-Law Requirements (9 hours):***

HUM 4900 Humanities Capstone Seminar  
LAW 4400 Selected Topics: LSAT Preparation

Choose one of the following:

BUS 3130 Business Law  
SOC 4100 Criminal Law

***Pre-Law Electives\* (9 hours):***

Choose two from the following (6 hours):

POS 2010 Introduction to Political Thought  
POS 2200 Introduction to American Government  
POS 3010 State and Local Government  
POS 3100 International Relations  
POS 3760 Britain and the World

Choose one of the following (3 hours):

COM 3030 Persuasion  
COM 4140 Argumentation & Debate  
ACC 2110 Financial Accounting  
ENV 3410 Environmental Ethics  
MAT 2100 Intro to Proofs  
MAT 3200 Probability and Statistics  
PHI 3100 Ethics  
SOC 2400 Criminal Procedure  
SOC 3560 Victimology

***Experiential Learning Requirement – choose one of the following (3 hours):***

LAW 2500 Mediation Team  
LAW 4980 Pre-Law Internship

\*Elective courses in this minor may not be used to meet requirements in another major or minor. This minor ensures that students are following the recommendations of law schools which suggest that students be exposed to a broad range of challenging liberal arts courses.

NOTE: Course descriptions for ACC and BUS can be found in the Department of Business course listings. Course descriptions for ENV and MAT can be found in the Department of Science and Mathematics course listings. Course descriptions for PHI can be found in the Department of Biblical Studies course listings. Course descriptions for SOC can be found in the Department of Behavioral Science course listings.

***ARCHAEOLOGY MINOR***

This 21 credit hour minor introduces students to the study of archaeology and includes field experience working on a dig site.

***Common Experience (6 hours):***

HIS 1130 World History & the Historical Method

Choose one of the following:

GEO 1010 World Geography

HIS 2050 American Journeys

POS 2200 Introduction to American Government

***Archaeology Minor Electives (9 hours):***

HIS 3050 Artifacts and Exhibits

HIS 4570 Ancient History

BBL 3140 Biblical Backgrounds

***Experiential Learning (6 hours):***

HIS 4330 Archaeology Field Experience

NOTE: Course descriptions for BBL can be found in the Department of Biblical Studies course listings.

***GEOGRAPHY MINOR***

The requirement for a minor in geography is 21 credit hours.

***Common Experience (6 hours):***

HIS 1130 World History & the Historical Method

Choose one of the following:

GEO 1010 World Geography

HIS 2050 American Journeys

POS 2200 Intro to American Government

***Geography Minor Electives - choose from the following (15 hours):***

GEO 3300 Geography of North America

GEO 4400 Selected Topics in Geography

HIS 3360 Wild, Wild West

HIS 3720 Europe in the Age of Modernity

HIS 3800 History & Geography of Africa

HIS 3850 History & Geography of Asia: China and India

HIS 3900 Latin America & the Atlantic World

POS 3950 Islam, Politics & the Middle East

SCI 2230 Physical Geography

NOTE: Course descriptions for SCI can be found in the Department of Science and Mathematics course listings.

***HISTORY MINOR***

The requirement for a minor in history is 21 credit hours.

***Common Experience (6 hours):***

HIS 1130 World History & the Historical Method

Choose one of the following:

HIS 2050 American Journeys  
GEO 1010 World Geography  
POS 2200 Intro to American Government

***History Minor Electives - choose from the following (15 hours):***

GEO 3300 Geography of North America  
HIS 3050 Artifacts & Exhibits  
HIS 3280 Colonial & Revolutionary America  
HIS 3350 The Era of the American Civil War  
HIS 3360 Wild, Wild West  
HIS 3370 The Progressive Era to the Atomic Age  
HIS 3390 Religion in American History  
HIS 3590 Ancient History  
HIS 3600 Medieval Europe  
HIS 3635 Early Modern Europe  
HIS 3720 Europe in the Age of Modernity  
HIS 3800 History & Geography of Africa  
HIS 3850 History & Geography of Asia: China and India  
HIS 3900 Latin America & the Atlantic World  
HIS 4570 Public History Lab  
POS 3760 Britain & the World  
POS 3950 Islam, Politics & the Middle East

***MUSEUM STUDIES MINOR***

Students who minor in museum studies receive a broad introduction to historical preservation and interpretation within a program geared for those interested in working in museums. This minor is 21 credit hours.

***Common Experience (6 hours):***

HIS 1130 World History & the Historical Method  
Choose one of the following:  
GEO 1010 World Geography  
HIS 2050 American Journeys  
POS 2200 Introduction to American Government

***Museum Studies and Related Courses (15 hours):***

HIS 3050 Artifacts and Exhibits  
HIS 4560 Museum Internship (6 hours)  
MKT 3550 Non-profit Marketing  
Choose one of the following:  
ART 3310 Art History: Beginning to Renaissance  
ART 3320 Art History: Renaissance to Modern

NOTE: Course descriptions for MKT can be found in the Department of Business course listings. Course descriptions for ART can be found in the Department of Visual, Performing and Media Arts course listings.

***POLITICAL SCIENCE MINOR***

The requirement for a minor in political science is 21 credit hours.

**Common Experience (6 hours):**

HIS 1130 World History & the Historical Method

Choose one of the following:

GEO 1010 World Geography

HIS 2050 American Journeys

POS 2200 Introduction to American Government

**Political Science electives – choose from the following (15 hours):**

COM 2610 Political Communication

COM 3340 American Political Rhetoric

HIS 3390 Religion in American History

LAW 2500 Mediation Team

POS 2010 Introduction to Political Thought

POS 3010 State and Local Government

POS 3100 International Relations

POS 3760 Britain and the World

POS 3950 Islam, Politics and the Middle East

POS 4950 Political Science Internship

SOC 2340 Introduction to Criminal Justice

NOTE: Course descriptions for SOC can be found in the Department of Behavioral Science course listings.

## **Modern Languages Program**

The purpose of the Grace College Modern Languages Program is to equip individuals to serve Christ in a global community. Program goals include helping students to communicate effectively in another language, gain knowledge and understanding of other cultures, and live intentionally as global citizens. These goals are supported by our integrative approach to language learning, which emphasizes authentic language environments and cultural as well as linguistic knowledge. In addition to courses from the beginning to advanced levels, we offer a number of co-curricular opportunities for language development and, for language majors, an immersive study abroad component to enhance language learning.

### **The Study Abroad Program**

Grace's Study Abroad Program requires qualified language majors to study abroad. Through this cross-cultural, immersive language experience, students become more proficient speakers while learning to appreciate other cultures. They are placed with a host family, participate in the life of a local church, and are enrolled in some of the world's best-known universities, with which Grace has transfer and credit agreements. Students sign a language pledge committing to speak the target language throughout their experience and therefore attain near-native fluency by the end of the program. With the help of the Institute for Global Studies and in consultation with their advisor, students select a program of study covering a wide variety of areas and disciplines in the target language.

Language majors may satisfy their study abroad requirement by taking courses at the following approved member universities:

STA 0400 **Universidad de Belgrano** – Buenos Aires, Argentina

STA 0460 **Universidad Antonio de Nebrija** – Madrid, Spain

STA 0430 **Université de Bourgogne** – Dijon, France

STA 0540 **Université Laval** – Quebec, Canada



Students typically register for 16–18 credit hours during a fall and spring semester and 12 credit hours during a summer term.

Students can participate in the following programs for languages not offered on campus (Korean, Arabic, Hungarian, German, etc.).

- STA 0620 Middle East Program
- STX 3000 Handong Global University Exchange
- STA 0560 **Sommerhochschule** of the **Universität Wien** – Vienna, Austria
- STX 4000 **Károli Gáspár** University of the Reformed Church in Hungary –Budapest, Hungary

For further information regarding current member institutions and courses offered, please contact the Modern Languages Program Director or Institute for Global Studies. Study Abroad Program locations and institutions are subject to change, based upon availability.

Language students are required to take the Oral Proficiency Interview (OPIc) to evaluate their proficiency in their target language. For students in the language education program, the minimum level for graduation is Advanced Low.

### ***Bachelor of Arts Language Requirement***

The Bachelor of Arts degree requires that students demonstrate proficiency in a single language. This may be accomplished in the following ways:

- Students complete two courses (6 hours) in a single modern or ancient language (e.g., Spanish, French, Hebrew, Greek, or any language currently offered through Go Study or Go Exchange). Students with prior language instruction and/or strong language skills may take the online Foreign Language Placement Exam (FLPE) to determine in which course level to enroll.
- Students who place into the 2020-level of a language (e.g., SPA 2020) based on the online Foreign Language Placement Exam (FLPE) may contact the Modern Languages Program Director and arrange to take the department exam. The fee for the department exam is \$120. Students who score in the "Intermediate Mid" level on the department exam may receive credit for 2010 (3 hours), and enroll in 2020 (3 hours) to satisfy the B.A. language requirement. Students wishing to pursue this option should schedule the department exam within the first four weeks of their first semester at Grace College and Seminary.
- Students who place **beyond** the 2020-level of a language (e.g., SPA 2100) based on the online Foreign Language Placement Exam (FLPE) may contact the Modern Languages Program Director and arrange to take the department exam. The fee for the department exam is \$120. Students who score in the "Intermediate High" level on the department exam may receive credit for 2010 and 2020 (6 hours), thereby satisfying the B.A. language requirement. Students wishing to pursue this option should schedule the department exam within the first four weeks of their first semester at Grace College and Seminary.
- Students may earn language credits based on their Advanced Placement (AP) language exam score. Students with a score of 4 or 5 on an AP language exam receive credit for 1020 (3 hours) and enroll in 2010 to satisfy the B.A. language requirement.

### ***Foreign Language Placement Examination (FLPE)***

Students with previous language experience in Spanish or French should complete the Foreign Language Placement Examination (FLPE) prior to arriving on campus. There is no cost for the placement exam. Go to <http://bit.ly/2P9yP76>. You will need to enter your Grace Student ID. Each question is selected based on previous responses and the test is usually completed within 30 to 45

minutes. Please note that the online Foreign Language Placement Exam (FLPE) is a placement exam only; no credits will be awarded based on the FLPE.

### ***Department Exam***

Students who place into or beyond the 2020-level on the Foreign Language Placement Examination (FLPE) may contact the Modern Languages Program Director to arrange to take the department exam, which is the ACTFL OPic. Unlike the FLPE, the department exam is a credit-bearing exam that tests oral proficiency. The fee for the department exam is \$120. Students who score in the "Intermediate Mid" level on the department exam receive credit for 2010 (3 credits). Students who score in the "Intermediate High" level receive credit for 2010 and 2020 (6 credits). Students who score below the "Intermediate Mid" level on the department exam receive no credits. Students must schedule the department exam within the first four weeks of their first semester at Grace College and Seminary.

### ***CLEP Examination***

CLEP Examination Credits may not be used to satisfy the B.A. language requirement. Students who complete a foreign language CLEP exam will receive general elective credit that will count toward overall credits needed to graduate.

### ***International Students and Foreign Transfer Credits***

Students who have received the equivalent of a high school diploma in a country in which the primary language is other than English may be granted the language requirement for a B.A. through transfer credits. In order to receive the 6 transfer credits, students must submit the foreign high school transcript to the Modern Languages Program Director for approval.

## ***Modern Languages Majors***

The French and Spanish majors provide an opportunity for focused study in a single language. The requirement for the language majors is 40-42 credit hours in the department. A minor is required. For most language majors, at least 12 credit hours must be taken through an approved study abroad program.

### ***FRENCH MAJOR***

#### ***French Common Experience (21 hours):***

- FRE 2010 Intermediate French I
- FRE 2020 Intermediate French II
- FRE 2120 Advanced French Conversation
- FRE 3870 The Art of French Composition
- FRE 3800 Topics in French Literature
- FRE 3880 French & Francophone Culture & Civilization
- ENG 3300 Introduction to Linguistics

#### ***Study Abroad (16 credit hours) \****

#### ***Final Requirements (3 hours):***

- OPic Oral Proficiency Interview by computer
- HUM 4900 Humanities Capstone Seminar

Upon returning to Grace, any student still needing hours in the major area may take a combination of the following courses:

FRE 3810 Readings  
FRE 3920 Independent Study  
FRE 4520 French Teaching Practicum

**\*Study Abroad Note:**

A minimum of 12 credit hours must be taken abroad at Université de Bourgogne, Dijon, France, or at Laval University, Quebec, Canada.

## **SPANISH MAJOR**

### ***Spanish Common Experience (21 hours):***

SPA 2010 Intermediate Spanish I  
SPA 2020 Intermediate Spanish II  
SPA 2200 Advanced Spanish Conversation  
SPA 3200 The Art of Spanish Composition  
SPA 3215 Topics in Hispanic Literature  
SPA 3225 Topics in Hispanic Culture & Civilization  
ENG 3300 Introduction to Linguistics

### ***Study Abroad (16 hours) \****

### ***Final Requirements (3 hours):***

OPIc Oral Proficiency Interview by computer  
HUM 4900 Humanities Capstone

Upon returning to Grace, any student still needing credits in the major area may take a combination of the following courses:

SPA 3810 Readings  
SPA 3920 Independent Study  
SPA 4520 Spanish Teaching Practicum

**\*Study Abroad Note:**

A minimum of 12 hours must be taken overseas at Universidad de Belgrano, Buenos Aires, Argentina; Universidad Antonio de Nebrija, Madrid, Spain; or Word of Life, Argentina.

## **WORLD LANGUAGES MAJOR**

World languages is a unique and ambitious major, designed for the language expert. Students will gain an advanced level of proficiency in French and Spanish, and an intermediate level in a third language. This major is recommended for students who have had previous successful study in language. The requirement for a world languages major varies based on prior language experience and placement level, but is typically around 48 credit hours. No minor is required.

### ***Option 1: Spanish, French & Biblical Language (On Campus)***

SPA 2010/2020 Intermediate Spanish I & II  
SPA 2200 Advanced Spanish Conversation  
SPA 3---Choose 2 upper-level Spanish electives  
FRE 2010/2020 Intermediate French I & II  
FRE 2120 Advanced French Conversation  
FRE 3---Choose 2 upper-level French electives

GRE/HEB Greek OR Hebrew Proficiency (through 1030)

HUM 4900 Humanities Capstone Seminar

***On-Campus Electives – choose two from the following:***

FRE 3--- Additional upper-level French elective

SPA 3--- Additional upper-level Spanish elective

ENG 3300 Introduction to Linguistics

ICS 3110 Intercultural Communication

ICS 3210 Applied Cultural Anthropology

ICS 3650 Intercultural Ministry

***Option 2: Spanish, French, and Non-Biblical Language (1 Semester Study Abroad)***

SPA 2010/2020 Intermediate Spanish I & II

SPA 2200 Advanced Spanish Conversation

SPA 3--- Choose 2 upper-level Spanish electives

FRE 2010/2020 Intermediate French I & II

FRE 2120 Advanced French Conversation

FRE 3--- Choose 2 upper-level French electives

HUM 4900 Humanities Capstone Seminar

***Study Abroad Requirements:***

STA --- Beginning & Intermediate levels of Chinese, German, Arabic, Japanese, Hungarian, or Korean (12-16 hours)

***\*Study Abroad Note:***

A minimum of 12 credit hours for Option 2 must be taken overseas at Handong University, South Korea; Gaspar Karoli, Hungary; or Sommerhochschule U. of Vienna, Austria.

***Modern Languages Education Major***

Grace's French and Spanish education programs have achieved [National Recognition](#) through ACTFL (American Council for Teaching of Foreign Languages). The requirement for a teaching major in French or Spanish is 36 credit hours in the department, a portion of which are completed through an approved study abroad program. In addition to the above requirements, a student must also meet the requirements of the professional education core, a total of 36 credit hours. No minor is required.

***FRENCH EDUCATION MAJOR***

Our French education major prepares students to teach French at the secondary level. Our French education program has earned National Recognition status from SPA and [ACTFL/CAEP](#).

***French Common Experience (18 hours):***

FRE 2010 Intermediate French I

FRE 2020 Intermediate French II

FRE 2120 Advanced French Conversation

FRE 3800 Topics in French Literature

FRE 3870 The Art of French Composition

FRE 3880 Topics in French & Francophone Culture & Civilization

***OPic Oral Proficiency Interview by computer (Advanced Low – minimum requirement)***

***Study Abroad – upper level electives (18 hours) \****

**Education Requirements (36 hours):**

SED 1000 Teaching School in America  
SED 2200 The School Age Child  
SED 2210 Responsive and Differentiated Instruction  
SED 2400 Teaching Exceptional Learners  
SED 2500 Teaching in a Pluralistic Society  
SED 2600 Teaching and Learning  
SED 3600 Teaching in the Middle and High School  
SED 4630 Methods of Teaching Foreign Language  
SED 4700 The Moral Practitioner  
SED 4900 Student Teaching and Seminar

Upon returning to Grace, any student still needing hours in the major area may take a combination of the following courses:

FRE 3810 Readings  
FRE 3920 Independent Study  
FRE 4520 French Teaching Practicum

**\*Study Abroad Note:**

A minimum of 12 credit hours must be taken overseas at Université de Bourgogne, Dijon, France, or Laval University, Quebec, Canada.

**SPANISH EDUCATION MAJOR**

Our Spanish education major prepares students to teach Spanish at the secondary level. Our Spanish education program has earned National Recognition status from SPA and [ACTFL/CAEP](#).

**Spanish Common Experience (18 hours):**

SPA 2010 Intermediate Spanish I  
SPA 2020 Intermediate Spanish II  
SPA 2200 Advanced Spanish Conversation  
SPA 3200 The Art of Spanish Composition  
SPA 3215 Topics in Hispanic Literature  
SPA 3225 Topics in Hispanic Culture & Civilization

**OPIC Oral Proficiency Interview by computer (Advanced Low – minimum requirement)**

**Study Abroad - upper level electives (18 hours) \***

**Education Requirements (36 hours):**

SED 1000 Teaching School in America  
SED 2200 The School Age Child  
SED 2210 Responsive and Differentiated Instruction  
SED 2400 Teaching Exceptional Learners  
SED 2500 Teaching in a Pluralistic Society  
SED 2600 Teaching and Learning  
SED 3600 Teaching in the Middle and High School  
SED 4630 Methods of Teaching Foreign Language  
SED 4700 The Moral Practitioner

SED 4900 Student Teaching and Seminar

Upon returning to Grace, any student still needing credits in the major area may take a combination of the following courses:

SPA 3810 Readings  
SPA 3920 Independent Study  
SPA 4520 Spanish Teaching Practicum

**\*Study Abroad Note:**

A minimum of 18 credit hours must be taken overseas at Universidad de Belgrano, Buenos Aires, Argentina; Latin American Studies Program, San José, Costa Rica; Universidad Antonio de Nebrija, Madrid, Spain; Word of Life, Argentina.

***Modern Languages Minors***

Students complete 21 credit hours of intermediate and advanced language study in order to fulfill the requirements for the minors in French and Spanish.

***FRENCH MINOR***

***French Common Experience (21 hours):***

FRE 2010 Intermediate French I  
FRE 2020 Intermediate French II  
FRE 2120 Advanced French Conversation  
FRE 3800 Topics in French Literature  
FRE 3870 The Art of French Composition  
FRE 3880 Topics in French & Francophone Culture & Civilization  
ENG 3300 Introduction to Linguistics

***SPANISH MINOR***

***Spanish Common Experience (21 hours):***

SPA 2010 Intermediate Spanish I  
SPA 2020 Intermediate Spanish II  
SPA 2200 Advanced Spanish Conversation  
SPA 3200 The Art of Spanish Composition  
SPA 3215 Topics in Hispanic Literature  
SPA 3225 Topics in Hispanic Culture & Civilization  
ENG 3300 Introduction to Linguistics

***Communication Program***

The Communication Program promotes awareness of the complexities of the human communication process, cultivation of communication skills, and the free and responsible use of communication abilities and mediums. The study of communication is ideal for students who are considering occupation as a communication specialist at any size or type of organization, or in preparation for graduate work. The major is also beneficial for those considering work in public relations, management, human resources, missions, journalism, counseling, marketing, consulting, law, media communications, personnel management, or ministry.

The program consists of a variety of majors and minors that approach the discipline through different methodologies. The communication foundation of each major introduces students to the theories and techniques of modern communication and prepares them for communicative competency with a wide array of media, audiences, and purposes. Majors include communication, professional communication, and digital communication. All communication majors select three credits of experiential learning, such as an internship or workshop. Communication majors may be pursued as part of a B.A. or B.S. degree. Minors offered through the Communication Program include public relations, communication, digital communication, political communication, and international communication.

### **COMMUNICATION MAJOR**

The requirement for the major in Communication is 48 credit hours in the department. A minor is required.

#### **Communication Foundation (36 hours):**

- COM 2130 Interpersonal Communication
- COM 2170 Communication Ethics & Theories
- COM 2700 Public Relations Principles
- COM 3030 Persuasion
- COM 3320 Critical Media Studies
- COMM 3440 Professional Communication
- COM 3460 Organizational Communication & Behavior
- COM 3500 Communication Research Methods
- ENG 2300 Advanced Writing
- HUM 4900 Humanities Capstone Seminar
- ISM 2700 HTML and Web Design
- MDI 2000 Intro to Media Production
- PRO 2840 Career Institute

#### **Communication Electives - choose from the following (9 hours):**

- COM 2030 Intercultural Communication
- COM 2610 Political Communication
- THT 3210 Introduction to Theatre
- CIN 3270 Introduction to Cinema
- CIN 3300 Film Faith and Popular Culture
- COM 3340 American Political Rhetoric
- COM 3800 Selected Topics in Communication
- COM 3600 Social Media Communication
- COM 3650 Digital Publishing Tools
- COM 4140 Argumentation and Debate
- COM 4240 Public Relations Writing

#### **Experiential Learning - choose from the following (3 hours):**

- COM 4100 Journalism Workshop
- COM 4101 Forensics Workshop
- COM 4102 Public Forum Workshop
- COM 4104 Back in Five/Remnant Workshop
- COM 4105 Literary Magazine Workshop
- COM 4107 Center for Career Connections Workshop
- COM 4108 Audio Production Workshop
- COM 4109 Admissions Workshop

COM 4910-30 Communication Internship

### ***DIGITAL COMMUNICATION MAJOR***

The requirement for the major in Digital Communication is 57- 60 credit hours in the department and related courses. No minor is required with the digital communication major.

#### ***Digital Communication Foundation (36 hours):***

COM 2170 Communication Theory  
ISM 2700 HTML and Web Design  
COM 2700 Public Relations Principles  
JOU 2700 Layout and Design  
JOU 3130 Editing  
COM 3320 Critical Media Studies  
COM 3440 Professional Communication  
COM 3460 Organizational Communication and Behavior  
COM 3600 Social Media Communication  
LIT 3100 Digital Narratives  
HUM 4900 Humanities Capstone Seminar

#### ***Elective – choose one of the following (3 hours):***

ENG 2300 Advanced Writing  
COM 3030 Persuasion  
COM 4140 Argumentation and Debate

#### ***Select one of the following tracks (15-18 hours):***

##### Option 1 - Multimedia

ART 2110 Art and Design Fundamentals  
PHT 2600 Intro to Digital Photography  
COM 3650 Digital Publishing Tools  
MDI 2000 Intro to Media Production  
MDI 3800 Media Production III – Creative Processes  
MDI 4410 Advanced Media Production

##### Option 2 - HTML Development

ISM 1150 Intro to Computer Science  
ISM 2150 Object-Oriented Computer Programming  
ISM 3400 Database (SQL)  
ISM 4110 Client-side Programming (JavaScript)  
ISM 4120 Server-side Programming (PHP)

#### ***Experiential Learning Requirement – choose from the following (3 hours):***

COM 4100 Journalism Workshop (Semester)  
COM 4109 Forensics Workshop (Semester)  
COM 4102 Public Forum Workshop (Semester)  
COM 4104 Back in Five/Remnant Workshop (Semester)  
COM 4105 Literary Magazine Workshop (Semester)  
COM 4107 Center for Career Connections Workshop (Semester)  
COM 4108 Audio Lab workshop (Semester)



COM 4910-4930 Internship

NOTE: Course descriptions for CIN, MDI and THT can be found in the Department of Visual, Performing, and Media Arts course listings. Course descriptions for ISM and PRO can be found in the Department of Business course listings. Course descriptions for ICS can be found in the Department of Biblical Studies course listings.

**PROFESSIONAL COMMUNICATION MAJOR**

The requirement for the major in Professional Communication is 52-54 credit hours in the department and related courses. No minor is required for the professional communication major.

**Professional Communication Foundation (43-45 hours):**

COM 2130 Interpersonal Communication  
COM 2170 Communication Theory  
COM 2700 Public Relations Principles  
COM 3030 Persuasion  
COM 3440 Professional Communication  
COM 3460 Organizational Communication and Behavior  
ENG 2300 Advanced Writing  
BUS 2430 Principles of Management  
BUS 3050 Business Spreadsheet Applications  
MGT 4240 Human Resource Management  
PSY 2420 Organizational Psychology  
PSY 3600 Motivation and Emotion  
SOC 4150 Gender, Race, and Violence  
HUM 4900 Capstone Seminar  
COM 4910-4930 Communication Internship

**Professional Communication Electives - choose from the following (9 hours):**

BUS 1010 Foundations of Business  
COM 3320 Critical Media Studies  
COM 3500 Communication Research Methods  
COM 4240 Public Relations and Advertising Writing  
COM 4140 Argumentation and Debate  
JOU 2100 Intro to Journalistic Writing  
LIT 3100 Digital Narratives  
MGT 3405 Organizational Behavior  
MKT 2150 Marketing Principles  
POS 3010 State and Local Government  
PSY 2170 Abnormal Psychology  
PSY 2600 Multicultural Psychology  
PSY 3300 Sports Psychology  
PSY 3550 Health Psychology  
BHS 4050 Addictive Treatment

NOTE: Course descriptions for BUS, MKT, and MGT can be found in the Department of Business course listings. Course descriptions for PSY, SOC, and BHS can be found in the Department of Behavioral Science course listings.

**Communication Minors**

The Communication Program offers a variety of minors for communication students who would like to further specialize their education, or for students from other majors who desire a communication background as part of their broader education.

### **COMMUNICATION MINOR**

The requirement for a minor in communication is 21 credit hours.

#### **Communication Foundation (12 hours):**

COM 2170 Communication Ethics & Theories  
COM 3030 Persuasion  
COM 3440 Professional Communication  
ENG 2300 Advanced Writing

#### **Electives - choose from the following (9 hours):**

COM 2130 Interpersonal Communication  
COM 2610 Political Communication  
COM 2700 Public Relations Principles  
COM 3320 Critical Media Studies  
COM 3460 Organizational Communication & Behavior  
COM 3500 Communication Research Methods  
COM 3600 Social Media Communication  
COM 3800 Selected Topics in Communication  
COM 4140 Argumentation and Debate  
THT 3210 Introduction to Theatre

### **POLITICAL COMMUNICATION MINOR**

The requirement for a minor in political communication is 21 credit hours.

#### **Political Communication Foundation (15 hours):**

COM 2610 Political Communication  
COM 3340 American Political Rhetoric  
COM 4140 Argumentation and Debate  
POS 2010 Intro to Political Thought  
POS 2200 Intro to American Government

#### **Electives - choose from the following (6 hours):**

COM 3460 Organizational Communication & Behavior  
COM 4930 Communication Internship  
POS 3010 State and Local Government  
POS 3100 International Relations

### **PUBLIC RELATIONS MINOR**

The requirement for a minor in public relations is 21 credit hours.

#### **Public Relations Foundation (15 hours):**

COM 2700 Public Relations Principles  
COM 3500 Communication Research Methods  
COM 4240 Public Relations & Advertising Writing  
MKT 2150 Marketing Principles

MKT 3430 Advertising and Promotion

***Electives – choose from the following (6 hours):***

COM 2610 Political Communication  
COM 3030 Persuasion  
COM 3440 Professional Communication  
COM 3460 Organizational Communication  
COM 4140 Argumentation and Debate

***DIGITAL COMMUNICATION MINOR***

The requirement for a minor in digital communication is 21 credit hours.

***Digital Communication Foundation (15 hours):***

COM 2170 Communication Theory  
COM 3600 Social Media Communication  
ISM 2700 HTML and Web Design  
LIT 3100 Digital Narratives

***Electives (9 hours):***

Choose one of the following:

COM 3030 Persuasion  
COM 4140 Argumentation and Debate

Choose two from the following:

ART 2110 Art and Design Fundamentals  
ART 2310 Visual Communication Design I  
COM 3650 Digital Publishing tools  
ISM 1150 Intro to computer science  
ISM 2150 Object Oriented Computer Programming  
ISM 3400 Database (SQL)  
ISM 4110 Client-side programming (JavaScript)  
ISM 4120 Server-side programming (PHP)  
MDI 2000 Intro to Media Production  
MDI 3500 Media Production II - Studio Processes  
MDI 3800 Media Production III - Creative Processes  
MDI 4410 Advanced Media Production  
PHT 2600 Digital Photography

***INTERNATIONAL COMMUNICATION MINOR***

The requirement for a minor in international communication is 18 credit hours.

***International Communication Foundation (6 hours):***

COM 2170 Communication Theory  
ICS 3110 Intercultural Communication

***Electives (12 hours):***

At Karoli Gaspar University, Hungary  
Choose 12 credit hours from the options listed in the Károli Gáspár course list, as approved by advisor.

NOTE: ICS course descriptions can be found in the Department of Biblical Studies course listings.

## ***Interdisciplinary Studies***

Housed within the Department of Humanities, the interdisciplinary studies major effectively allows students to create their own major with a total of 54 credit hours. Students in this major will integrate a variety of disciplines as part of their work at Grace College in pursuit of either a B.A. or B.S. degree. Students will graduate with knowledge that spans the curriculum yet is tailored to fit their specific interests. Designed to promote creativity, original problem solving, and greater curriculum flexibility, this unique major requires completion of 15 credit hours in each of three curricular areas with the goal of synthesizing these areas into a unifying interest. The resulting integration will culminate in a substantial senior project and related internship. Students must have a 3.0 GPA and successfully complete a curriculum proposal and interview process to be eligible for admission into the program. Students who are in good academic standing following their first year of study at Grace may apply for acceptance into this major. A minor is not required. For more information and sample curricula, contact the Interdisciplinary Studies advisor, Dr. Jared Burkholder.

### ***INTERDISCIPLINARY STUDIES MAJOR***

***Curricular Area #1 (15 hours)***

***Curricular Area #2 (15 hours)***

***Curricular Area #3 (15 hours)***

***Additional Required Courses (9 hours):***

HUM 4730 Interdisciplinary Internship

HUM 4810 Interdisciplinary Senior Research Project

HUM 4900 Humanities Capstone Seminar

## ***Graduate Certificate in Corporate Communications Strategy***

The Grace College Department of Humanities, in partnership with the Brian Lamb School of Communication at Purdue University, offers a Graduate Certificate in Corporate Communications Strategy as a dual degree/certificate program. This innovative program gives Grace students access to a convenient, affordable graduate-level credential that can be completed simultaneously with their undergraduate degree. It is ideal for students seeking to distinguish themselves in the job market as well as those who are considering graduate school in communication or a related field. Students in this program complete four online, graduate-level courses through Purdue University, which they typically take during their final year of undergraduate study at Grace College. After graduation, students who complete the certificate have the option to apply at Purdue and roll their certificate credits into Purdue University's online MS in Communication program; at that point, students only need six additional courses to graduate from Purdue University with a full master's degree. For more information on the Graduate Certificate in Corporate Communications Strategy, contact the Grace College School of Arts & Sciences Director of Partnership Programs, or Communication Program Director.

### ***Admission Process and Requirements***

To apply for entry into this program, students must notify the School of Arts & Sciences Director of Partnership Programs of their intent to apply at least 45 days prior to the start of the academic term in which they plan to begin the program. Students must demonstrate a high degree of readiness for graduate-level coursework and submit the following evidences of eligibility to the Director:

1. An official transcript of coursework reflecting a minimum of sixty (60) undergraduate credit hours earned **and** a minimum undergraduate cumulative GPA of 3.0.
2. An endorsement and contact information from a current Grace College faculty member attesting to the student's readiness for graduate-level coursework in this program.
3. A 500 to 750-word written Statement of Purpose demonstrating the student's readiness to pursue graduate level coursework in this area and strong alignment of the program with their professional and/or academic goals.

Additionally, it is recommended that students seeking entry into the program have taken relevant communication-related coursework, possess strong oral and written communication skills, and have a professional experiential base such as a communication-related internship, part-time job, or extracurricular activities.

Applications expire one year from the date the application was received for admission. If applicants do not enroll in the program within that period, they will be required to complete a new application.

### ***GRADUATE CERTIFICATE IN CORPORATE COMMUNICATIONS STRATEGY***

This graduate certificate comprises 12 credit hours offered through Purdue University Online\*.

#### ***Graduate-Level Communication Foundation (3 hours):***

COM 60111 Seminar in Strategic Communication

#### ***Graduate-Level Communication Electives – chosen from the following (9 hours):***

COM 60311 Seminar in Crisis Communication

COM 60911 Strategic Public Relations

COM 62111 Strategic Communication and Social Media

COM 65000 Communication and Leadership

COM 60511 Strategic Communication and Professional Writing

\*Additional fees may apply. For more information, please contact the School of Arts and Sciences Director of Partnership Programs, Cliff Staton at [statoncg@grace.edu](mailto:statoncg@grace.edu).

NOTE: Course descriptions for Graduate Certificate in Corporate Communications Strategy courses can be found through the Purdue website: <https://online.purdue.edu/programs/communication/masters-in-communication/courses>.

Students must earn a B or better in each course for it to count toward the certificate. Students earning less than a B may retake the course once, if necessary, to achieve a B or better in the class. All courses taken, whether the certificate requirements are completed or not, will be awarded Purdue academic credit and appear on the student's transcript.

### ***Satisfactory Progress Policy***

Students are required to maintain a cumulative GPA of 3.0 or above in both their graduate and undergraduate courses to continue in the program. Students whose cumulative GPA falls below 3.0 will move to probationary status for one session. If their GPA remains below a 3.0 after the probationary session, they must stop taking graduate courses until their cumulative GPA has returned to a 3.0 or higher.

## ***COURSE DESCRIPTIONS***

## **COMMUNICATION COURSES**

### ***COM 1100 Public Speaking in Society***

The objective of this course is to provide students with an introduction to the principles of public discourse and civic engagement. The course offers a practical background in recognizing, analyzing, and constructing arguments in the public sphere. Readings, class time, and assignments focus on the skills and concepts necessary for successful application of the principles to a civic engagement project. Three hours.

### ***COM 2130 Interpersonal Communication***

An examination of the process of communication in interpersonal relationships focusing on the role of the self, people perception, the environment, and the interaction of interpersonal orientations. Personal skills in resolving conflict and stimulating friendships are examined through exposure to theory, practical exercises, and the analysis of experiences in current relationships. Three hours.

### ***COM 2170 Communication Ethics and Theories***

This course explores moral reasoning and practice in the communication field as well as the major theoretical approaches to communication. Case studies are used to examine truth telling, business pressures, deception, fairness, privacy, social justice, and the relationship between ethics, theories, and practice. Areas of application include advertising, the entertainment industry, politics, and the church. Three hours.

### ***COM 2610 Political Communication***

An introductory course to the study of political communication. Topics include political theory, campaign communication, public address, navigating media, and electoral politics. Three hours.

### ***COM 2700 Public Relations Principles***

An introduction to the theory and practice of public relations, emphasizing its publics, management function, writing skills, communication processes, tools, and professional ethics. Each student works with a community partner to facilitate public relations in a real-world setting. Prerequisite: COM 1100. Three hours.

### ***COM 3030 Persuasion***

An overview of the sources, formats, and features of persuasion. Students analyze persuasion in political, religious, advertising, and everyday rhetorical settings. They also examine the nature of effective and ineffective persuasion. Students will make persuasive presentations. Prerequisite: COM 1100. Three hours.

### ***COM 3320 Critical Media Studies***

A critical survey of mass media and its effect on societal structure. This course surveys media from a variety of perspectives in order to understand the role that media has in shaping various worldviews. It explores economic controls, governmental controls, problems, effects of media, and societal evolution of the information and entertainment media. Three hours.

### ***COM 3340 American Political Rhetoric***

This junior-level seminar course is an overview of the history and confluence of rhetoric and policy decisions. Content spans the 450-year history of American identity in an effort to identify and understand the traits that have constituted American political discourse. Topics include, but are not

limited to, the speeches and writings of early explorers, presidents, civil rights leaders, suffragists, businesspeople, and religious leaders. Three hours.

***COM 3440 Professional Communication***

A course in advanced public speaking and presentation techniques incorporating digital tools. Students learn about and practice video conferencing techniques, digital presentation tools, social media application, and online interviewing with application for communication specialists, aspiring business professionals, and others. Includes best practices, tips, and tricks for each medium and each opportunity. Prerequisite: COM 1100. Three hours.

***COM 3460 Organizational Communication and Behavior***

A survey of various applications of communication theory to business and organizational life. Special emphasis is given to small groups, interviewing skills, and persuasive proposals. Prerequisite: COM 1100. Three hours.

***COM 3500 Communication Research Methods***

A survey of the methods used in communication research. Students examine and critique methods, and participate in their own research projects using the course instruction. Prerequisite: COM 2170. Three hours.

***COM 3600 Social Media Communication***

An in-depth course covering the burgeoning importance of social media as a communication outlet. Includes analysis of culture shift leading to social media's powerful impact and tools for analyzing social media effectiveness. Three hours.

***COM 3650 Digital Publishing Tools***

This course covers techniques and processes involved in content creation utilizing such digital publishing mediums as WordPress, Squarespace, and other online platforms. Three hours.

***COM 3800 Selected Topics in Communication***

A selected communication topic offered on an as-available basis. Content may include historical communication, specialized communication theory, special projects, or timely topical subjects. Three hours.

***COM 4140 Argumentation and Debate***

An examination of the logical structure and function of argument in oral and written discourse with special attention given to fallacies and test of evidence. Students will engage in two-person and four-person classroom debates. Prerequisite: COM 1100. Three hours.

***COM 4240 Public Relations and Advertising Writing***

This course is designed provides an orientation to and practice in the principles, techniques, formats, and skills necessary to be a writer in these exciting fields. Students will develop specific pieces such as press releases, internal memos, fact sheets, and public service announcements, commercials and promotions for print, electronic media and the Web. Prerequisite: COM 2700. Three hours.

***COM 4910–4930 Communication Internship***

An independent, communication-related internship monitored by a department faculty member and by an on-site supervisor. Credit is awarded based upon the intensity and length of involvement and the

number of learning objectives accomplished. Some internships are paid positions. Internships must be arranged through department faculty. One to three hours.

### **Workshops**

#### ***COM 4100 Journalism Workshop (Semester)***

A semester-long practicum with the ***Sounding Board***. Includes involvement with planning, writing, editing the campus newspaper and/or related website. One hour.

#### ***COM 4101 Forensics Workshop (Semester)***

A semester-long practicum involving prepared public speaking. Includes speech research, preparation, memorization, and presentation. May include traveling to competitions. One hour.

#### ***COM 4102 Public Forum Workshop (Semester)***

A semester-long practicum involving organizing, scheduling, and leading a round table public discussion forum series for the college. One hour.

#### ***COM 4104 Back in Five/Remnant Workshop (Semester)***

A semester-long practicum participating in one of Grace's student-led performance troupes. Note that these involvements are only available to those who have auditioned for and have been selected for the position. One hour.

#### ***COM 4105 Literary Magazine Workshop (Semester)***

A semester-long practicum working on the student literary magazine. Activities may include editing, reviewing, or laying out the magazine, assisting with promotion and event planning, etc. Note that these involvements are only available to those who have been selected for the position. Contact the ***Inkspot*** faculty sponsor for details. One hour.

#### ***COM 4107 Center for Career Connections Workshop (Semester)***

A semester-long practicum working on a highly visible video project. Activities may include interviewing businesses and employees (camera, tripod provided), editing videos (software provided), launching videos for student access, etc. One hour.

#### ***COM 4108 Audio Production Workshop (Semester)***

A semester-long practicum working on podcasts and/or other audio recordings. Activities may include creating content, conducting interviews, operating recording equipment, editing and postproduction, and promoting content. One hour.

#### ***COM 4109 Admissions Workshop***

A semester-long practicum working with Grace College Admissions Office to help plan and implement admissions strategies. One hour.

## ***ENGLISH AND LITERATURE COURSES***

### ***ENG 1020 Principles of Writing***

A foundational college course designed to prepare students for success in ENG 1100 Effective Writing. Placement in this course is usually automatic and is based on ACT/SAT test scores, Grace's Writing



Placement Assessment, and/or other indicators. This course emphasizes transferable academic literacy skills, writing as a recursive process, awareness of genre and audience, organization, and writing mechanics and style. Three hours.

***ENG 1100 Effective Writing***

A course designed to help students develop and hone the skills necessary for clear and persuasive writing at the college level and beyond. The primary focus of the course is scholarly research and writing, with emphasis on finding and evaluating sources, integrating and documenting sources, improving writing structure and organization, implementing rhetorical strategies, practicing revision and peer workshop, and strengthening writing mechanics. Three hours.

***ENG 2300 Advanced Writing***

A course for students who have mastered college-ready writing and whose academic or career objectives require professional-level writing skills. This class is designed to introduce students to theories of written communication; expand their rhetorical skills; improve the clarity, accuracy, grammar, and structure of their writing; and give them experience writing for different audiences across a variety of platforms (including digital media). In addition to extensive writing, the course involves interactive workshops where students learn to give and receive useful feedback to improve their own and others' writing. Prerequisite: ENG 1100. Three hours.

***ENG 3170 Creative Writing and Workshop***

An introductory course emphasizing the process of creative writing in a variety of genres. The course offers a workshop approach with revision techniques and mutual criticism. Three hours.

***ENG 3180 Selected Topics in Creative Writing***

A narrowly focused, upper-level creative writing course exploring a particular genre or style (for example, flash fiction, speculative fiction, novellas, screenplays, etc.), or a particular aspect of writing (for example, dialogue, action, etc.). Prerequisite: ENG 3170. Three hours.

***ENG 3232 Intermediate Fiction***

An intermediate creative writing course focusing on fiction through model readings, writing exercises, and workshops. Prerequisite: ENG 3170. Three hours.

***ENG 3252 Intermediate Poetry***

An intermediate creative writing course focusing on poetry through model readings of a variety of poetic forms, writing exercises, and workshops. Prerequisite: ENG 3170. Three hours.

***ENG 3300 Introduction to Linguistics***

A survey of the primary features of language, including phonology, morphology, semantics, first and second language acquisition, how the brain processes languages, and how languages change through linguistic examples and exercises drawn from a world-wide sample of languages. Three hours.

***ENG 3420 Second Language Acquisition***

A course focusing on the psychological and linguistic bases of language learning as well as recent theories concerning the application of linguistic science to methodology and materials in second language teaching. Three hours.

***ENG 4001-03 Creative Writing Portfolio Practicum***

An intensive, independent creative writing practicum supervised by a faculty member and cumulating in a substantial portfolio of original work. Credit is awarded based upon the intensity and length of involvement and also upon the number of learning objectives accomplished. Registration for this practicum requires instructor approval. One to three hours.

***ENG 4101-03 Literary Magazine Practicum***

A practical experience organizing, editing, formatting, and promoting Grace College's literary magazine. Credit is awarded based upon the intensity and length of involvement and also upon the number of learning objectives accomplished. Registration for this practicum requires instructor approval. One to three hours.

***ENG 4610 Practicum in Learner-Directed Second Language Acquisition***

Practice in learning a new language without dependence on classroom instruction. Students will work with a native speaker of a language that is very different from languages the students already know. Prerequisite: ENG 3420 Second Language Acquisition. Three hours.

***ENG 4830 English Internship***

An independent, English-related internship monitored by a department faculty member and by an on-site supervisor. Credit is awarded based upon the intensity and length of involvement and the number of learning objectives accomplished. Some internships are paid positions. Internships must be arranged through department faculty. One to three hours.

***LIT 2000 Introduction to Literary Studies***

This class serves as a gateway to the English major. It provides students with an intensive experience of discovering how literature makes meaning, acquaints students with the standard analytic modes of the discipline, and introduces students to literary scholarship at the college level. Three hours.

***LIT 2150 British Literature I***

A study of British literature from the Anglo-Saxon era through the eighteenth century. The course introduces the major political, historical, cultural, and literary influences of each period, and considers how these forces shaped individual literary texts and vice versa. Three hours.

***LIT 2160 British Literature II***

A continuation of the previous course, concentrating on Romantic, Victorian, modernist, and postcolonial literature. The course introduces the major political, historical, cultural, and literary influences of each period, and considers how such forces shaped individual works of literature and vice versa. Three hours.

***LIT 2200 American Literature I***

A survey of the development of American literature from colonial times through revolutionist, romantic, and transcendentalist literature up to mid-nineteenth century, across multiple genres. Three hours.

***LIT 2210 American Literature II***

A continuation of the above course concentrating on the rise of realism, modernist, and post-modernist literature in multiple genres. Three hours.

***LIT 3000 Classics of World Literature***

An exploration of major works of world literature representing a variety of genres, periods, and/or cultures (excluding American and British). Three hours.

***LIT 3100 Digital Narratives***

Digital Narratives examines how digital technologies have transformed the ways in which stories are told. This course analyzes and discusses films, podcasts, online literature, interactive literature, social media as literature, video games, and story-based marketing. Throughout, the course explores essential features of narrative, and which of these features are effectively expressed in different media forms. These techniques are then applied in the major projects of the course: a podcast, a film or photo narrative, and an interactive online story. Three hours.

***LIT 3240 Christian Classics***

A survey of significant contributions in Christian literature including such authors as Lewis, Dante, Milton, Bunyan, MacDonald, Tolkien, Sayers, and O'Connor. The course is designed to offer a focused integration of theology and literature. Three hours.

***LIT 3251 Genre Study: Poetry***

A study of poetry as a major form of literature, including an analysis of poetic devices, verse forms and structures, aesthetic values, and thematic considerations. Three hours.

***LIT 3261 Genre Study: Drama***

A study of drama as a major form of literature, including the history and interpretative analysis of dramatic literature from a variety of historical and cultural contexts. Three hours.

***LIT 3265: Genre Study: Short Story***

A study of short story as a major form of literature, including an analysis of techniques, aesthetic values, and thematic considerations. Three hours.

***LIT 3285 Global Shakespeare(s)***

A study of the aesthetics and techniques of interpreting Shakespeare's dramatic works across a range of media and cultural contexts. Though topics and works under consideration vary, sustained attention is given to the process of adapting canonical Shakespeare--as well as the political implications of doing so--in particular cultural settings. Special consideration is given to the local histories motivating contemporary adaptations. Three hours.

***LIT 3420 C.S. Lewis***

A survey of the works of C.S. Lewis which examines his apologetic, rhetorical, and literary powers. Attention is given to Lewis the fantasist, the science fiction prophet, and the theological storyteller. Three hours.

***LIT 3430 Women Writers***

A study of women's writing and critical perspectives. Topics and texts under consideration vary from class to class, but may focus on a specific theme, issue, genre, or time period. Three hours.

***LIT 3540 Topics in Contemporary Literature***

A study of works of fiction, poetry, drama, and/or nonfiction of the past 50 years. Topics under consideration vary from class to class, but may include a chronological introduction to the development of contemporary literature, a particular genre, a consideration of a theme or issue common across a number of works, and/or a study of works in the context of historical, aesthetic, or cultural events. Three hours.

***LIT 3670 Young Adult Literature***

A study of the history, characteristics, genres, and cultural and pedagogical significance of young adult literature. This course also addresses issues related to the teaching and study of young adult literature such as censorship, diversity, and curriculum development. Three hours.

***LIT 3750 Selected Topics in Literature***

Content varies class by class, but features an intensive focus on a specific topic, genre, theme, period, culture or region, etc. Examples include Science Fiction & Fantasy, Mythology, Modern Irish Literature, etc. LIT 3750 is a cumulative course and may be taken more than once, provided the content is substantially different each time. Three hours.

***LIT 3800 Topics in French Literature***

A study of French literary genres, periods, and authors. Topics vary, but may include a thematically-focused survey from medieval to contemporary French literature, the development of a genre, or a literary movement in a particular period. Students will develop a lexical and analytical toolkit for analyzing literary expression, and will learn to substantiate and develop ideas through interpretative essays and classroom discussion. No prior knowledge of French language is required for students taking this as a literature elective; major reading and written assignments will be in English. See FRE 3800 for a cross-listed section of this course for French language students. Three hours.

***LIT 4200 Major Author(s)***

A concentrated study of the works of a particular author (such as Joyce or Austen), pair of authors (such as Hemingway & Fitzgerald) or small group of authors (such as the Bloomsbury Group, the Inklings, or the Shelley Circle). Topics and texts vary by class. LIT 4200 is a cumulative course and may be taken more than once, provided the content is substantially different each time. Three hours.

***LIT 4350 Literary Theory***

An intensive study of the major theories and schools of literary criticism, such as formalism, reader-oriented criticism, deconstruction, new historicism, etc. The course features representative readings and application to selected texts, and is especially recommended for students considering a graduate degree in English. Three hours.

***HISTORY AND POLITICAL SCIENCE PROGRAM COURSES***

***GEO 1010 World Geography***

The cultural and physical elements of human habitats, the significance of the elements of the earth to humans, and the use of maps and their importance. Three hours.

***GEO 3300 Geography of North America***

This course is designed to give students an appreciation of the North American continent, within the context of social, physical, and historical geography. This includes a module on Indiana geography and history. Three hours.

***GEO 4400 Selected Topics in Geography***

This is a directed program of reading and discussion concerning specifically selected topics in Geography. This may involve field work. Three hours.

***HIS 1050 Current Issues in Historical Context***

This class examines the historical and political development of at least two broad topics that remain part of contemporary discussion and illustrates the way the past can help students understand current debates and conversations. The topics chosen are meant to represent areas of significant concern for understanding current issues and moral questions. The course asks the question, "How did we get here?" and provides a foundation for discussions of diversity, citizenship, Christian ethics, and cultural awareness. Topics will likely change over time. Three hours.

***HIS 1130 World History and the Historical Method***

This global history course will examine important developments in the civilizations of Europe, Asia, Africa, and the Western Hemisphere from pre-history to the rise of globalism in the 21st century. Themes to be investigated will include: Politics and government, art and ideas, religion and philosophy, family and society, science and technology, earth and the environment, and interaction and exchange. An emphasis will be placed on showing how these meta-themes are manifested in cultures throughout the world. This course will also serve as an introduction to the methods historians use in the field. Three hours.

***HIS 2050 American Journeys***

In this topical survey of the history of the United States to the end of World War II, students will be introduced to the major issues, broad developments, and perennial questions that cut to the heart of American identity. The course will cover such topics as the ideological origins of the American nation, the historical relationship between state and national sovereignty, race and slavery, sectional tensions and the Civil War, social and religious movements, and the culture wars that continue to impact American society today. Three hours

***HIS 2060 American Journeys II***

This topical survey of the history of the United States is a continuation of HIS 2050 American Journeys. Students will be introduced to many of the major issues, broad developments, and perennial questions that cut to the heart of American identity. The chronological scope of the course may vary depending on the needs of the Department of History and Political Science, the School of Professional and Online Education, and those of approved dual credit institutions. Depending on the scope, the course may cover such topics as the Gilded Age, the Progressive Era, America's role in the World War's, the Civil Rights movement, the Cold War, and the rise of contemporary political and social movements. Three hours (mainly offered via dual credit arrangement).

***HIS 3050 Artifacts and Exhibits***

This course introduces students to best practices for the identification, cataloging, care, and display of historical artifacts. It covers the causes of physical deterioration of artifacts and the relevant methods and theories of preserving materials for future generations. The course also introduces students to the process of interpreting and curating material culture for the purpose of educating the public. This course is designed for those interested in careers in the field of public history, which can include Museum Studies, archival work, archaeology, and historical preservation. Three hours.

***HIS 3280 Colonial and Revolutionary America***

In this upper-level course, students will be introduced to European colonization, especially within North America, including the social, economic, cultural and political development of the Atlantic System. It also examines the divisions in colonial society, the causes, context and progress of the American Revolution, as well as the unifying features of American patriotism. Topics also include

indigenous civilization, New England society, diversity in the Mid-Atlantic region, Christian missions, and the Atlantic slave trade. The course will conclude by focusing on the construction of the American political system along with the limits of democracy. Three hours.

***HIS 3350 The Era of the American Civil War***

This covers the period of 1848 to 1877 and examines the causes, nature, and consequences of the American Civil War. Topics to discuss will include the nature of slavery, the rise of abolitionism, the collapse and reconstruction of the American political system, and the causes and effects of the Civil War on American society. Three hours.

***HIS 3360 Wild, Wild West***

This is an in-depth investigation of the geography, history and mythology of the American West. The effects of this Western image on Americans as a whole, as well as global reactions to this image will be examined. Three hours.

***HIS 3370 The Progressive Era to the Atomic Age***

This course begins with the world's first populist movement and continues to the end of World War II. Students will see how a rural and agrarian United States was transformed into an urban industrial world power. Three hours.

***HIS 3390 Religion in American History***

From major world religions to a host of small religious movements, the variety of religious expression in America is almost endless. Indeed, religious pluralism and diversity has become one of the defining features of American society. Naturally, this diverse religious landscape has not taken shape overnight. Rather, it has developed over centuries and has included a complex spectrum of theological approaches, ethical positions, charismatic men and women, ordinary citizens and even political involvement. This course is meant to provide students with an introduction to the religious diversity in America while emphasizing its historical context and development. Three hours.

***HIS 3590 Ancient History***

A survey of the history of the ancient roots of civilizations beginning c. 3000 B.C. at the river valleys of Mesopotamia and Egypt and ending at the fall of the Western Roman Empire, A.D. 476. The remarkable contributions of the ancient civilizations of the Near East, the Greek city-states, China, India, Sub-Saharan Africa, Mesoamerica, and of the Roman Empire will be discussed. Three hours.

***HIS 3600 Medieval Europe***

This course is a study of the political, economic, and intellectual evolution of European civilization from the decline of the Roman Empire to the Reformation of the sixteenth century. Three hours.

***HIS 3635 Early Modern Europe***

A study of European culture, society, and politics from the Reformation through the French Revolution. Students will also investigate the rise of science, new modern nation states, absolute monarchs, constitutional governments, the Enlightenment, changing societal structures, traditional religion in an emerging era of science, and empire. Three hours.

***HIS 3720 Europe in the Age of Modernity***

A study of European culture, society, and politics from the French Revolution into the twenty-first century. Students will investigate the growth of modern nation-states, constitutional governments, empire and the fall of empire, and the great wars of the twentieth century. Students will also study

great themes such as political revolutions and reforms, the effects of industrialization and urbanization, changing class structures, family and gender relations, and the importance of religion in an age of modernity. The concept of Europe in the age of post-modernity will also be discussed. Three Hours.

***HIS 3800 History and Geography of Africa***

This is a course designed to give students an appreciation of the African continent. Discussion will center on understanding the context of the physical, cultural, political, and historical geography of its peoples. Three hours.

***HIS 3850 History and Geography of Asia***

This is a course designed to give students an appreciation of Asia - specifically, China, India, and Japan. Discussion will center on understanding the context of the physical, cultural, political, and historical geography of its peoples. Students will also discuss and analyze the growing importance of Asia to the global economy. Three hours.

***HIS 3900 Latin America and the Atlantic World***

This course is an introduction to the cultural, political and geographical history of Latin America and the impact of Spanish and Portuguese colonization. As such, it examines the culture and history of Central and South America and to a lesser extent, the Caribbean. It examines the region's indigenous civilizations, society under colonial rule, independence movements and Latin America's role in political events during the modern era. The course will have a special focus on Mexico and may be integrated with an on-site tour to Mexico City and the surrounding region. Three hours.

***HIS 4400 Selected Topics in History***

This applied course includes direction in research and will normally involve a field-trip experience. Topics covered may include Brethren History, Family History, The India of Gandhi, Return to the Roots of the Civil Rights, Mexico, Scotland, India, and Tudor England. Three hours.

***HIS 4560 Museum Internship***

Students are to observe and participate in the activities of a museum or other public history organization. Credit is awarded based upon the intensity and length of involvement and the number of learning objectives accomplished. Students are to meet in a seminar format once a month with an instructor for encouragement and personal development and assessment. Three to six hours.

***HIS 4570 Public History Lab***

This full-semester course provides the framework for - and implementation of - applied learning for students working in a museum and/or archives setting on campus (The Winona History Center, the Billy Sunday Historic Home, or the Morgan Library). It is essentially an internship experience but conducted with a substantial degree of structure, training, and oversight and students will gain real-life practice working with museum patrons, processing archival collections, digitizing historical documents, and/or conducting research for the production of finding aids or museum exhibits. Three hours.

***HIS 4950 History Internship***

Students are to observe and participate in the activities of an organization that promotes professional development. Students may choose from a wide range of organizations including museums, libraries, archives, or state and national parks. Credit is awarded based upon the intensity and length of involvement and also upon the number of learning objectives accomplished. Students are to meet in a

seminar format once a month with an instructor for encouragement and personal development and assessment. Three hours.

***LAW 2500 Mediation Team***

This varsity academic team focuses on learning and practicing important mediation skills. Students may participate in regional and national mediation conferences and tournaments. Three hours, repeatable.

***LAW 4400 Selected Topics: LSAT Preparation***

This is an investigation into the LSAT exam, study methods, and other tools for student success on the LSAT. The class is open to any student and may also explore other facets of the law school application process, the evaluation of law schools, and what to expect upon enrollment in law school. Three hours.

***LAW 4980 Pre-law Internship***

Students are to observe, study, and participate in various areas of the legal profession. This will involve job shadowing private or public attorneys and prosecutors, spending time in courtrooms observing criminal proceedings, and/or interning with public officials. Students are to submit a journal of their experiences and report their findings orally. Credit is awarded based upon the intensity and length of involvement and the number of learning objectives accomplished. Three hours.

***POS 2010 Introduction to Political Thought***

This course includes several approaches to political philosophy. First, it provides a general overview of the dominant political ideologies from the ancient to the contemporary world. Second, it provides a general survey of some of the most influential political thinkers whose writings and theories have given rise to the modern political landscape. This will focus heavily on the development of western political thought but may include selections from Islamic civilization, southeast Asia, or other non-western contexts. Third, this course will include an introduction to more recent thinkers, or even popular personalities, whose work is relevant to the intersection of faith and politics. Three hours.

***POS 2200 Introduction to American Government***

This introduces students to how the political system in America functions. It focuses on the actual workings of the American government and starts with the cultural and constitutional contexts of American politics. Three hours.

***POS 3010 State and Local Government***

This is an examination of the structure and interplay between state, county, and local governments. Issues such as social security, zoning, welfare, public health, and the environment will be examined from the point of view of how they originate at the local levels yet how they exist and grow within federal guidelines. This contains a module on Indiana politics and history. Three hours.

***POS 3100 International Relations***

This is an investigation into the principles and concepts which govern the relationship of the United States with the nations of the global community. Three hours.

***POS 3760 Britain and the World, Honors***

This honors course is an investigation of modern Britain and its global influence from c. 1485 to the present. Classes will be in a seminar format that encourages discussions of important primary and secondary source materials and relevant themes. Themes to be discussed will include the rise of constitutional monarchy, the growth of the common law, the rise and decline of Protestantism, the influence of social reform movements, the growth and consequences of empire, the various cultures



within Great Britain, and the Anglo-American influence in the world in the 21<sup>st</sup> century. Prerequisites: At least a 3.0 grade point average. Three hours.

***POS 3950 Islam, Politics, and the Middle East***

This course examines the religious origins, political development, and geographic expansion of the Islamic World and its relationship to western society. It addresses the relationship between Islam, Judaism and Christianity, examines the Crusades, the Palestinian-Israeli Conflict as well as recent political tensions between the United States and the Middle East since the 1970s. It also examines perceptions of Islam as well as the rise of Islamic fundamentalism and Jihadist movements. Three Hours.

***POS 4400 Selected Topics in Political Science***

This is a directed program of reading and discussion concerning specifically selected topics in political science. This may involve a field trip experience. Three hours.

***POS 4950 Political Science Internship***

Students are to observe and to participate in the activities of an organization that promotes professional development. Students may choose from a wide range of activities involving work with political organizations or specific politicians. Credit is awarded based upon the intensity and length of involvement and the number of learning objectives accomplished. Students are to meet in a seminar format once a month with an instructor for encouragement and personal development and assessment. Three hours.

## ***JOURNALISM COURSES***

***JOU 1610-1630 Practical Journalism***

Practical experience in journalism involving work on the campus newspaper, *The Sounding Board*, and/or related website. Course credit is determined by the advisor of the publication commensurate with the nature of the student's involvement and responsibility. One to three hours, repeatable.

***JOU 2100 Introduction to Journalistic Writing***

A course devoted to learning how to write news stories, feature stories, broadcast stories, and opinion pieces, all using the Associated Press Stylebook. The course stresses information gathering and interviewing, as well as the ability to produce under a publication deadline. Prerequisite: ENG 1100. Three hours.

***JOU 2700 Design and Layout for Journalists***

A hands-on course in which students are exposed to InDesign and Adobe Photoshop while learning the most up-to-date principles of layout and design for newspapers, magazines, the Web, and other media. Contact English & Journalism Program Director for current information about software and hardware required for this course. Three hours.

***JOU 3130 Editing***

A course that gives instruction and practice in the preparation of copy for publication, including copy editing, proofreading, AP style, headline writing, picture cropping, typography, legal considerations, and layout and design for newspapers, magazines, and other media. Three hours.

***JOU 3140 Writing for Publication***

A magazine writing course involving the writing and marketing of freelance articles to periodicals and online publications. Publication of articles is a goal of the course. Prerequisite: ENG 1100. Three hours.

***JOU 3150 Advanced Reporting***

A course that builds on the fundamental reporting and writing skills introduced in JOU 2100. Emphasis is placed on developing critical thinking, interviewing, and research skills, as well as conforming to AP style. Non-traditional and digital methods of reporting are also examined. Prerequisite: JOU 2100. Three hours.

***JOU 4910-4930 Journalism Internship***

The well-qualified student further develops journalistic skills through placement in a professional environment on or off the campus. Supervision and evaluation by on-site supervisor and department faculty member are intrinsic parts of the program. Credit is awarded based upon the intensity and length of involvement and the number of learning objectives accomplished. One to three hours.

***MODERN LANGUAGES COURSES***

***FRE 1010-1020 Beginning French Language and Culture I and II***

Students are put in the presence of authentic, un-simplified French and are trained to use it in the dynamic context of communication. Emphasis is placed on oral proficiency, the development of skills, self-expression, and cultural insight. Online laboratory work is required. Three hours each.

***FRE 2010-2020 Intermediate French Language and Culture I and II***

Continuation of language study advancing students toward comprehension, speaking, reading, and writing while gaining a deeper appreciation for the francophone culture, language, and people. Online laboratory work is required. Prerequisites: FRE 1020 or its equivalent. Three hours each.

***FRE 2120 Advanced French Conversation***

This course improves oral expression through pronunciation exercises, vocabulary building, and development of communicative strategies. Students will build fluency in small group speaking activities and practice comprehension through engagement with video and audio media. In-class discussions are based on short readings from the contemporary French-speaking world. Assignments include oral presentations, debates, interviews, and creative assignments such as podcasts.

Prerequisite: FRE 2020 or its equivalent. Three hours.

***FRE 3870 The Art of French Composition***

This course improves written proficiency through intensive study of grammatical and syntactical structures and rhetorical styles. Assigned readings include examples from fiction and non-fiction genres. Students will build writing skills through regular exercises and compositions ranging from creative to expository styles. All work in French. Prerequisite: FRE 2120 or its equivalent. Three hours.

***FRE 3800 Topics in French Literature (Cross-listed as LIT 3800)***

A study of French literary genres, periods, and authors. Topics vary, but may include a thematically-focused survey from medieval to contemporary French literature, the development of a genre, or a literary movement in a particular period. Students will develop a lexical and analytical toolkit for analyzing literary expression, and will learn to substantiate and develop ideas through interpretative essays and classroom discussion. Major reading and written assignments will be in French. See LIT

3800 for a cross-listed section of this course for non-French-speaking students. Prerequisite (for French students): FRE 2020 or its equivalent. Three hours.

***FRE 3880 French & Francophone Culture & Civilization***

An interdisciplinary study of French and Francophone culture. Topics vary, but may include studies in literature, art and architecture, film, or music, or may focus on cultural, social, or political events in a particular period. Students will learn to analyze cultural objects—verbal, visual, and material—within a historical context, and will bridge different disciplinary frameworks in class discussions and critical essays. Prerequisite: FRE 2120. Three hours.

***SPA 1010-1020 Beginning Spanish Language and Culture I and II***

Students are put in the presence of authentic, un-simplified Spanish and are trained to use it in the dynamic context of communication. Emphasis is placed on oral proficiency, the development of skills, self-expression, and cultural insight. Online laboratory work is required. Three hours each.

***SPA 2010-2020 Intermediate Spanish Language and Culture I and II***

Continuation of language study, advancing students toward comprehension, speaking, reading, and writing while gaining a deeper appreciation for the Spanish-speaking culture, language, and people. Online laboratory work is required. Prerequisites: SPA 1020 or its equivalent. Three hours each.

***SPA 2200 Advanced Spanish Conversation***

This course improves oral expression through pronunciation exercises, vocabulary building, and development of communicative strategies. Students will build fluency in small group speaking activities and practice comprehension through engagement with video and audio media. In-class discussions are based on short readings from the contemporary Spanish-speaking world. Assignments include oral presentations, debates, interviews, and creative assignments such as podcasts. Prerequisite: SPA 2020 or its equivalent. Three hours.

***SPA 3200 The Art of Spanish Composition***

This course improves written proficiency through intensive study of grammatical and syntactical structures and rhetorical styles. Assigned readings include examples from fiction and non-fiction genres. Students will build writing skills through regular exercises and compositions ranging from creative to expository styles. All work in Spanish. Prerequisite: SPA 2200 or its equivalent. Three hours.

***SPA 3215 Topics in Hispanic Literature***

A study of Hispanic literary genres, periods, and authors. Topics vary, but may include a thematically-focused survey from medieval to contemporary Hispanic literature, the development of a genre, or a literary movement in a particular period. Students will develop a lexical and analytical toolkit for analyzing literary expression, and will learn to substantiate and develop ideas through interpretative essays and classroom discussion. Major reading and written assignments will be in Spanish. Prerequisite: SPA 2020 or its equivalent. Three hours.

***SPA 3225 Topics in Hispanic Culture & Civilization***

An interdisciplinary study of Hispanic culture. Topics vary, but may include studies in literature, art and architecture, film, or music, or may focus on cultural, social, or political events in a particular period or region. Students will learn to analyze cultural objects—verbal, visual, and material—within a historical context, and will bridge different disciplinary frameworks in class discussions and critical essays. Prerequisite: SPA 2200 or its equivalent. Three hours.

### ***Additional Advanced Foreign Languages: On Campus***

For advanced students and those returning from overseas with the Grace Study Abroad Program, the following courses may be taken both fall and spring semesters.

#### ***FRE/SPA 3810-3840 Readings***

Variable credit may be earned by readings in French or Spanish advanced literary texts from the Middle Ages to the present. One thousand pages are read in the foreign language for each credit. Readings must cover several areas including poetry, theatre, novels, and literary criticism. One to four hours.

#### ***FRE/SPA 3910-3940 Independent Study***

In these independent study courses, the student will work with the instructor to develop a course of study focusing on culture and/or language. Academic credit will be determined based upon the learning outcomes in the syllabus along with the reading and assignments for the course. One to four hours.

#### ***FRE/SPA 4510-4520 Teaching Practicum***

Supervised teaching of local school children or college students in French or Spanish. One to two hours.

#### ***SED 4630 Methods of Teaching Foreign Language***

This course is a study of curriculum and methods of teaching a foreign language on both the elementary and secondary level, with special emphasis on performance objectives and methodology with classroom practice. Subscription to Chalk & Wire is required. Prerequisites: SED 1000, SED 2200, SED 2600, SED 3600, candidacy status. Three hours.

### ***INTERDISCIPLINARY STUDIES COURSES***

#### ***HUM 4730 Interdisciplinary Internship***

An independent internship monitored by the Interdisciplinary Studies Advisor and by an on-site supervisor. Some internships are paid positions. Internships must be arranged through the Interdisciplinary Studies Advisor. Three hours.

#### ***HUM 4810 Interdisciplinary Senior Research Project***

An independent research project directed by the Interdisciplinary Studies Advisor and overseen by three curricular area faculty. Research conducted for this course may include primary and secondary research, archival work, observation, and/or other methods appropriate to the student's topic and project. The Interdisciplinary Senior Research Project, in conjunction with the Humanities Capstone Seminar, constitutes a substantial, original, scholarly project. Three hours.

### ***OTHER HUMANITIES COURSES***

#### ***HUM 2000 Global Perspectives***

The purpose of Global Perspectives is to bring students into contact with world cultures through literature and film. In this interdisciplinary course, students engage divergent outlooks from around the world and grapple with secular and scriptural perspectives on cross-cultural interactions. Students enhance their oral and written communication skills as they learn to analyze authors' and filmmakers' representations of culture, and to assess the motives behind their aesthetic choices. This course also introduces students to complex contemporary issues such as post-colonialism, cultural hybridity,

immigration, and cultural hegemony, and helps them navigate these issues with a redemptive theological framework. Three hours.

***HUM 4900 Humanities Capstone Seminar***

This team-taught and interdisciplinary seminar is among students' final educational experiences before degree completion. As such, its components allow students to showcase the academic abilities they have acquired through their degree program (through a thesis or project) and to think about and prepare for the next steps in their professional careers. Students participate in both interdisciplinary plenaries and discipline specific seminars. Students give a final presentation of their theses or projects at an interdisciplinary symposium. Three hours.

# Department of Science and Mathematics

## ***Department of Science and Mathematics***

### ***Faculty***

#### Full-time Faculty

Joseph W. Frentzel, Ph.D.; Department Chair,  
Biological Science Program Director

Nathan S. Bosch, Ph.D.; Director, Lilly Center for Lakes & Streams,  
Environmental Science Program Director

Ryan T. Johnson, Ph.D.; Mathematics Program Director

Christopher Moore, M.S., F.S.A.

Richard C. Roberts, Ph.D.; Pre-Health Professions Coordinator

Tyler D. Scott, Ph.D.; Physical Science Program Director

Christina L. Walters, M.S.; Exercise Science Program Director

Huajun Andrew Zhou, Ph.D.

#### Part-time Instructors

Donald DeYoung, Ph.D.

Kristen Ekhoﬀ, M.A.

Steven Friedberg, M.A.

Sushree Mohan, Ph.D.

Megan Neuhart, B.S.

Shelby Swihart, M.S.

### ***Purpose***

This Department prepares majors for careers in the life/physical sciences and mathematics, equipping them for education, service, and research in technical fields. Both majors and non-majors are encouraged in their understanding, enjoyment, and stewardship of God's creation.

### ***Department Goals:***

1. Character - Students value a positive, respectful attitude toward science and mathematics.
2. Competence - Students respect confident, unpretentious knowledge of their chosen major field.
3. Service - Students appreciate a heart of sharing.

The Science and Mathematics Department offers coursework and programs in the biological, environmental, mathematical, and physical sciences.

***Masters*** - blended program in partnership with John Patrick University\*

Healthcare Administration (M.S. – a JPU degree)\*

Integrative and Functional Medicine (M.S. – a JPU degree)\*

## ***Majors***

Actuarial Science (B.S. or B.A.)

Biology (B.S. or B.A.)

Chemistry (B.S. or B.A.)

Environmental Biology (B.S. or B.A.)

Environmental Science (B.S. or B.A.)

Environmental Studies (B.S. or B.A.)

Exercise Science (B.S.)

General Science (B.S. or B.A.)

Health Science (B.S. or B.A.)

Life Science Education (B.S.)

Mathematics (B.S. or B.A.)

Mathematics Education—Secondary (B.S. or B.A.)

Math and Computing (B.S. or B.A.)

Medical Imaging (B.S. – a Grace College degree in partnership with John Patrick University)\*

Sustainable Agriculture (B.S.)

## ***Minors***

Applied Mathematics

Biology

Chemistry

Environmental Science

General Science

Mathematics

Public Health (in partnership with LCMC)\*

These programs are designed to be a part of a liberal arts education at Grace College. Information on general education courses, applied learning, and cross-cultural education requirements are described in the general Grace College catalog.

\*Additional information regarding our partnership programs is available below in the general descriptions.

## ***STRENGTHS WITHIN THE SCIENCE AND MATHEMATICS DEPARTMENT***

### ***Pre-professional preparation***

The Biology and Health Professions program offers students a contemporary understanding of life science topics and concepts gained through robust applied learning experiences in both the classroom and laboratory. This program includes traditional biology (with emphasis on research), pre-medicine, pre-dentistry, pre-pharmacy, pre-physical therapy, pre-physician assistant, pre-veterinary as well as other areas of healthcare.

### ***Environmental Science***

The Environmental Science program at Grace is committed to equipping future professionals in environmental fields with the skills, competence, experience, and stewardship ethic to excel in caring for God's creation. This program has been designed to emphasize hands-on, field-based learning in addition to classroom instruction.



### ***Exercise Science***

The Grace College Exercise Science program develops Christ followers who apply Biblical values as they prepare for careers in Exercise Science and additional Health and Wellness professions through academic classes and applied learning experiences.

### ***Life Science Education***

The life science education major is designed for students who desire to teach science, particularly biology, at the high school level. This program prepares students in the mainstream areas of modern life science in preparation for a career in either public or private schools.

### ***Mathematics Education***

The mathematics education major provides preparation for careers in high school and middle school mathematics teaching. Students will build a deep understanding of mathematics so that they are prepared to teach math effectively regardless of changing standards.

### ***Actuarial Science***

The Actuarial Science major is for students seeking a career as an actuary. Actuaries are interdisciplinary problem solvers who use mathematics, computers, finance, accounting, and economics to help companies and organizations assess risk. Students are prepared for the probability exam in the fall of their sophomore or junior year.

## ***BIOLOGY AND HEALTH PROFESSIONS PROGRAM***

Biology is the study of the science of living organisms from the smallest bacterium to the largest of the great whales. The mission of the biology and health professions program at Grace College is to study biology as a science from the perspective of individuals who believe that all life and life processes are a result of God's creation. We believe that the details of biological structure and function from the molecular to the grand anatomical level display the magnificent design of God the Creator. The key phrases of strengthening character, developing competence, and preparing for service from the mission statement of Grace College drive the mission of the biology and health professions program. While the curriculum for the biology and health professions majors is designed to give the student a strong background in the traditional areas of biology, there is parallel emphasis on molecular aspects since modern biology involves extensive study of the molecular and cellular level.

There are several degrees offered within this program: the Master of Science in Healthcare Administration (a dual degree with JPU); the Master of Science in Integrative and Functional Medicine (a dual degree with JPU); the Bachelor of Arts and Bachelor of Science in Biology, the Bachelor of Arts and Bachelor of Science in Health Science, and the Bachelor of Science in Life Science Education; and the Bachelor of Science in Medical Imaging (a Grace College degree in partnership with JPU). Additionally there is a minor in biology for those students in other majors desiring biology to accompany their chosen major. The Public Health Minor is also available in partnership with LCMC.

Biology majors are required to minor in chemistry and to take supporting physics and math courses. The focus of the biology major at Grace is to prepare students for graduate work in many areas of biology including anatomy, biochemistry, botany, genetics, microbiology, physiology and zoology, as well as providing general preparation for a health professions graduate program. This major also prepares students for a general career in an area of biological science, including laboratory work in medicine or chemistry, environmental careers, technical writing, pharmaceutical sales, or food science. Ecology and environmental biology have their own program of preparation at Grace.

The health science major provides a solid foundation in the biological and physical sciences, and is specifically designed for the pre-professional preparation of students preparing credentials for

admission into the professional programs of dentistry, medicine, optometry, pharmacy, physician assistant, physical therapy, veterinary medicine, and other health-related fields. Students should meet with the health professions advisor as early as possible in their studies at Grace to increase the probability of effective and accurate course selection and to understand other facets of preparing to be a successful applicant to their chosen graduate health professions program.

## ***MASTERS WITHIN THE BIOLOGY AND HEALTH PROFESSIONS PROGRAM***

### ***MASTER OF SCIENCE IN HEALTHCARE ADMINISTRATION (MHA)\****

The Master of Science in Healthcare Administration degree is offered through a partnership with John Patrick University (JPU) and consists of 40 credit hours. The master of science program can be combined with either the exercise science or health science undergraduate degree and can be completed within 4 years on the accelerated path. The MHA degree prepares students for administrative roles within the modern healthcare industry. These future administrators are trained within a variety of areas related to healthcare, including financial, marketing, legal and health information systems.

#### ***Required courses (34 credit hours):***

MHA 501 Healthcare Service Systems  
MHA 503 Human Resources and Professional Development  
MHA 504 Business Management for Healthcare Services  
MHA 505 Health Policy: Legal Aspects  
MHA 506 Organizational Theory of Management in Healthcare  
MHA 508 Healthcare Economics  
MHA 509 Healthcare Information Technology  
MHA 510 Biostatistics for Decision Making  
MHA 512 Quantitative Methods  
MHA 513 Epidemiology and Research Activities  
MHA 602 Medical Ethics  
MHA 613 Market Research and Technology

#### ***Concentrations – select one (6 hours):***

##### Radiology Concentration:

MHA 601 Economics in Radiology  
MHA 604 Capstone Course

##### Oncology Concentration:

MHA 610 Economics in Oncology: Surgical, Medical, Radiation  
MHA 614 Capstone Course

##### Executive Concentration:

MHA 626 CEO, CFO, COO Seminar Series  
MHA 624 Capstone Course

NOTE: All course codes listed here are JPU designations and are subject to change. Coursework is completed entirely online at the time of this catalog printing. Course descriptions for JPU courses can be found [here](#).

Additional fees may apply to partnership programs. For more information, please contact the Director of the School of Arts and Sciences Partnership Programs [statoncg@grace.edu](mailto:statoncg@grace.edu) or the Biology Program Director.

\*This program results in a Master of Science degree from John Patrick University along with a Bachelor's degree from Grace College.

## ***MASTER OF SCIENCE IN INTEGRATIVE AND FUNCTIONAL MEDICINE\****

The Master of Science in Integrative and Functional Medicine degree is offered through a partnership with John Patrick University (JPU) and consists of 36 credit hours. Completion of this degree prepares students to address health problems through modifications in lifestyle, diet and/or exercise. This master of science program can be combined with either exercise science or health science undergraduate degrees, and offers three specialty concentrations: lifestyle medicine; nutrition; or sports medicine. The lifestyle medicine concentration allows students the opportunity to understand root causes for disease which in modern society may include disorders associated with diet, exercise or sleep. The nutrition concentration instructs students on practices for understanding and managing diseases through dietary intervention. Finally, the sports medicine concentration prepares students for careers in the athletics industry by analyzing the influence of exercise on physiological systems and overall human health.

### ***Required Courses (24 hours):***

NUT 500 Integrative and Functional Nutrition I  
NUT 501 Integrative and Functional Nutrition II  
LM 500 Lifestyle Medicine  
SCI 601 Natural Medicine  
SCI 604 Herbal Medicine  
NUT 503 Diet, Genes and Nutrition  
NUT 512 Nutrition for Mental Health  
LM 507 Lifestyle Medicine Research Studies  
NUT 590 Medical and Professional Ethics

### ***Concentrations - choose one (12 hours):***

#### Lifestyle Medicine Concentration:

LM 501 Physical Activity and Weight Management  
LM 502 Health and Wellness Coaching  
LM 503 Sleep, Health and Wellness  
LM 504 Mindfulness and Emotional Wellness  
LM 505 Smoking and Tobacco Cessation Therapy  
LM 506 Alcohol and Addiction Therapy

#### Nutrition Concentration:

NUT 502 Nutrition Assessment  
NUT 514 Eating Disorders  
GASTP 501 Gastronomy Science  
NUT 510 Nutritional Psychology

#### Sports Medicine Concentration:

LM 501 Physical Activity and Weight Management  
SCI 700 Exercise Physiology

SCI 701 Integrative Kinesiology  
SCI 702 Fitness and Wellness  
SCI 703 Sports and Exercise Nutrition  
SCI 704 Sports Medicine and Athletic Training

NOTE: All course codes listed here are JPU designations and are subject to change. Coursework is completed entirely online at the time of this catalog printing. Course descriptions for JPU courses can be found [here](#). Additional fees may apply to partnership programs. For more information, please contact the Director of the School of Arts and Sciences Partnership Programs [statoncg@grace.edu](mailto:statoncg@grace.edu) or the Biology Program Director.

\*This program results in a Master of Science degree from John Patrick University along with a Bachelor's degree from Grace College.

## ***MAJORS AND MINORS IN THE BIOLOGY AND HEALTH PROFESSIONS PROGRAM***

### ***BIOLOGY MAJOR***

#### ***Bachelor of Science and Bachelor of Arts***

The requirement for a major in biology is 65-66 credit hours in biology and designated biology-related supporting courses, and includes a required minor in chemistry.

#### ***Required Science Courses (40 hours):***

BIO 1610/1620 General Biology I and Lab  
BIO 1710/1720 General Biology II and Lab  
BIO 2110/2120 General Ecology and Lab  
BIO 2310 Biochemistry  
BIO 3110 Cellular & Molecular Biology  
BIO 4210 Genetics  
BIO 4010 Senior Seminar  
CHM 1610/1620 General Chemistry I and Lab  
CHM 1710/1720 General Chemistry II and Lab  
CHM 2610/2620 Organic Chemistry I and Lab  
CHM 2710/2720 Organic Chemistry II and Lab

#### ***Electives - choose from the following (15-16 hours):***

BIO 2410/2420 Plant Biology and Lab  
BIO 2510/2520 Animal Biology and Lab  
BIO 3210/3220 Advanced Anatomy & Physiology I and Lab  
BIO 3310/3320 Advanced Anatomy & Physiology II and Lab  
BIO 4110/4120 Microbiology and Lab  
PHY 2140/2150 College Physics I and Lab  
PHY 2160/2170 College Physics II and Lab  
MAT 1230/1240 Calculus I and Lab  
MAT 3200 Probability and Statistics

#### ***Other Science Electives (10 hours):***

Choose 10 additional hours from approved BIO/ENV/SCI/EXS courses, at least one of which must include a lab.

## **HEALTH SCIENCE MAJOR**

### ***Bachelor of Science and Bachelor of Arts***

The requirement for a degree in health science varies, with the core major requiring 48-49 credit hours, and the concentrations adding 8-18 credit hours. A minor is not required, but many concentrations include a minor in chemistry.

#### ***Required Science Courses (33 hours):***

BIO 1610/1620 General Biology I and Lab  
BIO 1710/1720 General Biology II and Lab  
BIO 2100 Health Sciences Seminar  
CHM 1610/1620 General Chemistry I and Lab  
CHM 1710/1720 General Chemistry II and Lab  
BIO 2110/2120 General Ecology and Lab  
BIO 2310 Biochemistry  
BIO 3110 Cellular & Molecular Biology  
BIO 4210 Genetics  
BIO 4010 Senior Seminar

#### ***Electives - choose from the following (15-16 hours):***

##### Choose two courses:

CHM 2610/2620 Organic Chemistry I and Lab  
CHM 2710/2720 Organic Chemistry II and Lab  
PHY 2140/2150 College Physics I and Lab  
PHY 2160/2170 College Physics II and Lab

##### Choose one course:

BIO 3210/3220 Advanced Anatomy & Physiology I and Lab  
BIO 3310/3320 Advanced Anatomy & Physiology II and Lab  
BIO 4110/4120 Microbiology and Lab

##### Choose one course:

MAT 1230/1240 Calculus I and Lab  
MAT 3200 Probability and Statistics

#### ***Required Applied Learning (3 hours):***

BIO 2810-2830 Healthcare Experience  
BIO 2850 Healthcare Observation

In addition, a health science major must also declare a concentration, which defines course choices and lists additional courses required for professional health science schools in that concentration, or are covered on the entrance examination for that field. Available concentrations include pre-medicine, pre-podiatry, pre-optometry, pre-dental, pre-veterinary, pre-chiropractic, pre-physician's assistant, pre-physical therapy, pre-pharmacy, and pre-occupational therapy.

## **LIFE SCIENCE EDUCATION MAJOR**

### ***Bachelor of Science***

The major in life science education is designed for students desiring to teach science, particularly biology, at the secondary level.

The requirement for a major in life science education is a minimum of 35 credit hours in the sciences, including a minimum of 17 credit hours of designated biology courses and four credit hours of general ecology. The major also requires a minimum of 36 credit hours of designated professional education courses. Students desiring this major must register their intent with the School of Education during their first year of study at Grace to ensure they receive the most recent communications from the School of Education in this ever-changing discipline.

***Required Science Courses (35 hours):***

SCI 1140 Physical Science Survey  
 SCI 1160 Theories of Origins  
 BIO 1610/1620 General Biology I and Lab  
 BIO 1710/1720 General Biology II and Lab  
 CHM 1610/1620 General Chemistry I and Lab  
 CHM 1710/1720 General Chemistry II and Lab  
 ENV 2110/2120 General Ecology and Lab  
 BIO 2310 Biochemistry  
 BIO 3110 Cellular & Molecular Biology  
 BIO 4210 Genetics

***Professional Education Requirements (36 hours):***

SED 1000 Teaching School in America  
 SED 2200 The School Age Child  
 SED 2210 Responsive and Differentiated Instruction  
 SED 2400 Teaching Exceptional Learners  
 SED 2500 Teaching in a Pluralistic Society  
 SED 2600 Teaching and Learning  
 SED 3600 Teaching in the Middle and High School Setting  
 SED 4660 Methods of Teaching Secondary Science  
 SED 4700 The Moral Practitioner  
 SED 4900 Student Teaching and Seminar

A minor is not required for this major.

NOTE: Course descriptions for SED can be found in the Department of Education course listings. MAT 1185 Quantitative Reasoning is the required math course for the additional general education portion of the Bachelor of Science degree.

***MEDICAL IMAGING MAJOR (in partnership with John Patrick University)***  
***Bachelor of Science***

The major in medical imaging is offered in collaboration with John Patrick University (JPU). This technical degree prepares graduates for certification in magnetic resonance imagery (MRI), nuclear medicine, sonography, or computed tomography (CT) subspecialties. Students complete basic science and math courses along with General Education at Grace College with the remaining specialty coursework offered remotely through JPU. A 3-day "boot camp" is typically required on the JPU campus in South Bend each semester of enrollment. Clinical training occurs at one of the nearly 200 medical facilities partnered with this program.

***Grace College Core (39 hours)***

***Additional Grace College General Education for B.S. degree (6 hours)***

MAT 1120 College Algebra  
 PSY 1100 Introduction to Psychology

**Required Grace College courses (22 hours):**

BIO 2010/2020 Anatomy & Physiology I and Lab  
BIO 2040/2050 Anatomy & Physiology II and Lab  
(or BIO 1710/1720 General Biology II and Lab)  
BIO 2700/2710 Introduction to Microbiology  
BIO 3710 Pathophysiology  
MAT 3200 Probability and Statistics  
PHY 2140/2150 College Physics I and Lab

**Required JPU Core Medical Imaging courses (33 hours):**

RS 300 Orientation to Advanced Modalities  
RS 306 Patient Care in Advanced Modalities  
BIOL 352 Imaging and Sectional Anatomy  
RS 312 Radiation Physics  
RS 390 Ethics and Law for Advanced Modalities  
RS 302 Radiation Biology and Protection  
MI 330 Leadership and Communication  
RS 314 Pharmacology  
RS 316 Professionalism and Workplace Experience  
RS 403 Professional Practice  
RS 435 Research Methods and Capstone  
RS 420 Clinical Practice I

**Concentrations (select one of the following):**

Nuclear Medicine (24 hours):

NM 400 Orientation to Nuclear Medicine  
NM 406 Diagnostic and Therapeutic Procedures I  
NM 407 Diagnostics and Therapeutic Procedures II  
NM 408 Instrumentation, QC and QA  
NM 414 Radiopharmacy and Pharmacology  
NM 424 Radiation Safety in Nuclear Medicine  
NM 421 Clinical Practice II

Magnetic Resonance Imaging / MRI (24 hours):

RS 318 Productivity & Assessment in Radiation Sciences  
RS 404 Communication and Information Management  
MR 400 Orientation to MRI  
MR 406 MRI Procedures  
MR 408 MRI Instrumentation, Imaging Physics, and Safety  
MR 412 MRI Anatomy and Pathology Correlation  
MR 414 Pulse Sequences, Image Formation and Contrast  
MR 416 Advanced Techniques in MRI

Sonography (24 hours):

US 400 Orientation to Sonography  
US 406 Sonographic Procedures and Studies I  
US 407 Sonographic Procedures and Studies II  
US 408 Sonographic Physics and Instrumentation I

US 409 Sonographic Physics and Instrumentation II  
US 401 Anatomy and Physiology for Sonography  
US 415 Understanding Ergonomic Principles  
US 421 Clinical Practice II

Computed Tomography / CT (44 hours):

***Students must also complete the Nuclear Medicine concentration for this degree path***

CT 400 Orientation to Computed Tomography  
CT 406 CT Procedures  
CT 408 CT Instrumentation and Imaging Physics  
CT 412 CT Anatomy and Pathology Correlation  
CT 414 Planar and Volumetric Post-Processing  
CT 421 Clinical Practice I

NOTE: Courses listed for JPU may be subject to change. Course descriptions for JPU courses may be found [here](#). Partnership programs may include additional fees. For more information, please contact the Director of School of Arts and Sciences Partnership Programs at [statoncg@grace.edu](mailto:statoncg@grace.edu) or the Biology Program Director. This is a Grace College degree.

## **BIOLOGY MINOR**

The requirement for a minor in biology is 20-21 credit hours in science.

### ***Required Courses (12 hours):***

BIO 1610/1620 General Biology I and Lab  
BIO 1710/1720 General Biology II and Lab  
CHM 1610/1620 General Chemistry I and Lab

### ***Biology Electives - choose from the following (8-9 hours):***

BIO 2110/2120 General Ecology and Lab  
BIO 2210 Nutrition  
BIO 2310 Biochemistry  
BIO 2410/2420 Plant Biology and Lab  
BIO 2510/2520 Animal Biology and Lab  
BIO 3110 Cellular & Molecular Biology  
BIO 3210/3220 Advanced Anatomy & Physiology I and Lab  
BIO 3310/3320 Advanced Anatomy & Physiology II and Lab  
BIO 4110/4120 Microbiology and Lab  
BIO 4210 Genetics

## **PUBLIC HEALTH MINOR**

The public minor complements many existing healthcare-related majors, including health and behavioral sciences. Students enrolled in this minor will learn about practices for assessing health indicators and outcomes, as well as the social and psychological factors that influence healthcare reform. Two of the courses in this minor are delivered remotely via partner institutions (LCMC).

### ***Required Public Health Courses (15 hours):***

BIO 2240 Introduction to Public Health  
PHM 3100 Epidemiology



PHM 3200 Health Services  
MAT 3200 Probability and Statistics  
PSY 3550 Health Psychology

***Elective – choose one of the following (3 hours):***

SOC 1100 Introduction to Sociology  
BIO 2200 Nutrition  
BIO 2700/2710 Introduction to Microbiology and Lab\*

\*pre-requisite required

NOTE: Course descriptions for PSY and SOC can be found in the Department of Behavioral Science course listings. PHM courses are offered via partnership with LCMC and course descriptions can be found [here](#). Additional fees may apply to partnership programs. For more information, please contact the Director of School of Arts and Sciences Partnership Programs at [statoncg@grace.edu](mailto:statoncg@grace.edu).

## ***ENVIRONMENTAL SCIENCE PROGRAM***

The environmental science program at Grace is committed to equipping future professionals in environmental fields with the skills, competence, experience, and stewardship ethic to excel in caring for God's creation. Requirements for the environmental biology, environmental science, and environmental studies majors as well as individual courses have been designed to emphasize hands-on, field-based learning in addition to classroom instruction. The majors have been intentionally constructed to prepare students desiring immediate employment in an environmental career following their undergraduate graduation from Grace as well as those who plan to go on to graduate school to further their formal education.

### ***Majors and Minors in the Environmental Science Program***

#### ***ENVIRONMENTAL BIOLOGY MAJOR***

##### ***Bachelor of Science and Bachelor of Arts***

The requirement to complete a major in environmental biology is 49 credit hours in ecology, biology, and supporting courses. A minor in chemistry is also required. The environmental biology major will prepare those students focused on a career in teaching or cutting-edge research with the academic platform necessary to succeed in graduate school.

***Required Courses (36 hours):***

BIO 1610/1620 General Biology I and Lab  
ENV 2110/2120 General Ecology and Lab  
ENV 3210/3220 Aquatic Ecology and Lab  
ENV 3410 Environmental Ethics  
ENV 4010 Senior Seminar  
ENV 4210 Genetics  
ENV 4830 Field Education  
MAT 1230/1240 Calculus I and Lab  
PHY 2140/2150 College Physics I and Lab  
PHY 2160/2170 College Physics II and Lab

***Electives – choose from the following (13 hours):***

BIO 1710/1720 General Biology II and Lab

ENV 2410/2420 Plant Biology and Lab  
ENV 2510/2520 Animal Biology and Lab  
ENV 4110/4120 Microbiology and Lab  
ENV 4810 Field Education  
ENV 4820 Field Education  
ENV 4830 Field Education  
ENV 3950 Various Au Sable Institute courses  
MAT 3200 Probability and Statistics  
SCI 1160 Theories on Origins

***Required Chemistry minor (19 hours):***

CHM 1610/1620 General Chemistry I and Lab  
CHM 1710/1720 General Chemistry II and Lab  
CHM 2610/2620 Organic Chemistry I and Lab  
CHM 2710/2720 Organic Chemistry II and Lab  
CHM 3610 Environmental Analytical Chemistry

NOTE: MAT 3200 Probability and Statistics and POS 3010 State and Local Government are the required courses for the additional general education portion of the Bachelor of Science degree.

***ENVIRONMENTAL SCIENCE MAJOR***

***Bachelor of Science and Bachelor of Arts***

The requirement to complete a major in environmental science is 45 credit hours in a variety of scientific disciplines. A minor is also required. The environmental science major is designed for those students who want a solid science foundation in order to hit the ground running in an environmental career immediately after college.

***Required Courses (38 hours):***

BIO 1610/1620 General Biology I and Lab  
CHM 1610/1620 General Chemistry I and Lab  
CHM 1710/1720 General Chemistry II and Lab  
CHM 3610 Environmental Analytical Chemistry  
ENV 2110/2120 General Ecology and Lab  
ENV 3210/3220 Aquatic Ecology and Lab  
ENV 3410 Environmental Ethics  
ENV 4020 Senior Seminar  
ENV 4830 Field Education  
POS 2010 Introduction to Political Thought  
PSY 1100 Introduction to Psychology

***Electives - choose from the following (at least 7 hours):***

ENV 2410/2420 Plant Biology and Lab  
ENV 2510/2520 Animal Biology and Lab  
ENV 4110/4120 Microbiology and Lab  
ENV 3950 Various Au Sable Institute courses  
ENV 4210 Genetics  
ENV 4810 Field Education  
ENV 4820 Field Education

ENV 4830 Field Education  
POS 3010 State and Local Government  
SCI 1160 Theories of Origins  
SOC 2140 Social Problems

A minor is required for this major.

NOTE: MAT 3200 Probability and Statistics and POS 3010 State and Local Government are the required courses for the additional general education portion of the Bachelor of Science degree.

## **ENVIRONMENTAL STUDIES MAJOR**

### ***Bachelor of Science and Bachelor of Arts***

The requirement to complete a major in environmental studies is 43 credit hours in a variety of scientific disciplines. A minor is also required. This major replaces some specialized science classes with courses that will provide the student with business and organizational tools. For example, the environmental studies major might be for those students wishing to focus on grass-roots advocacy or not-for-profit organizations.

#### ***Required Courses (33 hours):***

BIO 1010/1020 Biological Science Survey and Lab  
BUS 1010 Foundations of Business  
CHM 1010/1020 Introduction to Chemistry and Lab  
ENV 2110/2120 General Ecology and Lab  
ENV 3210/3220 Aquatic Ecology and Lab  
ENV 3410 Environmental Ethics  
ENV 4010 Senior Seminar  
ENV 4830 Field Education  
PSY 1100 Introduction to Psychology  
POS 2010 Introduction to Political Thought

#### ***Electives - choose from the following (at least 10 hours):***

CHM 3610 Environmental Analytical Chemistry  
ENV 2410/2420 Plant Biology and Lab  
ENV 2510/2520 Animal Biology and Lab  
ENV 4110/4120 Microbiology and Lab  
ENV 4810-4830 Field Education  
GEO 1010 World Geography  
GEO 3300 Geography of North America  
POS 2200 Intro to American Government  
POS 3100 International Relations  
SCI 1160 Theories of Origins  
SOC 2140 Social Problems

A minor is required for this major.

NOTE: MAT 3200 Probability and Statistics and POS 3010 State and Local Government are the required courses for the additional general education portion of the Bachelor of Science degree.

## **ENVIRONMENTAL SCIENCE MINOR**

The requirement for a minor in environmental science is 18 credit hours in science.

### **Required Courses (14 hours):**

BIO 1010/1020 Biological Science Survey and Lab  
**or** BIO 1610/1620 General Biology I and Lab  
ENV 2110/2120 General Ecology and Lab  
ENV 3210/3220 Aquatic Ecology and Lab  
ENV 3410 Environmental Ethics

### **Elective – choose one of the following (4 hours):**

ENV 2410/2420 Plant Biology and Lab  
ENV 2510/2520 Animal Biology and Lab

## **EXERCISE SCIENCE PROGRAM**

Exercise science is the study of people in motion. This program incorporates a variety of educational disciplines and proficiencies in human biological studies. Students develop assessment and management skills as they build upon knowledge and learn to integrate course material into decision making. These proficiencies launch students into practical and effective professional careers. The emphasis of this program is hands-on learning and skills training to prepare students for their desired professional field. Exercise science majors at Grace will be prepared for graduate work in various fields including physical therapy, occupational therapy, athletic training, nutritionist/registered dietician, exercise physiology, clinical rehab, and biomechanics. In addition, this major prepares students for general careers in such areas as cardiopulmonary rehab, strength and conditioning, wellness center/health agency, corporate/adult fitness, personal training, group exercise instructor, and coaching. The Exercise Science major has three concentrations of study: Health and Wellness; Fitness and Nutrition; and Pre-Physical Therapy.

## **EXERCISE SCIENCE MAJOR**

### **Bachelor of Science**

The requirements for the majors in exercise science are as follows: Health and Wellness - 53 credit hours (requires a minor); Fitness and Nutrition – 73 credit hours (no minor required); and Pre-Physical Therapy – 66 credit hours (no minor required).

### **HEALTH & WELLNESS CONCENTRATION (53 credit hours)**

#### **Exercise Science Foundation (27 hours):**

EXS 1000 Introduction to Exercise Science  
EXS 1050 Dynamics of Fitness  
EXS 2000 Kinesiology  
EXS 2250 Care and Prevention of Injuries  
EXS 3000 Strength and Conditioning  
EXS 3600 Fitness Assessment  
EXS 3750 Exercise Cardiology  
EXS 4180 Exercise Physiology  
EXS 4240 Biomechanics

#### **Science Requirements (19 hours):**

BIO 1610/1620 General Biology I and Lab

BIO 1710/1720 General Biology II and Lab  
BIO 2210 Nutrition  
BIO 2010/2020 Anatomy & Physiology I and Lab  
BIO 2040/2050 Anatomy & Physiology II and Lab

***Experiential Learning Requirements (7 hours):***

EXS 2150 Practicum in Exercise Science  
EXS 4840 Research in Exercise Science  
EXS 4930 Internship in Exercise Science

A minor is required with this major concentration.

***FITNESS AND NUTRITION CONCENTRATION (73 credit hours)***

***Exercise Science Foundation (30 hours):***

EXS 1000 Introduction to Exercise Science  
EXS 1050 Dynamics of Fitness  
EXS 2000 Kinesiology  
EXS 2130 Principles of Coaching  
EXS 2250 Care and Prevention of Injuries  
EXS 1500 Group Fitness Instruction  
EXS 3000 Strength and Conditioning  
EXS 3300 Special Topics in Fitness  
EXS 3600 Fitness Assessment  
EXS 4180 Exercise Physiology

***Nutrition Requirements (22 hours):***

CHM 1010 Introduction to Chemistry  
CHM 1020 Introduction to Chemistry Lab  
BIO 2210 Nutrition  
BIO 2240 Public Health  
EXS 2300 Nutrition for Life Cycles  
EXS 3200 Nutrition for Sport Performance  
EXS 3240 Diet, Planning, and Counseling  
EXS 3280 Nutrition for Health and Disease

***Experiential Learning Requirements (7 hours):***

EXS 2150 Practicum in Exercise Science  
EXS 4840 Research in Exercise Science  
EXS 4930 Internship in Exercise Science

***Science Requirements (8 hours):***

BIO 2010/2020 Anatomy & Physiology I and Lab  
BIO 2040/2050 Anatomy & Physiology II and Lab

***Psychology Requirements - choose from the following (6 hours):***

PSY 3300 Sports Psychology  
PSY 3550 Health Psychology  
PSY 3600 Motivation and Emotion

No minor is required for this major concentration.

***PRE-PHYSICAL THERAPY CONCENTRATION (66 credit hours)***

***Exercise Science Foundation (24 hours):***

EXS 1000 Introduction to Exercise Science  
EXS 1050 Dynamics of Fitness  
EXS 2000 Kinesiology  
EXS 2250 Care and Prevention of Injuries  
EXS 3000 Strength and Conditioning  
EXS 3600 Fitness Assessment  
EXS 4180 Exercise Physiology  
EXS 4240 Biomechanics

***Science Requirements (35 hours):***

BIO 1610/1620 General Biology I and Lab  
BIO 1710/1720 General Biology II and Lab  
BIO 2210 Nutrition  
BIO 3210/3220 Advanced Anatomy & Physiology I and Lab  
BIO 3310/3320 Advanced Anatomy & Physiology II and Lab  
CHM 1610/1620 General Chemistry I and Lab  
CHM 1710/1720 General Chemistry II and Lab  
PHY 2140/2150 College Physics I and Lab  
PHY 2160/2170 College Physics II and Lab

***Experiential Learning Requirements (7 hours):***

EXS 2150 Practicum in Exercise Science  
EXS 4840 Research in Exercise Science  
EXS 4930 Internship in Exercise Science

***Suggested Electives\* - choose from the following (6 hours):***

EXS 2130 Principles of Coaching  
PSY 2170 Abnormal Psychology  
PSY 2360 Child and Adolescent Psychology  
PSY 2280 Life Span Development  
PSY 3300 Sport Psychology  
PSY 3550 Health Psychology  
PSY 3600 Motivation and Emotion  
SMT 2050 Risk Management  
SOC 3230 Substance Use and Abuse

\*Suggested electives are intended to enhance the major, but are not part of the required 66 credit hours.

No minor is required for this major.

NOTE: Course descriptions for SMT can be found in the Department of Sport Management course listings. Course descriptions for PSY and SOC can be found in the Department of Behavioral Science course listings.

## **MATHEMATICS PROGRAM**

Mathematics is the language we use to understand God's creation, as well as a necessary skill associated with solving real world problems. The mathematics program is built on four areas of strength: education, pure math, actuarial science, and applied math. The math education - secondary major (B.A. and B.S. degree options) prepares students for a career in teaching. The mathematics major can prepare students for graduate school or be used to fortify studies in other disciplines such as business or science. The math and computing major prepares students for technology related jobs. The actuarial science major prepares students for jobs as an actuary or a statistician. The mathematics program offers a variety of liberal arts and support courses to serve other majors.

### ***Liberal Arts Electives***

Every student at Grace College pursuing a Bachelor of Science degree is required to take a math class (certain majors have specific requirements). The mathematics program offers a variety of courses to fit the interests of each student: Quantitative Reasoning, College Algebra, Probability and Statistics, Calculus, etc.

## **MAJORS AND MINORS IN THE MATHEMATICS PROGRAM**

### **ACTUARIAL SCIENCE MAJOR**

#### ***Bachelor of Science and Bachelor of Arts***

The actuarial science major equips students for statistics based careers. A total of 46 credit hours in mathematics, business, and information systems courses are required.

#### ***Math Requirements (25 hours):***

- MAT 1230/1240 Calculus I and Lab
- MAT 1250 Calculus II
- MAT 2250 Calculus III
- MAT 2280 Differential Equations
- MAT 4200 Probability Theory
- MAT 4320 Mathematical Statistics
- MAT 4020 Senior Seminar in Mathematics
- MAT 4930 Mathematics Internship

#### ***Business Requirements (21 hours):***

- ACC 2110 Financial Accounting
- ACC 2120 Managerial Accounting
- BUS 2230 Economics
- BUS 3050 Business Spreadsheet Applications
- FIN 3240 Corporate Finance
- FIN 4610 Advanced Financial Mathematics
- ISM 1150 Introduction to Computer Science

A minor is required for this major.

NOTE: Course descriptions for ACC, BUS, FIN, and ISM can be found in the Department of Business course listings.

### **MATHEMATICS MAJOR**

#### ***Bachelor of Science and Bachelor of Arts***

The mathematics major equips students for a broad variety of applications. Students will learn how mathematics is the language we use to describe and predict God's creation. The program places a strong focus on practical problem solving with applications in business and the sciences. A total of 47-48 credit hours in mathematics, physics, and related courses are required.

***Math and Science Requirements (35 hours):***

ISM 1150 Introduction to Computer Science  
MAT 1230/1240 Calculus I and Lab  
MAT 1250 Calculus II  
MAT 2100 Introduction to Proofs  
MAT 2200 Discrete Mathematics  
MAT 2250 Calculus III  
MAT 2280 Differential Equations  
MAT 3130 Linear Algebra  
MAT 4020 Senior Seminar in Mathematics  
MAT 4930 Mathematics Internship  
PHY 2240/2250 University Physics I and Lab

***Electives (12-13 hours):***

Choose one of the following:

MAT 4140 Abstract Algebra  
MAT 4280 Real Analysis

Choose two from the following:

MAT 3280 College Geometry  
MAT 3930 Independent Study in Mathematics  
MAT 4200 Probability Theory  
MAT 4280 Real Analysis **or** 4140 Abstract Algebra  
MAT 4320 Mathematical Statistics  
MAT 4830 Research in Mathematics

Choose one of the following:

BUS 3050 Business Spreadsheet Applications  
ISM 2150 Object-Oriented Programming  
PHY 2260/2270 University Physics II and Lab

A minor is required for this major.

NOTE: Course descriptions for BUS and ISM can be found in the Department of Business course listings.

***MATH AND COMPUTING MAJOR***

***Bachelor of Science and Bachelor of Arts***

The math and computing major equips students for technology, computer programming and information systems careers. A total of 46 credit hours in mathematics and information systems courses are required.

***Math Requirements (25 hours):***

MAT 1230/1240 Calculus I and Lab  
MAT 1250 Calculus II



MAT 2250 Calculus III  
MAT 2100 Introduction to Proofs  
MAT 2200 Discrete Mathematics  
MAT 3130 Linear Algebra  
MAT 4020 Senior Seminar in Mathematics  
MAT 4930 Mathematics Internship

**Information Systems Requirements (18 hours):**

ISM 1150 Introduction to Computer Science  
ISM 2100 Object-Oriented Programming  
ISM 2700 HTML and Web Development  
ISM 3400 Database  
ISM 3500 Data Structures

Choose one of the following:

ISM 3470 Business Information Systems  
ISM 4110 Client-Side Programming  
ISM 4120 Server-Side Programming

**Elective (3 hours):**

One additional course from MAT or ISM at the 3000-level or higher

A minor is required for this major.

NOTE: Course descriptions for ISM can be found in the Department of Business course listings.

**MATHEMATICS EDUCATION—SECONDARY MAJOR**

***Bachelor of Science and Bachelor of Arts***

The mathematics education major provides preparation for careers in high school and middle school mathematics teaching. It is designed to build a deep understanding of mathematics so that students are prepared to effectively teach math regardless of changing standards. The program begins with a series of required courses, after which students take electives depending on personal interests. A total of 73 credit hours in mathematics, information systems, and professional education courses are required.

**Required Courses (31 hours):**

ISM 1150 Introduction to Computer Science  
MAT 1230/1240 Calculus I and Lab  
MAT 1250 Calculus II  
MAT 2250 Calculus III  
MAT 2100 Introduction to Proofs  
MAT 2200 Discrete Mathematics  
MAT 3130 Linear Algebra  
MAT 3280 College Geometry  
MAT 4020 Senior Seminar in Mathematics  
MAT 4140 Abstract Algebra

**Electives - choose from the following (6 hours):**

MAT 2280 Differential Equations

MAT 3930 Independent Study in Mathematics  
MAT 4200 Probability Theory  
MAT 4280 Real Analysis  
MAT 4320 Mathematical Statistics  
MAT 4830 Research in Mathematics

***Professional Education Requirements (36 hours):***

SED 1000 Teaching School in America  
SED 2200 The School Age Child  
SED 2210 Responsive and Differentiated Instruction  
SED 2400 Teaching Exceptional Learners  
SED 2500 Teaching in a Pluralistic Society  
SED 2600 Teaching and Learning  
SED 3600 Teaching in the Middle and High School Setting  
SED 4650 Methods of Teaching Secondary Mathematics  
SED 4700 The Moral Practitioner  
SED 4900 Student Teaching and Seminar

No minor is required for this major.

NOTE: Course descriptions for SED can be found in the Department of Education course listings. Course descriptions for ISM can be found in the Department of Business course listings.

***APPLIED MATHEMATICS MINOR***

The requirement for an applied mathematics minor is 19 credit hours in mathematics.

***Required Courses (16 hours):***

MAT 1230/1240 Calculus I and Lab  
MAT 1250 Calculus II  
MAT 2250 Calculus III  
MAT 2280 Differential Equations  
MAT 3130 Linear Algebra

***Electives - choose one of the following (3 hours):***

MAT 2100 Introduction to Proofs  
MAT 2200 Discrete Mathematics  
MAT 4200 Probability Theory  
MAT 4320 Mathematical Statistics

***MATHEMATICS MINOR***

The requirement for a mathematics minor is 19 credit hours in mathematics.

***Required Courses (10 hours):***

MAT 1230/1240 Calculus I and Lab  
MAT 1250 Calculus II  
MAT 2100 Introduction to Proofs

***Electives – choose from the following (9 hours):***

MAT 2200 Discrete Mathematics  
MAT 2250 Calculus III  
MAT 2280 Differential Equations  
MAT 3130 Linear Algebra  
MAT 3280 College Geometry  
MAT 4140 Abstract Algebra  
MAT 4200 Probability Theory  
MAT 4280 Real Analysis  
MAT 4320 Mathematical Statistics

***PHYSICAL SCIENCES PROGRAM***

The purpose of the physical sciences program at Grace College is to present the facts and theories of the physical sciences and to provide laboratory experiences which emphasize scientific methods. The department seeks to help the student appreciate the truths of creation as revealed in the physical sciences. The courses are designed for students who desire broad cultural training, for prospective teachers, and for pre-professional students.

***GENERAL SCIENCE MAJOR***

***Bachelor of Science and Bachelor of Arts***

The requirement for a major in general science includes 37-38 credit hours in a variety of science and math disciplines. The general science major broadly surveys the physical and biological sciences. Students have opportunity to explore in-depth areas of special interest.

***Science and Math Requirements (31 hours):***

MAT 1230/1240 Calculus I and Lab  
BIO 1610/1620 General Biology I and Lab  
BIO 1710/1720 General Biology II and Lab  
CHM 1610/1620 General Chemistry I and Lab  
CHM 1710/1720 General Chemistry II and Lab  
PHY 2140/2150 College Physics I and Lab  
PHY 2160/2170 College Physics II and Lab  
Choose one of the following:  
BIO 4010 Senior Seminar in Biology  
ENV 4010 Senior Seminar in Environmental Science  
MAT 4020 Senior Seminar in Mathematics

***Electives – choose from the following (6-7 hours):***

ENV 2110/2220 General Ecology and Lab  
SCI 1160 Theories of Origins  
SCI 2360 Introduction to Astronomy  
SCI 2230 Physical Geography  
SCI 2240 Physical Geology

***Experiential Learning Requirement – choose from the following (3 hours):***

BIO 2910-2930 Biology Internship  
BIO 4810-4830 Research in Biological Science

CHM 4710-4730 Internship in Chemistry  
CHM 4810-4830 Research in Chemistry  
ENV 4810-4830 Field Education  
PHY 4810-4830 Research in Physics

A minor is required to accompany this major.

## **CHEMISTRY MAJOR**

### ***Bachelor of Science and Bachelor of Arts***

The requirement for a major in chemistry is 44 credit hours in chemistry and designated supporting courses. A biology minor is required.

#### ***Required Chemistry Courses (29 hours):***

CHM 1610/1620 General Chemistry I and Lab  
CHM 1710/1720 General Chemistry II and Lab  
BIO 2310 Biochemistry  
CHM 2610/2620 Organic Chemistry I and Lab  
CHM 2710/2720 Organic Chemistry II and Lab  
CHM 3610 Environmental Analytical Chemistry  
CHM 4610/4620 Physical Chemistry and Lab  
CHM 4700 Advanced Inorganic Chemistry

#### ***Required Math and Physics Courses (12 hours):***

MAT 1230/1240 Calculus I and Lab  
PHY 2240/2250 University Physics I and Lab  
PHY 2260/2270 University Physics II and Lab

#### ***Experiential Learning Requirement - choose one of the following (3 hours):***

CHM 4730 Internship in Chemistry  
CHM 4830 Research in Chemistry

#### ***Suggested Courses:\****

MAT 1250 Calculus II  
CHM 2300 Forensic Chemistry  
CHM 4530 Independent Study in Chemistry: Adv Organic Chemistry

\*Suggested courses are intended to provide additional support for the major in chemistry, but are not included in the required 42-44 credit hours.

## **CHEMISTRY MINOR**

The requirement for a minor in chemistry is 19 credit hours of selected courses in chemistry. All biology and environmental biology majors are required to complete the chemistry minor.

#### ***Required Courses (16 hours):***

CHM 1610/1620 General Chemistry I and Lab  
CHM 1710/1720 General Chemistry II and Lab  
CHM 2610/2620 Organic Chemistry I and Lab  
CHM 2710/2720 Organic Chemistry II and Lab

**Choose one of the following (3 hours):**

BIO 2310 Biochemistry (required for Biology/Health Science majors only)

CHM 3610 Environmental Analytical Chemistry (required for Environmental Science majors only)

**GENERAL SCIENCE MINOR**

The requirement for a minor in general science is 24 credit hours of courses in biological, environmental, and/or physical science. Choose any courses from biological, environmental or physical science (BIO, ENV, CHM, PHY and SCI course prefixes). Note that some courses have prerequisites.

**MAJOR IN THE SUSTAINABLE AGRICULTURE PROGRAM**

**SUSTAINABLE AGRICULTURE MAJOR**

**Bachelor of Science**

The requirement for a major in sustainable agriculture is total of 47 credit hours. The major is comprised of 18 credit hours in agriculture-related coursework, in addition to 7 credit hours of internships (experiential learning) which place students in agricultural establishments or businesses. Additionally, students will need to complete 22 credit hours in biology, chemistry, and environmental science in order to provide a solid foundation for understanding agricultural practices and their relationship to the environment.

**Required Sustainable Agriculture Courses (25 hours):**

AGR 1000 Introduction to Agriculture and Farm Management

AGR 2000 Agricultural Economics

AGR 2100 Conservation in Agriculture

AGR 3000 Financing the Farm Operation

AGR 3500 Sustaining the Family Business

AGR 4700 Agricultural Seminar

AGR 2900, 2910, 2920 Sustainable Agriculture Internships I-III

**Required Science Courses (22 hours):**

BIO 1010/1020 Bioscience Survey and Lab

BIO 2410/2420 Plant Biology and Lab

BIO 2510/2520 Animal Biology and Lab

CHM 1010/1020 Introduction to Chemistry and Lab

ENV 2110/2120 General Ecology and Lab

ENV 3410 Environmental Ethics

## ***COURSE DESCRIPTIONS***

### ***BIOLOGY***

#### ***BIO 1010 Bioscience Survey***

A broad overview of living organisms, their structure, function, and relationships to their non-living environment, to each other, and to humans. Special attention is given to cellular biology as it applies to both lower and higher forms of life. Students must enroll concurrently in BIO 1020 Bioscience Survey Laboratory. (Credit will not be given for both BIO 1010 and BIO 1610). Three hours.

#### ***BIO 1020 Bioscience Survey Laboratory***

The laboratory is designed to support BIO 1010 and must be taken concurrently with the course. This course has a fee for consumables used in its labs.

#### ***BIO 1200 Medical Terminology***

Students will focus on building core medical vocabulary by analyzing their prefix, suffix, root, connecting and combining forms. Through such analysis, students gain an understanding of the human body's structure, function and diseases. Three hours.

#### ***BIO 1610 General Biology I***

Principles of structure, function, and cellular organisms. Includes an introduction to the scientific method, characteristics of cytoplasm, and basic cytology, energy acquisition and release and heredity. Also includes basic plant structure and function. Students must enroll concurrently in BIO 1620. Four hours.

#### ***BIO 1620 General Biology I Laboratory***

The laboratory is designed to support BIO 1610 and must be taken concurrently with the course. This course has a fee for consumables used in its labs.

#### ***BIO 1710 General Biology II***

A continuation of BIO 1610. Includes structure, function and interrelationships of the organ systems of animals with particular attention to the human body. Also includes introductory taxonomy, surveying the major groups of plants and animals. Prerequisite: BIO 1610/1620 or permission of the instructor. Students must enroll concurrently in BIO 1720. Four hours.

#### ***BIO 1720 General Biology II Laboratory***

The laboratory is designed to support BIO 1710 and must be taken concurrently with the course. This course has a fee for consumables used in its labs.

#### ***BIO 2010 Anatomy and Physiology I***

This course is designed for students pursuing a career in an allied health field (nursing, health and wellness, etc.) The class includes the study of basic gross and microscopic anatomy and the function of the body on cellular, tissue, and organ system levels. The class will include organization of the body, cytology, basic histology, and the study of several organ systems – integumentary, skeletal, muscular, nervous, and endocrine. Remaining body systems including – circulatory, respiratory, digestive, urinary, and reproductive to be covered in course BIO 2040. Students must enroll concurrently in BIO 2020. Four hours.

#### ***BIO 2020 Anatomy and Physiology I Lab***

The laboratory is designed to support BIO 2010 and must be taken concurrently with the course. This course has a fee for consumables used in its labs.

***BIO 2040 Anatomy and Physiology II***

This course is designed for students pursuing a career in an allied health field (nursing, health and wellness, etc.) This course includes a basic study of the gross and microscopic structure of several major organ systems – endocrine, circulatory, respiratory, digestive, urinary, and reproductive. The other body systems including – integumentary, skeletal, muscular, nervous, and endocrine to be covered in course BIO 2010. Students must enroll concurrently in BIO 2050. Four hours.

***BIO 2050 Anatomy and Physiology II Lab***

The laboratory is designed to support BIO 2040 and must be taken concurrently with the course. This course has a fee for consumables used in its labs.

***BIO 2100 Health Sciences Seminar***

An overview of the health professions, as presented by current practicing medical professionals. Includes occupations ranging from nurse to medical doctor to veterinarian to chiropractor, with many others included. Prerequisites: BIO 1610/1620 and BIO 1710/1720, or consent of the instructor. One hour.

***BIO 2110 General Ecology***

A study of the interaction of organisms with their physical environment and with each other. Particular focus will be on application of ecological concepts and field work in various local ecosystems. Students must enroll concurrently in BIO 2120. Four hours. (Cross-listed; register as ENV 2110.)

***BIO 2120 General Ecology Lab***

This laboratory is designed to support BIO 2110 and must be taken concurrently with the course. (Cross-listed; register as ENV 2120.) This course has a fee for consumables used in its labs.

***BIO 2210 Principles of Nutrition***

Functions and interrelationships of food nutrients throughout the life cycle of man. Includes digestion, absorption and metabolism of nutrients, as well as dietary evaluation and modification for physiological needs. Other areas of study include: role of social, psychological and cultural factors in food selection. Prerequisite: BIO 1610/1620 or consent of the biology program director. Three hours.

***BIO 2240 Intro to Public Health***

This is an introductory course in public health designed for students pursuing careers in healthcare. Various aspects of public health are explored, including: infection disease; psychosocial behavior; environmental issues; and governmental policy-making. Epidemiological approaches to understanding public health data feature prominently throughout the course. Pre-requisite: MAT 3200. Three hours.

***BIO 2310 Biochemistry***

A study of the basic composition, function and metabolism of carbohydrates, lipids and proteins. Emphasis is placed on the catalytic function and regulation of enzymes, and on the process of cellular respiration. Some consideration given to the role of nucleic acids in cellular metabolism. The course includes hands-on laboratory experiments involving current procedures in biochemistry. This course has a fee for consumables used in its labs. Prerequisite: CHM 1710/1720 and BIO 1610/1620, or consent of instructor. Three hours.

***BIO 2410 Plant Biology***

Integrated study of plants as organisms. Deals with plant structure, physiology, development,

genetics, ecology, and classification of major plant groups. Prerequisite: BIO 1610/1620 or consent of the instructor. Students must enroll concurrently in BIO 2420. Four hours.

***BIO 2420 Plant Biology Laboratory***

The laboratory is designed to support BIO 2410 and must be taken concurrently with the course. This course has a fee for consumables used in its labs.

***BIO 2510 Animal Biology***

Integrated study of animals as organisms. Deals with animal structure, physiology, development, genetics, ecology, and classification of major animal groups. Prerequisite: BIO 1610/1620 or consent of the instructor. Students must enroll concurrently in BIO 2520. Four hours.

***BIO 2520 Animal Biology Laboratory***

The laboratory is designed to support BIO 2510 and must be taken concurrently with the course. This course has a fee for consumables used in its labs.

***BIO 2700 Introduction to Microbiology***

An organ systems approach to the study of disease-related microorganisms intended for the nursing major. The foundations of microbiology are presented through the lens of disease processes as bacterial, viral and parasitic infections relevant to health professionals are explored. Other course topics include: host-parasite interaction; virulence factors; hospital and community acquired infections; mechanisms of gene transfer; disinfection; antimicrobial drugs; and, immunology. Prerequisite: BIO 1010/1020; or BIO 1610/1620; or BIO 2010/2020; or consent of the instructor. Students must enroll concurrently in BIO 2710. Four hours.

***BIO 2710 Introduction to Microbiology Laboratory***

The laboratory is designed to support BIO 2700 and must be taken concurrently with the course. This course has a fee for consumables used in its labs.

***BIO 2810-2830 Healthcare Experience***

This course requires 40 hours per credit of active participation in providing healthcare as a trained healthcare worker, during which time the student will better understand the roles in medicine and the art of interacting with patients in a healthcare setting. This could include serving as a Certified Nursing Assistant, Patient Care Technician, Pharmacy Technician, Occupational Therapy or Physical Therapy Aide, etc. Several of these require outside licensing and training that is to be pursued by the student independently. As these are paid occupations, securing employment in such positions is the student's responsibility. If this course is taken more than once, the same occupation and position may be used for subsequent enrollments. Prerequisite: BIO 1610/1620 and BIO 1710/1720, or consent of the instructor. One to three hours.

***BIO 2850 Healthcare Observation***

This course requires 40 hours of shadowing a healthcare professional in the area of the student's desired future occupation, during which time the student will become more familiar with the specifics of the career. Shadowing may require that the student be vetted through the volunteer process of a healthcare facility (may include an application, drug screening and/or health testing, which are the student's responsibility to complete). If this course is taken more than once, a different healthcare professional must be shadowed each time (these may be in the same profession). Prerequisite: BIO 1610/1620 and BIO 1710/1720, or consent of the instructor. One hour.



**BIO 2910-2930 Biology Internship**

This course is designed to award college credit to students who participate in a life science internship. Internship opportunities can range from working alongside zookeepers and wildlife managers to participating in bench science at Q/A and research laboratories. Students must commit to a total of 40 hours per credit at the internship site which can also include the time needed for completing the required internship journal assignments. Students are responsible for providing their own transportation during the duration of the internship opportunity and must complete an off-campus safety training course prior to starting the internship. Prerequisite: BIO 1610/1620 and BIO 1710/1720, or consent of the instructor. One to three hours.

**BIO 3110 Cell and Molecular Biology**

A study of the basic principles that guide cellular composition, organization and function. Particular attention will be paid to understanding the molecular mechanism that underlies cell function. Topics studied in the course include, processes of energy extraction, membrane transport, cell surface communication, cell cycle and regulation, cell division, along with the study of specialized cells like gametes, lymphocytes, neurons, muscle cells, and cancer cells. The course includes hands-on laboratory experiments involving current procedures in cell and molecular biology. This course has a fee for consumables used in its labs. Prerequisite: BIO 2310 or consent of the instructor. Three hours.

**BIO 3210 Advanced Anatomy and Physiology I**

This course is designed for students preparing for graduate studies in biology/medically related programs (medicine, physical therapy, pharmacy, veterinary medicine, etc.). The class includes an in-depth look at organization of the human body, cytology, histology, and the study of several of the major organ systems – integumentary, skeletal, muscular, nervous, and endocrine. A detailed study of the remaining body systems including – circulatory, respiratory, digestive, urinary, and reproductive to be covered in course BIO 3310/3320. Students must enroll concurrently in BIO 3220. Prerequisites: BIO 1710/1720 or consent of the instructor. Four hours.

**BIO 3220 Advanced Anatomy and Physiology I Lab**

The laboratory is designed to support BIO 3210 and must be taken concurrently with the course. This course has a fee for consumables used in its labs.

**BIO 3310 Advanced Anatomy and Physiology II**

This course is designed for students preparing for graduate studies in biology/medically related programs (medicine, physical therapy, pharmacy, veterinary medicine, etc.). This course includes an in depth study of the gross and microscopic structure of several major organ systems – endocrine, circulatory, respiratory, digestive, urinary, and reproductive. A detailed study of the other body systems including –integumentary, skeletal, muscular, nervous, and endocrine to be covered in course BIO 3210/3220. Students must enroll concurrently in BIO 3320. Prerequisites: BIO 1710/1720 or consent of the instructor. Four hours.

**BIO 3320 Advanced Anatomy and Physiology II Lab**

The laboratory is designed to support BIO 3310 and must be taken concurrently with the course. This course has a fee for consumables used in its labs.

**BIO 3710 Pathophysiology**

This course covers the biological basis for disease within the human body. Pathological conditions are presented by organ system, including disorders caused by injury, infection, deficiency, and genetics. A review of basic anatomy and physiology is included with each body system in order to contrast normal

and diseased states of tissues and organs. The origin of each disease is analyzed down to a cellular or tissue level to provide root understanding of the cause of human disease. Prerequisite: BIO 1710/1720 or BIO 2040/2050. Three hours.

***BIO 3810-3830 Readings in Biological Science***

This course is designed to allow the student a more in-depth investigation of a topic of special interest in the areas of biological science. Prerequisite: permission of the individual instructor. One to three hours; non-repeatable.

***BIO 3910-3940 Independent Study in Biological Science***

Topics or projects to be chosen and investigated in the areas of biological science in consultation with the individual instructor. Prerequisite: permission of the biology program director. One to four hours, non-repeatable.

***BIO 4010 Biology Senior Seminar***

This course is designed as a capstone course for science majors and is meant to teach valuable skills and give experience with tools needed for science careers or post-graduate education. Coursework is designed to challenge the student to integrate their current biological knowledge with a Biblical worldview, as well as to consider their future role as a Christ-follower in the workforce. Prerequisites: BIO 2310 and senior class standing, or consent of the instructor. Three hours.

***BIO 4110 Microbiology***

An introductory study of microorganisms dealing with the morphology, physiology and cultivation and identification of microbes and their role in the environment. Other areas studied include: immunology, genetics, metabolism, food, preservation, and diseases. Prerequisite: BIO 1610/1620 and BIO 1710/1720, or consent of the instructor. Students must enroll concurrently in BIO 4120. Four hours.

***BIO 4120 Microbiology Laboratory***

The laboratory is designed to support BIO 4110 and must be taken concurrently with the course. This course has a fee for consumables used in its labs.

***BIO 4210 Genetics***

A study of both in-depth classical genetics and underlying molecular mechanisms; also genetic mechanisms and processes, recombination, genetic interaction, and gene regulation. The process of expression of genetic information through protein synthesis is also considered in depth. The course includes hands-on laboratory experiments involving current procedures in molecular genetics. This course has a fee for consumables used in its labs. Prerequisite: BIO 2310 or consent of the instructor. Three hours.

***BIO 4810-4830 Research in Biological Science***

A course designed to give the student an opportunity to do individual research on special problems in biology. Prerequisite: BIO 1710 and BIO 2310 or consent of the biology program director. One to three hours. Maximum of six hours permitted.

***CHEMISTRY***

***CHM 1010 Introduction to Chemistry***

This course is designed to give the student a broad introduction to general, organic, and biological chemistry. The lecture emphasizes general chemical concepts while the laboratory concentrates on techniques and data handling. Students must enroll concurrently in CHM 1020. Four hours.

**CHM 1020 Introduction to Chemistry Lab**

Designed to support CHM 1010 and must be taken concurrently with the course. This course has a fee for consumables used in its labs.

**CHM 1610 General Chemistry I**

This course is designed to investigate all topics normally found within the American Chemistry Society recommended guidelines (i.e., atomic structure, physical measurements, chemical reactions and balancing equations, percent composition, solubility and precipitation, redox chemistry, gas laws, thermochemistry, quantum chemistry, VSEPR theory, molecular orbital theory, unit cells and unit cell calculation, and intermolecular forces) for a first-semester freshmen chemistry course. Students must enroll concurrently in CHM 1620. Four hours.

**CHM 1620 General Chemistry I Lab**

General Chemistry I Lab investigates many of the concepts discussed in CHM 1610 and re-enforces the student's applied learning. Students must enroll concurrently in CHM 1610. This course has a fee for consumables used in its labs.

**CHM 1710 General Chemistry II**

This is the second part of a two-semester sequence in general chemistry. This course studies and problem solves topics in solution chemistry, chemical kinetics, chemical equilibria, thermodynamics, acid-base equilibria, electrochemistry, and an introduction to organic chemistry. Prerequisite: CHM 1610/1620. Students must enroll concurrently in CHM 1720. Four hours.

**CHM 1720 General Chemistry II Lab**

General Chemistry II Lab focuses on the van't Hoff factor and its effect on boiling point elevation, chemical kinetics of a combustion reaction, chemical equilibria and reaction rates, synthesis of biodiesel, electrochemical cells, oxidation-reduction, and testing functional groups of organic compounds. Students must enroll concurrently in CHM 1710. This course has a fee for consumables used in its labs.

**CHM 2300 Forensic Chemistry**

This is a descriptive course covering the wide spectrum of current forensic chemistry and its application in criminal investigations. Drugs, drugs as physical evidence, seized drugs and their analysis, and selected drug classes are investigated. Drugs in the body, and the chemistry of combustion and arson, explosives, and firearms are also covered. Quantitative reasoning is utilized in the form of scientific units (e.g., dosage) and in oxygen balance calculations (i.e., explosives). Discussion boards and documented case studies re-enforce the material covered. Three hours.

**CHM 2610 Organic Chemistry I**

This is a first part of a two-semester sequence in organic chemistry. Fundamentals of organic chemistry will be studied which include atomic structure, functional groups, acid-base chemistry, chemical nomenclature, alkane conformations (Newman configurations, chair conformations),  $S_N2/S_N1/E2/E1$  reactions and their mechanisms, alkene reactions and mechanisms, radical reactions and their mechanism and general physical and chemical properties of all organic compounds presented herein. Additionally, FT-IR,  $^1H$  NMR and  $^{13}C$  NMR spectroscopy will be investigated along with mass spectrometry. Prerequisite: CHM 1710/1720. Students must enroll concurrently in CHM 2620. Four hours.

**CHM 2620 Organic Chemistry I Lab**

The lab component will cover essential organic chemistry skills that include (but are not limited to)

melting point determination, acid-base extraction, aqueous extraction, thin-layer chromatography, FT-IR,  $^1\text{H}$  NMR and  $^{13}\text{C}$  NMR spectroscopic analysis and synthesis, isolation, purification, and characterization of a complex organic heterocycle. Must be taken concurrently with CHM 2610. This course has a fee for consumables used in its labs.

***CHM 2710 Organic Chemistry II***

This is the second part of a two-part sequence in organic chemistry. Reactions and mechanisms are covered for alcohols, ketones, aldehydes, carboxylic acids, carboxylic acid derivatives, aromatic EAS and NAS reactions, alpha-carbonyl chemistry, and amine chemistry.  $^1\text{H}$  and  $^{13}\text{C}$  NMR and IR spectroscopy and MS are heavily utilized. Special topics will include amino acid and nucleic acid chemistry. Students must enroll concurrently in CHM 2720. Four hours.

***CHM 2720 Organic Chemistry II Lab***

This lab course will heavily utilize modern synthetic organic chemistry research techniques and practices such as rotary evaporation, Schlenk glassware, vacuum manifold work, TLC and silica purification techniques, and recrystallization. Purified organic compounds will be analyzed by  $^1\text{H}$  and  $^{13}\text{C}$  NMR and IR spectroscopy using instrument within our department as well as out-sourcing to an external research laboratory. Must be taken concurrently with CHM 2710. This course has a fee for consumables used in its labs.

***CHM 3610 Environmental Analytical Chemistry***

This course has two parts: analytical chemistry and environmental chemistry. In the analytical portion of this course the student will be expected to master chemical measurements, experimental error, chemical equilibria, titrations, electrochemistry, and redox titrations. Additionally, the student will be introduced to environmental problems, sustainability, and green chemistry. Topics of interests will include air-pollution, global warming, fossil fuels,  $\text{CO}_2$  emissions, biofuels and renewable energy, water chemistry and water pollution, use and misuse of nuclear energy, heavy metals, and pesticides and the problems they cause. Within the context of environmental challenges, analytical chemical techniques and practices are introduced. The class will investigate the environmental disasters experienced by Chernobyl, the Gulf of Mexico, and Three Mile Island. Statistical data analysis as well as analytical techniques and experiments in acid-base titration, buffer solutions, determining an equilibrium constant, potentiometry, electrochemistry, and liquid chromatography are investigated. Pre-requisites: CHM 1710/1720. Three hours. This course has a fee for consumables used in its lecture-based labs.

***CHM 3400 Selected Topics in Chemistry***

A course designed to give the student an in-depth study of some specific aspects of chemistry not normally covered in other required courses. Course topics will fluctuate with student needs and interests. Prerequisite: dependent on topic; see instructor. Two hours.

***CHM 4530 Independent Study in Chemistry: Advanced Organic Chemistry***

This course is designed to offer chemistry and other science majors an option to explore an upper-level advanced organic chemistry experience. This independent study requires the student to investigate and master several advanced organic chemistry topics not covered in the typical two-semester sequence of organic chemistry. The student is also to deliver a defense of his/her knowledge at a scheduled meeting with the professor near the end of the course. The student is expected to pass their defense's content knowledge and problem-solving at 70% or higher. Pre-requisite: CHM 2710/2720. Three hours.

***CHM 4610 Physical Chemistry***

In this course in physical chemistry, the student will be introduced to a variety of concepts and critical thinking/quantitative problem solving in acceleration, force, pressure, work and energy, the Boltzmann distribution, electromagnetic waves, photons, the perfect equation of state, the Maxwell distribution of speeds, the virial and van der Waals equation of state. Following this introduction, the student will problem solve a variety of physical chemistry topics that include the molecular interpretation of work, heat, and temperature, heat influx during expansions, internal energy, enthalpy, entropy and the first and second laws of thermodynamics, various entropic calculations, chemical equilibria, electrochemistry, and chemical kinetics. Pre-requisite: CHM 2710/2720. Students must enroll concurrently in CHM 4620. Four hours.

***CHM 4620 Physical Chemistry Lab***

Designed to support CHM 4610 and must be taken concurrently with the course. This course has a fee for consumables used in its labs.

***CHM 4700 Advanced Inorganic Chemistry***

The goal of this course is to expose the student to advanced topics and problems in inorganic chemistry. This course begins with a review and more in-depth look into inorganic basics of bonding (VSEPR theory, Lewis structures, etc.). Symmetry and group theory are also investigated as well as utilizing this work to predict IR and Raman bands for spectroscopic analysis. Molecular orbital theory, degenerate orbitals, homonuclear and heteronuclear diatomic molecular orbital diagrams will be studied, reproduced, and mastered to more fully understand the dual properties of electrons in bonding. Finally, organometallic chemistry, the 18-electron rule, and organometallic mechanisms will be explored to predict and understand reactions with transition metal complexes. Pre-requisite: CHM 2710/2720. Three hours.

***CHM 4710-4730 Internship in Chemistry***

This course is designed to provide the chemistry major an opportunity to gain experience in a chemistry lab. The successful student's internship will likely be in the form of a chemistry laboratory technician opportunity found within an industry's R & D (Research & Development) department or QC (quality control), however other positions may also be available. The student is expected to learn the skills needed to successfully work within this internship, grow in their responsibilities, keep all company information private, and leave the internship with a letter of recommendation from the company's human resource department. This internship is not limited to industry. For instance, the student could be a water-quality chemist for our local zoo. One to three hours.

***CHM 4810-4830 Research in Chemistry***

A course designed to give the student an opportunity to do individual research in an area of special interest in chemistry. A written report or professional presentation of the results at an external meeting at the regional or national level is required. Prerequisite: consent of the faculty research advisor. This course is designed to train the student in relevant research investigation, problem solving, acquisition of scientific data, library research, and dissemination of research results to a broader public. The student is expected to become a member of a scientific society or academy and promote their science at local and/or regional/national venues. The student is expected to commit 40 hours of research work per credit hour earned. This time commitment is fulfilled through laboratory and out-of-lab requirements. One to three hours. This course has a fee for consumables used in its labs.

## **ENVIRONMENTAL SCIENCE**

### **ENV 2110 General Ecology**

A study of the interaction of organisms with their physical environment and with each other. Particular focus will be on application of ecological concepts and field work in various local ecosystems. Students must enroll concurrently in ENV 2120. Four hours.

### **ENV 2120 General Ecology Lab**

This laboratory is designed to support ENV 2110 and must be taken concurrently with the course. This course has a fee for consumables used in its labs.

### **ENV 2410 Plant Biology**

Integrated study of plants as organisms. Deals with plant structure, physiology, development, genetics, ecology, and classification of major plant groups. Prerequisite: BIO 1610/1620 or consent of the instructor. Students must enroll concurrently in ENV 2420. Four hours. (Cross-listed; register as BIO 2410.)

### **ENV 2420 Plant Biology Laboratory**

The laboratory is designed to support ENV 2410 and must be taken concurrently with the course. (Cross-listed; register as BIO 2420.) This course has a fee for consumables used in its labs.

### **ENV 2510 Animal Biology**

Integrated study of animals as organisms. Deals with animal structure, physiology, development, genetics, ecology, and classification of major animal groups. Prerequisite: BIO 1610/1620 or consent of the instructor. Students must enroll concurrently in ENV 2520. Four hours. (Cross-listed; register as BIO 2510.)

### **ENV 2520 Animal Biology Laboratory**

The laboratory is designed to support ENV 2510 and must be taken concurrently with the course. (Cross-listed; register as BIO 2520.) This course has a fee for consumables used in its labs.

### **ENV 3210 Aquatic Ecology**

An overview of physical, chemical, and biological components and their interactions in streams and lakes. Prerequisite: ENV 2110/2120. Students must enroll concurrently in ENV 3220. Four hours.

### **ENV 3220 Aquatic Ecology Lab**

This laboratory is designed to support ENV 3210 and must be taken concurrently with the course. This course has a fee for consumables used in its labs.

### **ENV 3410 Environmental Ethics**

An exploratory study of secular and Christian views of the natural world and humanity's place in it. Special attention on practical application of a Biblical stewardship ethic. Prerequisite: 55 credit hours of coursework. Three hours.

### **ENV 4010 Senior Seminar**

This course is designed as a capstone course for science majors and is meant to teach valuable skills and give experience with tools needed for science careers or post-graduate education. Prerequisites: BIO 1610/1620 and senior class standing, or consent of the instructor. Three hours. (Cross-listed; register as BIO 4010.)

### ***ENV 4210 Genetics***

A study of both in-depth, classical genetics and underlying molecular mechanisms, genetic mechanisms and processes, recombination, genetic interaction, and gene regulation. The course includes hands-on laboratory experiments involving current procedures in molecular genetics. Prerequisite: BIO 2310 or consent of the instructor. Three hours. (Cross-listed; register as BIO 4210.) This course has a fee for consumables used in its labs.

### ***ENV 4810-4860 Field Education***

Research projects or internships to be chosen in the areas of environmental science and outreach in consultation with the instructor. Prerequisite: permission of the environmental science program director. One to six hours.

## ***EXERCISE SCIENCE***

### ***EXS 1000 Introduction to Exercise Science***

Introduction to Exercise Science is an entry level course that is designed to introduce students to the field of exercise science. This course will prepare students with knowledge and information on related health topics including: the history of exercise science, fitness assessment, nutrition, biology, exercise physiology, biomechanics, physical fitness, career opportunities, and beginning diagnostic tools. Three hours.

### ***EXS 1050 Dynamics of Fitness***

This course will investigate major topics in the study of lifestyle management. Topics included are: wellness, physical fitness, nutrition, disease, prevention, stress management, and consumerism. Three hours.

### ***EXS 2000 Kinesiology***

This course is designed to guide students in the exploration of human anatomy, functional anatomy, fundamental movements and select movements. This will include an in-depth examination of the musculoskeletal framework through structure, function, and application in sport and exercise. Three hours.

### ***EXS 2130 Principles of Coaching***

This course is focused on providing a practical guide to coaching. The fundamentals needed to build a successful sport, personal training or team/group experience begin with basic principles such as practice planning, team building and program development. This class provides instruction to assist the student in possessing the skills to lead and coach individuals in their specific field. Three hours. Offered every other year.

### ***EXS 2150 Practicum in Exercise Science***

A practical experience rotation in real-world settings. Students observe exercise science professionals in their prospective fields, and work on interpersonal skills at rotation settings. Pre-requisite: EXS 1000. Two hours.

### ***EXS 2250 Care and Prevention***

Designed to provide information needed to manage the care of athletic injuries—from prevention, identification and assessment of injuries to interaction with players, parents and physicians. Geared toward those beginning careers in fitness or coaching, equipping them for management and

implementation of injury and emergency situations. Prerequisites: EXS 2000 or BIO 1710/1720 or BIO 3210/3220. Three hours. This course has a fee for consumables used in its labs.

***EXS 2300 Nutrition for Life Cycles***

Nutrient requirements and anthropometric aspects of nutrition for the following life stages: prenatal, pregnancy, lactation, infancy, childhood, adolescence, adult, and late adulthood. Exploration of the influences on the diet of each life cycle, including physiological, psychological, sociological, and cultural factors. Pre-requisite: CHM 1010/1020. Three hours.

***EXS 2500 Group Fitness Instruction***

This course prepares students with skill and practice for group fitness instruction. The fundamentals needed to build a successful fitness class that engages the individual as well as the group. Students will begin building basic principles such as class planning, program development, and strategies for modifications or progression of clients. This class positions students for certification in group fitness instruction. Three hours. Offered every other year.

***EXS 3000 Strength and Conditioning***

Principles of strength and conditioning draws students into a creative design and implementation of exercise for various areas of the body. A large majority of students pursuing careers dealing with exercise will encounter prescription weight training and physical conditioning. This course specifically addresses form, function, and programming for the upcoming fitness professional. Prerequisite: EXS 2000. Three hours.

***EXS 3200 Nutrition for Sports Performance***

Supporting and advancing athletic performance through nutritional strategies and therapies. Exploring specific nutritional needs among a variety of sports, as well as proper recovery methods and diet planning for optimizing body composition, speed, explosive and endurance based performances. Examination of the risks and benefits of ergogenic supplements found in fitness and details concerning the effects of eating disorders. Students will frequently practice planning and strategizing diet and recovery methods for various sports and athlete profiles. Prerequisite: BIO 2210. Three hours.

***EXS 3280 Nutrition for Health and Disease***

This course examines the biochemical relationship between food and chronic illness and introduces the use of nutrition as an intervention for pathological conditions, encompassing the complex relationship between nutrients and human cells. Additional focus includes the human microbiome, as well as nutrigenetics – how personal genetics impact nutrient uptake and utilization – and nutrigenomics – how food components impact genetic expression. Prerequisites: BIO 2210 and CHM 1010/1020. Three hours.

***EXS 3240 Diet Planning and Counseling***

This course evaluates current methodologies and professional techniques used to assess an individual's nutritional status, lifestyle, and diet planning abilities. Students explore the utilization of nutritionally therapeutic interventions for disease prevention, counseling techniques for client support, building counselor-client rapport, and proper diet care documentation. Laboratory experience will provide numerous hands-on assessment opportunities and planning experiences. Prerequisite: EXS 3280. Three hours.

***EXS 3300 Special Topics in Fitness***

This course addresses the wide variety of fitness trends rapidly entering the fitness market space. In a hands-on learning approach, students will learn to engage, experiment, and practice these fitness



topics with guidance, empowering students to incorporate different trends and topics into their repertoire as fitness professionals. Three hours. Offered every other year.

***EXS 3600 Fitness Assessment***

This course prepares students to understand the fundamentals of proper fitness assessment and development of prescriptive exercise. The focus of the course is placed on assessment methodology, developing skills with modern test equipment, and incorporating collected data into exercise programs. Prerequisite: BIO 1710/1720. Three hours. This course has a fee for consumables used in its labs.

***EXS 3750 Exercise Cardiology***

The design of the course is geared toward an in-depth study of the anatomy of the heart. Students will engage in assessment and testing of the heart in a resting and active state. An examination of abnormalities found in general, athletic, pediatric, women, and special populations. ECG testing and equipment skills proficiency along with data interpretation will be included as well. Prerequisites: BIO 2010/2020, or BIO 3210/3220. Three hours. This course has a fee for consumables used in its labs.

***EXS 4180 Exercise Physiology***

This course examines the structural components of the musculoskeletal, nervous, cardiovascular, respiratory, and endocrine systems. In addition, there is a comprehensive review of the body's response to exercise, optimal work capacity during exercise training, and limitations due to environmental factors, age, sex, and physical health. Prerequisites: BIO 2040/2050 or BIO 3310/3320. Three hours. This course has a fee for consumables used in its labs.

***EXS 4240 Biomechanics***

This course introduces concepts of mechanics in relation to human movement, specifically in exercise, sport and physical activity. The primary focus is to gain understanding of mechanical and anatomical principles that control the link between human motion and structural mechanics in coordination with functional mechanisms. Prerequisites: BIO 2040/2050 or BIO 3310/3320. Three hours.

***EXS 4840 Research in Exercise Science***

A course designed to give the student an opportunity to do individual research on a topic of interest in Exercise Science. Prerequisites: EXS 1000 and EXS 2150. Two hours.

***EXS 4930 Internship in Exercise Science***

The internship includes activity in a work environment, allowing the student to experience a hands-on opportunity to apply the skills and principles learned in class to a real-world, professional setting. Three hours of credit is given and is equivalent to approximately 120 hours in the work-place (or 40 work hours per credit hour). Prerequisites: EXS 1000 and EXS 2150. Three hours.

***MATHEMATICS***

***MAT 1110 Mathematics for Elementary School Teachers***

This course investigates a variety of topics necessary for future elementary school teachers. Topics covered include numbers, measurement, probability, statistics, geometry, patterns, spatial relationships, and logic. This is not a methods class; it is a mathematics content class. Prerequisites: 12 credit hours; Basic Algebra and SED 1000. Three hours.

***MAT 1120 College Algebra***

Topics include algebraic operations, manipulation of functions, polynomial equation solutions, inequalities, logarithms, and exponentials. There will be practice with solving systems of equations, graphing, and algebra applications. Three hours.

***MAT 1185 Quantitative Reasoning***

This course is designed to build math literacy, which is necessary for informed citizenship, reasoning from evidence, and extracting information from data. Topics include proportional reasoning, math modeling, probability, statistics, and math in politics. The course requires complicated reasoning using elementary mathematics. Three hours.

***MAT 1230 Calculus I***

This course is a traditional introductory calculus course. We will study functions, limits, derivatives, and integrals. Applications of the derivative and the fundamental theorem of calculus will be particular highlights of this class as well as integrals and derivatives of logarithms and exponential functions. Students must enroll concurrently in MAT 1240. Four hours.

***MAT 1240 Calculus I Lab***

The laboratory is designed to support MAT 1230 and must be taken concurrently with the course. This course has a fee for consumables used in its labs.

***MAT 1250 Calculus II***

This course is a continuation of the topics covered in Calculus I. We will study integration techniques, as well as integrals and derivatives of a variety of functions: logarithms, exponential functions, inverse trigonometric functions, and hyperbolic trigonometric functions. We will also study applications of integration, improper Riemann integrals, and L'Hopital's rule for taking limits. Investigating infinite sequences and infinite series will be a highlight of this course. Prerequisites: MAT 1230 or permission of the mathematics program director. Three hours.

***MAT 2100 Introduction to Proofs***

This course is an introductory course on proofs and emphasizes logic, set theory and proof techniques. Theorems will be taken from topics including set theory, number theory and real analysis. Three hours.

***MAT 2220 Discrete Mathematics***

This course is an introduction to discrete mathematics, including combinatorics and graph theory. Topics covered include graph coloring, trees and searching, network flows, network algorithms and complexity analysis, recurrence relations, functions and relations, generating functions, set theory, and probability. An emphasis will be on proof by induction. Prerequisite: MAT 2100. Three hours.

***MAT 2250 Calculus III***

This course is an investigation of limits, derivatives, and integrals of functions of more than one variable. We will study various applications of calculus, further topics of multivariable calculus, and ways in which calculus interplays with the other mathematical disciplines such as linear algebra, probability theory, and complex analysis. Prerequisites: MAT 1250 or permission of the mathematics program director. Three hours.

***MAT 2280 Differential Equations***

A study of differential equations using analytical, numerical and graphical techniques. Emphasis is placed on solving first and second order, and systems of differential equations. Various types of

differential equations, their solutions and their applications in physical sciences will be studied. Prerequisite: MAT 2250. Three credit hours.

### ***MAT 3130 Linear Algebra***

This course builds on the geometric interpretation of vectors and linear equations from Calculus 3 to consider a more abstract view of linear algebra using vector spaces and linear transformations. The history of linear algebra is interspersed throughout the course. Emphasis is placed on real life applications, and technology is used when necessary. Prerequisite: MAT 2250. Three hours.

### ***MAT 3200 Probability and Statistics***

This first course in statistics provides a rigorous introduction to applied statistics. Topics include sampling principles, elementary probability, the normal distribution, hypothesis testing, confidence intervals, inference on numerical and categorical variables, chi-squared, ANOVA, and linear regression. Multiple linear regression and logistic regression will be covered if time permits. Three hours.

### ***MAT 3280 College Geometry***

This course is a thorough investigation of the axioms and theorems of Euclidean geometry. Throughout this course we will also cover several topics in non-Euclidean geometry, symbolic logic, and axiomatic systems in general. This course is designed to thoroughly equip a future high school teacher with the content knowledge needed to successfully teach geometry. Prerequisite: MAT 2100 or permission of the mathematics program director. Three hours.

### ***MAT 3930 Independent Study in Mathematics***

An independent study in mathematics is designed for students who have excelled in several post-calculus classes and desire to study a topic that is not currently available in the curriculum. A student wishing to take an independent study will establish a topic to study and seek out a faculty member to whom he or she will be responsible. Once a topic and a faculty member are determined, permission for the independent study must be obtained from the mathematics program director. Independent study in mathematics is a non-repeatable class. Prerequisites: MAT 2250, availability of professor, and permission of the mathematics program director. Three hours.

### ***MAT 4020 Senior Seminar in Mathematics***

This is a capstone course for mathematics and mathematics education majors. This course will cover several topics that draw together the various mathematical disciplines, and will portray the global perspective of mainstream mathematics. This course may meet in conjunction with other capstone courses within the science division for a portion of the semester. Prerequisites: declared mathematics or mathematics education major; and MAT 2250. Three hours.

### ***MAT 4140 Abstract Algebra***

Standard algebra is a study of the arithmetic structure of numbers, and of functions of numbers. There are other objects that we study in mathematics besides numbers, and consequently other arithmetic structures; for example, matrices, functions, and permutations. Abstract algebra is the study of general arithmetic structures, and of functions of these general structures. In this course we study the axioms of group theory and develop the body of theorems associated with these axioms. If time permits, we will also investigate the axioms and theorems of ring theory and field theory. Prerequisite: MAT 2100 or permission of the mathematics program director. Three hours.

### ***MAT 4200 Probability Theory***

In this course we study the axioms and theorems of probability theory. We study probability

distributions of discrete and continuous random variables, and many of their applications. Throughout this course we will use a significant amount of calculus to develop the theory of probability.

Prerequisites: MAT 2250 and MAT 2100, or permission of the mathematics program director. Three hours.

### ***MAT 4320 Mathematical Statistics***

This course is the study of multivariable statistics on real data sets. Correlation, hypothesis testing and ANOVA are highlights of this class, which require a significant use of calculus. Prerequisites: MAT 2250 and MAT 3200.

### ***MAT 4280 Real Analysis***

Introduction to the fundamental concepts of real analysis. A study of the real number system, limits, sequences, series, convergence, functions, continuity, differentiability, and Riemann integration can all be touched on. Prerequisite: MAT 2100 or permission of the mathematics program director. Three hours.

### ***MAT 4830 Research in Mathematics***

Research in mathematics is designed for students who have excelled in several post-calculus classes and have a desire to investigate the fine details of a topic in an attempt to advance the theory with new theorems, new proofs, or new applications. A student wishing to undertake such a research project must do so under the strict supervision of a faculty member and with the permission of the mathematics program director. The supervising faculty member must be willing to invest significant time into helping the student find appropriate resources, ask appropriate research questions, and seek out coherent answers to the questions asked. This course is intended to give students precursory experience into what a graduate thesis experience would be like. Research in mathematics is a non-repeatable class. Prerequisites: MAT 2200, availability of professor, and permission of mathematics program director. Three hours.

## ***PHYSICS***

### ***PHY 2140 College Physics I***

The first half of a basic course covering the topics of kinematics, dynamics, energy, waves and sound. Prerequisite - One of the following: MAT 1120, MAT 1230/40, ACT Math score of at least 26, SAT Math score of at least 610, passing of department placement exam, or permission of the instructor. Students must enroll concurrently in PHY 2150. Four hours.

### ***PHY 2150 College Physics I Lab***

Designed to support PHY 2140 and must be taken concurrently with the course. This course has a fee for consumables used in its labs.

### ***PHY 2160 College Physics II***

The second half of a basic course covering the topics of thermodynamics, properties of matter, electricity, magnetism, light optics, atomic and nuclear physics. Emphasis is on an understanding of the physical principles operative in biological systems and on the application of physical methods in biology and medicine. Prerequisite: PHY 2140/2150. Students must enroll concurrently with PHY 2170. Four hours.

### ***PHY 2170 College Physics II Lab***

Designed to support PHY 2160 and must be taken concurrently with the course. This course has a fee for consumables used in its labs.

***PHY 2240 University Physics I***

This is the first half of a two-semester course in calculus-based physics suggested for students in the physical sciences and mathematics. Definitions, concepts, and problem solving will be emphasized. Topics include kinematics, dynamics, energy, conservation laws, rotation, harmonic motion, mechanical waves and thermodynamics. Prerequisite: MAT 1230/1240. Students must enroll concurrently in PHY 2250. Four hours.

***PHY 2250 University Physics I Lab***

Designed to support PHY 2240 and must be taken concurrently with the course. This course has a fee for consumables used in its labs.

***PHY 2260 University Physics II***

This is the second half of a two-semester course in calculus-based physics suggested for students in the physical sciences and mathematics. Definitions, concepts, and problem solving will be emphasized. Topics include electricity and magnetism, (electric and magnetic fields, forces, energy, potential, charged particle motion, induction, and circuits), sound waves and optics. Prerequisite: PHY 2240/2250. Students must enroll concurrently in PHY 2270. Four hours.

***PHY 2270 University Physics II Lab***

Designed to support PHY 2260 and must be taken concurrently with the course. This course has a fee for consumables used in its labs.

***PHY 4810–4830 Research in Physics***

Designed for research on a topic of interest. One to three hours.

***GENERAL SCIENCE***

***SCI 1140 Physical Science Survey***

Activities and lectures will cover motion, energy, gravity, light, radiation, earth materials, and space. Three hours.

***SCI 1160 Theories on Origins***

A survey of origin theories with emphasis on creation/evolution. Explores fossils, design, thermodynamics, chronology, flood geology, life in space, and current creation research. Three hours.

***SCI 2030 Faith, Science, and Reason***

Faith, Science, and Reason is designed to assist the student in demonstrating the scope and magnitude of science and mathematics: why we study these subjects; knowing the limitations of these subjects; where the Christian fits and operates within the scientific paradigm; how a Christian can incorporate their faith and reason within the scientific enterprise; and how to use it as a productive platform when communicating to those of different worldviews. Three hours.

***SCI 3910–3930 Independent Study in Physical Science***

Topics or projects to be chosen and investigated in the areas of physical science in consultation with the individual instructor. Prerequisite: permission of the physical science program director. One to three hours; non-repeatable.

## **SUSTAINABLE AGRICULTURE**

### ***AGR 1000 Introduction to Agribusiness and Farm Management***

This course is designed to introduce the student to the world of agriculture related business and the fundamentals of farm management. A series of speakers and field trips to a variety of agriculturally related business will provide real time introduction to the field. Three hours.

### ***AGR 2000 Agricultural Economics***

This course will serve as an overview of the economic theory related to the optimization of food and fiber production. This topic deals with far more than just crop yield including the discussion of food policy, agriculture policy, and environmental policy. Prerequisite: AGB 1000 or permission of instructor. Three hours.

### ***AGR 2100 Conservation in Agriculture***

This course illuminates the significant role of conservation in promoting sustainable agriculture. Topics of natural resource exploration, biodiversity, and labor will contribute to establishing a healthy baseline for conservation in agriculture. Three hours.

### ***AGR 2900-2920 Internship I-III***

Research projects or internships are to be chosen by students in businesses related to agriculture, in consultation with the instructor. Students are to engage the Sustainable Agriculture program director to seek approval for the experience prior to the beginning of the experiential engagement. The internship experience engages the mission of Grace College in strengthening character through interactions with the instructor and other staff, sharpening competence through hands-on learning, and equipping students for service as they acquire skills and put them into practice in the internship setting. Two to three hours per experience.

### ***AGR 3000 Financing the Farm Operation***

This course provides an overview of the financial aspects of running an agricultural business. Topics to be covered will include: land and equipment acquisition, leasing arrangements, hedging and working in commodity markets, and working with financial partners. Prerequisites: ACC 2110 and ACC 2120. Three hours.

### ***AGR 3500 Sustaining the Family Business***

This course will cover topics related to the legal side of running a farm including: leasing, contracts, policy issues and succession planning. The course will also touch on working with family and the dynamic that extra dimension brings to the environment. Prerequisite: AGB 1000 or permission of instructor. Three hours.

### ***AGR 4700 Agricultural Seminar***

This is the capstone course for the program. Students will be tasked with producing a senior project, developing a business plan for a start-up business in the agricultural industry, and presenting the plan to a panel of professionals. Prerequisite: Senior status. Four hours.

# Department of Visual, Performing, and Media Arts

## ***Department of Visual, Performing, and Media Arts***

### ***Faculty***

#### Full-time Faculty:

Kim M. Reiff, M.F.A., Department Chair  
Walter J. Brath, D.W.S., Worship Arts Program Director  
Aaron C. Winey, \*MFA, Media Arts Program Director  
Michael L. Yocum, M.A., Theatre Program Director

#### Part-time Faculty:

Keith Brautigam, D.M.  
Cynthia M. Bryan, M.S.  
Nicole Croy, M.A.  
Steve Divine, \*\*MMMT  
Benjamin Essick, M.A.  
Ardis R. Faber, D.A.  
Bethany G. Muck, M.A.  
DeeAnna Muraski, M.B.A.  
Don Swartzentruber, M.F.A.  
Terrance Vaughn, M.A.  
Steve Wise, B.M.  
Scott Workman, M.M.

\*MFA anticipated 2021

\*\*MMMT anticipated 2021

### ***Purpose:***

The department's purpose is to prepare students in knowledge and skills for advanced achievement of their combined capabilities in the select area of visual, performing, or media arts. These include studio, performance, composition/improvisation, analysis, history, repertory and technology.

### ***Goal:***

In preparation for professional careers in the creative and performing arts our goal is to provide students with studies, practice, and experiences from a Christ-centered perspective that will serve to guide in the development of their ability to: 1) demonstrate excellence in creative work, 2) achieve competency in the use of tools and technology in their areas of specialty, and 3) articulate analytical perceptions in theoretical, cultural and stylistic contexts.



**Faith Integration:**

We look to scripture to understand the source of our creativity. In Genesis 1:1, we read, ***In the beginning, God created the heaven and the earth.*** Foundational art methods of concept, process, product, and critique are revealed in Genesis 1:2-4. When the earth was in darkness, God conceptualized light. Next came His process and product. He spoke the words, ***Let there be light,*** and there was light. He then evaluated what He had made and proclaimed that it ***was good.***<sup>3</sup>

Because creativity is an act of worship, our work is infused with our faith. As artists, we envision the great Creator. Being made in His image, we strive to achieve His example of excellence so that we, too, can evaluate our creative work as ***good.***

The Visual, Performing, and Media Arts Department is dedicated to assisting students in the synthesis of defining their calling as artists, Christians, and professionals that will enable them to communicate with expertise in a visually oriented world.

**Outcomes:**

1) Students will demonstrate achievement of professional, entry-level competence in the major area of specialization, including significant technical mastery, capability to produce work and solve professional problems independently, and a coherent set of artistic/intellectual goals that are evident in their work.<sup>2,3</sup> 100% participation required. **Assessment:** A senior project or final presentation in the major area is required. (Addresses **Character**)

2) Students will demonstrate competency by developing a body of work for evaluation in the major area of study.<sup>2</sup> 100% participation required. **Assessment:** Students in visual arts program will exhibit a senior body of work in the public setting; students in the worship arts program will perform a final public recital. (Addresses **Competence**)

3) Students will demonstrate the ability to form and defend value judgments about art and design and to communicate art/design ideas, concepts, and requirements to professionals and laypersons related to the practice of the major field.<sup>2</sup> 100% participation required. **Assessment:** A scholarly product or final presentation relevant to field experience in the major area is required. (Addresses **Service**)

4.) Within the Worship arts program, students will demonstrate the ability to form and defend value judgments about music, and to communicate musical ideas, concepts, and requirements to professionals and laypersons related to the practice of the major field.<sup>3</sup> **Assessment:** A scholarly product or final presentation relevant to field experience in the major area is required. (Addresses **Service**)

**References:**

<sup>1</sup>See The Holy Bible, King James Version (2010). Genesis, (p 1). Grand Rapids, MI: Zondervan.

<sup>2</sup>See NASAD (National Assoc. of Schools of Art and Design) Handbook (2019-20), pp 100. (VIII.B., C.)

<sup>3</sup>See NASM (National Assoc. of Schools of Music) Handbook (2019-20), pp 103. (VIII.C., 1., 2)

## **MAJORS**

### **VISUAL ARTS PROGRAM:**

Art and Visual Culture  
Eco-Art (Ecological Art)  
Photography  
Visual Communication Design

### **PERFORMING ARTS PROGRAM:**

Worship Arts  
Music Production

### **MEDIA ARTS PROGRAM:**

Media Arts

Students are required to select one major and one minor for their course of study. Students who have received permission to double major (one major inside the field of visual, performing, or media arts and one major outside the field of visual, performing or media arts) are not required to fulfill a minor. Elective courses must be unique to each major and/or minor.

A Bachelor of Arts degree candidate completes the required 6 credit hours of a foreign or biblical language, while the requirements for a Bachelor of Science degree include 3 credit hours of math and 3 credit hours of a science or social science.

Students who select a visual arts major in the department of Visual, Performing, and Media Arts will be required to complete a Portfolio Review after 18 credit hours in the major area of study. Visual arts majors include Art and Visual Culture, Eco-Art, Media Arts, Photography, and Visual Communication Design. Please see the Visual Arts, Performing, and Media Arts Handbook for details.

The type of work that constitutes a visual arts portfolio includes but is not limited to, concept and ideation sketches, observational drawing, design composition, photography, illustrative rendering, painting, three-dimensional form, as well as art historical research, and artist defense papers.

### **ART AND VISUAL CULTURE MAJOR**

The requirement for this major is 48 credit hours for either a Bachelor of Arts or a Bachelor of Science degree.

The art and visual culture major focuses on the breadth of studio art informed by art historical and contemporary cultural perspectives. The major is designed to develop the student's visual sensitivity and technical skills through theoretical research and creative practice. Exploring art and artifacts from Western and Non-Western artistic traditions, the student will make workable connections between concept and medium derived from new understandings of cultural artforms from geographic locations across the world.

#### **Studio Art Requirements (15 hours):**

ART 1200 Drawing I  
ART 2110 Art and Design Fundamentals  
ART 2400 Painting I

VCD 2120 Three-Dimensional Design  
VCD 2310 Visual Communication Design I

***Art Historical and Visual Culture Requirements (9 hours):***

ART 3510 Art History – A Global Context  
ART 3520 Contemporary Visual Culture  
ART 4210 Selected Topics in Art History

***Senior Portfolio Requirements (9 hours):***

ART 4230 Art Integrations  
ART 4330 Advanced Art and Visual Culture  
VCD 4420 Senior Art/Design Portfolio

***Experiential Learning – choose from the following (3 hours):***

ART 4730 Art Internship  
ART 2010 Applied Field Research in Art  
ART 2020 Applied Field Research in Art  
ART 2030 Applied Field Research in Art

***Electives – choose from the following (12 hours):***

ART 2200 Ceramics I  
ART 2720 Drawing II – Observational Rendering  
ART 3180 Painting II  
ART 3200 Ceramics II  
ART 3240 Watercolor Painting  
ART 3310 Art History-Stone Age to Renaissance  
ART 3320 Art History-Renaissance to Modern  
ART 3720 Drawing III – Applied Techniques  
ART 4830 Advanced Individual Studies  
PHT 2600 Intro to Digital Photography  
PHT 3600 Digital Photography II – Studio Processes  
VCD 3420 Typography

***Eco-Art (Ecological Art) MAJOR***

The requirement for this major is 49 credit hours for either a Bachelor of Arts or a Bachelor of Science degree.

The degree in "Eco-Art" (Ecological Art) is an interdisciplinary approach to the study of the visual arts and our natural ecosystems. The examination of visual art theory and practice, environmental studies and ethics, and government and social constructs, provides the framework for students to explore environmental issues on a local, regional, and global scale. Through independent studio and collaborative field-based research, students examine and respond to contemporary issues through visual form. This major explores art's role as a critical and creative catalyst for change.

***Visual Arts Foundation Requirements (9 hours):***

ART 2110 Art and Design Fundamentals

ART 3520 Contemporary Visual Culture  
VCD 2310 Visual Communication Design I

***Concentration Required – select one option (9 hours):***

**Concentration 1: Visual Communication Design**

VCD 3420 Typography  
VCD 3510 Visual Communication Design II  
VCD 3700 Visual Communication Design III

**Concentration 2: Studio Arts**

ART 1200 Drawing I  
ART 3240 Watercolor Painting  
VCD 2120 Three-Dimensional Design

**Concentration 3: Photographic Arts**

PHT 2600 Intro to Digital Photography  
PHT 3600 Digital Photography II – Studio Processes  
PHT 3800 Digital Photography III – Alternative Processes

***Senior Portfolio Requirements (6 hours):***

ART 4230 Art Integrations  
VCD 4420 Senior Art/Design Portfolio

***Environmental Studies Requirements (10 hours):***

ENV 2110 General Ecology  
ENV 2120 General Ecology Lab  
ENV 3210 Aquatic Ecology  
ENV 3220 Aquatic Ecology  
ENV 3410 Environmental Ethics

***Political and Social Science Requirements (9 hours):***

POS 2250 Intro to American Government  
POS 3010 State and Local Government  
SOC 2140 Social Problems

***Experiential Learning – choose from the following (3 hours):***

ART 2010-30 Applied Field Research in Art  
VCD/ART/PHT 4730 Visual Com Design/Art/Photography Internship  
ENV 4810-30 Field Education  
PHT 2010-30 Applied Field Research in Photography  
VCD 2010-30 Applied Field Research in Visual Communication Design

***Electives – choose from the following (3 hours)***

ART 2720 Drawing II – Observational Rendering  
PHT 4300 Advanced Photography  
VCD 4480 Advanced Visual Communication Design  
or any ART, VCD, ENV, GEO, POS

NOTE: Course descriptions for ENV can be found in the Department of Science and Mathematics course listings. Course descriptions for GEO and POS can be found in the Department of Humanities course listings. Course descriptions for SOC can be found in the Department of Behavioral Science course listings.

## **MEDIA ARTS MAJOR**

The requirement for this major is 48 credit hours for either a Bachelor of Arts or a Bachelor of Science degree.

The media arts major incorporates advanced digital-based visual imaging, concepts, and applications in visual communication design, motion graphics, web-based media, and fundamental audio/visual media design and production. Through a Christian perspective, students will prepare to analyze differing viewpoints of users, audiences, and client experiences. Emphasis will be on the application of design research, strategic thinking, creative concepts, and graphics implementation to prepare students for the development, production, and delivery of multi-sensory visual communication.

### **Media Arts Requirements (24 hours):**

ART 2110 Art and Design Fundamentals  
MDI 2000 Intro to Media Production  
MDI 3500 Media Production II – Studio Processes  
MDI 3800 Media Production III – Creative Processes  
PHT 2600 Intro to Digital Photography  
VCD 2310 Visual Communication Design I  
VCD 3200 Multimedia Design  
VCD 3480 Visual Narrative

### **Art Historical/Visual Culture Requirements - choose from the following (6 hours): (remaining course may be used as elective)**

ART 3510 Art History – A Global Context  
ART 3520 Contemporary Visual Culture  
ART 4210 Selected Topics in Art History

### **Senior Portfolio Requirements (9 hours):**

MDI 4410 Advanced Media Production  
VCD 3840 Selected Topics in Art/Design  
VCD 4420 Senior Art/Design Portfolio

### **Experiential Learning - choose from the following (3 hours):**

MDI 2010 Applied Field Research in Media Arts  
MDI 2020 Applied Field Research in Media Arts  
MDI 2030 Applied Field Research in Media Arts  
MDI 4730 Media Arts Internship

### **Electives - choose from the following (6 hours):**

ART 4230 Art Integrations  
ART 4830 Advanced Individual Studies  
CIN 3270 Intro to Cinema  
CIN 3300 Film, Faith, & Popular Culture  
ISM 1150 Intro to Computer Science  
ISM 2700 HTML and Web Development

VCD 3420 Typography  
WMU 2700 Lighting and Live Production  
WMU 3385 Studio Management/Multimedia Law

***May select unused course from art historical/visual culture options:***

ART 3510 Art History – A Global Context  
ART 3520 Contemporary Visual Culture  
ART 4210 Selected Topics in Art History (*may be repeated*)

NOTE: Course descriptions for ISM can be found in the Department of Business course listings.

## ***PHOTOGRAPHY MAJOR***

The requirement for this major is 48 credit hours for either a Bachelor of Arts or a Bachelor of Science degree. The photography major will provide students a foundation for understanding photographic techniques and processes used within the industry and its relationship to visual disciplines and influence on culture. The purpose of the photography major is to develop proficient individualized conceptual and technical skills to produce imagery that will visually communicate in a variety of marketplaces.

### ***Photography Requirements (24 hours):***

ART 2110 Art and Design Fundamentals  
PHT 2600 Intro to Digital Photography  
PHT 3600 Digital Photography II – Studio Lighting  
PHT 3800 Photography III – Alternative Processes  
VCD 2310 Visual Communication Design I  
VCD 3200 Multimedia Design  
VCD 3480 Visual Narrative  
WMU 3385 Studio Management/Multimedia Law

### ***Art Historical/Visual Culture Requirements - choose from the following (6 hours): (remaining course may be used as elective)***

ART 3510 Art History – A Global Context  
ART 3520 Contemporary Visual Culture  
ART 4210 Selected Topics in Art History

### ***Senior Portfolio Requirements (9 hours):***

PHT 4300 Advanced Photography  
VCD 3840 Selected Topics in Art/Design  
VCD 4420 Senior Art/Design Portfolio

### ***Experiential Learning - choose from the following (3 hours):***

PHT 2010 Applied Field Research in Photography  
PHT 2020 Applied Field Research in Photography  
PHT 2030 Applied Field Research in Photography  
PHT 4730 Photography Internship

### ***Electives - choose from the following (6 hours):***

ART 1200 Drawing I  
ART 2400 Painting I  
ART 3240 Watercolor Painting  
ART 4230 Art Integrations  
ART 4830 Advanced Individual Studies

MDI 2000 Intro to Media Production  
VCD 2120 Three-Dimensional Design  
WMU 2700 Lighting and Live Production

**May select unused course from art historical/visual culture options:**

ART 3510 Art History – A Global Context  
ART 3520 Contemporary Visual Culture  
ART 4210 Selected Topics in Art History (*may be repeated*)

## **VISUAL COMMUNICATION DESIGN MAJOR**

The requirement for this major is 48 credit hours for either a Bachelor of Arts or a Bachelor of Science degree.

A degree in visual communication design will provide a strong foundation for careers within the innovative field of visual communication design. This major offers structured concentrations for study in design or illustration. The purpose of the major is to develop skills as visual thinkers through application of concept, process, product, and critique. This major provides opportunities to focus on relationships between audience, context, and content, and to address the physical, cultural, and technological aspects in visual communication design.

The student will choose one of two concentrations: **Design or Illustration**. The **Design** concentration offers opportunities for study in static and dynamic formats such as print based, interactive and environmental applications. The **Illustration** concentration focuses on developing artistic abilities in developing visual imagery in context of an associated narrative through knowledge of illustrative rendering.

### **Visual Communication Design Requirements (15 hours):**

ART 1200 Drawing I  
ART 2110 Art and Design Fundamentals  
PHT 2600 Intro to Digital Photography  
VCD 2120 Three-Dimensional Design  
VCD 2310 Visual Communication Design I

### **Art Historical/Visual Culture Requirements - choose from the following (6 hours): (remaining course may be used as elective)**

ART 3510 Art History – A Global Context  
ART 3520 Contemporary Visual Culture  
ART 4210 Selected Topics in Art History

### **Concentration Required – select one option (9 hours):**

#### **Concentration 1: Design**

VCD 3420 Typography  
VCD 3510 Visual Communication Design II  
VCD 3700 Visual Communication Design III

#### **Concentration 2: Illustration**

ART 2400 Painting I  
ART 2720 Drawing II – Observational Rendering  
ART 3720 Drawing III – Applied Techniques

**Senior Portfolio Requirements (9 hours):**

VCD 3840 Selected Topics in Art and Design  
VCD 4420 Senior Art/Design Portfolio  
VCD 4480 Advanced Visual Communication Design

**Experiential Learning – choose from the following (3 hours):**

VCD 2010 Applied Field Research in Visual Communication Design  
VCD 2020 Applied Field Research in Visual Communication Design  
VCD 2030 Applied Field Research in Visual Communication Design  
VCD 4730 Visual Communication Design Internship

**Electives – choose from the following (6 hours):**

ART 2200 Ceramics I  
ART 3180 Painting II  
ART 3240 Watercolor Painting\*  
ART 4230 Art Integrations  
ART 4830 Advanced Individual Studies  
MDI 2000 Intro to Media Production  
PHT 3600 Photography II – Studio Lighting  
VCD 3200 Multimedia Design  
VCD 3480 Visual Narrative\*  
WMU 3385 Studio Management/Multimedia Law

**May select unused courses from art historical/visual culture, or Design and Illustration concentrations**

ART 3510 Art History – A Global Context  
ART 3520 Contemporary Visual Culture  
ART 4210 Selected Topics in Art History  
VCD 3420 Typography  
VCD 3510 Visual Communication Design II\*  
VCD 3700 Visual Communication Design III  
ART 2400 Painting I  
ART 2720 Drawing II – Observational Rendering  
ART 3720 Drawing III – Applied Techniques

**\*Recommended for Illustration concentration**

**WORSHIP ARTS MAJOR**

The requirement for this major is 69-70 credit hours for either a Bachelor of Arts or a Bachelor of Science degree.

This major provides students opportunities to develop skills that fuse musical talents with leadership, technology, visual art and design or theatre arts for the purpose of serving in a worship environment. Through the creative arts approach, students prepare for the integration of music as a form of worship in a Christian worship environment. Students combine musicianship with theology, and live performance and production, and a creative arts emphasis area. Music proficiency focus is on keyboard, voice, percussion, and guitar. Prior placement into the program or permission of program director is required for this major.



***Worship Arts Requirements (33 hours):***

BBL 2011 Understanding the Old Testament I  
BBL 2013 Understanding the Old Testament II  
BBL 2020 Understanding the New Testament  
WMU 1300 Worship Music Theory Fundamentals  
WMU 2600 Worship Music Theory I  
WMU 2610 Worship Planning and Administration  
WMU 3100 Worship Music Theory II  
WMU 3400 Worship Music Theory III  
WMU 3770 History of Christian Worship  
WMU 4200 Biblical Theology of Worship Arts  
WMU 4620 Senior Capstone – Form and Analysis

***Performance Development and Lesson Laboratory (18 hours):***

WMU 2001 – Lab 1; WMU 2002 – Lab 2; WMU 3001 – Lab 3  
WMU 3002 – Lab 4; WMU 4001 – Lab 5; WMU 4002 – Lab 6

***Emphasis - select one option (at least 15 hours):***

**Option 1: Worship Leadership or Worship Music Director (15 hours)**

BBL 3090 Spiritual Formation  
WMU 2500 Songwriting  
WMU 3510 Worship Arts Technology  
WMU 4490 Methods Keyboard, Voice, Guitar, Percussion  
WMU 4730 Worship Arts Internship

**Option 2: Visual Art/Design (15 hours)**

ART 2110 Art and Design Fundamentals  
PHT 2600 Intro to Digital Photography  
VCD 2310 Visual Communication Design I **OR**  
VCD 3420 Typography  
VCD 3510 Visual Communication Design II  
WMU 4730 Worship Arts Internship

**Option 3: Nashville Contemporary Music Center (16 hours)**

WMU 4550 Nashville Contemporary Music Center – requires Junior or Senior academic level

**Option 4: Theatre Arts (15 hours)**

THT 3210 Introduction to Theatre  
THT 3130 Stagecraft  
THT 3250 Fundamentals of Acting  
THT 4250 Directing **OR**  
THT 4260 Religious Drama Workshop  
WMU 4730 Worship Arts Internship

***Electives – choose from the following (3 hours):***

WMU 3385 Studio Management/Multimedia Law  
WMU 3840 Selected Topics in Worship Music  
WMU 4230 Worship Music Integrations  
WMU 4350 Musical Improvisation  
WMU 4730 Worship Arts Internship

WMU 4830 Advanced Individual Study in Worship Arts

NOTE: Course descriptions for BBL can be found in the Department of Biblical Studies course listings. For more information on the Nashville Contemporary Music Center, please visit [CCCU Global Ed](#).

## **MUSIC PRODUCTION MAJOR**

The requirement for this major is 69-70 credit hours for either a Bachelor of Arts or a Bachelor of Science degree.

This major provides students with opportunities to fuse music production abilities with skills in leadership, for the purpose of serving in a worship environment, production studio, or school. Students combine abilities that prepare them to conceive, organize, and record musical performances in the studio. Functional performance abilities on keyboard, guitar, percussion or voice would be expected in addition to the primary emphasis area. Utilizing individual artistic expression as a form of worship, students prepare to employ media and technologies, including video and lighting, in the development and production of music and worship experiences.

### ***Worship Arts Requirements (33 hours):***

BBL 3090 Spiritual Formation  
MDI 2000 Intro to Media Production  
WMU 1300 Worship Music Theory Fundamentals  
WMU 2600 Worship Music Theory I  
WMU 2610 Worship Planning and Administration  
WMU 2700 Lighting and Live Production  
WMU 2800 Live Sound Production  
WMU 3385 Studio Management/Multimedia Law  
WMU 3770 History of Christian Worship  
WMU 4200 Biblical Theology of Worship Arts  
WMU 4620 Senior Capstone – Form and Analysis

### ***Performance Development and Lesson Laboratory (18 hours):***

WMU 2001 – Lab 1; WMU 2002 – Lab 2; WMU 3001 – Lab 3  
WMU 3002 – Lab 4; WMU 4001 – Lab 5; WMU 4002 – Lab 6

### ***Emphasis - select one option (at least 15 hours):***

#### **Option 1: Music Production (15 hours)**

WMU 2460 Intro to Recording  
WMU 4300 Advanced Recording  
WMU 4400 Advanced Recording II  
WMU 4490 Methods Keyboard, Voice, Guitar, Percussion  
WMU 4730 Worship Arts Internship

#### **Option 2: Nashville Contemporary Music Center (16 hours)**

WMU 4550 Nashville Contemporary Music Center – requires Junior or Senior academic level

### ***Electives - choose from the following (3 hours):***

MDI 3500 Media Production II  
WMU 2500 Songwriting  
WMU 3840 Selected Topics in Worship Music  
WMU 4230 Worship Music Integrations

WMU 4350 Musical Improvisation

WMU 4830 Advanced Individual Study in Worship Arts

NOTE: Course descriptions for BBL can be found in the Department of Biblical Studies course listings. For more information on the Nashville Contemporary Music Center, please visit [CCCU Global Ed.](#)

## **MINORS**

### **VISUAL ARTS PROGRAM:**

Art and Visual Culture

Eco-Art (Ecological Art)

Photography

Visual Communication Design

### **PERFORMING ARTS PROGRAM:**

Music Arts

Music Production

Theatre Arts

Worship Arts

### **MEDIA ARTS PROGRAM:**

Film Studies

Media Arts

## **ART AND VISUAL CULTURE MINOR**

Intended for students pursuing any major area of study. This minor focuses on the breadth of studio art and visual culture. It provides an opportunity for students to engage in creative practice while gaining understanding of art historical and contemporary cultural perspectives. The requirement for the minor is 21 credit hours.

### ***For students majoring outside the field of art:***

#### ***Art and Visual Culture Requirements (12 hours):***

ART 1200 Drawing I

ART 2110 Art and Design Fundamentals

VCD 2310 Visual Communication Design I

ART 3520 Contemporary Visual Culture

#### ***Art History Requirement – choose from the following (3 hours): (remaining course may be used as elective)***

ART 3510 Art History - A Global Context

ART 4210 Selected Topics in Art History (*may be repeated*)

#### ***Electives – choose from the following (6 hours):***

ART 2200 Ceramics I

ART 2400 Painting I

ART 2720 Drawing II – Observational Rendering

ART 3180 Painting II

ART 3240 Watercolor Painting

ART 3720 Drawing III – Applied Techniques  
ART 4330 Advanced Art and Visual Culture  
ART 4230 Art Integrations  
PHT 2600 Intro to Digital Photography  
VCD 2120 Three-Dimensional Design

***For students majoring within the field of art:***

***Art and Visual Culture Requirements - choose from the following (15 hours):***

ART 1200 Drawing I  
ART 2200 Ceramics I  
ART 2400 Painting I  
ART 2720 Drawing II – Observational Rendering  
ART 3180 Painting II  
ART 3240 Watercolor Painting  
ART 3720 Drawing III – Applied Techniques  
ART 4230 Art Integrations  
ART 4330 Advanced Art and Visual Culture  
PHT 2600 Intro to Digital Photography  
VCD 2120 Three-Dimensional Design

***Art Historical/Visual Culture Requirements - choose from the following (6 hours):  
(remaining course may be used as elective)***

ART 3510 Art History - A Global Context  
ART 3520 Contemporary Visual Culture  
ART 4210 Selected Topics in Art History (***may be repeated***)

NOTE: ART 2110 Art and Design Fundamentals and VCD 2310 Visual Communication Design I courses are required courses on all visual arts department major checksheets. If any courses above have been used to meet a requirement for your major in the department, please make another selection.

***ECO-ART (ECOLOGICAL ART) MINOR***

Intended for students pursuing any major area of study. The requirement for the minor is 21 credit hours.

***For students majoring outside the field of art:***

***Eco-Art Requirements (18 hours):***

ART 2110 Art and Design Fundamentals  
ART 3520 Contemporary Visual Culture  
ENV 2110 General Ecology  
ENV 2120 General Ecology Lab  
ENV 3410 Environmental Ethics  
POS 2250 Intro to American Government  
VCD 2310 Visual Communication Design I

***Elective - choose from the following (3-4 hours):***

ART 1200 Drawing I

ART 2720 Drawing II – Observational Rendering  
ART 3240 Watercolor Painting  
ART 4230 Art Integrations  
ENV 3210 Aquatic Ecology  
ENV 3220 Aquatic Ecology Lab  
PHT 2600 Intro to Digital Photography  
POS 3010 State and Local Government  
SOC 2140 Social Problems  
VCD 2120 Three Dimensional Design  
VCD 3420 Typography  
VCD 3510 Visual Communication Design II

***For students majoring within the field of art:***

***Eco-Art Requirements (12 hours):***

ART 3520 Contemporary Visual Culture  
ENV 2110 General Ecology  
ENV 2120 General Ecology Lab  
ENV 3410 Environmental Ethics  
POS 2250 Intro to American Government

***Electives - choose from the following (9-10 hours):***

ART 1200 Drawing I  
ART 2720 Drawing II – Observational Rendering  
ART 3240 Watercolor Painting  
ART 4230 Art Integrations  
ENV 3210 Aquatic Ecology  
ENV 3220 Aquatic Ecology Lab  
PHT 2600 Intro to Digital Photography  
POS 3010 State and Local Government  
SOC 2140 Social Problems  
VCD 2120 Three Dimensional Design  
VCD 3420 Typography  
VCD 3510 Visual Communication Design II

NOTE: ART 2110 Art and Design Fundamentals and VCD 2310 Visual Communication Design I, are required on all visual arts department major checksheets. If any courses above have been used to meet a requirement for your major in the department, please make another selection. Course descriptions for ENV can be found in the Department of Science and Mathematics course listings. Course descriptions for POS can be found in the Department of Humanities course listings. Course descriptions for SOC can be found in the Department of Behavioral Science course listings.

***FILM STUDIES MINOR***

***Note: At the time of printing, the Film Studies minor previously available through the Council of Christian Colleges and Universities (CCCCU) GlobalEd (formerly Best Semester) program is not available for the 2021-22 academic year.***

***For more information regarding the status of collaborative locations or course opportunities for the Film Studies minor see the 2022-23 addendum to the Grace Academic Catalog or contact***

***reiffkm@grace.edu or global@grace.edu. For information on other CCCU GlobalEd opportunities, please visit: <https://www.cccuglobaled.org>.***

The Film Studies minor is offered in collaboration with the Council of Christian Colleges and Universities (CCCU) GlobalEd program. Sixteen credit hours of the minor are taken on location in Los Angeles, California. Six credit hours are taken at Grace College, Winona Lake campus. This minor is intended for students pursuing any major area of study. The requirement for the film studies minor is 22 credit hours. For more information visit <https://www.cccuglobaled.org>.

***Los Angeles Film Studies Center Requirements (16 hours):***

CIN 0010 Los Angeles Film Studies Center

***Film Studies Requirements - Grace Campus (6 hours):***

CIN 3270 Introduction to Cinema

MDI 2000 Intro to Media Production

***MEDIA ARTS MINOR***

Intended for students pursuing any major area of study. The requirement for the media arts minor is 21 credit hours.

***For students majoring outside the field of art:***

***Media Arts Requirements (12 hours):***

ART 2110 Art and Design Fundamentals

MDI 2000 Intro to Media Production

MDI 3500 Media Production II- Studio Processes

VCD 2310 Visual Communication Design

***Electives - choose from the following (9 hours):***

ART 3520 Contemporary Visual Culture

ART 4210 Selected Topics in Art History

ISM 2700 HTML and Web Development

MDI 3800 Media Production III – Creative Processes

MDI 4410 Advanced Media Production

PHT 2600 Intro to Digital Photography

VCD 3200 Multimedia Design

VCD 3480 Visual Narrative

WMU 2700 Lighting and Live Production

***For students majoring within the field of art:***

***Media Arts Requirements - choose from the following (21 hours):***

ART 3520 Contemporary Visual Culture

ART 4210 Selected Topics in Art History

ISM 2700 HTML and Web Development

MDI 2000 Intro to Media Production

MDI 3500 Media Production II – Studio Processes  
MDI 3800 Media Production III – Creative Processes  
MDI 4410 Advanced Media Production  
PHT 2600 Intro to Digital Photography  
VCD 3200 Multimedia Design  
VCD 3480 Visual Narrative  
WMU 2700 Lighting and Live Production

NOTE: ART 2110 Art and Design Fundamentals and VCD 2310 Visual Communication Design I are required on all visual arts department major checksheets. Course descriptions for ISM can be found in the Department of Business course listings. If any courses above have been used to meet a requirement for your major in the department, please make another selection.

### **MUSIC ARTS MINOR**

Intended for students pursuing any major area of study. The requirement for the music arts minor is 21 credit hours. Prior placement into the program or permission of program director is required for this minor.

#### ***Music Arts Requirements (15 hours):***

WMU 1300 Worship Music Theory Fundamentals  
WMU 2600 Worship Music Theory I  
WMU 3100 Worship Music Theory II  
WMU 2610 Worship Planning and Administration  
WMU 4490 Methods Keyboard, Voice, Guitar, Percussion

#### ***Performance Development and Lesson Laboratory (6 hours):***

WMU 2001 – Lab 1  
WMU 2002 – Lab 2

### **MUSIC PRODUCTION MINOR**

Intended for students pursuing any major area of study. The requirement for the music production minor is 21 credit hours. Placement into the program or permission of program director is required for this minor.

#### ***Music Production Requirements (15 hours):***

WMU 1300 Worship Music Theory Fundamentals  
WMU 2460 Introduction to Recording (formerly WMU 2450)  
WMU 2610 Worship Planning and Administration  
WMU 3510 Worship Arts Technology  
WMU 4300 Advanced Studio Recording

#### ***Performance Development and Lesson Laboratory (6 hours):***

WMU 2001 – Lab 1  
WMU 2002 – Lab 2

### **PHOTOGRAPHY MINOR**

Intended for students pursuing any major area of study. The requirement for the photography minor is 21 credit hours.

***For students majoring outside the field of art:***

***Photography Requirements (15 hours):***

ART 2110 Art and Design Fundamentals  
VCD 2310 Visual Communication Design I  
PHT 2600 Intro to Digital Photography  
PHT 3600 Photography II – Studio Lighting  
PHT 3800 Photography III – Alternative Processes

***Electives - choose from the following (6 hours):***

ART 3520 Contemporary Visual Culture  
ART 4210 Selected Topics in Art History  
MDI 2000 Introduction to Media Production  
PHT 4300 Advanced Photography  
VCD 3200 Multimedia Design  
VCD 3480 Visual Narrative  
WMU 2700 Lighting and Live Production  
WMU 3385 Studio Management/Multimedia Law

***For students majoring within the field of art:***

***Photography Requirements – choose from the following (21 hours):***

***Photography Foundation:***

PHT 2600 Intro to Digital Photography  
PHT 3600 Photography II – Studio Lighting  
PHT 3800 Photography III – Alternative Processes

***Breadth of focus:***

ART 3520 Contemporary Visual Culture  
ART 4210 Selected Topics in Art History  
MDI 2000 Introduction to Media Production  
PHT 4300 Advanced Photography  
VCD 3200 Multimedia Design  
VCD 3480 Visual Narrative  
WMU 2700 Lighting and Live Production  
WMU 3385 Studio Management/Multimedia Law

NOTE: ART 2110 Art and Design Fundamentals and VCD 2310 Visual Communication Design I are required on all visual arts department major checksheets. If any courses above have been used to meet a requirement for your major in the department, please make another selection.

***THEATRE ARTS MINOR***

Intended for students pursuing any major area of study. The requirement for the theatre arts minor is 21 credit hours.

***Theatre Arts Requirements (15 hours):***



THT 3130 Stagecraft  
THT 3210 Introduction to Theatre  
THT 3250 Fundamentals of Acting  
THT 4250 Directing  
THT 4260 Religious Drama Workshop

***Applied Performance and Production (1-3 hours):***

THT 4410 Applied Performance and Production  
THT 4420 Applied Performance and Production  
THT 4430 Applied Performance and Production

***Theatre Arts Electives – choose from the following (3 hours):***

CIN 3270 Introduction to Cinema  
CIN 3300 Film, Faith, and Popular Culture  
LIT 3261 Genre Study: Drama  
LIT 3280 Shakespeare  
THT 3230 Oral Interpretation  
WMU 2700 Lighting and Live Performance

NOTE: Course descriptions for LIT can be found in the Department of Humanities course listings.

***VISUAL COMMUNICATION DESIGN MINOR***

Intended for students pursuing any major area of study. The requirement for the minor is 21 credit hours.

***For students majoring outside the field of art:***

***Visual Communication Design Requirements (15 hours):***

ART 1200 Drawing I  
ART 2110 Art and Design Fundamentals  
VCD 2310 Visual Communication Design I  
VCD 3420 Typography  
VCD 3510 Visual Communication Design II

***Visual Communication Design Electives – choose from the following (6 hours):***

ART 2400 Painting I\*  
ART 2720 Drawing II – Observational Rendering\*  
ART 3240 Watercolor Painting\*  
ART 3720 Drawing III – Applied Techniques\*  
ART 3520 Contemporary Visual Culture  
ART 4210 Selected Topics in Art History (***may be repeated***)  
PHT 2600 Intro to Digital Photography  
VCD 2120 Three-Dimensional Design  
VCD 3200 Multimedia Design  
VCD 3700 Visual Communication Design III  
VCD 4480 Advanced Visual Communication Design\*

***\*Recommended for Illustration focus.***

***For students majoring within the field of art:***

***Visual Communication Design Requirements – choose from the following (21 hours):***

***Visual Communication Design Foundation:***

ART 1200 Drawing I\*

VCD 3420 Typography

VCD 3510 Visual Communication Design II\*

VCD 3700 Visual Communication Design III

***Breadth of focus:***

ART 2400 Painting I\*

ART 2720 Drawing II – Observational Rendering\*

ART 3240 Watercolor Painting\*

ART 3720 Drawing III – Applied Techniques\*

ART 3520 Contemporary Visual Culture

ART 4210 Selected Topics in Art History (***may be repeated***)

PHT 2600 Intro to Digital Photography

VCD 3200 Multimedia Design

VCD 2120 Three-Dimensional Design

VCD 4480 Advanced Visual Communication Design\*

***\*Recommended for Illustration focus.***

NOTE: ART 2110 Art and Design Fundamentals and VCD 2310 Visual Communication Design I are required on all visual arts department major checksheets. If any courses above have been used to meet a requirement for your major in the department, please make another selection.

***WORSHIP ARTS MINOR***

Intended for students pursuing any major area of study. The requirement for the worship arts minor is 21 credit hours. Prior placement into the program or permission of program director is required for this minor.

***Worship Arts Requirements (15 hours):***

WMU 1300 Worship Music Theory Fundamentals

WMU 2600 Worship Music Theory I

WMU 2610 Worship Planning and Administration

WMU 3100 Worship Music Theory II

WMU 4200 Biblical Theology of Worship Arts

***Performance Development and Lesson Laboratory (6 hours):***

WMU 2001 – Lab 1

WMU 2002 – Lab 2

***COURSE DESCRIPTIONS***

***HUM 2100 Creative Arts and Culture***

Through the landscape of cultural history, this course explores the human phenomenon of creativity from prehistoric culture to our contemporary urban society. Posing the question "Why creative arts?" this course examines how creativity and culture define and reflect each other. Viewed through a global, chronological, or thematic approach and in context of time and place, interrelationships of various modes of expression are presented for works of art, music, and literature. During the course, students are required to select two experiential activities (beyond Grace campus) for engaging in creative arts and culture. Examples include, but are not limited to, art museums, gallery exhibits, visual and performing arts festivals, international/cultural festivals, symphony orchestras, music concerts, theatrical productions, and literary events. Grace Core requirement. Course fees apply. Three hours.

## ***VISUAL, PERFORMING, AND MEDIA ARTS:***

### ***ART 1200 Drawing I***

An introductory course focusing on developing fundamental drawing skills and improving visual perception. The primary emphasis is on structural drawing and composition using dry media. A variety of studio exercises will be used. Three hours.

### ***ART 2010, 2020, 2030 Applied Field Research***

A practicum for focused research in the visual arts field with specific study applicable to studio, analysis, history, or technology. By consent of department only. May be repeated for credit. One, two or three hours.

### ***ART 2110 Art and Design Fundamentals***

From the simple application of color to the complex devices that create illusionary space, this foundational lecture/studio course concentrates on the basic elements of two- and three-dimensional design. Students will apply aesthetics and theoretical methods. Oral and written art criticisms are employed. Three hours.

### ***ART 2200 Ceramics I***

An introduction to the study of ceramics as a three-dimensional medium. Through hand-constructed and wheel-thrown clay forms, students will explore issues in contemporary art. Ceramics processes will include glazing and firing. Studio fees apply. Three hours.

### ***ART 2400 Painting I***

The study and application of wet painting media (oil and/or acrylic) with an emphasis on a technical working knowledge and its application to a personal style. Prerequisite: ART 1200 and ART 2110 or permission of instructor. Three hours.

### ***ART 2720 Drawing II - Observational Rendering***

This course focuses on aesthetic theories and practice of representational drawing. Observational rendering examines subject matter in natural and constructed environments, and in context of micro/macro organic forms. The course includes sketchbook journal development (replaces ART 2700). Prerequisite: ART 1200. Three hours.

### ***ART 3180 Painting II***

Students learn advanced techniques and skills in oils, acrylics, and other media. Exploration of themes will include the landscape, still life, and portraiture. Prerequisite: ART 2400 or permission of instructor. Three hours.

**ART 3240 Watercolor Painting**

This course is an introduction to transparent watercolor medium. Methods and techniques will be explored. Three hours.

**ART 3310 Art History: Beginning to Renaissance**

This is a survey of art forms from ancient times to the Renaissance. The course focuses on Western European art traditions with global cultural contexts. Discussions include approaching, viewing, and understanding art through a Christ-like perspective. Three hours.

**ART 3320 Art History: Renaissance to Modern**

This art history course is a survey of art forms from the Renaissance to the present. The course focuses on Western European art traditions with global cultural contexts. Discussions include approaching, viewing, and understanding art through a Christ-like perspective. Three hours.

**ART 3510 Art History: A Global Context**

A contextual global survey of Non-Western and Western visual art. From pre-history to the Modern era, this course examines visual expression that includes art, architecture, and indigenous artifacts from the continents of Africa, Asia, the Americas, and Europe (fulfills ART 3310 pre-2021-22 checksheets). Three hours. Open to all majors.

**ART 3520 Contemporary Visual Culture**

An examination of the complexities of aesthetics and meaning in context of contemporary visual art as expressed through cultural constructs. Analysis will consider the object and viewer and how production, reception, and intention are related. The study will include artworks created for social advocacy within natural environments, urban settings, and "place" galleries (fulfills ART 3320 pre-2021-22 checksheets). Three hours. Open to all majors.

**ART 3720 Drawing III - Applied Techniques**

This course explores unique expressive applications of the student's drawing ability. Included are experiments with various media and problems in structural drawing, expressive sketching, and experimental techniques (replaces ART 1220). Prerequisite: ART 1200 or ART 2720. Three hours.

**ART 4210 Selected Topics in Art History**

Selected art historical or contemporary topic. Content may include studio-based research or experiential art that coincides with selected topic of study. Open to all majors. Three hours.

**ART 4230 Art Integrations**

Advanced level synthesis in making art forms with cross-discipline or community integration that would result in artwork utilized in a final portfolio, exhibition, or public installation. Pre-requisite: ART 1200 and/or ART 2110, or other medium-specific ART or VCD courses, or permission of instructor. Three hours.

**ART 4330 Advanced Art and Visual Culture**

Studio practice investigates media and materials in context of cultural aesthetic research. The student will produce an advanced level creative art form that depicts a stylistic approach informed by knowledge of cultural meaning of visual art and artifacts within an historical or contemporary context. Prerequisite: Junior or Senior level or permission of instructor. Three hours.

**ART 4730 Art Internship**

Qualified visual arts majors receive on-the-job training at a cooperating organization. Prerequisite: approval by program director and/or department chair. Three hours.

**ART 4830 Advanced Individual Studies**

This advanced level art-based research course focuses on an individual topic selected by the student and results in a visual or media arts product. Prerequisite: completion of major course requirements, approval of research proposal, and permission of department chair. Three hours. May be repeated up to 6 hours.

**CIN 0010 LA Film School**

**NOTE: At the time of printing, this program which has been offered through the Council for Christian Colleges and Universities GlobalEd (CCCU GlobalEd) is not available for the 2021-22 academic year. For more information regarding location opportunities and course descriptions for the Film Studies minor see the 2022-23 addendum to the Grace Academic Catalog or contact [reiffkm@grace.edu](mailto:reiffkm@grace.edu) or [global@grace.edu](mailto:global@grace.edu).**

The Film Studies minor is offered through the Council of Christian Colleges and Universities (CCCU) GlobalEd program - formerly called the BestSemester program. Workshops combine with electives to teach relevant production processes and protocols, as well as the vital skills of collaboration. Sixteen credits of the minor are taken on location in Los Angeles, California. Six credits are taken on campus at Grace College. For more information, please visit <https://www.cccuglobaled.org>.

**CIN 3270 Introduction to Cinema**

A careful look at film as an art form. Students will spend the bulk of their time viewing "significant" films and analyzing what they say and how they say it. Some consideration is given to film technique, but not to the details of filmmaking and film history. Three hours.

**CIN 3300 Film, Faith, and Popular Culture**

This course examines the state of contemporary culture as mirrored in film and raises questions about the connection that exists between film and faith. Issues of particular concern are film views of race, gender, and violence. Three hours.

**MDI 2000 Intro to Media Production**

Introductory training for audio and video production. Three hours.

**MDI 2010, 2020, 2030 Applied Field Research**

A practicum for focused research in the media arts field with specific study applicable to studio, analysis, history, or technology. By consent of department only. May be repeated for credit. One to three hours.

**MDI 3500 Media Production II - Studio Processes**

This course focuses on in-studio video processes and editing techniques for editing video footage, effects, titles, and sound. Prerequisite MDI 2000. Three hours.

**MDI 3800 Media Production III - Creative Processes**

Students focus on the conceptual and creative processes for visual application of various types of time-based digital media using photography, graphics, audio, and video in creative storyboarding and digital framing. Prerequisite: MDI 2000 or MDI 3500. Three hours.

***MDI 4410 Advanced Media Production***

This course focuses on advanced video editing and audio production for multiple-live coverage, including documentary and stage. Students will produce live video footage from concept and research planning to pre- and post-production. Prerequisite: MDI 3500 or MDI 3800. Three hours.

***MDI 4730 Media Arts Internship***

Qualified visual arts majors receive on-the-job training at a cooperating organization. Prerequisite: approval by program director and/or department chair. Three hours.

***PHT 2010, 2020, 2030 Applied Field Research***

A practicum for focused research in the photographic arts with specific study applicable to studio, analysis, history, or technology. By consent of department only. May be repeated for credit. One to three hours.

***PHT 2600 Intro to Digital Photography***

This course provides foundational instruction for the digital camera. Students will learn manual settings for capturing photographic images. DSLR camera required. Open to all majors. Studio fees apply. Three hours.

***PHT 3600 Photography II – Studio Lighting***

This course focuses on studio lighting techniques for product and portrait photography. DSLR (digital) camera required. Prerequisite PHT 2600. Studio fees apply. Three hours.

***PHT 3800 Photography III - Alternative Processes***

This course explores advanced alternative processes in film and digital application. Students will focus on conceptual abilities, photographic experimentation, and technical processes. Each student must provide a DSLR (digital); an SLR (film) camera or specialty camera may be utilized. Prerequisites: PHT 3600. Studio fees apply. Three hours.

***PHT 4300 Advanced Photography***

This course will emphasize advanced individual photographic exploration for the purpose of developing significant personal imagery. Students will create a body of work that focuses on portfolio development and professional application in film, digital, and alternative processes. Each student must provide a DSLR (digital); an SLR (film) camera or specialty camera may be utilized. Prerequisite: PHT 3800. Studio fees apply. Three hours.

***PHT 4730 Photography Internship***

Qualified visual arts majors receive on-the-job training at a cooperating organization. Prerequisite: approval by program director and/or department chair. Three hours.

***THT 3110, 3120, 3130 Stagecraft***

A practicum in play production with related projects in scene design, set construction, costume design and construction, make-up application, sound and lighting, and house management. By consent of department only. May be repeated for credit. One to three hours.

***THT 3210 Introduction to Theatre***

An overview of the field of theatre including history, an introduction to dramatic types, the analysis of scripts, design, and directing. Three hours.

***THT 3230 Oral Interpretation***

The study of theoretical criteria employed in the selection and adaptation of literature. The course stresses practical training in the oral reading of prose, poetry, and drama. Prerequisite: COM 1100. Three hours.

***THT 3250 Fundamentals of Acting***

An introduction to acting theory and practice. Practical application of performance techniques; character development is given special emphasis. Prerequisite: THT 3210. Three hours.

***THT 4250 Directing***

Theoretical and practical training in play direction with emphasis on selecting plays, conducting rehearsals, and working with actors. Prerequisite: THT 3210 or permission of department. Three hours.

***THT 4260 Religious Drama Workshop***

A practicum in the writing, performance, production, and direction of dramatic works with religious emphasis. Three hours.

***THT 4410, 4420, 4430 Applied Performance and Production***

For more information on performance and production opportunities, contact the Theatre instructor. By consent of department only. May be repeated for credit. One to three hours.

***VCD 2010, 2020, 2030 Applied Field Research***

A practicum for focused research in areas of visual communication design or illustration with specific study applicable to studio, analysis, history, or technology. By consent of department only. May be repeated for credit. One to three hours.

***VCD 2120 Three-Dimensional Design***

This is an introductory studio course in the varied principles of three-dimensional design. Projects explore traditional and experimental materials. Students will be expected to supply a variety of materials such as found or recycled objects for re-purposing into art forms. Prerequisite ART 2110. Three hours.

***VCD 2310 Visual Communication Design I***

An introductory course that uses manual and digital processes to explore visual communication theories and techniques. Utilizing Adobe software, this course introduces the development of visual skills through digital photo manipulation, illustrative rendering, and graphics file preparation. Relationships between content and social and cultural context will be explored. Prerequisite: ART 2110. Three hours.

***VCD 3200 Multimedia Design***

This course focuses on the integration of multiple forms of media requiring both creative and technical skills for visual imagery and messages. Visual media content includes digital photography, video, audio, and graphic software for dynamic formats. Three hours.

***VCD 3420 Typography***

A study of letter forms, historical influences, and how type is used as an effective element in context of visual communication design. Prerequisite: VCD 2310. Three hours.

***VCD 3480 Visual Narrative***

Focusing on artist as author, this course examines the visual and structural components of sequential storytelling. Students will develop skills in creating storyboards, pictorial outlines, or scripted narratives for the production of visual stories utilizing a chosen medium in their major area of focus such as: illustration, photography, design, media/digital arts, video/film. Students will explore historical and contemporary issues from multiple perspectives and create visual stories for a variety of audiences. Prerequisite ART 2110 or permission of instructor. Three hours.

***VCD 3510 Visual Communication Design II***

This studio design course explores tools and techniques for digital-based imaging, editing, and layout. Utilizing Adobe software, this course continues the development of visual skills through graphics file preparation. Technical processes for digital and print production will be introduced. Prerequisite VCD 2310. Three hours.

***VCD 3700 Visual Communication Design III***

This course examines concept, ideation, metaphor, symbolism, and semiotics within commercial and non-commercial visual design applications. Students will analyze form and content for embedded contextual meaning as a method for evaluating and making informed design decisions. Prerequisite: VCD 3510. Three hours.

***VCD 3840 Selected Topics in Art/Design***

Advanced level course that examines contemporary issues within the context of the student's major focus and results in a specialized product for the student's portfolio and senior thesis exhibit. Three hours.

***VCD 4420 Senior Art/Design Portfolio***

A senior capstone course for students majoring in any of the following visual arts including art and visual culture, eco-art (ecological art), media arts, photography, and visual communication design. The focus will be on executing individual stylistic approaches in reaching visual communication goals for the final senior portfolio, thesis exhibit, and installation. Three hours.

***VCD 4480 Advanced Visual Communication Design***

This course provides students with advanced research, practice, and development of a product for the professional portfolio. In context of understanding the viewer's response to the final visual form, students will examine a variety of social, cultural, and economic contexts that will inform the meaning of the final visual work. Prerequisites: VCD 3700 or ART 3720. Three hours.

***VCD 4730 Visual Communication Design Internship***

Qualified visual arts majors receive on-the-job training at a cooperating organization. Prerequisite: approval by program director and/or department chair. Three hours.

***WMU 1300 Worship Music Theory Fundamentals***

Designed to give the musical worship leader a basic knowledge of music fundamentals, this course is balanced around written theory, ear training, and keyboard proficiency. Focus will include basic music notation, scales, tonality, keys/modes, intervals, and chords. Prerequisite: placement or permission of instructor or program director. Three hours.

***WMU 2460 Introduction to Recording***

Provides students with the tools and hands-on experience necessary for producing professional MIDI projects, audio tracks, and visual recordings. Introduction to multi-track recording, recording studios,



and the technology involved in mixing and processing sound. Live event to take place within worship environment. Prerequisites: WMU 2600. Three hours.

***WMU 2500 Songwriting***

This course examines the basic elements of contemporary music composition including form study, melody/lyric construction, and harmonic/rhythmic patterns. Each student will receive instruction in various musical styles with specific emphasis on worship songs for the local church. Three hours.

***WMU 2600 Worship Music Theory I***

A continuation of Music Theory Fundamentals with strong emphasis on diatonic triads, writing melodies, and part writing. Ear training and keyboard proficiency will also be included. Prerequisite: WMU 1300. Three hours.

***WMU 2610 Worship Planning and Administration***

Students study and implement strategies for successful planning in worship arts ministry. Emphasis will be given to aspects of biblical leadership, pastoral ministry, and business administration. Topics include scheduling, working with volunteers, budgeting, vision development, worship team dynamics, and long-term ministry growth plans. Three hours.

***WMU 2700 Lighting and Live Production***

Students will acquire basic theories and practices of lighting for stage, theatre, and live production. Covered topics will include energy needs, focusing, optics, moving lights, color theory, and various control surfaces. Three hours.

***WMU 2800 Live Sound Production***

Students will learn signal flow through sound reinforcement systems. Basics of acoustics and room design will be investigated. Use of real-time analyzing software and basic equipment diagnosis will be investigated. Hands on mixing opportunities will be given on industry standard equipment. Students will gain skills in running audio for different settings and develop problem solving skills to resolve audio-related issues. Three hours.

***WMU 3100 Worship Music Theory II***

A continuation of Music Theory I with strong emphasis on harmonic progression and part writing. Ear training and keyboard proficiency will also be included. Prerequisite: WMU 2600. Three hours

***WMU 2001 (Lab 1); WMU 2002 (Lab 2); WMU 3001 (Lab 3); WMU 3002 (Lab 4); WMU 4001 (Lab 5); WMU 4002 (Lab 6)***

***Performance Development and Lessons: Labs 1-6***

Required of all students majoring or minoring in Worship Arts or Music Production and the Music Arts minor. Performance development encompasses a wide variety of practice and performance experiences including co-curricular opportunities such as ensembles and worship teams. A weekly, 1 hour music lab allows students the opportunity to perform for their peers and receive constructive remarks regarding technique, interpretation, and general performance procedures by the faculty.

Private lessons count toward accumulated practice time as assigned by the instructor for individual student performance development goals. Performance development experiences may include choir, gospel choir, wind ensemble, string ensemble, or worship teams. Labs 1-6 required for major; Labs 1 and 2 required for minor. Weekly practice hours assigned by instructor. Three hours per lab.

**WMU 3385 Studio Management/Multimedia Law**

Students will study the basic aspects of managing a multimedia studio. This course examines intellectual property laws and litigation in the United States relevant to multimedia developers, performing and visual artists. Three hours.

**WMU 3400 Worship Music Theory III**

A continuation of Music Theory II with strong emphasis on part writing, cadences, non chord tones, and modulation techniques. Ear training and keyboard proficiency will also be included. Prerequisite: WMU 3100. Three hours

**WMU 3510 Worship Arts Technology**

Introduction to the technological resources basic to work in the Worship Arts environment including lighting, audio, and video. Includes hands-on experience with MIDI and sequencing, music notation programs, desktop publishing, digital sound formats, as well as basic lighting design and video shooting/editing. Prerequisites: WMU 2600 and WMU 3100. Three hours.

**WMU 3770 History of Christian Worship**

This course provides an historical overview of Christian worship. Historical traditions and current trends of worship ministry will be studied, including music styles and the broader role of the arts in the local church. The interaction between worship and today's culture will also be addressed. Three hours.

**WMU 3840 Selected Topics in Worship Music**

Selected topics in Worship Music offered on an as-available basis. Content includes research, field experience, and a music product. Three hours.

**WMU 4100 Arranging**

A continuation of WMU 3100 Worship Music Theory II in which students apply concepts learned by working on projects in transcription (adapting music composed for one musical medium to a different medium), music arrangements (free treatment of pre-existing material), and composition utilizing MIDI keyboards and recording software. Prerequisites: WMU 2600 and WMU 3100. Three hours.

**WMU 4200 Biblical Theology of Worship Arts**

This course is a study of the biblical and theological aspects of worship. A wide spectrum of Christian traditions will be studied as well as the relationship of personal to corporate worship. Emphasis will be given to understanding how the patterns of worship found in the Bible affect every aspect of the worship service. Three hours.

**WMU 4230 Worship Music Integrations**

Advanced level synthesis in performing, developing, producing, or presenting worship arts content or forms. Cross-discipline or community integration would result in performing arts evidence utilized in a final portfolio or public presentation. Prerequisite: permission of program director. Three hours.

**WMU 4300 Advanced Studio Recording**

Provides students with the tools and hands-on experience for working in a professional recording studio. Students will learn microphone placement for a wide range of instruments, as well as tracking and mixing in Pro Tools. Students will be equipped to record a wide range of projects from live bands to music and film. Prerequisite: WMU 2460 Intro to Recording (formerly WMU 2450). Three hours.

**WMU 4350 Musical Improvisation**

Students apply knowledge gained from Theory I and II, learning different approaches to using scales to improvise over chord progressions. There will be a focus on blues and jazz styles as well as contemporary music. Students will learn to transcribe solos from recordings. Prerequisites: WMU 2600, WMU 3100, and WMU 4100. Three hours.

***WMU 4400 Advanced Recording II***

This course builds on advanced recording, allowing students hands on experience working within a professional studio environment. Prerequisite: WMU 4300. Three hours.

***WMU 4490 Methods Keyboard, Voice, Guitar, Percussion***

Worship leaders and directors need to have a basic understanding of how all the instruments function in a worship team. Focus is on the elementary principles of playing keyboard, voice, guitar, and percussion. Emphasis is on development of tone production of each instrument, as well as transposition and the capabilities and limitations of each instrument. Prerequisites: WMU 2600 and WMU 3100. Three hours.

***WMU 4550 Nashville – Contemporary Music Center***

The course of study at the Contemporary Music Center (CMC) is offered through the Council for Christian Colleges and Universities (CCCCU) GlobalEd program. A total of sixteen credit hours are taken on location in Nashville, TN. All other credits in the Worship Arts major are taken at Winona Lake, Grace campus. Core courses at CMC include Faith, Music, and Culture; Inside the Music Industry; and the CMC Tour Practicum. Academic tracks to select from include Artist, Business, and Technical. Classes include composing, performing, mixing, and promoting. For more information visit [www.cccuglobaled.org](http://www.cccuglobaled.org); [www.cmcnashville.com](http://www.cmcnashville.com); or contact [global@grace.edu](mailto:global@grace.edu), or [brathw@grace.edu](mailto:brathw@grace.edu). Prerequisite: Junior or Senior academic level. Sixteen hours.

***WMU 4620 Senior Capstone***

Presentation of a corporate worship service representing significant research and creative endeavor during the academic year preceding graduation. Presentation projects must be approved by the program director, department chair, and faculty adviser. Program notes must be submitted to and approved by the program director prior to the presentation. Student is responsible for assembling the necessary team to execute the live event (musicians, speakers, etc.). Prerequisites: completion of major course requirements and approval of department chair. Three hours.

***WMU 4730 Worship Arts Internship***

An internship served under the guidance of an experienced and qualified worship arts leader in an approved church music program. Prerequisite: permission of program director. Three hours.

***WMU 4830 Advanced Individual Studies in Worship Arts***

This advanced level worship performance or worship production-based research course focuses on an individual topic selected by the student. Prerequisite: completion of major course requirements, approval of research proposal, and permission of program director and department chair. Three hours.

# Nursing Program

(in cooperation with Bethel University, Indiana)

# ***Nursing Program***

## ***in cooperation with Bethel University, Indiana***

### ***Nursing***

To meet the growing number of students interested in nursing as a major field of study, Grace College teams with Bethel University in Mishawaka, Indiana, to offer nursing degrees. The nursing program at Bethel University was established in 1980 and has a strong reputation as one of Indiana's most respected programs in nursing education. Bethel University's nursing graduates have a strong history of passing the state board examination on the first attempt, qualifying for licenses as registered nurses.

Nursing students on the Grace campus complete liberal arts classes, including general education and biblical studies classes, under the guidance of Grace College professors. At the same time, they have the opportunity to study nursing with Bethel University nursing professors on the Grace College campus.

The Bethel University Bachelor of Science in Nursing program offered on the Grace College campus enables students to live on the Grace campus and become part of the Grace community while also completing the highly regarded Bethel nursing degree.

[Click here](#) to visit the Nursing Program website for details of the Bachelor of Science in Nursing degree at Grace College.

# School of Behavioral Science

# ***School of Behavioral Science***

***Dr. Kevin Roberts, Psy. D., Dean***

## ***INTRODUCTION***

The School of Behavioral Science is home to many academic programs, both undergraduate and graduate. These programs are offered through the following academic departments.

### ***College***

Behavioral Sciences Department

### ***Graduate***

Department of Graduate Counseling

Additionally, Grace College offers online and hybrid degree programs at the undergraduate and graduate levels through the School of Adult and Community Education, which are described in each program's individual catalog section. Offerings relevant to the field of behavioral science include:

Master of Arts in Clinical Mental Health Counseling

# Department of Behavioral Science



## ***Department of Behavioral Science***

### ***Faculty***

#### Full-time Faculty:

Kevin Roberts, Psy.D., Dean

Kelly Arney, Ph.D., Associate Dean

Thomas Edgington, Ph.D., Graduate Liaison

Joe Graham, Psy.D.

Branda Whitehead, Ph.D.

#### Part-time Faculty:

Craig Allebach, M.A.

Jainie Behling, Psy.D.

Vanessa Pohl, M.S.

Kevin Vanderground, JD

### ***Purpose Statement***

The purpose of this department is to give the student a basic understanding of human behavior and the nature of society. Study in this department will allow the student to acquire knowledge of basic theoretical concepts of psychology and sociology from a biblical perspective. Programs offered in the department are a Bachelor of Science or a Bachelor of Arts degree with a major in counseling, criminal justice, psychology, and sociology. A minor is offered in behavioral science, criminal justice, and sports psychology.

### ***Department Guide***

#### ***BACHELOR OF ARTS AND BACHELOR OF SCIENCE***

##### ***COUNSELING***

The requirement for a major in counseling is 42 hours in the department, including the behavioral science courses:

BHS 2400 Research Methods in Social Sciences

PSY 3260 Biblical Psychology

PSY 2100 Introduction to Counseling

PSY 4300 Clinical Practice/Senior Seminar

BHS 4730 Practicum in Behavioral Science or BHS 4930

Internship in Behavioral Science

Student select one of the following concentrations and completed fifteen credits from that concentration:

***Comprehensive Counseling Concentration***

BHS 4050 Addictive Treatment  
PSY 2170 Abnormal Psychology  
PSY 2330 Family Systems  
PSY 3380 Theories of Personality  
PSY 3440 Process & Techniques of Counseling  
PSY 4000 Group Technology  
PSY 4260 Therapeutic Play  
SOC 2100 Marriage and Family

***Addictions Counseling Concentration***

BHS 4050 Addictive Treatment  
PSY 2170 Abnormal Psychology  
PSY 2330 Family Systems  
PSY 2600 Multicultural Psychology  
PSY 3380 Theories of Personality  
PSY 3440 Process & Techniques of Counseling  
PSY 4000 Group Techniques  
SOC 3230 Substance Use and Abuse

***Child and Family Counseling Concentration***

PSY 2170 Abnormal Psychology  
PSY 2330 Family Systems  
PSY 2360 Child and Adolescent Psychology  
PSY 3200 Grief and Loss  
PSY 3440 Process & Techniquese of Counseling  
PSY 4260 Therapeutic Play  
PSY 4280 Child Life: a Scope of Practice  
SOC 2100 Marriage and Family

Plus, twelve hours of electives in the department. General education elective courses with BHS, PSY, or SOC prefixes may be used as department elective hours.

***CRIMINAL JUSTICE***

The requirement for a major in criminal justice is 42 hours in the department including the behavioral science courses:

BHS 2400 Research Methods in Social Sciences  
SOC 2340 Introduction to Criminal Justice  
SOC 3560 Victimology  
SOC 4220 Senior Seminar in Criminal Justice  
SOC 4730 Practicum in Criminal Justice or SOC 4930 Internship in Criminal Justice

Student select one of the following concentrations and completed fifteen credits from that concentration:

***General Criminal Justice Concentration***

SOC 2600 Forensic Interviewing

SOC 3360 Juvenile Delinquency  
SOC 3370 Criminology  
SOC 4100 Criminal Law  
SOC 4150 Gender Race & Violence

***Law Enforcement Concentration***

SOC 2420 Criminal Investigation  
SOC 2440 Criminal Procedures  
SOC 3370 Criminology  
SOC 3460 Police & American Society  
SOC 3700 Criminal Profiling and Theory

***Social Science Concentration***

BHS 3270 Social Psychology  
BHS 4050 Addictive Treatment  
SOC 2100 Marriage and Family  
SOC 2600 Forensic Interviewing  
SOC 3230 Substance Use and Abuse  
SOC 4810 Special Topics in Victimology

Plus, twelve hours of electives in the department. General education elective courses with BHS, PSY, or SOC prefixes may be used as department elective hours.

***PSYCHOLOGY***

The requirement for a major in psychology is 42 hours in the department including the behavioral science courses:

BHS 2400 Research Methods in Social Sciences  
PSY 1100 Introduction to Psychology  
PSY 3260 Biblical Psychology  
PSY 4300 Clinical Practice/Senior Seminar  
BHS 4730 Practicum in Behavioral Science or BHS 4930 Internship in Behavioral Science

Student select one of the following concentrations and completed fifteen credits from that concentration:

***Comprehensive Psychology Concentration***

BHS 3270 Social Psychology  
BHS 4000 Brain and Behavior  
PSY 2170 Abnormal Psychology  
PSY 2700 Psychology of Religion  
PSY 3380 Theories of Personality  
PSY 3550 Health Psychology  
PSY 3600 Motivation and Emotion  
PSY 4170 Psychological measurement

***Clinical and Integrative Health Concentration***

BHS 4000 Brain and Behavior  
BHS 4050 Addictive Treatment  
BIO 2240 Introduction to Public Health  
PSY 2170 Abnormal Psychology

PSY 2360 Child and Adolescent Psychology  
PSY 3200 Grief and Loss  
PSY 3550 Health Psychology  
PSY 3600 Motivation and Emotion  
PSY 4170 Psychological Measurement  
PSY 4280 Child Life: a Scope of Practice

***Bethany Nesbitt Child Life Specialist Concentration\****

BIO 1200 Medical Terminology  
BIO 2010/2020 Anatomy & Physiology 1 and Lab  
PSY 2330 Family Systems  
PSY 2360 Child and Adolescent Psychology  
PSY 3200 Grief and Loss  
PSY 4260 Therapeutic Play  
PSY 4280 Child Life: a Scope of Practice  
SED 2200 The School Age Child

***Sport Psychology Concentration***

BHS 3270 Social Psychology  
PSY 2600 Multicultural Psychology  
PSY 3300 Sports Psychology  
PSY 3550 Health Psychology  
PSY 3600 Motivation and Emotion  
BIO 2210 Nutrition

***Industrial/Organizational Psychology Concentration***

BHS 4050 Addictive Treatment  
PSY 2420 Organizational Psychology  
PSY 2600 Multicultural Psychology  
PSY 3550 Health Psychology  
PSY 3600 Motivation and Emotion  
PSY 4170 Psychological Measurement  
BUS 1010 Foundations of Business  
BUS 4240 Human Resource Management

Plus, twelve hours of electives in the department. General education elective courses with BHS, PSY, or SOC prefixes may be used as department elective hours.

\* Not an endorsed CLS program. Students in BNCLS concentration must take all of the electives.

***SOCIOLOGY***

The requirement for a major in sociology is 42 hours in the department including the behavioral science courses:

BHS2400 Research Methods in Social Sciences  
PSY 3260 Biblical Psychology

SOC1100 Introduction to Sociology

***One of the following:***

BHS 4730 Practicum in Behavioral Science

BHS 4930 Internship in Behavioral Science  
SOC 4730 Practicum in Criminal Justice  
SOC 4930 Internship in Criminal Justice

***One of the following:***

PSY 4300 Clinical Practice/Senior Seminar  
SOC 4220 Senior Seminar in Criminal Justice

Additional requirements include five of the following courses:

BHS 3270 Social Psychology  
SOC 2100 Marriage and Family  
SOC 2140 Social Problems and Pathology  
SOC 2400 Introduction to Correction  
SOC 3230 Substance Use and Abuse  
SOC 3360 Juvenile Delinquency  
SOC 3460 Police & American Society  
ICS 3210 Applied Cultural Anthropology

Plus, twelve hours of electives in the department. General education elective courses with BHS, PSY, or SOC prefixes may be used as department elective hours.

## ***BEHAVIORAL SCIENCE DOUBLE MAJOR***

It is possible to double major within the Behavioral Science Department. One major must be taken from the psychology area (psychology or counseling) and the other major must be taken from a sociology area (sociology or criminal justice). Students will choose one concentration from each chosen major (aside from sociology). Students may ***not*** choose two concentrations in one major.

## ***BACHELOR OF ARTS AND BACHELOR OF SCIENCE***

The requirement for a double major is 69 hours in the department. Students will complete the behavioral science core for one of their majors (15 hours), then complete a concentration for each major (15 hours each) along with electives for each major (12 hours each). All requirements for the first major as well as the second major must be met. If there is an overlap between the requirements for the two majors, additional classes must be taken in the department for a total of 27 additional hours for the second major.

## ***OTHER DEPARTMENTS DOUBLE MAJOR***

Students may double major in one of the major areas of the Behavioral Science Department and another department. Areas most often chosen are Business, and Communication. These areas are particularly attractive because there is some overlap between requirements for these majors and graduation can still normally be accomplished within a four-year period.

## ***BEHAVIORAL SCIENCE MINORS***

### ***Behavioral Science Minor***

The requirement for a minor in behavioral science is 21 hours in the department, including:

***One of the following:***

PSY 1100 Introduction to Psychology  
PSY 2100 Introduction to Counseling  
SOC 1100 Introduction to Sociology  
SOC 2340 Introduction to Criminal Justice

***Two of the following:***

PSY 3260 Biblical Psychology  
PSY 3380 Theories of Personality  
SOC 3560 Victimology

Additional requirements include 12 elective hours in the department.

***Criminal Justice Minor***

The requirement for a minor in criminal justice is 21 hours in the department, including:

PSY 3260 Biblical Psychology  
SOC 2340 Introduction to Criminal Justice  
SOC 3560 Victimology

Additional requirements include 12 elective hours in the department.

***Sports Psychology Minor***

The requirement for a minor in criminal justice is 21 hours in the department, including:

PSY 2170 Abnormal Psychology  
PSY 3300 Sports Psychology  
PSY 3550 Health Psychology  
PSY 3600 Motivation and Emotion

Additional requirements include 9 elective hours in the department.

## ***COURSE DESCRIPTIONS***

### ***BEHAVIORAL SCIENCES***

***BHS 1600 Introduction to Leadership***

This is a practical course which is intended to prepare students to lead with greater character, knowledge and skill. This course is designed around the 360-degree leadership model and concept. This course will help students discover their unique style of leadership, their own personal values (inward), how their strengths and gaps influence team success (across), and their personal challenges and opportunities when following those in authority (up). This course will address leading others toward a better future (down). Finally, students will learn to translate these discoveries into reflective practices. This is a 1 credit hour class and also serves as a prerequisite for all student leadership positions at Grace.

***BHS 2200 Introduction to American Government***

This introduces students to how the political system in America functions. It focuses on the actual workings of the American government and starts with the cultural and constitutional contexts of American politics. (Home department-POS. Register as POS 2200.) Three hours.

***BHS 2400 Research Methods in the Social Sciences***

An introductory study of the principles and techniques of investigation and data collection in the social sciences. The course will deal with techniques of organizing, conducting, analyzing, and presenting such data. Three hours.

***BHS 3140 Cross-Cultural Youth Ministries***

The student will learn how to assess relevant issues related to specific cultures and how to target the needs of youth within various socio-economic groups. This class will develop strategies for meeting the needs of youth in a cross-cultural context and how to church plant using youth as a target group. The students will be taught how to train youth leadership to accomplish church planting and development. The class will be held in a cross-cultural setting offering hands-on training. (Home department-YMI. Register as YMI 3140.) Prerequisite: YMI 2140. Three hours.

***BHS 3200 Probability and Statistics***

Theory of probability, statistical techniques and tools, and applications in business, education, psychology, mathematics, and sociology. (Home department-MAT. Register as MAT 3200). Three hours.

***BHS 3270 Social Psychology***

A study of the social behavior of the individual and the group. Particular attention is given to the development and dynamics of social groups, social perception, motivation, attitudes and values. Three hours.

***BHS 3810-3830 Readings in Behavioral Science***

This course is designed to allow the students a more in-depth investigation of a topic of special interest in the areas of psychology or sociology. Prerequisite: permission of the individual instructor. One to three hours, non-repeatable.

***BHS 3910-3930 Independent Study in Behavioral Science***

Topics or projects to be chosen and investigated in the areas of psychology or sociology in consultation with the individual instructor. Prerequisite: permission of the department chair. One to three hours, non-repeatable.

***BHS 4000 Brain and Behavior***

This course is an introduction to the science of brain-behavior relationships. Topics will include the structure and functions of the nervous system, including mechanisms of sensory processing and motor control, sleep, sexual behavior, emotion, mental disorders, language, and learning and memory. In addition, the course covers psychotropic medications, disorders, and symptomatology associated with various neurochemical disorders, psychological disorders, and addictions. Three hours.

***BHS 4050 Addictive Treatment***

This course is designed to give the student a theoretical and practical understanding of addictive disorders. The topics covered in this class will include sexual, gambling and other addictive disorders. In addition, this course will examine the addictive process and relevant treatment issues in working with a variety of addictive disorders. Three hours.

***BHS 4510-4530 Behavioral Science Research Practicum***

A course designed to give the student an opportunity to do individual research on special problems in psychology. Prerequisite: BHS 2400 Research Methods. One to three hours.

***BHS 4730 & 4750 Practicum in Behavioral Science***

A course designed to give behavioral science majors practical experience in a choice of various agencies offering psychological services. Prerequisite: permission of the instructor. BHS 4730 – three hours. BHS 4750 – four hours.

***BHS 4740 & 4760 Advanced Practicum in Behavioral Science***

A course designed to give behavioral science majors advanced, practical experience in a choice of various agencies. Prerequisite: permission of the instructor. BHS 4740 – three hours. BHS 4760 – four hours.

***BHS 4810-4830 Research in Behavioral Science***

A course designed to give the student an opportunity to do individual research on special problems in psychology. Prerequisite: permission of the department chair. One to three hours, non-repeatable.

***BHS 4930 & 4640-4660 Internship in Behavioral Science***

This internship course in behavioral science is to provide the interns with a structured introduction to various aspects of professional work. Students are given the opportunity to observe and develop their own skills in a first-hand operational structure within a behavioral science agency. Students in the internship course will get direct supervision from an onsite supervisor in their specific field of interest. Prerequisite: permission of the instructor. BHS 4930 – three hours. BHS 4640 – four hours. BHS 4650 – five hours. BHS 4660 – six hours.

***PSYCHOLOGY***

***PSY 1100 Introduction to Psychology***

An introduction to psychology as the study of human behavior. Basic principles of psychology will be explored including the process of learning, memory, perception, sensation, motivation, and emotion. Personal and social aspects of human development will be emphasized. Three hours.

***PSY 2100 Introduction to Counseling***

An introduction to the major theories in counseling including secular and Christian approaches. The methodology of each approach will be analyzed based upon the respective theory of psychopathology. Special attention will be given to various skills, techniques, and applications of these approaches. Three hours.

***PSY 2170 Abnormal Psychology***

A study of mental and emotional disorders, their symptomatology, classification, and methods of treatment. Special attention is given to a Christian approach to mental health. Three hours.

***PSY 2330 Family Systems***

This course will examine the family from a systems approach for the purpose of understanding how the family operates and how dysfunction occurs. Knowledge gained from this course will be useful in understanding and analyzing what often occurs in other systems (workplaces, churches, schools, etc.). Family counseling will also be an aspect of this class. Three hours.

***PSY 2360 Child and Adolescent Psychology***

A psychological study covering the life span from early childhood to the adult stage. This course stresses practical applications for working in family, educational, and counseling settings. Three hours.

***PSY 2420 Organizational Psychology***

This course is specifically designed for students interested in Psychology and the Professional Communication major offered through the communication department. This



course will focus on the application of social psychology to organizational settings. Topics covered will include motivation of workers; group decision-making; leadership styles; career management, and organizational development. Class format will consist of experiential exercises combined with lecture, discussion, and team activities. Three hours.

***PSY 2600 Multicultural Psychology***

This course studies the relationship between identity development and primary culture(s). A variety of ethnic, social, religious, and cultural group norms are considered along with an examination of the extent of influence these may have on the individual. The environmental factors that impact people such as global markets, Internet collaborations, and multicultural neighborhoods are examined. Three hours.

***PSY 2700 Psychology of Religion***

An overview of the research into the psychology of religion as it related to biological, social, moral, and personal behavior. Provides a theoretical framework for assessing religion, for exploring the development and role of personal faith through the lifespan, and for understanding the various aspects of religion such as conversion, transformation, mysticism, health, and psychotheology.

***PSY 2880 Life Span Development***

A study of the basic principles and theories of human development with special emphasis given to the determinants of the human life span from the beginning of life through infancy, childhood, adolescence and adulthood to death and dying. Emphasis is placed on the transitional life processes as they occur at each stage, and attention is given to physical, intellectual, social and personality development in each stage of the life span. Three hours.

***PSY 3100 Learning and Behavior***

This course will examine historical and current theories that explain how different types of learning provide the foundation for most behavior. Designed to apply learning theory and principles to the presentation of learning, it illustrates how learning principles operate in both animals and people. Reflecting the latest research, the study of learning theories helps solve practical relationship problems and explain everyday behaviors. Three hours.

***PSY 3200 Grief and Loss***

This course will focus on the human experience of grief and loss that occur across the lifespan. Current theories and research will be examined, as well as the evidence-based practices of grief therapy. Three hours

***PSY 3260 Biblical Psychology***

This course will examine the relationship between the fields of psychology and theology. A theory of integration will be presented, along with discussions concerning specific "psychological" topics (i.e. self-esteem, etc.) from a biblical vantage point. Three hours.

***PSY3270 Psychology of Women***

This course will cover a wide range of topics pertaining to women from a Biblical worldview. The goal of this course is to look at common problems experienced by women over the course of their lifespan from a theoretical, sociological and biological perspective. In this course students will critically evaluate gender differences and similarities in personality and behavior. Three hours.

***PSY 3300 Sports Psychology***

This course is designed to help students both learn and then apply practical as well as theoretical information as it relates to the psychology of sport. The class will work to provide an understanding of how personality, self-concept, self-esteem, self-efficacy and other psychological characteristics relate to participation and performance in sport and physical activities. The class will also investigate the impact of stress, motivation, goal-setting, leadership and imagery on performance. The student will also learn common struggles and intervention strategies in working with athletes and recreational exercisers to enhance performance and participation. Three hours.

***PSY 3380 Theories of Personality***

An introduction to the major theories of personality and how it develops, including psychoanalysis, humanistic, existential, and behavioristic approaches. Three hours.

***PSY 3440 Process and Techniques of Counseling***

This course develops a theoretical base for evaluating human problems within a biblical framework. Once this has been accomplished, practical techniques will be discussed to help counselors structure the counseling session and implement change. Three hours.

***PSY 3550 Health Psychology***

Students will develop an appreciation of the interaction and relationship between biological, psychological and social factors that influence one's physical health and health behaviors. This course will examine lifestyle factors such as diet, exercise, stress, substance abuse and individual motivational factors. Additionally, this course will assess how psychological research, theories and principles apply to health promotion, health care issues and chronic illness. Three hours.

***PSY 3600 Motivation and Emotion***

This course is a study of the process of motivation and emotion and how they impact behavior and choices that people make every day. This course will study the research on the psychological and physiological aspects of motivation and emotion and the impact that those aspects have on behavior. The course will provide the student with a framework to view motivation and emotion that can help process difficult questions about human behavior such as "why are some people more emotional than others?", and "is it possible to create environments that increase the motivation of another human?". Three hours.

***PSY 4000 Group Techniques of Counseling***

This course will examine the history, theories and methods of group counseling. Students will learn about the applications of group psychotherapy through group discussions and role-playing demonstrations. This course will further examine the roles, behaviors, and therapeutic factors utilized in a variety of group settings. Three hours.

***PSY 4040 Psychology of Aging***

What is it like to grow "old"? How can you better understand those aging around you? What can you do to make the most of your own "golden years"? The purpose of this course is not only to discuss facts and findings about the various aspects of the aging process (psychological, physical, cognitive, social, etc.), but also to explore how these processes are a factor of the dynamic interaction of individual factors (personality, lifestyle) and environmental factors (family, neighborhood, culture) across time. In this way, this course takes a **developmental** approach to the study of the psychology of aging. An emphasis on active learning, reflection, and application bring course concepts into "real life." Three hours

***PSY 4170 Psychological Measurement***

The measurement of human behavior with psychological instruments. An introduction to tests of intelligence, achievement, personality, and interest, emphasizing test construction, administration, and validation. Three hours.

***PSY 4260 Therapeutic Play***

This course provides an overview of principles of therapeutic play and play therapy including history, theories, techniques, applications, and skills. The content focuses on basic therapeutic skill development within the context of ethical and cultural diversity sensitive practice. Attention is given to understanding the role of therapeutic play and play therapy in the context of the participant's clinical responsibilities in multiple settings including: schools, counseling clinics, and/or medical facilities. Participants learn strategies for engaging children in art, music, and other alternative therapeutic strategies to assist children and teens in improving their coping skills and ability to respond to stress in a healthy manner. Three hours

***PSY 4280 Child Life: A Scope of Practice***

This course fulfills all of the Associate of Child Life Professionals (ACLP) requirements for the Child Life course. A course exploring the hospitalized child and family. Psychosocial and developmental needs of infants, children, adolescents and families in health care context, with a focus on the role and interventions of the child life specialist. Applies theories of child development and family systems to effective child life practice in hospitals. Three hours.

***PSY 4300 Clinical Practice/Senior Seminar***

This course is designed to be the capstone for a psychology/counseling student at Grace College. As a capstone course, it will serve to provide a broader context about both the science and field of psychology. This course will also focus on what it means to be a psychologist, the current issues and conflicts of psychology, and future directions in the field. This seminar course will address the importance of evidence-based practice and practical applications to the field of psychology. Three hours.

***SOCIOLOGY***

***SOC 1100 Introduction to Sociology***

An introductory study of humans functioning in society. Basic principles of sociology will be experienced including organization, structure, strata, and problems in American society. Emphasis will be placed on observational techniques that will help to develop a spirit of active participation in the world. Three hours.

***SOC 2100 Marriage and Family***

A study of the family as a basic social institution with its cultural variations. Emphasis is upon premarital and marital factors that contribute to a successful marriage or family disorganization. Christian ideals for wholesome courtship and family living are stressed. Three hours.

***SOC 2140 Social Problems and Pathology***

This course provides an analysis of a section of major social problems related to social inequalities, problems of social institutions, and behavioral deviance, and global social problems we face today and the pathology of group relations. Three hours.

***SOC 2340 Introduction to Criminal Justice***

This course introduces students to the essentials of criminal justice and the most significant issues in today's American criminal justice system. Students will learn the true roles of the police, courts, and corrections and develop an understanding of the complex ways in which they work together. Information on criminal justice careers will help students learn about the meaning of criminal justice to those who work in the field and will provide useful information that can aid career choices. Three hours.

***SOC 2400 Introduction to Corrections***

This course is an introductory study of Corrections as it relates to the Criminal Justice field. The students will discover topics such as sentencing, probation vs. parole, inmate culture, prison policy, inmate segregation, and community corrections. Three hours.

***SOC 2420 Criminal Investigation***

This course will present the procedures, techniques, and applications of criminal investigations. In addition, this course will discuss modern investigation tools, as well as established investigation policies. Three hours.

***SOC 2440 Criminal Procedures***

This course examines the laws, procedures, and traditions of the criminal justice system. Students will explore current events in the media and issues in today's American criminal justice system with an emphasis on procedural law. This course is designed to provide students with a collective overview of constitutional rights and the related responsibility of police. Students will explore roles of the law enforcement, courts, and corrections and develop an understanding of the complex ways in which they work together. Special emphasis will be placed on amendments to the Constitution as related to the rights of the individual. Three hours

***SOC 2600 Forensic Interviewing***

Instruction and skill development in interviewing, note-taking, and report writing in the criminal justice field. This course will prepare students to conduct interviews of witnesses, victims, and suspects. It will demonstrate how to organize information into effective written reports. Special consideration will be given in the area of child and adolescent interviews. Upon successful completion of the course students will be able to conduct interviews, collect information admissible in court, demonstrate appropriate note-taking skills and create reports that convey the pertinent information. Three hours.

***SOC 2700 History and Contemporary Issues in Criminal Justice***

In this course, students will look at the evolution of the criminal justice system from the criminal acts to those who commit them. This class will explore societal responses to crime from a historical and contemporary framework. Among the topics are problem-oriented policing, terrorism, justice during the Civil War, incarceration trends, and today's current crime challenges. This class will explore the evolution of crime through patterns of crime and punishment during selected periods of time. Students will utilize scientific rigor and understand how to assess and manage opportunities and challenges within the criminal justice system by observing them through a historical assessment. Three hours.

***SOC 3010 State and Local Government***

This is an examination of the structure and interplay between state, county, and local governments. Issues such as social security, zoning, welfare, public health, and the environment will be examined

from the point of view of how they originate at the local levels yet how they exist and grow within federal guidelines. (Home department POS – Register as POS 3010) For Criminal Justice and Sociology majors only. Three hours.

***SOC 3130 Business Law I***

Basic legal principles which control modern business transactions. Deals with such topics as contracts, agencies, employment, negotiable instruments, property, and sales and business relations with the government. (Home department–BUS. Register as BUS 3130.) Three hours.

***SOC 3220 Principles and Practices of Prayer***

Students will examine the teaching of the Scriptures on the subject of prayer with a view to discovering the absolute necessity of a vital prayer experience in the life of the man or woman of God and in the life of the Church. Urgency, consistency, and effectiveness of prayer will all be discussed as well as practical guidance for fostering these. Significant time will be spent in the practice of prayer. (Home department – MIS. Register as MIS 3220) Three hours.

***SOC 3230 Substance Use and Abuse***

This course is designed to give the student a theoretical and practical understanding of addictive disorders. At the completion of this course the student will be able to define several key concepts relative to addictions and the disease of chemical dependency, have a workable knowledge of the concepts of withdrawal tolerance and drug interactions as they relate to commonly abused drugs, and have gained a general knowledge of concepts, methods, and techniques in the area of addictive disorders, substance abuse, and/or chemical dependency. Three hours.

***SOC 3360 Juvenile Delinquency***

This course will provide an extensive overview of the principles and concepts surrounding Juvenile Delinquency. This course will examine the nature and extent of Juvenile Delinquency, Theories of Delinquency, causes of delinquency, and how to control and prevent delinquency. Three hours.

***SOC 3370 Criminology***

This course is designed to engage the student in an in-depth analysis of crime, the criminal career, and the criminal justice system as a complex but interrelated whole. Criminology will seek to examine the legal definitions of criminal behavior, current theoretical explanations, trends in reported distribution of crime, and governmental agencies commissioned to deal with the problem of crime such as police, courts, and correctional institutions. Three hours.

***SOC 3460 Police and American Society***

The role of law enforcement in society as it relates to local, state, and federal jurisdictions. Three hours.

***SOC 3470 Homeland Security***

This course will provide a broad overview of the basic operations, functions, and issues related to securing our homeland from domestic and international threats. In addition, this course will evaluate areas of possible threat including terrorism and possible proactive and reactive measures against such threats. An examination of the emergency management system and the role of public health and the private sector in homeland security will also be addressed. Three hours.

***SOC 3560 Victimology***

This course will provide an extensive overview of the principles and concepts of traditional and modern victimologists. This course will further examine victimology, analysis of victimization patterns and trends, and theoretical reasoning and responses to criminal victimization. In addition, this course explores the role of victimology in the criminal justice system, examining the consequences of victimization and the various remedies now available for victims. Three hours.

***SOC 3590 Emergency Incident Management***

This course will examine the emergency preparedness practices used by first responders and the private sector doing a critical incident. Topics will include an overview of incident command and the National Incident Management System (NIMS), National Response Plan (NRP), as well as interdependence between the public and private sectors in community emergency preparedness. In addition, the course will address critical infrastructure protection, joint risk, assessments and response, and recovery activities in critical incident scenarios. Three hours.

***SOC 3600 Urban Sociology***

An examination of the urbanization process, the dynamics of the urban "explosion" and its implications world-wide. Particular attention is given to subcultural groupings and to the social and subcultural interactions that characterize the urban experience. The inherent problems of urban growth and the enactment of urban policies designed to address those problems are also considered. Students are given first-hand exposure to the urban environment. Three hours.

***SOC 3700 Criminal Profiling and Theory***

This course is specifically designed for students interested in law enforcement and corrections. Students will center their exploration of criminal behavior on its motivation, the environmental influences, and patterns of offending. Among the topics are ethics and criminal profiles, serial criminals, stalking, psychopathic behaviors, fire and explosives, criminal offender characteristics, criminal motivation, and case assessment. Students will explore criminal profiling as an investigative tool used by professionals to assist agencies in pursuing unknown perpetrators. This class will provide an understanding of the history of profiling including theories and investigative techniques regarding profiling criminal offenders through a blend of social science and legal research. Students will gain a foundational knowledge of the integral relationship between profiling techniques and theories of criminal behavior. Three hours.

***SOC 4100 Criminal Law***

The study of substantive criminal law as a means of defining social values. Attention is given to the definition and classification of crime, as well as criminal law theory and the relationship of criminal law to the criminal justice system. Three hours.

***SOC 4150 Gender, Race, and Violence***

An examination of race in the context of the criminal justice system. Emphasis on the treatment of racial minorities as victims and offenders by law enforcement, courts, and corrections. Students will learn how to understand how race and ethnicity are central to crime and criminal justice. Gain knowledge about the difference between race and ethnicity. Explore the different theoretical explanations for the racial and ethnic gap in offending and victimization. Research the nature and extent of inequality in American society with respect

to racial and ethnic minorities. Look into how race and ethnicity continue to be taken into consideration during the jury selection process. Additionally, students will explore different parts of the criminal justice system and develop an accurate picture of who is in prison and the racial and ethnic composition of the prison population. Three hours.

***SOC 4220 Senior Seminar in Criminal Justice***

This is an examination of the major theoretical explanations of crime and criminal behavior with a focus on examining current events. Students will explore current events in the media and issues in today's American criminal justice system. This course is designed to provide students with a collective overview of historical and current criminological perspectives. Students will explore roles of the law enforcement, courts, and corrections and develop an understanding of the complex ways in which they work together. Students will explore criminal justice careers and hear from those who currently work in the criminal justice field. Three hours.

***SOC 4730 & SOC 4750 Practicum in Criminal Justice***

A course designed to give criminal justice majors practical experience in a choice of various agencies within the criminal justice system. Prerequisite: permission of the instructor. SOC 4730 – three hours. SOC 4750 – four hours.

***SOC 4740 & SOC 4760 Advanced Practicum in Criminal Justice***

A course designed to give criminal justice majors advance practical experience in a choice of various agencies. Prerequisite: permission of the instructor. SOC 4740 – three hours. SOC 4760 – four hours.

***SOC 4810 Special Topics in Victimology***

This course is an in-depth examination of the role of the victim in criminal incidents and criminal justice case processing. Students analyze concerns related to the area of family violence including women's experiences as victims, gender based abuse, intimate partner violence, rape, human trafficking, and stalking. This course examines child abuse, as well as child neglect and maltreatment. Special emphasis will be placed on FBI typologies, prevalence, recidivism, and characteristics. Students will explore the physical, mental, and legal consequences, institutional responses, and prevention efforts. Three hours.

# Department of Graduate Counseling Catalog and Student Handbook



# Department of Graduate Counseling Catalog and Student Handbook

## ***Faculty***

Kevin W. Roberts, Psy.D., LMHC, LCAC, Dean, School of Behavioral Science

Jill Brue, Ph.D., LPC, Chair, Department of Graduate Counseling

### Core Faculty:

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## **Preface**

***The Department of Graduate Counseling (DOGC) Catalog and Student Handbook is part of the larger Grace College and Seminary 2021-2022 Academic Catalog. Students enrolled in the DOGC Clinical Mental Health Counseling (CMHC) program are responsible for information contained within both the Grace Academic Catalog and the DOGC Catalog. Both catalogs contain policies relevant to the institution as a whole as well as to the specific department and program in which students are enrolled.***

In addition to the DOGC catalog, students enrolled in courses may be provided with additional information from the School of Professional and Online Education (SPOE). This information may cover, but is not limited to, specific processes and procedures related to The DOGC program of study from application to graduation.

## **Note about the DOGC Catalog**

***The DOGC Catalog is updated every year and it is the student's responsibility to be familiar with the contents of the catalog for the current academic year. While every effort is made to provide accurate and current information within the Grace College academic catalogs and Web site, the institution reserves the right to change, without notice, statements in the catalog concerning rules, policies, fees, curricula, courses, or other matters. Changes to an academic catalog that are necessary following the start of the fall semester will be noted as an addendum to the original catalog.***

The provisions of the academic catalogs are, therefore, to be considered a guide and not to be regarded as a contract between any student and the institution. Course content and institutional policies governing admissions, tuition, and campus life are under constant review and revision.

All students are expected to be familiar with the catalog(s) associated with their selected program(s) of study with the understanding that policies and procedures of their selected program(s) may change from year-to-year. The current year's catalog should, in most situations, be considered the catalog applicable to the student.

See also the Introduction section to the Grace College and Theological Seminary 2021-2022 Catalog.

Archived catalogs are maintained on the institution's Web site.

***IMPORTANT: It is each student's responsibility to schedule regular meetings with their academic advisor and to be knowledgeable about institutional requirements, academic regulations, and calendar deadlines specified in the catalogs and academic program publications.***

## **General Information**

### **Origin and History**

Grace College is the only undergraduate and graduate institution of arts and sciences affiliated with the Fellowship of Grace Brethren Churches. The college was founded in 1948 under the leadership of Dr. Alva J. McClain, president, and Dr. Herman A. Hoyt, dean, and has experienced a consistent and healthy growth from its very first year. In 1995 Grace College began offering the Master of Arts degree in Counseling.

Grace College is accredited by the Higher Learning Commission. We are an active member of the Council of Independent Colleges, the National Association of Independent Colleges and Universities, the Indiana Conference of Higher Education, the Independent Colleges and Universities of Indiana, and

the Council of Christian Colleges and Universities. The College is also accredited by the Association of Christian Schools International.

The DOGC is housed in the School of Behavioral Sciences. In 1995, Grace College launched the Master of Arts degree in Counseling which transitioned in 2010 to the Master of Arts in Clinical Mental Health Counseling (CMHC). In 2012, Grace College began offering this program via an online format.

### ***Non-Discrimination Policy***

Grace College and Seminary is a private, not-for-profit, faith-based exempt organization as described in Section 501 (c) (3) of the Internal Revenue Code. In compliance with applicable federal and state laws, Grace College and Seminary does not discriminate on the basis of race, color, national origin, age, sex, or disability in its administration of its educational policies, admissions policies, scholarship and loan programs, and athletic and other school-administered programs and activities, or in employment.

The following person has been designated to handle inquiries regarding the Notice of Nondiscrimination:

Carrie Yocum, Title IX Coordinator and VP of Administration and Compliance  
Grace College and Seminary  
McClain 104  
1 Lancer Way  
Winona Lake, IN 46590  
yocumca@grace.edu  
574-372-5100 x6491

Inquiries may also be addressed to the U.S. Department of Education's Office for Civil Rights at 400 Maryland Avenue, SW, Washington, DC 20202-1100.

### ***The Campus***

The beautifully landscaped campus bustles with activity but also offers many quiet retreats. Numerous outdoor "friendship courts" provide seating areas, but students may also choose to enjoy a book under one of the many trees. Beautifully wooded walking trails inspire quiet reflection. The DOGC offices are located in within the Department of Behavioral Sciences in Mount Memorial Hall.

The Grace College campus is situated on 160 acres in the heart of historic Winona Lake. The evangelical heritage of Grace College is strongly rooted in this picturesque town. One will notice this as he or she tours historic sites such as the Billy Sunday Museum and the newly restored Westminster Hotel where a young Billy Graham was commissioned for a lifetime of Christian service. Winona Lake also is adjacent to Warsaw, which was previously named as one of the top 100 small towns in America.

The ***Morgan Library*** offers quiet and group study spaces with access to print and electronic resources that support the curriculum. Professional research assistance is available to help students access and navigate these resources.

Athletic facilities include the ***Orthopedic Capital Center***, six outdoor tennis courts, soccer fields, softball and baseball diamonds, and running trails. Grace's ***Robert and Frances Gordon Student Recreation Center*** houses basketball and volleyball courts, a 160-meter jogging track with a separate 50-meter straightaway, a weight training and fitness center, an aerobics room, offices, and a classroom, plus room

for expansion. This is a perfect spot to relieve the tensions of a busy graduate schedule.

### ***Grace College Mission Statement***

Grace College is an evangelical Christian community of higher education which applies biblical values in strengthening character, sharpening competence, and preparing for service.

### ***DOGC Purpose Statement***

The DOGC is committed to providing graduate level programming that equips students to be scripturally grounded, professionally skilled, and interpersonally competent as they actively engage in the counseling profession and its related ministries. The purpose of the CMHC degree is to prepare students for future licensure in clinical mental health counseling.

### ***Programmatic Commitments***

The graduate program offered by the DOGC is committed to the following goals as they relate to counselor education and supervision and/or counseling-related ministries:

1. Scripturally Grounded: A commitment to Scripture as the foundation of truth in each course with a complimentary understanding of the truths is psychology and the social sciences.
2. Professionally Skilled: A commitment to the professional and clinical development of the counselor-in-training as an essential element for effective practice.
3. Interpersonally Competent: A commitment to the interpersonal growth of the counselor-in-training as an essential element for effective practice.

The DOGC's purpose statement and programmatic commitments are reflected in the classroom, supervisory situations, and clinical settings. DOGC students receive a solid biblical foundation within each class curriculum. This theological education serves as an essential basis for understanding self, others, and God. DOGC students are equipped with a thorough understanding of counseling ethics, diagnosis, theory, and clinical issues, as well as trained to be professionally competent in clinical settings. DOGC students are also required to have sessions of professional counseling in an endeavor to wrestle with personal issues and more effectively understand and assist clients.

### ***Programmatic Assumptions***

The CMHC program requires student adherence to both scriptural and professional codes related to the protection and preservation of human welfare and dignity. DOGC students are therefore bound by the ethical standards for the practice of counseling as defined by the American Counseling Association (ACA) and the American Association of Christian Counselors (AACC). When ethical principles vary between these two organizations, the DOGC will trend toward the most stringent ethical principle. Further, DOGC students abide by the standards and expectations outlined in the Code of Conduct Policy section of this catalog.

### ***Program Description***

#### ***The Department of Graduate Counseling***

The Department of Graduate Counseling (DOGC) is housed in the School of Behavioral Science and offers the Master of Arts degree in Clinical Mental Health Counseling to graduate students who seek to become professional counselors. This program of study is focused on promoting students' personal, professional, and spiritual growth with a commitment to scripture as the foundation of truth and the

basis for considering the truth found in psychological principles. The MA in CMHC is offered through an online platform.

The DOGC program provides an opportunity for resident and non-resident students to obtain a graduate degree in the counseling profession utilizing the flexibility of online education. Students enrolled in the program receive support from the School of Professional and Online Education (SPOE) at Grace College. The DOGC's program offers all of the CMHC courses via the internet. Students enrolled in the online learning platform also attend brief 6 to 7 day residencies or "intensives" each year at a designated location, typically the Grace College campus in Winona Lake, Indiana. This residency requirement allows students to benefit from face-to-face instruction, advisement, and supervision from program faculty, and promotes critical relational interactions between faculty, students, and administrators that builds relationships and provides support to counterbalance the rigor and intensity of a graduate counseling program. The program offers graduate students an opportunity to earn a degree without relocating and may be especially appealing to individuals who want or need the flexibility of an online, non-resident program to meet their current commitments to family or job.

### ***Master of Arts in Clinical Mental Health Counseling CACREP-Accredited Degree***

The M.A. CMHC degree is a 60-hour program for those entering the mental health counseling field and/or for those wanting to pursue their doctoral degree in counseling. The CMHC program prepares graduates to work as professional and clinical mental health counselors in a wide variety of settings by providing the learner with both didactic (in the classroom) and clinical (in the field) experiences throughout their schedule of study. The CMHC curriculum blends psychological and theological principles within each course in an effort to promote the development of each student's clinical skills and Christian faith.

***IMPORTANT: While the CMHC program is designed to meet the educational standards for licensure in the state of Indiana, graduating from the CMHC program does not guarantee licensure in the United States or any other country. Students are responsible for understanding the particular laws and statutes governing licensure as a Licensed Mental Health Counselor (LMHC), Licensed Professional Counselor (LPC), or equivalent in their state of residency post-graduation. For more information about state licensure, [please click here](#).***

### ***Programmatic Accreditation***

The Council for Accreditation of Counseling and Related Educational Programs (CACREP), which is a specialized accrediting body recognized by the Council for Higher Education Accreditation (CHEA), has granted accreditation to the Grace College Department of Graduate Counseling for the M.A. in Clinical Mental Health Counseling degree. For more information on CACREP accreditation, [please click here](#).

***IMPORTANT: CACREP accreditation does not guarantee a student's ability to obtain licensure as an LMHC, LPC, or equivalent in the United States or any other country. Students are responsible for researching and understanding how CACREP impacts the practice of counseling and obtaining licensure in their desired state of residency post-graduation.***

### ***Department of Graduate Counseling Advisory Board***

***The DOGC develops and administers program policy and works with an advisory board that assists in reviewing program data and making recommendations for improvement. The board is comprised of up to ten (10) members including DOGC faculty, current students, program alumni, clinical site***



***supervisors, and employers. The purpose of the advisory board is to engage with various stakeholders in program evaluation of the Department of Graduate Counseling. The advisory board meets semi-annually or more often as required in order to review assessment data and program processes.***

## ***Program Evaluation***

***The DOGC develops and provides graduate level programming utilizing best practices for clinical counseling instruction and adhering to the CACREP standards of counselor education. The DOGC evaluates its program and policies on a continual basis using a variety of processes, including weekly faculty meetings, the self-study and peer-review CACREP accreditation process, engagement with various stakeholders through an established advisory board, and the analysis of quantitative and qualitative data gathered from student assessments. In addition to course evaluations and post-Residency evaluations, students in the DOGC program complete program evaluation assessments each Spring. This data is reviewed by DOGC faculty and the DOGC Advisory Board. The DOGC program may choose to make programmatic or policy changes using data gathered through these multiple assessment processes.***

## ***Programmatic Changes Policy***

The DOGC may choose to add or delete courses to schedules of study from time to time. Students enrolled in a DOGC degree program over several years may be required to change their academic plan due to updated schedules of study or course changes. Students will work with their individual advisors to ensure that they have met all requirements for graduation under the following stipulations:

1. The original numerical requirements for course credit hours must remain the same as stated in the catalog under which the student entered into the program. The program may not add to the credit hour requirement unless the student is in a remedial situation that is clearly documented.
2. Students may not take more credit hours than required by their DOGC program schedule of study without written approval from the DOGC chair. ***IMPORTANT: Financial aid will not be available for courses taken outside of the student's approved DOGC degree program.***

## ***Course Availability Policy***

Grace College reserves the right to decide not to offer a regularly scheduled class if enrollment is insufficient.

## ***Program Goals, Program Outcomes/Course Goals and Course Learning Outcomes***

***Upon fulfillment of PROGRAM GOALS, students will be:***

- ***Scripturally grounded*** in order to apply biblical values personally and professionally
- ***Professionally skilled*** so that students can exemplify ethical, legal, and clinical standards in professional counseling, ministry, and clinical mental health settings
- ***Interpersonally competent*** for the purpose of establishing and maintaining healthy relationships within and among clients, colleagues, and communities

## ***Program Outcomes/Course Goals:***

1. Students will apply counseling theories, concepts, skills, and characteristics in forming effective, therapeutic, counseling relationships across multiple settings.

2. Students will apply ethical, legal, and professional knowledge to counseling and consulting issues and practice.
3. Students will be competent in evaluating human development models and clients' interpersonal factors that influence counseling and consulting.
4. Students will apply career counseling theories, models, and skills across multiple settings.
5. Students will be competent in client assessment using counseling theories, models, and computer technology.
6. Students will apply counseling research and program evaluation in academic and professional settings.
7. Students will apply Clinical Mental Health core counseling knowledge and skills across multiple academic and professional settings.
8. Students will use social and culturally responsive counseling models with clients, including with diverse populations and at-risk clients.
9. Students will be competent in applying counseling theories, models, and skills to group counseling and group work.
10. Students will use a biblical worldview and biblical values to examine counseling theories, counseling concepts, and their self-as-therapist development, including critical thinking and interpersonal functioning.

### ***DOGC Admissions Policy***

***Admission requirements to The DOGC program have been developed with the applicant, the program, and the counseling profession in mind. Due to the competitive nature of the application process for the CMHC program and our CACREP accreditation, admission requirements are designed to allow the DOGC Admissions Committee to determine the suitability for each applicant as a future mental health counselor. As such, the DOGC Admissions Committee makes admission decisions using both quantitative and qualitative assessments.***

### ***Admission Components***

In accordance with the institution's non-discrimination policy, each applicant is considered upon his/her own merit regardless of sex, race, color, national and ethnic origin, handicap, denomination, or church affiliation. Grace College does not discriminate against qualified individuals with disabilities in the recruitment and admission of students. Grace College is committed to compliance with the Title IX of the federal education amendments of 1972 except as claimed in a filed religious exemption.

Application materials are available from the Office of Graduate and Adult Enrollment. Admissions forms are also available online at <https://online.grace.edu/programs/master-of-arts-in-clinical-mental-health-counseling/>. The program is competitive and students are advised to follow the application directions carefully.

### ***Prospective students must submit or complete the following:***

1. A ***completed application*** for admission. Applications are available online at <https://online.grace.edu/programs/master-of-arts-in-clinical-mental-health-counseling/>. Applicants must hold an earned bachelor degree from an accredited college or university. Psychology or Behavioral Science majors are preferred. It is ***strongly recommended*** that non-psychology/behavioral science majors have ***completed a minimum of two (2) undergraduate psychology and/or behavioral science courses, earning a grade of B or better*** in each course. Four (4) psychology/behavioral science courses are preferred. Examples of

behavioral science courses include introductory courses in counseling, psychology, or sociology; theories of personality; abnormal psychology; group counseling; marriage and family; child and adolescent psychology; etc.

2. Have a cumulative GPA of 3.0 (on a scale of 4.0) or higher over the last 60 credit hours (including graduate work). Provisional exceptions may be made for applicants with a cumulative GPA below 3.0 on a case by case basis.
3. **Official transcripts** from all colleges and/or universities attended. Grace College transcripts will be obtained by the Office of Graduate and Adult Enrollment; however, students must provide written authorization for transcript release to the Office of Graduate and Adult Enrollment.
4. A **Professional Reference** form to be completed by someone familiar with your professional work.
6. **Criminal Background Search.** Many mental health agencies require criminal background checks as prerequisites for employment and field placement. Please go to <https://online.grace.edu/programs/master-of-arts-in-clinical-mental-health-counseling/> for more information on the background check requirement.
7. An **interview** (via telephone or online) conducted by a representative of the DOGC.

### **Admission Requirements for Other Special Circumstances**

In addition to the regular application process for the DOGC program, certain applicants may be asked by the DOGC Admissions Committee to submit additional information to receive special consideration for admissions for various reasons. This information may include, but is not limited to, the following:

1. A **written statement** addressing how the applicant has overcome their special circumstances to achieve success as a graduate student and counselor-in-training.
2. An additional **reference** that provides insight into or addresses the applicant's special circumstances.
3. Additional **documentation or verification** of an applicant's special circumstances.
4. Documentation of additional coursework completed as evidence of readiness for a graduate CMHC program.
5. An additional **interview with DOGC faculty** to address the applicant's special circumstances.
6. **Documentation from all previous graduate institutions** attended showing student left in good standing (academically and clinically).

### **Admissions Process**

Admission requirements to the DOGC are not meant to be punitive, restrictive, intimidating, or exclusive. It is meant, however, to be the first step in your "professionalizing" as a counselor-in-training and a collaborative process through which you and the faculty carefully assess your "fit" with the counseling work profession. Please ask someone in the Graduate and Online Admissions Office any questions you may have about the admissions process, even if you are not yet ready to apply. The faculty want you to be comfortable with the process and confident to proceed.

In addition, the application and forms may be printed from PDF files on the web site or obtained from the department and submitted by mail to the Graduate and Online Admissions Office, 1 Lancer Way, Winona Lake, IN 46590. Admission forms may also be obtained by emailing:

onlineadmissions@grace.edu. Applicants should review the admission forms, complete and submit all application materials and forms for review by faculty no later than March 15 for summer semester, July 1 for the fall semester, and November 15 for the spring semester. Admission priority will be given to full-time students. Applicants who are not declined at this stage, but are not among those initially selected, will be put on a waiting list and will be notified if a space becomes available.

Once the completed admissions paperwork is received, the admissions team determines if the applicant meets the basic requirements of GPA and degree qualifications for admission. At that point, an interview will be scheduled with an appointed DOGC faculty member. After the interview has been completed, the Admissions Committee will review the applicant file and a decision regarding the applicant will be rendered.

### ***Notification of Admissions Decision***

Students are notified in writing of admissions decisions made by the DOGC Admissions Committee. The DOGC Admissions Committee decisions are final and not subject to appeal. Applicants who have been denied admission may reapply after the passage of one calendar year from the date of denial by submitting all documents required of a new applicant.

### ***Admission Acceptance Status***

Upon acceptance, students are mailed an acceptance letter with admissions provisions, if any. The letter notifies students of the tuition deposit due to allow course registration. Acceptance into the DOGC program is valid for up to one calendar year from the original term of intended enrollment. Applicants who defer their enrollment into the CMHC program beyond one calendar year must re-apply for admissions following the latest admissions requirements.

Accepted applicants into the DOGC will be assigned one of the following statuses by the DOGC Admissions Committee:

1. Regular Academic Status  
The student is accepted into full academic standing in the department without conditions and is expected to maintain a 3.0 GPA prior to graduation.
2. Provisional Acceptance Status  
Applicants granted Provisional Acceptance will be notified by the DOGC Admissions Committee of the specific provisions, restrictions or contingencies that must be satisfied prior to the student's participation in the CMHC program. These provisions may include but are not limited to completing additional coursework, providing an additional writing sample, and submitting additional references.

3. Conditional Acceptance Status

Applicants granted Conditional Acceptance will be allowed to enroll in classes with the understanding that the admissions committee will review progress after the first semester of academic work. At that time, the Admissions Committee will fully admit the student into the program, extend the conditional admission for one semester, or admission could be denied.

### ***Pending Acceptance***

Applicants who meet the Admissions Requirements for the DOGC program may be granted a Pending Acceptance status based on their partially submitted application. The DOGC Admissions Committee

and/or Department Chair will determine pending acceptance on a case by case basis.

### ***Denial of Admission***

Reasons that an applicant may be denied admission into a DOGC program include, but are not limited to, the following:

- GPA below 3.0 on a 4.0 scale over their last 60 credit hours.
- One or more references recommending admission ***with reservations*** and/or ***not recommending*** admission.
- Criminal background check reveals felony and/or serious misdemeanor conviction and/or arrest.
- Personal Interview reveals problems with interpersonal skills and/or lack of suitability for graduate-level study or the counseling profession.
- Career Goal Statement is written poorly and/or does not indicate goals relevant to the counseling profession or the Christian faith.
- Demonstrating actions that are inconsistent with the ACA and AACC Code of Ethics.
- Demonstrating a lack of motivation for the counseling profession.
- Gross violation of the Department of Graduate Counseling's Standards of Conduct.

### ***Unclassified Students (nonclinical classes)***

An individual who would like to take courses as an unclassified student must complete the Unclassified Student Application form and Professional Reference form available online and from the Office of Graduate and Adult Enrollment. An unclassified student who desires to pursue a CMHC degree must complete and submit a full application to the [School of Professional and Online Education](#).

An unclassified student is limited to a maximum of nine (9) credit hours and may register for any of the following courses: Theological Foundations of Counseling (CPY5050), Foundations of CMHC (CPY5100), Social and Cultural Issues (CPY6500), Personality and Counseling Theories (CPY5200), Research and Program Evaluation (CPY5592), Gender and Sexuality (CPY5750), or Ethical and Legal Issues (CPY6200). ***Unclassified students may not take courses other than those listed here. Please note:*** courses are designed for students pursuing a clinical mental health counseling degree and those who wish to take CMHC courses as an unclassified student should be aware that if they do not have a background in behavioral science or counseling, they may not be successful in the course. ***Students currently enrolled in the CMHC program are given first priority in registering for classes and therefore not all classes will have openings for unclassified students.***

***IMPORTANT: Individuals applying as unclassified students are not guaranteed acceptance into CMHC courses. An applicant who has been denied acceptance to the DOGC is not eligible to take courses in the DOGC as an unclassified student.***

### ***Grace College Undergraduates Desiring to Take DOGC Courses***

1. Undergraduates may not take graduate courses for undergraduate credit.
2. Undergraduates may take a limited number of graduate counseling classes for graduate credit as unclassified students. This credit cannot be applied to satisfy undergraduate requirements.

3. Grace College seniors may apply to the DOGC as unclassified students in their final semester. These students may take **up to 6 credits** in the graduate counseling program as unclassified graduate students during their final semester.
4. Students must have approval for graduate counseling courses from the DOGC Chair before registering for classes. Courses available for this opportunity are limited.
5. Tuition charges will follow one of two options:
  - a.) Block pricing will be applied for students who take 12 undergraduate credits with additional graduate credits. Under this option, students will qualify for full Grace financial aid. Students can take up to 6 graduate credits under block pricing.
  - b.) Students taking fewer than 12 undergraduate credit hours will be charged according to the per credit hour tuition rate (1-11 credits) and could receive prorated Grace financial aid.

***This unclassified status does not guarantee acceptance into the graduate program. Students must go through the entire acceptance process and will be evaluated in exactly the same way as any other applicant.***

### ***International Student Policy***

***International Students who wish to take classes in the Department of Graduate Counseling should be aware that they must reside in the U.S. for the duration of all clinical courses. International applicants need to go through the normal procedure for admission to the DOGC. Applicants that do not speak English as a first language and have not attended an English-speaking undergraduate program should take the TOEFL exam or equivalent as determined by admissions and submit the scores to Admissions.***

Applicants with transcripts from non-U.S. undergraduate programs will be evaluated for equivalency to determine GPA. If GPA cannot be adequately determined, the applicant may not be admitted to the program or may be admitted conditionally until academic readiness can be clearly determined.

### ***U.S. Citizens Living Abroad***

***Important:*** United States citizens living abroad may take didactic courses online. ***However, all fieldwork courses (Practicum, Internship, and Advanced Internship) must be completed at approved clinical sites within the United States or recognized United States military installations.*** It is the student's responsibility to identify potential clinical sites, submit sites for approval to the Clinical Coordinator, and make arrangements with site supervisors to complete administrative paperwork and develop a plan to meet course requirements.

### ***Academic Policies Related to the DOGC Program***

***Policies related to course enrollment, advising, appeals, graduation, and other academic requests and procedures are available in the Grace College Academic Policies Manual. The following policies are supplemental to those found in the Grace College Academic Policies Manual. Students enrolled in the DOGC program are responsible for reading and understanding academic policies housed in both the Grace College and DOGC Catalogs.***

### ***Grading Policy***

Students will be assigned a final grade or symbol (CR, NC, I) by the date published in the academic calendar each semester. The DOGC CMHC program utilizes the following grading scale to calculate grades and student GPA across courses within the CMHC curriculum (Pass/Fail or Credit/No-credit

courses excluded):

Grade	Percentage	Quality Points	Meaning of Grade
A	93–100	4.00	Superior
A-	90-92	3.67	Excellent
B+	87-89	3.33	Good
B	83-86	3.00	Sufficient/Passing
B-	80-82	2.67	Failing
C+	77-79	2.33	Failing
C	73-76	2.00	Failing
C-	70-72	1.67	Failing
D+	67-69	1.33	Failing
D	63-66	1.00	Failing
D-	60-62	0.67	Failing
F	0-59	0.00	Failing

1. The student's grade point average is determined by dividing the total number of quality points earned in the DOGC by the total number of semester hours attempted (excluding courses bearing a grade of "W" and repeated courses).
2. In several courses, a Credit/No Credit system is also used (See Credit/No Credit Policy for Counseling Skills and Practicum and Credit/No Credit Policy for Internship and Advanced Internship).
3. An Incomplete ("I") indicates the failure to complete a portion of a course's requirements and may be assigned **only in cases of serious illness or other emergency**. The incomplete grade is considered temporary and students must make up the work without repeating the course. The incomplete grade must be replaced with a letter grade by the date specified by the professor, or it will become an "F" if not responded to within six (6) weeks after the close of the semester.
4. At the end of each semester, students can visit the Portal on the Grace College Web site ([www.grace.edu](http://www.grace.edu)) to check their grades. When a final grade has been reported to the registrar, it cannot be changed except by the professor within the specified dates on the academic calendar. All indebtedness to the college must be satisfied before a transcript of record will be issued.
5. Final Grade Changes

A student's final grade can be changed only when an error was made in the calculation of the final grade or when the student has successfully completed the Academic Appeal and Review Process.

- a. This policy refers to requests for change of grade following the conclusion of a course.
- b. All grade changes must be submitted within 6 months and cannot be processed once the student's degree has been certified.
- c. Grade changes must be requested by the faculty of record using the Grade Change Form available in the Registrar's Office.

### ***Academic Status Policy*** (please see Academic Professional Retention Policy)

Students matriculating in the DOGC program must successfully complete all courses with a grade of "B" (83%) or higher and a GPA of 3.0. in order to graduate from the program. Grades of "B-" or below are considered failing; and the student must successfully repeat these courses the next time the course is offered.

Course grades of B- or below are considered "Failing" and indicate that the student is not progressing satisfactorily, and attention must be paid to academic or other issues related to the student's achievement. Students who fall below a 3.0 GPA in one term will be placed on Academic Probation. Students who receive a B- or below in a course will receive a Professional Development Notification (PDN). If a student receives 2 PDNs, then he or she is referred to the Student Professional Development Committee (SPDC). Each student's academic status is determined at the end of every term based on the following criteria:

1. ***Regular Academic Status*** – Students who earn grades "B" (83%) or higher in their DOGC coursework, maintain a 3.0 GPA, and receive satisfactory faculty evaluations will be considered on Regular Academic Status. This status allows DOGC students to continue matriculating in their degree program without restriction.
2. ***Academic Probation*** – Students who receive a grade of "B-" or below or a No Credit in Counseling Skills, Practicum, Internship, or Advanced Internship courses and/or fall below a 3.0 Term GPA will be placed on Academic Probation following the term in which either of these occurred. Students on Academic Probation must meet with their academic advisor to discuss remediating academic deficiencies. Students on Academic Probation must successfully pass with a "B" or higher all courses within the next term and earn a 3.0 term GPA in order to return to Regular Academic Status.
3. ***Academic Dismissal*** – Students who earn two grades of "B-" or below, earn a grade of No Credit twice in Counseling Skills, Practicum, Internship, or Advanced Internship courses, or exhibit professional, ethical, or other interpersonal concerns that may affect their academic grades will be referred to the Student Professional Development Committee (SPDC). The SPDC will review the student's progress in the program and professional counseling competencies for determination of remediation or dismissal.

### ***Full Time & Part Time Status***

For the 2021-2022 academic year, students enrolled in a minimum of six (6) credit hours of CMHC coursework in a given semester are considered "full-time" and eligible for financial aid as such. Students enrolled in a minimum of three (3) credit hours of CMHC coursework in a given semester are considered "part-time" and eligible for financial aid as such. Additional questions related to financial aid, including but not limited to, when financial monies are given out each year, can be directed to the Grace College Financial Aid office at 1-800-544-7223, ext. 6162.

### ***Attendance Policy***

Because classroom discussions and activities are collaborative and essential to the learning of counseling competencies, it is critical that students attend every class. It is the policy of the DOGC that absences due to illness (verified by a doctor's note) or death of a family member are excused absences. Most other absences are not excused. It is the responsibility of the student to notify the instructor in advance and obtain approval prior to missing a class or course requirement. If an



emergency arises which makes advance notice of absence impossible, students are expected to notify the instructor by email, text, or phone call as soon as reasonably possible.

Attendance in all DOGC courses includes the student's presence and active participation in classroom sessions. Attendance and participation include the use of operable web-cameras, integrated microphone headsets, as well as participating in the synchronous and asynchronous classroom activities and discussions. All courses have a minimum requirement for synchronous classroom meetings.

### ***Non-Clinical Courses***

Faculty members determine the attendance policies in courses for which they are responsible, provide students with information describing their attendance policies, and determine the penalty for students who fail to attend class according to these stated policies.

1. Students are expected to attend faithfully every course in which they are enrolled.
2. Students should consult the attendance policy of the professor of record to determine policies, responsibilities, and penalties for excused and unexcused absences for individual courses.

### ***Clinical Courses***

Attendance at clinical sites and faculty and site supervision is mandatory. Any unexcused absence may result in a "No Credit" for the course.

### ***Residency***

Students are required to attend and earn a Credit for Residency each year they are enrolled and actively taking classes in the CMHC program. In extreme circumstances, students who can't attend Residency due to health concerns, death in the family, or other matters that would cause extreme hardship for the student may apply for a waiver, first through their advisor, then to the DOGC Department Chair. The decision rendered by the Chair will be final. If a waiver is granted, the student may be able to take didactic courses in the next academic year but may not take clinical courses.

### ***Practicum and Internship Orientations***

Students taking clinical classes must be adequately prepared for working in the field. Therefore, all Orientation meetings for Practicum and Internship are considered mandatory. Students who do not attend these meetings will be given remedial work as determined by the Clinical Coordinator to acquire the information needed to work in the field. Students who do not complete the remedial work will not be allowed to work at a clinical site until the remedial work has been completed.

### ***Additional Academic Requirements***

#### ***Orientation to Clinical Mental Health Counseling***

The Council for Accreditation of Counseling and Related Educational Programs (CACREP) is the primary accreditor for the Grace College Clinical Mental Health Counseling program. CACREP standards require all students entering the CMHC program to have a new student orientation prior to or at the beginning of the first term they are registered for classes. For this reason, all students must complete CPY5005 Orientation to CMHC prior to or concurrently with courses taken in their first session in the program. Students who do not receive a Credit for this course may not register for subsequent courses until this program requirement is met.

### ***Degree Audit Form***

Students are required to meet with their academic advisors prior to or within the first few weeks of their first session in the CMHC program to complete and sign a Degree Audit Form. This form is written documentation of the student's schedule of study and outlines the student's expected progression through the CMHC program. For this reason, students who have not completed this requirement are not allowed to continue or register for courses past the first session of the program. In addition, all students are required to meet with their advisors annually to review and submit an updated Degree Audit Form.

### ***Academic Advising***

Upon acceptance to the CMHC program, each student is assigned a faculty advisor who will remain the students' academic advisor throughout the entire program unless otherwise notified. Academic advisors serve as the student's first source of information related to understanding program policies and procedures. Additionally, the advisor serves as a mentor in discussing course progression and sharing celebrations and concerns that the student experiences during their program. During times when a student has difficulty meeting an academic or behavioral competency, as outlined in the DOGC Catalog's Academic and Professional Retention Policy, or receives a Notice of Concern (NOC) or Professional Development Notification (PDN), the advisor acts as a coach to assist the student in remediating identified concerns. Advisors also act as an accountability source when a student experiences difficulty meeting academic or professional competencies and needs assistance. In these situations, the student should contact their advisor for help in formulating a plan that enhances the student's success in the program.

If a student receives a Professional Development Notification (PDN), the person issuing the PDN will include a specific plan for remediation. The student and their advisor will review the plan and may add additional objectives and interventions to assist the student in meeting the competency goals. The student's advisor is responsible for monitoring the remediation plan with the student, communicating with the student that the student is passing, failing, or has failed to reach desired improvements, and for imposing the specific consequences identified in the plan. The student's advisor will also communicate with the person who issued the PDN. Failure to complete a remediation plan will result in referral to the SPDC Committee.

When a student receives a Notice of Concern or experiences difficulty in meeting academic or professional competencies, the student should work to develop a plan to enhance the students' success in the program. The student's advisor is available to consult with the student in creation of this plan and can serve as an accountability source for the student. The collaborative plan for success should (a) communicate specific desired improvements, (b) actions the student will take to meet these goals, (c) specific dates for follow-up and review with the advisor, and (d) identify the consequences for failing to reach the student's desired goals.

### ***Registration***

To register for the first semester of study, students will work with the School of Professional and Online Education and their advisor. Subsequent registration for courses will be completed by DOGC students through the Grace College Portal.

### ***Statement on Disabilities***

A student with a documented disability is entitled by law to accommodations for the disability. Accommodations provide students with disabilities an equal opportunity to be successful by reducing or removing the barriers that may be caused by a disability and a traditional academic environment.

Grace College seeks to provide reasonable accommodations for students with documented disabilities (e.g., attention, health, hearing, learning, mobility, physical, psychiatric, or vision). Students with a documented disability or special learning need should contact Connie Burkholder, Coordinator of Student Disability Services at x6423, via email at burkhoc@grace.edu or stop by the Learning Center, located in Morgan library, for assistance. Students with a disability will be assisted by the Learning Center in requesting approved accommodations in their courses. Adequate time must be allowed to arrange accommodations and accommodations are not retroactive; therefore, students with disabilities should contact the Coordinator as soon as possible in the session for which they are seeking accommodations. The law states that college personnel, including field instructors, cannot ask a student if he/she has a disability. Therefore, if a student would like accommodations for any classes, it is the student's responsibility to inform their course instructors of any approved accommodations. Although reasonable attempts will be made to accommodate students in off-campus learning environments, Grace College is unable to guarantee that every off-campus environment will be able to offer the accommodations that students request. In the cases in which there is a required off-campus experience, the DOGC will work with the Disability Office and the student to determine what accommodations are available for fulfilling the educational requirements.

### **Readmission**

Individuals who want to be readmitted to the DOGC are defined as former students of DOGC who wish to reapply to the institution. The following is a list of readmission categories:

- **Following Voluntary Withdrawal** - Students who have voluntarily withdrawn from the DOGC may apply for re-admission through the regular application process. Students who have voluntarily withdrawn are not guaranteed readmission to the DOGC program.
- **Following Dismissal by SPDC** - Students who have been dismissed from the program are eligible to reapply for admission after two years from the date of dismissal, through the regular application process. Students who have been issued a programmatic dismissal are not guaranteed readmission to the DOGC program.

***IMPORTANT: Students who are readmitted into the DOGC program may be required to retake certain classes depending on the length of time out of the program, changes in programmatic curriculum, and developments in the counseling field. Decisions regarding readmission are made by the DOGC Admissions Committee and/or DOGC Chair on a case by case basis. Students are notified in writing of the decision made regarding their readmission. Readmitted students are subject to these decisions without appeal.***

### **Second Degree Completion**

Students who would like to obtain a second master's degree at Grace must complete a minimum of 50% of the second degree at Grace without any course substitutions in either the first or second master's degree. Thus, no more than 50% of a given degree may count toward another degree.

### **Transfer Credits Policy**

Students accepted into the CMHC program may apply for transfer credit of a maximum of four (4) graduate level counseling courses (12 credit hours) from a CACREP accredited program to be applied towards the completion of their CMHC degree. Only graduate counseling courses completed prior to admission into the DOGC program, and within the last five (5) years with a grade of "B" or higher, are eligible for transfer consideration. Students applying for transfer credit must complete the Application

for Course Transfer Credit Form and submit this form to the Department Chair. Students will be required to submit official transcripts and course syllabi to determine the equitability of the course(s) previously taken with the current CMHC curriculum. Clinical coursework (Practicum, Internship, and Advanced Internship) may not be satisfied through transfer credit. Courses taken subsequent to admission to the CMHC program are not eligible for transfer. All transfer credit paperwork must be submitted and approved before the end of the student's first 8-week session at Grace College. Decisions regarding course transfer are made by the Department of Graduate Counseling Chair on a case by case basis. Students are notified in writing of the decision made regarding their transfer credits. The Registrar's Office will be notified of all transfer approvals by the DOGC.

### ***Degree Completion Policy***

Students

enrolled in the DOGC program are allowed seven (7) years from the beginning of their coursework to complete all degree requirements. Students may be asked to repeat clinical courses (Counseling Skills, Practicum, Internship, or Advanced Internship) that were taken more than five years prior to completing the CMHC curriculum at the discretion of the Department Chair.

### ***Withdrawal Policy***

#### ***1. Course Withdrawal***

Students can add or drop courses during the allotted add/drop window each semester as determined by the Grace College Registrar's Office. Students who wish to drop a graduate course from their schedule of study outside of the allotted add/drop window must complete the Course Withdrawal form and submit this form to their academic advisor.

***IMPORTANT: Students who take a course Withdrawal are responsible for understanding the ramifications of such a decision on their financial aid, loan repayment plan, and expected graduation date.*** Please note that dates after which refunds are allowed and when an "F" is placed on the transcript rather than a "W" is determined by the Business and Registrar's offices and students will need to work with these departments to ensure they have the needed information. In the case of extenuating or unforeseen circumstances, such as a death in the family or serious health issue, students may petition the Department Chair, in writing, for a Late Withdrawal prior to the conclusion of the course, which if granted would allow the student to earn a "W" instead of a failing grade. Petitions are not always granted. Students who fail a course once may retake the course and if a passing grade is earned, the F will not appear on the transcript. ***It is highly recommended that students contact the Financial Aid office prior to withdrawal to discuss how these policies will impact them.***

#### ***2. Continuous Enrollment***

Students accepted into the CMHC program are encouraged to maintain continuous enrollment. This means students remain active by completing a minimum of one course per semester. When a student chooses to take a break or temporarily withdraw from courses, Grace College and DOGC program policies are automatically initiated. For the purpose of financial aid and accounting, a student not enrolled in at least one course is viewed by Grace College to have withdrawn from the school. The student will be responsible for any financial accounts and may be placed in a payback status for Financial Aid. Students who temporarily withdraw from the program for a full academic year will be required to update their information with the Admissions Department and contact their advisor prior to returning to the program. Students wishing to return to the CMHC program after a

temporary withdrawal of more than one academic year must complete the application process and may be required to retake certain classes depending on the length of time out of the program, changes in programmatic curriculum, and developments in the counseling field.

### **3. Temporary Withdrawal**

A student who considers not enrolling in classes should work with their advisor to discuss options and review consequences of a temporary withdrawal. If the student decides not to enroll in courses, they must submit a Temporary Withdrawal application to their advisor. Courses taken outside the DOGC program during Temporary Withdrawal are not eligible for transfer credit. Students are required to attend Residency each year they are enrolled and actively taking classes within the CMHC program. Students who take a Temporary Withdrawal are strongly encouraged to attend scheduled Residencies in order to register for courses upon their return.

***IMPORTANT: Students who take a Temporary Withdrawal are responsible for understanding the ramifications of such a decision on their schedule of study and expected graduation date. It is highly recommended that students work with their advisor prior to withdrawal to discuss how this will impact them.***

### **4. Voluntary Programmatic Withdrawal**

Students who wish to withdraw from the DOGC must complete a **Programmatic Withdrawal** application and submit this form to their academic advisor. Students who have been granted a programmatic withdrawal must reapply for admission into the DOGC program as per the regular application process outlined [here](#).

***IMPORTANT: Students who take a Programmatic Withdrawal are responsible for understanding the ramifications of such a decision on their Financial Aid and loan repayment plan. It is highly recommended that students contact the Financial Aid Office prior to withdrawal to discuss how this will impact them.***

### **5. Programmatic Dismissal**

In circumstances when the Student Professional Development Committee (SPDC) has determined that a student will be dismissed from the program, the dismissal will be immediate, and the student will not be permitted to return to currently enrolled courses or complete further coursework. When students are dismissed from clinical courses, the SPDC will work with the student and clinical supervisor to provide an ethical and professional transition of the student's client caseload. When students are dismissed from the program, an "F" or No Credit (NCR) will be recorded on their transcripts for all current courses. SPDC will notify OIT to deactivate student's access to Grace College email and other services.

Students who have been dismissed from the program are eligible to reapply for admission to the CMHC program after two years from the date of dismissal, through the regular application process. Students who have been issued a programmatic dismissal are not guaranteed readmission to the program.

***IMPORTANT: Students who are dismissed from the program are responsible for understanding the ramifications of such a decision on their financial aid, loan repayment plan, and campus email***

***access. Please note: students are responsible for contacting the business office regarding any tuition refunds.***

### ***Recording of Lectures***

No audio or video recordings of any class session may be made without securing prior permission from the professor. The professor may legitimately choose not to allow such recordings. When permission is granted, it is understood that the recording is to be used only by the student(s) registered in the course involved. No public use or reduplication is permitted. The recording of one class, or several classes, or portions of classes, when an excused absence is absolutely necessary, may be permitted, but such recordings should not be collected or preserved for other uses. When recording is helpful for a student attending the course to assist with certain disabilities, it is understood that the recordings are not to be collected or preserved for later use after the course. Some professors will not permit individual recording but may lend prepared recordings for use in case of emergency absences. These may not be duplicated. In no case may a student record, or have recorded, an entire course or a major portion of a course in lieu of attending classes or as a way to solve the problem of schedule conflicts without permission of the DOGC Department Chair.

### ***Graduation Policy***

Students must complete all degree requirements in accordance with the Academic Policies Manual, including the following:

- Students applying for graduation with a graduate degree must have first received admission to that degree program. This acceptance occurs through the admissions office or the accepting program.
- All students enrolled in a program must submit an application for graduation by the deadlines posted by the Registrar's Office. For more information regarding graduation, [please click here](#).

### ***M.A. in Clinical Mental Health Counseling Degree***

This program is designed to prepare graduates for professional standing. Students must meet both academic and professional standards, reviewed at several stages including 1) Counseling Skills, 2) Practicum, 3) Candidacy, 4) Internships, 5) Portfolio, 6) and Comprehensive Exam. Student evaluations are not limited to academic performance but include ethical standards, personal maturity, interpersonal skills, psychological stability, and professional competencies.

### ***Faculty Evaluation of Student Dispositions***

Following each course, faculty review each student's dispositions within that course, using standards outlined in the Counseling Program Retention Criteria. Student dispositions are rated on a 1 to 4 scale, with a rating of 3 indicating target performance. Instructors who score a student below a 3 in any category must have made previous formal contact with that student concerning this issue. In these situations, formal contact is expected to include a Notice of Concern, Professional Development Notification, an email outlining concerns, or a face-to-face meeting with the student documenting the instructor's concern. Each year, every student receives a letter from the DOGC summarizing their performance in dispositional areas.

### ***Student Self-Evaluation of Dispositions***

Each year, all students in the DOGC program are required to complete the Student Self-Assessment of Professional Counseling Dispositions. This quantitative and qualitative assessment is reviewed by the student's advisor and each student is provided with written acknowledgement of successes and is offered assistance as needed in working through areas of needed growth.

Advisors report, to the DOGC program, a summary of all advisee's de-identified aggregated data, including self-rating scores and themes derived from responses to the qualitative portion of the assessment. This data is reviewed by the DOGC faculty, and may be shared with the DOGC advisory board, for the purpose of evaluating and improving the program.

### ***Additional Graduation Application Criteria***

In addition, students enrolled in the DOGC program must abide by the following as it relates to graduation from the program:

1. Students enrolled in the DOGC program must have a cumulative GPA of 3.0 to be eligible for graduation.
2. CMHC students must have registered for and passed Candidacy.
3. CMHC students must register for and pass the Comprehensive Exam and Portfolio requirement of their program before they are eligible for graduation. Degrees will be conferred upon verification that (a) the Comprehensive Exam has been taken and passed and (b) the Portfolio requirements have been successfully met in addition to the other requirements of the program.
4. CMHC students must be enrolled in Advanced Internship and be on-target to complete all required hours before they are eligible to apply for graduation.
5. Any student intending to graduate from the DOGC within an academic year is required to complete an "Application for Graduation" and submit it to the Registrar's office within the time frame given. The Registrar will forward a copy of the application to the DOGC.
6. Graduation audits will be completed by the Registrar to verify students are in compliance with graduation degree requirements.
7. Payment of all debts, encumbrances, fees, etc., must be cared for by the student in order to receive his or her diploma/degree. For loan borrowers, this may also include an online exit counseling requirement. Specific information is available at the Financial Aid Office.

***IMPORTANT: Graduate students should consult their academic advisor for specific graduation information pertaining to their degree program.***

### ***Critical Competencies for CMHC Students***

Students enrolled in the CMHC program must demonstrate attainment of critical competencies related to theological, interpersonal, and clinical development as part of professional gatekeeping and satisfying the requirements for this degree. In addition to passing academic and field courses, students must receive a passing score or "Credit" grade (as determined by the DOGC faculty) in each

of the following competency assessment probes:

### **1. Candidacy Requirements**

Candidacy is the gatekeeping process by which the DOGC faculty determines student readiness for advancement from didactic coursework into clinical work. Students must register for Candidacy following successful completion of the CPY 5700 Practicum course. Candidacy is a "Pass/Fail" component of the CMHC degree. Students passing Candidacy can proceed into the final clinical phase of the CMHC program (Internship and Advanced Internship). Students who do not pass Candidacy cannot proceed into Internship and will be referred to the Student Professional Development Committee (SPDC). Students who fail Candidacy may reapply for Candidacy once they have been given approval by the SPDC. Students who fail Candidacy twice will be dismissed from the CMHC program.

A requirement of Candidacy is that each student must complete four counseling sessions with a licensed counselor. The [personal counseling verification form](#) must be submitted as part of Candidacy. In keeping with the program philosophy, personal counseling is required to process personal issues that often surface as a result of self-reflection, increased self-awareness, transference-countertransference, and working with clients whose presenting problems or personal characteristics trigger students' own issues. The Department of Graduate Counseling can help provide the student with a referral list of counselors (also available at [www.aacc.net](http://www.aacc.net)). The student should be aware that this component might involve an additional expense.

### **2. Comprehensive Exam**

The Comprehensive Exam is one of three gatekeeping processes (along with Candidacy and Portfolio) by which the DOGC faculty assesses student readiness to graduate from the CMHC program. The Comprehensive Exam utilizes the standardized Counselor Preparation Comprehensive Examination (CPCE), administered by the National Board for Certified Counselors. Students must make arrangements to take the CPCE through an approved testing site. Students should keep in mind the timing required for registration, completing the exam, and having scores sent to Grace College. CPCE scores must be received at least 30 days prior to the expected graduation date. Students will be required to pay for the test through the approved testing site. The Comprehensive Exam tests the student's proficiency in the following eight major areas: Professional Counseling Orientation and Ethical Practice, Social and Cultural Diversity, Human Growth and Development; Career Development, Counseling and Helping Relationships; Social and Cultural Foundations; Group Counseling and Group Work; Assessment and Testing, and Research and Program Evaluation. The CPCE is a "Pass/Fail" exam. The Department of Graduate Counseling, using the CPCE national norms, determines the minimum passing score. Students who earn the minimum passing score or higher are eligible to graduate from the CMHC program. Students who score below the minimum passing score must re-take the CPCE and receive a passing score in order to graduate. If a student has not achieved a passing score after taking the CPCE three times but has shown competency in all areas covered by the exam, the student should meet with their advisor and the Department Chair to assess alternative methods of meeting the comprehensive exam requirement. [Please click here](#) for more information on the CPCE.

### **3. Portfolio**



Portfolio is one of three gatekeeping processes (along with the Comprehensive Exam) by which the DOGC faculty determines student readiness to graduate from the CMHC program. Students must register to present their Portfolio prior to graduation during the Advanced Internship course. In addition to completing all Portfolio requirements, students must present a professional case conceptualization of a client with whom they have worked during the Advanced Internship course. Portfolio is a "Pass/Fail" component of the CMHC degree. Students receiving a passing grade will be eligible for graduation from the CMHC program. Students receiving a failing grade are not eligible for graduation. Students who fail Portfolio will be required to complete remedial work as designated by faculty. If a student fails Portfolio twice but has shown competency in all areas of the Portfolio assessment otherwise, the student should meet with their advisor and the department chair to assess alternative methods of meeting the Portfolio requirement. Graduation will be postponed until Portfolio has been passed.

### ***Additional Policies Related to the DOGC***

#### ***Acknowledgement of Catalog Policy***

Students are required to read the DOGC Catalog and submit a completed Acknowledgement of the DOGC Catalog Form to their advisor each academic year. The catalog is reviewed and updated each year. In unusual circumstances, it may be modified mid-year, and these modifications will be posted as addendums. It is the responsibility of the student to review the catalog periodically in order to remain current with its contents.

#### ***Dissemination of Program Information***

Information is disseminated to students in DOGC programs via the Grace College email system. Active students enrolled in the DOGC program will be given a personalized Grace College email account. Students are responsible for checking their personal Grace College email account on a regular basis (daily is advisable). It is not advised that students set up automatic email forwarding from their Grace College account to a personal email account, as certain emails may be blocked and/or identified as spam. In addition, program information can be found on the Resource page on the portal, on the Department of Graduate Counseling website, and in Moodle course shells.

#### ***Counseling Services***

A DOGC student who would like to obtain counseling is encouraged to do so. Students who observe others in need of assistance are urged to support the student in need by referring them to a counselor.

The Grace College Counseling Center, located in the Gordon Recreation Center, provides counseling services to a limited number of graduate students. For an appointment, call the Grace College Counseling Center counselor, (574) 372-5100, ext. 6468. Confidentiality is observed according to ethical and legal standards.

Counseling organizations offer a list of counselors available in your area. The American Counseling Association provides assistance for locating a counselor at the following web address: <https://www.counseling.org/aca-community/learn-about-counseling/what-is-counseling/find-a-counselor>. The American Association of Christian Counselors also provides a list of counselors at the following web address: <http://www.aacc.net/resources/find-a-counselor/>. The student will be responsible for any expense for the counseling.

### ***Technology Requirements***

In a very broad sense, DOGC students will need a computer purchased in the last couple of years, a high speed internet connection, a web browser, anti-malware software, and the Microsoft Office Suite of programs. Depending on the academic program, additional equipment (such as a recording device) and services (such as Time2Track) may be a required purchase. In addition, computer literacy is required along with skills that go beyond word processing in the areas of hardware and software installation.

Prospective students may access the technology and computer literacy requirements on the Office of Information Technology page of the Grace College Website. This information includes a chart detailing the specific hardware and software requirements and recommendations. At the end of the chart are some suggested computers students may purchase that will meet Grace College's requirements.

***Please note: Mobile phones and tablets are not allowed for recording client sessions or volunteer role-plays. These devices are not secure and are not suitable for keeping client information confidential.***

### ***Technology Requirements for Online Courses***

The Office of Instructional Technology and the office of Student and Professional Online Education will work with students related to important information concerning technology for the virtual/online classroom. Because of their very nature, the success of online courses is dependent not only on the quality of the technology used, but also the skill set of the individual using the technology.

Participation in an online program or course requires different tools and skills from more traditional coursework. In addition to having a computer and an internet connection, the online student must be familiar and comfortable with:

- Loading and configuring various software programs
- Sending and receiving email
- Opening and sending email attachments
- Downloading and uploading files
- Creating and uploading video (MP4)
- Searching the internet
- Using Microsoft Office Suite

Besides the technical skills and requirements listed above, other characteristics of the successful online student include:

- Ability to work independently
- Self-motivation and self-discipline
- Wise time management
- Effective written communication

### ***Additional Information for DOGC Students***

#### ***Records-Student Education***

The institution maintains the privacy of student education records with the exception of those

situations in which the law or consent of the student permits disclosure.

***Family Education Rights and Privacy Act (FERPA)*** affords matriculated students certain rights with respect to their educational records. This includes the right to:

- Inspect and review the student's education records
- Request an amendment of the student's education records
- Provide written consent before the university discloses personally identifiable information from the student's educational records, except to the extent that FERPA authorizes disclosure without consent
- File a complaint with the U.S. Department of Education concerning alleged failures by the university to comply with the requirements of FERPA.

The complete policy can be found in the Academic Policies Manual on the Registrar's page of the institution's Web site.

### ***Public Notification of Directory Information***

At its discretion, Grace College and Seminary may provide directory information in accordance with the provisions of the Family Education Rights and Privacy Act. Directory information is defined as that information which would not generally be considered harmful or an invasion of privacy if disclosed. Students may block the public disclosure of directory information by notifying the Registrar's Office in writing.

The complete policy can be found in the [Academic Policies Manual](#) available on the [Student's Right to Know](#) page of the institution's Web site.

### ***Citation and Format Style Policy***

The American Psychological Association (APA) citation and format style is commonly used within the social sciences when writing research papers. This citation and format style (from the most recent Publication Manual of the American Psychological Association) is the standard requirement for all students taking courses within the DOGC.

### ***Textbooks***

A listing of the textbooks for each course offered may be found at the Grace College bookstore using this [link](#). Students may also find this to be a convenient place to purchase the course texts and materials, although students are not required to purchase books from any specific vendor. In addition, the book list is available on the DOGC Portal Resources page.

### ***Endorsement Policy***

Students enrolled in, graduating from, or alumni of a DOGC program may request letters of recommendation from DOGC faculty related to employment and licensure. The DOGC faculty reserves the right to determine whether or not a letter of recommendation will be issued to a student. Letters of recommendation are a privilege/courtesy and should be viewed this way. The DOGC faculty is under no obligation to endorse a student or write letters of recommendation.

### ***Professional Organizations***

The DOGC acknowledges the importance of counseling students development of a professional counseling identity through membership and participation in professional counseling organizations. To

facilitate this process, all students are required to join a professional counseling organization by the end of the first semester of their schedule of study. Students may enroll in national counseling organizations such as the American Counseling Association (ACA) or the American Mental Health Counseling Association (AMHCA), or students may elect membership in their state or other regional professional counseling organization. Students are required to participate in their chosen professional counseling organization for a minimum of three (3) hours per year. This participation may include attending or presenting at conferences, serving on student committees, volunteering, or other professional involvement. Students must submit evidence of their membership and participation in a professional counseling organization to their advisors each year in order to be eligible to register for courses.

## ***License***

### ***Licensed Mental Health Counselor (LMHC) or Licensed Professional Counselor (LPC)***

Persons interested in licensing should check with the state licensing board for the state in which licensing will be pursued. In Indiana, this license requires a 60-hour master's degree in counseling from an accredited college or university. In addition, the candidate must complete a designated number of supervised counseling hours under a licensed counselor or psychologist and pass a qualifying examination. For more information about Indiana licensure, please consult the [Indiana Professional Licensing Agency website](#).

Most states automatically accept the education of applicants for licensure from a CACREP-approved program. However, those who are interested in licensure in clinical mental health counseling are urged to check with the licensing boards/agencies of the state(s) where licensure is desired to determine compliance of this degree with the particular requirements. A few states may have additional requirements. If a student becomes a licensed mental health counselor, continuing education credit hours are necessary on a yearly basis to maintain licensure.

## ***Licensure Waiver***

Graduating from the DOGC program does not guarantee state licensure as a Licensed Professional Counselor (LPC), Licensed Mental Health Counselor (LMHC), or equivalent. Students are responsible for understanding and ensuring they are meeting specific licensing laws, statutes, and requirements in their state of residency. Students interested in becoming a Licensed Professional Counselor (LPC), Licensed Mental Health Counselor (LMHC), or equivalent, are strongly urged to verify the educational requirements of state licensing boards/agencies where licensure is desired.

## ***Various Offices Necessary to DOGC Students***

### ***Financial Information***

- ***Tuition and Regular Fees***

A graduate student taking at least six credits is considered to have a full-time semester load subject to regular per semester tuition and fees. Tuition is charged by the credit hour. Rates and fees are subject to change each academic year. For more information, please contact the [Business office](#) at 1-800-54-GRACE, ext. 6075.

- ***Business Office Policies***

The Business Office provides information regarding tuition and other expenses, annual costs, terms of payment and payment options, responsibility for payments, tuition refunds, appeal of refunds, and deposits.

- **Financial Aid Policies**

Students interested in further information about the financial aid application process, financial aid award notices, financial aid eligibility and appeals, satisfactory academic progress, and financial aid suspension should contact the Office of Student Financial Aid Services.

- **Refunds**

Tuition refunds for students withdrawing or dropping a class will be based on the official date of that action. A student withdrawing from the school must contact the DOGC to complete the appropriate forms. A student dropping from a class must contact the DOGC to complete the drop. Withdrawal from the school or dropping a class can change financial aid. It is the student's responsibility to contact the [Financial Aid office](#) and the [Business Office](#) to ascertain the effect of the action and make payment if needed.

### **Satisfactory Academic Progress**

***Recipients of student financial assistance are required to make satisfactory academic progress toward a specific educational objective or degree. The federal government's Department of Education has mandated that Grace College monitor and enforce these standards which are consistent with the educational mission of the college. This policy applies to all students receiving assistance from any financial aid program administered by the Office of Financial Aid at Grace College. This policy is administered separately from the college's academic probation and suspension policy.***

#### **Qualitative and Quantitative Measure**

Satisfactory academic progress is measured by both a qualitative and a quantitative standard. The qualitative standard is based on meeting the minimum cumulative GPA required for the number of hours attempted. The quantitative standard requires the student to have completed the required minimum percentage for the number of hours attempted. The Office of Financial Aid determines on an annual basis (at the end of spring semester) the eligibility of the student for continued financial aid based on the standards established under the Satisfactory Academic Progress Policy.

#### **GRADUATE LEVEL:**

<b>Hours Attempted</b>	<b>Minimum % Of Completion</b>	<b>Minimum Cum. GPA</b>
All (1+)	67%	2.000

Students who fail to complete the required minimum percentage of credit hours as listed above and/or who do not meet the minimum grade point requirements during any applicable academic year will be cited as not making satisfactory academic progress. Students who fail to meet the standards at the end of the spring semester each academic year will be placed on financial aid suspension and notified in writing. Students placed on suspension are not eligible for financial aid funding.

Courses for which a student receives F, W, or I will count as credits attempted but will not be considered as credits successfully completed. Incompletes will be considered as successful

completions if the I is changed to a grade (other than F or W) within the six-week period granted by the Academic Policy Manual. Courses that are repeated for academic forgiveness will count in the number of credits attempted and completed. If the original course had a passing grade, the original credits are counted as completed even though the grade is no longer calculated as part of the cumulative GPA. Courses for which a student receives CR count towards credits attempted and completed even if the grade is not calculated as part of the cumulative GPA. Courses for which a student receives NCR count toward the credits attempted but not completed. Courses which are taken for credit, even though they are remedial in nature, are counted in both the quantitative and qualitative computations for eligibility. AU (Audit) credits do not count either in the cumulative GPA or in the credit hours attempted/completed.

### ***Eligibility and Appeal Process***

A student who has lost eligibility for financial aid may take courses at Grace College at their own expense until they have achieved the required minimum cumulative GPA and/or the required minimum number of credit hours. Once completing these requirements, the student must request that SAP be reviewed again if requirements are completed at the end of Fall or Summer terms. Financial aid will be reinstated if the student has been found to be meeting the SAP requirements.

A student who has been denied financial aid can appeal by contacting the Registrar to develop an Academic Plan that will enable the student to regain SAP by the end of a year. A student has 30 days from the date of the notification of suspension to develop the Academic Plan and submit it to the Office of Financial Aid. The Academic Plan needs to spell out when and how SAP will be achieved. The Academic Plan will grant one year of SAP Probation. If the student is not meeting this prescribed plan when SAP is reviewed again at the end of the spring term, the student will be placed on Financial Aid Suspension until SAP has been achieved and there will not be another probationary period.

If a student cannot develop a satisfactory academic plan with the registrar that will resolve their SAP failure by the end of a year, the student will have to pay for courses at their own expense.

### ***Student Rights and Responsibilities***

All students enrolled in the DOGC program assume an obligation to conduct themselves at all times as responsible members of the Grace College community, to respect the personal and property rights of others, and to support the educational mission of Grace College. Grace College and the DOGC insist that its students demonstrate personal and professional integrity in addition to academic excellence. Grace College administrators, faculty, and staff encourage student involvement in decision making. Student membership and input on institutional committees are valued and encouraged at Grace College.

### ***Attitude and Conduct Expectations***

Members of the Grace College community are committed to the mission of the institution and to living in a manner that brings glory to the name of our Lord. All students enrolled in the DOGC program are required to uphold the standards of the Grace College community and affirm their agreement to do so by signing a Statement on Community Lifestyle Expectations. A copy of this document can be found on the Department of Graduate Counseling Resource page on the portal.

In addition to following the Grace College community lifestyle expectations, students also are required to adhere to the Code of Conduct Policy outlined below:

## ***Code of Conduct Policy***

All students enrolled in the DOGC program are expected to conduct themselves in an ethical, professional, and civil manner. Students found guilty of the following violations shall be subject to disciplinary action up to and including dismissal from Grace College:

- Academic dishonesty of any kind with respect to examinations or coursework. This includes any form of cheating and plagiarism.
- Falsification or alteration of Grace College documents, records, or identification cards.
- Forgery, issuing bad checks, or not meeting financial obligations to Grace College.
- Theft or the deliberate damaging or misusing of property belonging to others or the property of Grace College.
- The manufacture, possession, use, or illegal distribution of any form of illegal drugs.
- Possession, display, or use of any dangerous instrument, weapon, or explosives (certified law enforcement officers required by their employer to carry a firearm are excluded).
- Disrupting the study of others or of Grace College activities, or interfering with the freedom of movement of any member or guest of the Grace College community.
- Deliberate interference with academic freedom, freedom of speech, or movement of any member or guest of the Grace College community.
- Participation in any activity that disrupts or interferes with the education of others or the orderly operation of Grace College.
- Physical abuse, threatening acts, or harassment toward others.
- Gambling, drunkenness, distribution of alcohol to minors, or illegal drug use .
- Membership or association with organizations that promote ideas that are in direct conflict with biblical principles and/or Grace College community lifestyle expectations.
- Nonconformity to certain standards of appearance and dress which are maintained in order to strengthen professionalism and to promote the general morale of the school (see Dress Code under Miscellaneous Re: Clinical Work)
- Violation of the ethical codes (ACA & AACC) and/or state licensing laws and statutes governing and pertaining to the counseling profession.

If a professor believes that a student is violating any of the above guidelines, the offending parties will be contacted directly in an effort to discuss the situation. Based on the severity of the violation and/or the student's receptivity to the instructor's intervention, the professor reserves the right to implement remediation of issues related to the offense. Offenses that violate policies and procedures outlined in the Graduate Counseling program catalog or the professional ethics and standards published by the American Counseling Association may result in a failing grade or a "No Credit" for the course.

If a student feels that another student is behaving inappropriately, they are advised to follow the principles outlined in Matthew 18 and discuss this concern with the other student. If for some reason, the student does not feel they can do this, the student is advised to send a private email to the professor explaining the situation to discuss a wise course of action as soon as possible.

The DOGC reserves the right to discipline or dismiss a student who, in its judgment, does not conform either to the stated regulations governing conduct or to the expressed principles, policies, and programs of Grace College. By virtue of their enrollment in the DOGC program, students agree to live within the framework of these standards. Students suspected of violating either the institutional or programmatic Code of Conduct will be referred to the SPDC. Students found guilty of violating either Code of Conduct are subject to sanctions up to and including dismissal from Grace College. Disciplinary problems will be handled by the Dean of the School of Behavioral Sciences and the Chair of

the DOGC in conjunction with the Vice President of Student Affairs and Academic Services. Students found guilty of violating the Code of Conduct Policy, even a first offense, shall be subject to disciplinary action up to and including dismissal from Grace College.

### ***Student Concerns Regarding the Faculty Instructor***

If the student has concerns or conflict with the faculty instructor, they should first approach the professor and attempt to resolve the stated concerns in a one-on-one meeting. If the student feels that the concerns are not addressed or resolved after meeting with the instructor, the student should contact their advisor to discuss further recourse options. If the student's concerns are regarding a perceived ethical or moral violation on the part of the faculty instructor and the student does not feel comfortable discussing this with the professor, the student is advised to discuss this with the Department of Graduate Counseling Chair.

### ***Requesting Additional Evaluation by Professionals***

Referral for mandatory evaluation is the purview of the Dean of Behavioral Sciences. The Dean may require a student to submit to an evaluation by a health care professional in limited circumstances (such as where violence or suicide is threatened and where drug or alcohol abuse is suspected). In such cases, the evaluation is to determine and protect the health and safety of the student, the campus, and/or clinical site during practicum and internship courses.

## ***Academic Dishonesty/Plagiarism***

### ***Academic Integrity***

Grace College and Seminary is committed to fostering students' intellectual, moral, and spiritual development. Academic dishonesty—in all forms—is a serious violation of academic integrity, Grace's community standards for scholarship and behavior, and Christian morality. Because academic integrity is an important value of Grace College and Seminary, violations of the Academic Integrity Policy may result in severe academic penalties and/or disciplinary consequences.

- Students are expected to uphold high standards of academic integrity and refrain from committing or facilitating acts of academic dishonesty. Academic dishonesty includes, but is not limited to, cheating, plagiarizing, falsifying or fabricating data, stealing or interfering with another student's work, and submitting substantial portions of the same work for more than one course without prior consent from the instructor.
- All submitted work is accepted as a student's own work, unless otherwise understood and approved by the instructor.
- A student may not submit for one course substantial portions of work that have been used to fulfill the requirements of another course taken at this or any other school without obtaining permission from the current professor in advance.
- A student must not intentionally or knowingly help another student to commit an act of academic dishonesty.
- Faculty communicate additional expectations and clarifications about discipline-specific practices, particular assignments, and collaborative work via syllabi and in-class instructions.
- No one responsible for teaching or assisting in a course, including instructors and teaching assistants, will tolerate academic dishonesty. Infractions of the Academic Integrity Policy will be reported by the faculty of record to the academic program administrator, and the Academic Affairs Office. The Academic Affairs Office will then notify the Student Affairs Office and Registrar's Office as necessary.



- Violations of the Academic Integrity Policy will result in proportional consequences, which include but are not limited to, failure of the assignment, course grade reduction, and failure of the course, as stated in the course syllabus. In assigning a consequence, the faculty member (in consultation with the Academic Affairs Office) will consider the type and extent of academic dishonesty involved, as well as whether the student has a record of prior offenses. Mitigating factors, such as the student's cooperation and contrition, may also be considered.
- Additional consequences may be imposed by Grace College and Seminary and might include ineligibility for certain student jobs or leadership positions (such as teaching assistantships), suspension from campus or the academic program(s), and/or a hearing before a discipline panel.
- A student wishing to appeal a violation of the Academic Integrity Policy and/or penalty resulting from such a violation must follow the procedure for an academic appeal as explained in the Academic Policy Manual.

### ***Plagiarism***

Plagiarism is defined as presenting someone else's ideas, language, or work as one's own without properly citing or acknowledging the source. Any ideas or materials taken from another source, whether copyrighted or not, must be properly documented unless that information is common knowledge. "Common knowledge" refers to information or facts that are widely known within a discipline or a course and therefore not attributable to one source. Examples of plagiarism include failing to cite content that originates from the work of another, failing to use quotation marks to identify direct quotes, and copying and pasting from any source on any assignment, exam, quiz, PowerPoint slide, discussion board or course requirement without identifying the author or reference.

All of the following are considered plagiarism:

- Turning in someone else's work as your own
- Copying words or ideas from someone else without giving credit
- Failing to put a quotation in quotation marks
- Giving incorrect information about the source of a quotation
- Changing words but copying the sentence structure of a source without giving credit
- Copying so many words or ideas from a source that it makes up the majority of your work, whether you give credit or not (see our section on "fair use" rules)

Retrieved from <http://www.plagiarism.org/plagiarism-101/what-is-plagiarism>

### ***Self-Plagiarism***

Just as students are not allowed to present the ideas or work of others without properly giving the author credit, they also do not present their own previously submitted work as new scholarship. Students may not use direct quotes, paraphrases, or materials from their own work that were previously submitted in other courses (for Grace College or any other educational institution) or within a course without first obtaining permission from the course instructor. If a student is given permission by the course instructor to use previously submitted work, they must cite their work according to APA guidelines. All of the following are considered self-plagiarism:

- Submitting a paper written for a previous course
- Multiple submissions of the same paper to meet different assignments
- Journal entries copied or pasted as discussion board posts

- PowerPoint slides recycled from a previous presentation

### ***Academic Appeal and Review Process***

A. Students have the right to appeal academic decisions ***in which they believe they have been treated unjustly*** or have been unfairly criticized, and to express grievances related to academic situations. These decisions and situations typically include, but are not limited to, those related to grades and grading procedures, assessment of student learning (e.g., tests and assignments), classroom policies, instructional or classroom management strategies, and advising decisions. Those involved in the dispute (e.g., the student and the professor, advisor, internship supervisor or other) are encouraged to use professional discretion, integrity, respect, and impartial judgment in resolving issues amongst themselves.

Students are asked to use the following process for appeals:

1. Within 10 business days of the situation prompting the student's concern, the student should express his or her concerns via email, a letter, or a phone call, or in a face-to-face conversation within a virtual meeting room, to the person responsible for the decision or involved in the dispute so that the student can communicate his/her concerns and attempt to resolve the issue between the individuals involved. The faculty member or instructor should arrange to meet with the student within 10 business days of the student's request.
2. If the student remains unsatisfied with the outcome of the decision by the faculty member/instructor, the student should put the issue in writing and submit it to the chair of the department within 10 business days following the decision reached after completing Step #1. The student may include any supporting documentation needed. The written dispute should include the facts and concerns about the case and specify the student's desired outcome. The Department Chair will review the concern and respond within 10 business days. ***In the case where the Department Chair is the faculty assigning the grade to be appealed, the student will submit the written request to appeal the grade to an appropriately convened, Faculty Appeals Committee (FAC).***
3. ***If the student remains unsatisfied with the outcome of the decision by the Department Chair, the student may request that the Department Chair convene a Faculty Appeals Committee (FAC) for review of the concern. The FAC will include three (3) faculty members who will review the student's concerns and all supporting documentation from the student and professor and will provide a response to the student within 10 business days of being convened. In academic appeals in which a student believes that his/her documented disability has affected his/her academic performance in the graduate program, the student will have the right to consult with the Disability Advisory Team (DAT), which will review the student's concern. In such cases, the FAC will give due weight to the DAT's recommendations or other reasonable measures will be taken to address the concern.***

## ***Academic Professional Retention Policy***

***Students must uphold program and college standards, professional counseling standards, and the ACA and AACC Codes of Ethics to be retained in the Clinical Mental Health Counseling program. These essential skills, knowledge, and values may be considered both academic and professional in nature and are discussed below.***

***RATIONALE:*** Counseling students are expected to demonstrate professional behavior in the classroom, in field agencies, and in both the Grace and broader communities, all of which reflect a commitment to the ethics of the Counseling profession. Behavior contrary to these ethics is cause for review of the student's admission to or status in the CMHC program. By virtue of their enrollment at Grace College and admission to the CMHC program, students agree to practice within the framework of these standards.

### ***COUNSELING PROGRAM RETENTION CRITERIA***

Students must demonstrate the interpersonal skills, attitudes and self-awareness, academic abilities, and professionalism that are consistent with both counseling and institutional standards of conduct. It is the professional obligation of all DOGC faculty and clinical site supervisors to evaluate students for clinical and/or professional competence during their entire course of study. The Graduate Counseling Department Chair and faculty evaluate academic progress and students' disposition regularly, communicate these to students, and determine their retention status in the department. The academic and professional characteristics required to be retained in the CMHC program include but are not limited to:

#### ***1. Interpersonal Skills***

##### ***a. Professional relationships***

- i. Establishes and maintains professional, collaborative, and collegial relationships with faculty, supervisors, and peers (a) despite social differences and level of authority and (b) that are consistent with the AACC and ACA Codes of Ethics.***
- ii. Takes responsibility for own choices and assesses and adjusts own impact on others and systems***
- iii. Communicates using appropriate verbal or written etiquette, language, and tone; demonstrates respect by giving thought to the timing of and proper means used for communication.***
- iv. Uses established educational and organizational channels for policy clarification and/or conflict resolution as outlined in the course syllabus and catalog***

##### ***b. Client relationships***

- i. Establishes and maintains client relationships (a) despite social differences and level of authority and (b) that are consistent with the AACC and ACA Codes of Ethics.***
- ii. Demonstrates ability to establish rapport and maintain a client-centered therapeutic relationship using basic counseling skills such as empathy, warmth, active listening, eye contact, verbal and non-verbal engagement, openness, and transparency.***
- iii. Exhibits respect for physical, social, religious, spiritual, economic, cultural, and racial differences and differing values and perspectives.***
- iv. Promotes advocacy for the well-being of the client during individual and group***

sessions, within the client's family and/or support system, during supervision, and within the clinical agency.

Examples of competence in interpersonal skills and professional/client relationships include:

- Demonstrates respectful peer and faculty interactions
- Demonstrates respect for the ideas and integrity of others
- Demonstrates maturity in interactions with others
- Demonstrates ability to interact respectfully with people of diverse backgrounds
- Demonstrates ability to react with appropriate empathy and sensitivity

Examples of behaviors that could result in referral to the SPDC committee are:

- Demonstrates an inability to control anger uses insulting or profane words
- Uses intimidating tactics towards others
- Demonstrates inability to tolerate cultural or lifestyle differences
- Demonstrates dishonest or unethical behavior

## **2. Self-Awareness**

- a. Exhibits knowledge of how own values, attitudes, beliefs, emotions and past experiences affect thinking, behavior and relationships.
- b. Accurately assesses personal strengths, limitations, and suitability for professional practice.
- c. Demonstrates willingness to seek, accept, and use feedback through supervision for professional development.

Examples of competence in self-awareness include:

- Acknowledging one's role in relationships including how one's contributes to, perceives, and engages in actions that initiate, enhance, or exacerbate a situation
- Acts constructively to prevent and resolve issues, and exhibits openness to solutions proposed by others
- Works with faculty and advisor to assess strengths and limitations, and determines appropriate steps for successful goal completion
- Responds constructively to feedback from faculty and supervisors with minimal defensiveness
- Submits coursework and/or exhibits interpersonal interactions demonstrating student has understood and applied feedback

Examples of behaviors that could result in referral to the SPDC committee include:

- Demonstrates a pattern of or an extreme reaction of intolerance of others' mistakes or circumstances
- Avoids responsibility for situations by blaming others or blaming circumstances
- Does not meet course deadlines, or regularly asks for additional time
- Exhibits inappropriate boundaries when sharing personal information in class or in written assignments, or focuses on personal information instead of assignment criteria

- Exhibits inappropriate boundaries related to questioning or commenting on others' personal information within a course, clinical site, or during interactions with others.

### **3. Academic Performance**

- a. Demonstrates readiness to engage in new experiences, academic and reflective assignments, and group activities
- b. Uses professional, graduate-level written communication demonstrating proficiency in APA writing style and form, synthesis, integration, and appropriate citations and references to avoid plagiarism.
- c. Exhibits critical thinking and higher-level learning as conceptualized through [Bloom's Revised Taxonomy of Learning](http://www2.odu.edu/educ/roverbau/Bloom/blooms_taxonomy.htm) ([www2.odu.edu/educ/roverbau/Bloom/blooms\\_taxonomy.htm](http://www2.odu.edu/educ/roverbau/Bloom/blooms_taxonomy.htm))
- d. Demonstrates ability to understand the verbal and written course content to fulfill the requirements for coursework and the academic field experience.
- e. Demonstrates proficiency in counseling concepts, theory, language, values, and skills by meeting goals and objectives for all coursework as outlined in the syllabi and catalog.
- f. Maintains academic qualities, conditions, and grades outlined in the DOGC catalog including academic status and retention policy.

Examples of competence in academic performance include:

- Fulfills all requirements with a minimum grade of B, or Credit (CR)
- Exhibits graduate level research and writing skills

Examples of behaviors that could result in referral to the SPDC committee include:

- Earns two grades of B- or lower or a No Credit (NCR) in a pass/fail course
- Plagiarizing another's work through using poor writing skills or intent

### **4. Professional Behavior**

- a. Exhibits self-directedness, assertiveness, and initiative in reviewing course or clinical requirements and assignments, seeking assistance when needed, and meeting goals and objectives as outlined in the syllabus, the DOGC catalog, and/or the policies of the clinical site.
- b. Effectively copes with personal issues in order to meet program and course goals and professional and ethical standards as outlined by AACC and ACA Codes of ethics.
- c. Functions within the structure of clinical organizations during practicum and internship experiences by observing institutional, department, and agency policies, professional standards, and public law.
- d. Demonstrates commitment to the mission, goals, core values, ethical principles, and professional practice of counseling as outlined in the AACC and ACA Codes of Ethics.
- e. Adheres to policies related to appearance, attendance, and/or any other requirements set forth in the course syllabi, DOGC catalog, institutional policies, or any written or verbal standards set by a student's clinical site.

Examples of competence in professional behavior include:

- Using professional language to communicate, even when agitated
- Using the appropriate chain of command to advocate or make inquiries

- Engaging in the process of supervision openly and professionally
- Working collaboratively with peers, faculty, and others

Examples of behaviors that could result in referral to the SPDC committee include:

- Demonstrates overt hostile reaction to faculty or clinical feedback and/or supervision
- Refuses or does not adjust behavior in response to clearly communicated feedback
- Regularly fails to give appropriate credit to others
- Demonstrates a pattern of overreaction to a small slight
- Regularly uses language, tone, or writing style that indicates defensiveness or anger, or ignores academic inquiries or disagreement
- Exhibits difficulty working collaboratively in a professional or academic environment

### ***Retention Procedure***

Faculty members are to discuss concerns about academic, professional, or interpersonal competence directly with students. Following these discussions, faculty complete a Notice of Concern, or for more serious issues the DOGC Professional Development Notification (PDN) form, which is a written summary of the competence issue(s), an action plan for remediation, and a date for completion of the plan. The plan is monitored by the student's academic advisor as outlined in the DOGC Catalog section, Academic Advising. Students failing to make substantial changes toward or comply with the objectives agreed upon in the PDN will be referred to the SPDC. Copies of the PDN form are sent to the student, the student's advisor, the department chair and are placed in the student's file. A student who receives two (2) PDN forms will be referred to the SPDC. In the case of gross misconduct or behavior posing a risk to others, the student will be referred immediately to the SPDC. In the case of suspected criminal activity, the student will be referred immediately to the Department of Student Affairs who will consult with the Dean and Department Chair to determine appropriate action. Students who believe they have been treated unfairly must follow the Appeals Policy as outlined in the DOGC Catalog. The Dean of the School of Behavioral Science maintains final authority regarding a student's retention in the program.

## ***Student Professional Development Committee Policies and Procedures***

### ***Student Professional Development Committee***

The Student Professional Development Committee (SPDC) is an academic committee responsible for monitoring the academic progress, professional competence and behavior of students enrolled in The DOGC program. Students who do not meet the academic standards of their program or whose behaviors raise concerns about professional competence will be referred to the SPDC. The primary purpose of the SPDC is to review submitted information related to concerns about students' professional development and/or competence to determine appropriate steps for remediation or

dismissal from the program.

### ***Committee Membership***

The SPDC consists of at least three (3) voting members to be comprised of School of Behavioral Science faculty and one recording secretary. Where three voting members from a single department are not available, membership may be interdepartmental. Faculty members are selected by the DOGC Chair or Dean of the School of Behavioral Science.

### ***Referral Procedure***

Any member of the academic community who wishes to bring a student concern before the SPDC must submit a formal letter of referral addressed to the Department Chair. The letter should include specific descriptions of academic insufficiencies and subsequent attempts at remediation by faculty, and/or descriptions of behaviors that raise concerns about clinical competence and/or professional conduct. If a student is already under SPDC review and earns a failing grade, Notice of Concern, or Professional Development Notification (PDN), this information will be forwarded to the SPDC for consideration.

If a student serving at an internship, practicum, or clinical placement is dismissed by the site, asked not to return, or fails a site supervisor evaluation, the student's faculty supervisor will request the SPDC to convene for investigation of the circumstances. The focus of the investigation will be to determine what happened and appropriate steps for remediation or dismissal from the program. Once a referral is received, the committee is convened and follows established procedures.

### ***Committee Procedures***

The following procedures govern the actions of the SPDC:

- The student should be notified in writing of the requirement to meet with the committee, the date and time of the meeting, and the reasons for the referral. The meeting should be held within 30 days of the date of receipt of the referral.
- The committee will be convened in a suitable electronic environment.
- In advance of the meeting, the committee may request additional information or documentation pertinent to the referral. Where third party witnesses are available, the committee may consider meeting with the witnesses in advance.
- The student may submit written information relevant to the situation to the committee chair up to 48 hours prior to the meeting. All written documentation should be made available for review by the student, the faculty, and the committee in advance of the meeting. In cases when the situation warrants an ***immediate*** convening of the SPDC, the 48 hours for review of documentation is waived and the student may present relevant documentation to the committee at any time prior to or during the meeting.
- If a student is notified of the meeting and does not attend, the SPDC may continue its action and render a decision.
- The student is permitted to have a support person from the academic community present for a committee meeting, including another student, faculty or DOGC staff member from Grace College. Support persons may not be family members of the student.
- The support person attending the committee meeting is expected to be visible on the screen, but is not permitted to speak during the meeting and must not act as an attorney or an

advocate because students are expected to speak on their own behalf. Support persons are not permitted to speak to or coach the student during the meeting.

- The student is not permitted to bring legal counsel to committee meetings.
- Verbatim transcription or electronic recording of the meeting is not permitted. The recording secretary will transcribe minutes of the meeting and subsequent decisions.
- The committee should ensure that the student has been apprised of the concerns and has had an opportunity to respond.
- Within ten (10) business days of the meeting the committee members shall render a decision on what course of action is required. The outcomes may include, but are not limited to the following:
  - Referral to advisor, Clinical Coordinator, or DOGC faculty member for remediation using a specific plan created by the SPDC committee including identified academic and/or behavioral outcomes, consequences, and process for monitoring.
  - Referral to outside resources
  - Probation with explicit requirements and a timeline for removal from probation. The committee should include any consequences for noncompliance with probation requirements
  - Program dismissal
- The committee should also consider whether the program or student should take any follow up action with an internship or practicum site, with an instructor, or with another student in order to preserve or reconcile a professional relationship.
- The committee chair shall inform the student and appropriate faculty of its decision and any remediation requirements in writing within ten (10) business days of the committee's decision. In all cases, the faculty should describe the problems resulting in referral and the recommended solutions in specific detail.

### ***Monitoring Progress***

The SPDC Committee uses the following procedures for monitoring the progress of students referred to SPDC for concerns about academic and/or behavioral competencies.

- A. When a student has been placed on probation, the SPDC will develop and provide to the student the explicit requirements that must be completed, a date for reporting completion to the committee, and the consequences for failing to reach the desired goals. The student will communicate with the Committee Chair for questions related to the requirements and will submit all documentation of compliance to the chair by the established date. Within ten (10) business days of receipt of the student's documentation, the Committee Chair will either notify the student in writing that the documentation or actions taken by the student do not meet the agreed upon criteria or will issue a letter stating that the competency has been resolved and no further action by the SPDC is needed at this time. It is noted that resolving a competency does not preclude the student from being referred to the committee at another time for further concerns about the same or other competencies. If the documentation is not submitted by the required date or the actions taken by the student do not meet the criteria specified by the SPDC, the committee will reconvene to determine the next course of action, which can include dismissal from the program.
- B. When a student has been referred to outside resources, the student will be provided with a date for providing a progress report to the SPDC on the outcomes of the referrals. The progress report should be in the form of a letter from the outside source(s) that provides an update of the student's progression in the competency that was cited as a concern by the SPDC. While the SPDC does not require the student to waive confidentiality, the student will be



required to sign a limited waiver of confidentiality with the outside source, allowing the Committee Chair to ascertain that the student and the outside referral source are remediating the identified competence and that the student is making progress. It is noted that resolving a competency does not preclude the student from being referred to the committee at another time for further concerns about the same or other competencies. While the student is working with an outside referral source, should the student demonstrate ongoing concerns regarding the identified or other competencies before that time, the SPDC will reconvene to determine the next course of action, including remediation, probation, or dismissal from the program.

- C. When the SPDC determines that a student will be dismissed from the program, the dismissal is immediate and will follow the policy outlined in the DOGC Catalog under Program Dismissal.
- D. If a student is already under SPDC review and earns a failing grade or Professional Development Notification (PDN), the SPDC will convene to consider whether current remediation should be continued, revised, or if the student should be dismissed.

The committee should also consider whether the program or student should take any follow up action with an internship or practicum site, with an instructor, or with another student in order to preserve or reconcile a professional relationship.

The committee chair shall inform the student and appropriate faculty of its decision and any remediation requirements in writing within 10 business days of the committee's decision. In all cases, the faculty should describe the problems before it and the recommended solutions in specific detail.

### ***Students with Disabilities Appearing Before SPDC***

When a student has a documented disability, the SPDC works with the Grace College Disability Services Coordinator to ensure required accommodations for committee proceedings are provided. All students with or without a documented disability must perform to the standards of conduct and academic achievement required by Grace College and the DOGC CMHC program. Accommodations are not retroactive and the failure to request accommodations does not forgive past difficulties. Referral for mandatory evaluation is the purview of the dean of the School of Behavioral Science.

### ***Appeal Process***

If the student is not satisfied with the decision of the SPDC committee, the student may submit a written appeal of the decision to the Dean of the School of Behavioral Science within ten (10) business days of receiving the written documentation from the SPDC. Within ten (10) business days of the receipt of the appeal, an Appeals committee comprised of the Dean and two faculty members from the college community outside of the DOGC will convene to consider and render a decision regarding the student's appeal. Any results of the SPDC proceedings will remain in place until the Appeals committee renders a decision otherwise. The student must obey the terms of the SPDC decision pending the outcome of the appeal.

## ***Counseling Skills and Practicum***

### ***Counseling Skills***

Counseling Skills is a crucial learning component of the DOGC. One aspect of this course involves addressing the student's personal life issues (problems, background, relational style, etc.) which may

impede or enhance therapeutic work with clients. Issues that could be detrimental to counseling will be addressed because of the commitment to the well-being of clients and a desire to avoid sending out graduates who could do harm to their clients. The process may be disruptive at times; however, we believe it is necessary for the well-being of clients. Our goal in this process is to help the students grow in Christ and become the most effective counselor possible.

Another aspect of this course involves the acquisition of counseling skills while continuing to look at personal life issues that impede therapeutic work with clients. The various skills of counseling will be taught via methods such as classroom instruction, role-play, and videos. Students will practice skills in class, within triadic groups comprised of Counseling Skills class members, or with volunteers. Students will provide tapes of practice sessions and faculty evaluate students to determine if they are prepared to advance to Practicum.

### ***Practicum***

After the successful completion of the Counseling Skills course the student is eligible for Practicum. Students must have completed or are simultaneously taking the following: Counseling Skills (CPY5350), Foundations of CMHC (CPY5100), Group Counseling (CPY6350), Psychopathology (CPY5250) and Theories of Personality and Counseling (CPY5200). The Practicum experience is designed to provide the student with actual counseling experience, along with group and individual supervision. Practicum must be completed at approved clinical sites within the United States or recognized U.S. military installation.

**Students will not be allowed to take more than 36 hours before taking practicum, unless they have been given a specific waiver to do so.**

Practicum is a 16-week course in which the student will accumulate 100 clinical hours in the following manner:

Direct service with clients with at least 10 in group work	40
Individual supervision (with appropriately licensed faculty or site supervisors (e.g. LMHC, LMFT, LCSW)	15
Group supervision facilitated by a faculty member	24
Other indirect clinical hours (research, note writing, site training, etc.)	21
Total	100 hrs.

### ***Counseling Skills and Practicum Credit/No Credit Policy***

One way in which students are "screened" for interpersonal attributes and behaviors that may do harm to clients is through the Counseling Skills and Practicum classes. This is the reason a "Credit/No Credit" ("CR"- "NC") system is used for these courses. If a student receives "Credit" ("CR"), then the student may proceed to the next clinical course. If a student receives "No Credit" ("NC"), then he or she is required to repeat the failed course before advancing to the next. Prior to or after receiving a NC, a referral may be made to the Student Professional Development Committee (SPDC).

A student may receive "NC" for one (or more) of the following reasons:

1. More than one (1) absence during scheduled Faculty Group Supervision in Practicum (CPY 5700 I).
2. Inadequate, incomplete, or unacceptable Case Study presentations (as determined by the Instructor/Faculty Supervisor).

3. Disciplinary actions that are the result of unprofessional/unethical conduct either at the Practicum/Internship site or in the classroom and/or failure to comply with directions and consultation given by either the Faculty Supervisor or any Site Supervisor. All disciplinary problems will be documented in the student's file.
4. If the Faculty Supervisor determines that the student's current emotional, mental or physical well-being compromises the integrity of the Practicum/Internship experience or potentially places the student or others in harm's way or in an unduly vulnerable position. All such cases will be brought to the attention of the Clinical Coordinator and the Program Chair.
5. If there is a question or concern of competency in areas such as (but not limited to):
  - a. Interpersonal and professional competence (e.g., the ways in which a student relates to clients, peers, faculty, allied professionals, the public, and individuals from diverse backgrounds or histories)
  - b. Self-awareness, self-reflection, and self-evaluation (e.g., knowledge of the content and potential impact of one's own beliefs and values on clients, peers, faculty, allied professionals, the public, and individuals from diverse backgrounds or histories)
  - c. Openness to processes of supervision (e.g., the ability and willingness to explore issues that either interfere with the appropriate provision of care or impede professional development or functioning)
  - d. Resolution of problems or issues that interfere with professional development or functioning in a satisfactory manner (e.g., by responding constructively to feedback from supervisors or program faculty; by participating in personal therapy in order to resolve problems or issues)

If the student receives "No Credit" ("NC") or indicators of **below expectations** on the Practicum Site Supervisor Evaluation Form, the DOGC faculty may require work outside of the program in order to address the issue(s) involved. This may include but is not limited to extra course work, counseling, and accountability. It is the responsibility of the student to pay for the costs that may be incurred due to required remedial work.

If one of the above listed problem areas is discovered, there are two steps to the remediation process:

1. The student is provided with a written copy of the Practicum Evaluation Form and meets with the professor to discuss problematic areas.
2. If a student receives one or more Professional Characteristic indicators at **below expectations** on the Practicum Evaluation Form, the student will be required to meet with the professor to discuss remediation. A copy of the evaluation scale and any action taken will be given to the student and placed in the student's file.

If, at the final evaluation, the student has not satisfactorily and successfully completed the remedial work in its entirety and/or receives one or more professional characteristic indicators of a "1" (below expectations) on the Practicum Evaluation form, the student will earn a "No Credit" ("NC") and a Professional Development Notification will be issued.

In addition, prior to or after receiving an NC, a referral may be made to the Student Professional Development Committee (SPDC). In order to repeat the course, additional remedial work may be required. **The student may repeat that particular class only one time. Receiving "NC" twice for a particular class will result in dismissal from the program.** If the student is informed that he or she will be dismissed from the program, the instructor will meet with the student to discuss alternative educational/ employment options. A referral will also be made to the director of Career Services.

***Please Note: The decision to give "NC" to a student will be made by the class professor. If the student wishes to challenge this decision, the student must follow the academic appeal and review process. Also note: At any point during the remediation process, a student may be referred to the SPDC.***

### ***Subjective Component of Credit/No Credit Grading***

In the final analysis, all grading is subjective. It is highly dependent upon the observations, experience, and professional and academic judgments of the DOGC faculty. The decision to award "Credit" or "No Credit" is based upon how students respond to and achieve what the professor has determined should be achieved in role-plays, tapes, paperwork, critiques, group discussion feedback, case scenario presentations, completion of readings, etc.

The award of "Credit/No Credit" is also developed within a comparative analysis with other students. The reality is that not all students in Counseling Skills/Practicum work are at the same levels. Not all have the same goals, clinical skills, cognitive capabilities, level of interest, work ethic, experiential background, or maturity. Therefore, not all students may receive "Credit" for the course.

When students have agency supervisors along with a supervisor for Practicum, the Practicum supervisor is considered the primary supervisor and the agency supervisor is considered the secondary supervisor. The primary supervisor will make the final decision as to whether a student will receive "Credit" or "No Credit" for the class. The feedback from the agency supervisor will be requested and incorporated into the final decision; however, the final decision remains with the Counseling Skills/Practicum Faculty Supervisor.

### ***Site Supervisor Concerns Regarding Practicum Students***

If the agency supervisor perceives that the student is not meeting minimal standards of competency at the Practicum site, the agency supervisor will identify challenges and possible solutions the student will need to meet. If the agency supervisor believes additional work is necessary for the student, a written remedial plan will be developed by mid semester. The remedial plan will need to be completed satisfactorily and in its entirety by the end of the semester. A copy of this remedial plan will be given to the student and the Practicum, Internship, and Advanced Internship supervisor.

If a remedial plan cannot be agreed upon between the agency supervisor and the student, the Practicum, faculty supervisor will be notified. The Practicum faculty supervisor will meet with the student and the agency supervisor and make a reasonable attempt to help all parties reach a satisfactory agreement. The Practicum faculty supervisor reserves the right to make a site visit and to observe the student's practice within the agency.

Up to the three quarter point in the semester, a student has the opportunity to obtain a new agency supervisor at the present site if a new agency supervisor is available. If an alternative agency supervisor is not available at that site, the student will need to obtain an alternative site and alternative agency supervisor. The student will need to discuss these plans with the Practicum faculty supervisor. If the student decides to obtain an alternative supervisor, the remedial work still needs to be completed to the full satisfaction of the Practicum faculty supervisor.

***Please note: At any point during the process in which an agency supervisor perceives that a student is not meeting minimal standards, a student maybe subject to referral to the SPDC.***

## ***Guidelines for Counseling Internships***

### ***Internship and Advanced Internship***

***Two (2) internships*** are required for the 60-hour M.A. in Clinical Mental Health Counseling degree:

1. Internship in Clinical Mental Health Counseling: Internship is to be completed in a clinical mental health facility under the supervision of a fully licensed clinical supervisor (e.g., LMHC, LCSW, LMFT). See course syllabus for details. Students are responsible for knowing and meeting the number of hours required for licensure in their current state of residence.
2. Advanced Internship in Clinical Mental Health Counseling: Advanced Internship is to be completed in a clinical mental health facility. Students are responsible for knowing and meeting the number of hours required for licensure in their current state of residence.
3. Supervision evaluations will be used as a major determinant for the student to receive a "CR" or "NC" for each respective course. If a student receives an "NC" for a course, that course may be repeated one (1) time only. A second "NC" will result in termination from the program.

***IMPORTANT: Internships are clinical courses required to develop and refine advanced counseling skills that conceptually link counseling theory and practice in a clinical setting. All Internship courses must be completed at approved clinical sites and have a fully licensed clinical supervisor (e.g. LMHC, LCSW, LMFT) on site.***

### ***Paid Internship Policy***

Many internship sites offer non-paid positions. However, the DOGC M.A. in Clinical Mental Health Counseling degree will allow paid positions to be used for internship credits as long as certain requirements are met. The site must meet the criteria established by the DOGC. The student must obtain approval from the site supervisor and class instructor before the internship begins. The student must discuss the clinical experiences he or she expects to pursue in the paid position with the internship supervisor to ensure the student gains a variety of clinical experiences. If the student is employed with the internship-issuing agency before enrolling in internship, the internship experience must be beyond the scope of their current job description. The student must also complete and submit a Work Internship Agreement to the Clinical Coordinator for approval prior to signing an Agency Agreement with the site.

### ***Intern Performance Evaluation/Criteria and Procedures:***

#### ***1. Internship Credit/No-Credit Policy***

Counseling involves extensive personal investment. Consequently, Interns will be learning more than knowledge and acquiring skills. Internship is challenging both academically and emotionally and Interns will likely be affected in the development of learning clinical skills. Intern participation in this clinical experience will not always be a comfortable experience. We utilize a ***Credit/No Credit*** (CR/NC) system as a method of preventing Interns who may cause more harm than good to clients from progressing in the clinical components of the program. If an Intern receives CR, then the Intern may proceed to Advanced Internship. If an Intern receives NC, then the Intern is issued a Professional Development Notification and must repeat the Internship course before moving to the next level. Prior to or after receiving a NC, a referral

may be made to the Student Professional Development Committee (SPDC). In order to repeat the course, additional remedial work may be required. The Intern may repeat Internship one time only. A mark of NC during the second Internship attempt will result in dismissal from the program. **NOTE:** The decision to give NC to an Intern will be made by the faculty supervisor. If the Intern wishes to challenge this decision, the Intern must follow the Academic Appeal and Review Process. If the Intern is informed that he or she will be dismissed from the program, the student's faculty advisor will meet with the Intern to discuss alternative educational/employment options. A referral could also be made to the Director of Career Services for assistance.

The Intern may receive "NC" for one (or more) of the following reasons:

1. More than (2) two total absences during Faculty Group Supervision over Internship and Advanced Internship (CPY 6700 I and CPY 6710 I). ***A student cannot have more than one absence per semester.***
2. Inadequate, incomplete, or unacceptable Case Study presentations (as determined by the Instructor/Faculty Supervisor).
3. Disciplinary actions that are the result of unprofessional/unethical conduct either at the Practicum/Internship site or in the classroom and/or failure to comply with directions and consultation given by either the Faculty Supervisor or any Site Supervisor. All disciplinary problems will be documented in the student's file.
4. If the Faculty Supervisor determines that the student's current emotional, mental or physical well-being compromises the integrity of the Practicum/Internship experience or potentially places the student or others in harm's way or in an unduly vulnerable position. All such cases will be brought to the attention of the Clinical Coordinator and the Program Chair.
5. If there is a question or concern of competency in areas such as (but not limited to):
  - a. Interpersonal and professional competence (e.g., the ways in which a student relates to clients, peers, faculty, allied professionals, the public, and individuals from diverse backgrounds or histories)
  - b. Self-awareness, self-reflection, and self-evaluation (e.g., knowledge of the content and potential impact of one's own beliefs and values on clients, peers, faculty, allied professionals, the public, and individuals from diverse backgrounds or histories)
  - c. Openness to processes of supervision (e.g., the ability and willingness to explore issues that either interfere with the appropriate provision of care or impede professional development or functioning)
  - d. Resolution of problems or issues that interfere with professional development or functioning in a satisfactory manner (e.g., by responding constructively to feedback from supervisors or program faculty; by participating in personal therapy in order to resolve problems or issues)

Please note: At any point during the internship evaluation process, a student may be subject to referral to the SPDC.

## ***2. Subjective Component of Credit/No Credit Grading***

In the final analysis, all grading is subjective. It is highly dependent upon the observations, experience, and professional and academic judgments of the Counseling Department faculty. The decision to award "Credit" or "No-Credit" decisions is based upon how Interns respond to and

achieve what the faculty supervisor has determined should be achieved, in recordings, paperwork, group supervision and feedback, case presentations, completion of readings, and on other tasks. The award of "Credit" or "No Credit" is also developed within a comparative analysis with other Interns. The reality is that not all Interns in Internship work at the same level. Not all have set the same goals, possess the same clinical skills or cognitive capabilities, or have the same level of interest, work ethic, experiential background, or maturity. Therefore, some Interns may not receive a credit for the course. When Interns have Site Supervisors along with a faculty supervisor, the faculty supervisor will make the final decision as to whether an Intern will receive "Credit" or "No-Credit" for the class. The feedback from the Site Supervisor will be requested and incorporated into the final decision; however, the final decision remains with the faculty supervisor.

### ***Site Supervisor Concerns Regarding Interns***

If the Site Supervisor perceives that the Intern is not meeting minimal standards of competence at the internship site, the Site Supervisor will identify challenges and possible solutions for the Intern. If the Site Supervisor believes additional work is necessary for the Intern, a written remedial plan will be developed by mid semester. The remedial plan will need to be completed in its entirety by the end of the semester. A copy of this remedial plan will be given to the Intern and the internship supervisor. If a remedial plan cannot be agreed upon between the Site Supervisor and the Intern, the Internship Faculty will be notified. Faculty will meet (or correspond by phone) with the Intern and the Site Supervisor and make a reasonable attempt to help all parties reach a satisfactory agreement.

In the case of irresolvable conflicts and up to the three quarter point in the semester, the Intern has the opportunity to obtain a new Site Supervisor at the present site if a new Site Supervisor is available. If an alternative Site Supervisor is not available at that site the Intern may obtain an alternative site and alternative Site Supervisor. The Intern will need to discuss these plans with faculty. If the Intern decides to obtain an alternative supervisor, the remedial work assigned by the original Site Supervisor must still be completed to the full satisfaction of faculty. **Please note:** At any point during the internship evaluation process, a student may be subject to referral to the SPDC.

### ***Intern Concerns Regarding the Site Supervisor***

If the Intern has concerns/conflict with the Site Supervisor the Intern should meet with the Site Supervisor to attempt to resolve the stated concerns (if the concerns are regarding a perceived ethical/moral violation on the part of the Site Supervisor, the Intern would be advised to discuss this with faculty). If a resolution cannot be achieved then the Intern should contact the faculty supervisor. Faculty will contact the Site Supervisor to make a reasonable attempt to help all parties reach a satisfactory agreement. If a resolution cannot be achieved for the Intern, then the Intern reserves the right to select an alternative supervisor/site.

### ***Miscellaneous re: Clinical Work***

#### ***Dress Code for Counseling Skills, Practicum, Internship, and Advanced Internship***

Students should dress modestly and professionally when meeting with students/clients for Counseling Skills, Practicum, Internship or Advanced Internship. Casual clothing such as jeans, overalls, shorts, t-shirts, sweatshirts, etc., should be avoided. If the student is working with an agency for Practicum, Internship, or Advanced Internship, the dress code of that agency should be followed.

### ***Liability Insurance***

Students in Practicum, and Internship/Advanced Internship are required to purchase liability insurance

prior to clinical classes. Specific information regarding the liability insurance requirement is available via the class syllabus and on the portal.

### ***Confidentiality of Client Information***

Students have an ethical obligation to protect the privacy and confidentiality of clients and volunteers who role-play clients. Files that are stored on a laptop or home computer should be password-protected and no one except the Counselor-in-Training should know the password. No client information should be transmitted electronically by email without the approval of the faculty supervisor or course instructor. Client information that is shared in writing for supervision or grading purposes should have all identifying information redacted. Pseudonyms should be used to refer to clients during live supervision.

Mobile phones and tablets are not allowed for recording client sessions or volunteer role-plays. These devices are not secure and are not suitable for keeping client information confidential.

### ***Clinical Coordinator***

The clinical coordinator is responsible for the coordination of all clinical experiences in Practicum, Internships, and Advanced Internships.

1. The Clinical Coordinator facilitates training on clinical field experiences for students.
2. The Clinical Coordinator monitors clinical field experience by acting as a liaison between Grace College and Practicum/Internship Sites.
3. The Clinical Coordinator manages Candidacy process to ensure readiness for Internship.
4. The Clinical Coordinator updates and distributes needed materials for clinical experiences including Handbook of Clinical Experiences, site agreements, and other orientation materials.

### ***DOGC Course Offerings***

Students may meet with their advisor prior to registering for courses. If a student wishes to take a course outside of the suggested schedule of study, they must first meet with their advisor and obtain instructor approval before registering for the course. DOGC course offerings are subject to change. The following courses are offered by the DOGC:

#### ***CPY5000-I Residency One***

Residency consists of counselor preparation and training, evaluation in skill development, and spiritual growth activities facilitated by online and residential faculty members. The first residency focuses on orientation to clinical mental health counseling, skill development, and student-to-student and faculty-to-student connections. Each day of residency, students will participate in a spiritual formation activity that encourages a closer walk with the Lord and fosters understanding of a Christian counselor identity. Students are required to attend Residency each year that they are enrolled and actively taking classes within the CMHC program. (Zero hours)

#### ***CPY5002-I Residency Two***

Residency consists of counselor preparation and training, evaluation in skill development, and spiritual growth activities facilitated by online and residential faculty members. The second residency centers around assessing interpersonal competencies, skill development and evaluation, and advanced topics. Each day of residency, students will participate in a spiritual formation activity that encourages a closer walk with the Lord and fosters understanding of a Christian counselor identity. Students are required to attend Residency each year that they are enrolled and actively taking classes within the



CMHC program. (Zero hours)

***CPY5003-I Residency Three***

Residency consists of counselor preparation and training, evaluation in skill development, and spiritual growth activities facilitated by online and residential faculty members. The third residency consists of training in professional identity topics, preparing for licensure and employment, potential research endeavors, and taking the CPCE exam. Each day of residency, students will participate in a spiritual formation activity that encourages a closer walk with the Lord and fosters understanding of a Christian counselor identity. Students are required to attend Residency each year that they are enrolled and actively taking classes within the CMHC program. (Zero hours)

***CPY5005 Orientation to CMHC***

Students are introduced to Clinical Mental Health Counseling by learning about the key components of the CMHC program. Topics discussed include the historical roots and three distinctives of the program, the emphasis on skill development, professional counselor identity, CACREP accreditation, gatekeeping elements, the graduate culture, advising, clinical field requirements, APA writing style, and technology requirements. (Zero hours).

***CPY5050-I Theological Foundations of Counseling***

This course will examine a theological foundation of counseling specifically as it pertains to Scriptural truths and principles. A biblical theory of personality will be presented which will lead to biblical concepts of counseling. (Three hours)

Prerequisites: none

***CPY 5100-I Foundations of CMHC***

This course is intended to offer an introduction to the profession of mental health counseling. Students will be exposed to the historical, philosophical, societal, economic, and political dimensions of mental health counseling. The focus will be on fostering student knowledge and professional identity by increasing awareness of various roles and duties of professional mental health counselors as well as learning how they interact with professionals from other disciplines within the mental health field. (Three hours)

Prerequisites: none

***CPY5150-I Marriage & Family Counseling***

Through the lens of Scripture, this course will examine a broad theoretical and practical foundation for counseling couples and families. Students will explore how the counselor can implement knowledge and skills necessary to aid in the mending of marriages and the restoration of proper family functioning. (Three hours)

Prerequisites: CPY5200; Prerequisite or Concurrent: CPY5350

***CPY5200-I Personality & Counseling Theories***

This course examines the origins, development, and current status of major personality/counseling theories that provide a framework for clinical application and inform current counseling practice. The emphasis will be on the structure and dynamics of personality and implications for understanding behavior and change. Students will evaluate the compatibility of these theories in light of their Christian worldview, ultimately selecting a particular theoretical orientation to be used in counseling practice. (Three hours)

Prerequisites: none

***CPY5250-I Psychopathology***

This course focuses on concepts of psychopathology as well as the major diagnostic categories of the current DSM, etiological factors, and differential diagnoses. Students are introduced to psychopharmacology as well as current therapeutic approaches, with an emphasis on ethical assessment and treatment planning. Students will examine issues of psychopathology and normalcy through the lens of Scripture while considering cultural, biological, social, psychological, and spiritual factors. (Three hours)

Prerequisites or Concurrent: CPY5100

***CPY5350-I Counseling Skills***

Professional skill development is the focus of this course. Students will learn to identify client issues that impact wellness, and gain proficiency in basic counseling skills through instruction, modeling, and practice. Students will develop awareness of strengths and weaknesses in relating to others, and explore how interpersonal factors influence therapy. (Three hours)

Prerequisites or Concurrent: CPY5100

***CPY5380-I Psychotherapy with Children & Adolescents***

The course will explore diagnoses specific to children and adolescents with an emphasis on theories, processes, evidence-based practices, techniques, and incorporating families in working with this population. A central theme in the course includes developing an understanding and readiness to address the needs of children, adolescents, and their families using biblical and counseling perspectives. (Three hours)

Prerequisites: CPY5200, CPY5250

***CPY5592-I Research & Program Evaluation***

As it pertains to the study of counseling, this course is designed to familiarize students with common research designs, basic statistical concepts and analyses, and critical evaluation of published research. Students will learn how to utilize this knowledge as it relates to program evaluation. (Three hours)

Prerequisites: none

***CPY5610-I Candidacy***

Candidacy is the first of three DOGC gatekeeping processes which assess student readiness to advance through the CMHC program. Students register for Candidacy following successful completion of Practicum. Registration for Candidacy requires prior approval from the student's advisor. (Zero hours)

Prerequisites: CPY 5050, CPY 5100, CPY 5350, CPY 6350, CPY 5250, CPY 5200, CPY 5700 and advisor approval

***CPY5650-I Addictions Counseling***

This course examines the models, etiologies, psychopathologies, assessments, and recovery strategies related to addiction counseling. Students engage in applied learning activities to enhance understanding of addictive behavior and its treatment. Evidence-based interventions and the stages of change model are emphasized. Students explore the dynamics and treatment of addiction from an ethical, multicultural, sociological, and biblical framework. (Three hours)

Prerequisites: CPY5200, CPY5250, CPY6350

***CPY5691-I Assessment and Testing***

In this course, the measurement of human behavior with assessment instruments will be examined and students will build a working knowledge of ethical evaluation, administration, and interpretation of tests used in treatment planning for counseling. Content will include an introduction to the basic statistical concepts in testing and the historical, ethical, multicultural, social, and clinical use of standardized and non-standardized tests for individuals and groups. Students will learn methods for determining the appropriate assessment for a particular population, and practice administering formal and informal psychological assessments. (Three hours)

Prerequisites: CPY5200, CPY5250, CPY5350

### ***CPY5700-I Practicum***

This course is the first of three fieldwork courses and emphasizes application of foundational counseling skills, diagnosis, and theory-based case conceptualization and treatment planning during a minimum of 100 hours of supervised, counseling interactions with clients. Students are introduced to advanced counseling techniques and continue to develop competency in foundational counseling skills at off-campus clinical sites through a combination of observation, co-counseling, and leading counseling sessions or groups under direct supervision. Students use audio/video recordings during weekly, live supervision with clinical and faculty supervisors throughout the course. (Three hours)

Prerequisites: CPY 5100, CPY5200, CPY5250, CPY5350; Prerequisite or Concurrent: CPY6350

### ***CPY5750-I Gender & Sexuality***

This course considers biological, physiological, psychological, cultural, societal, and biblical considerations of gender and human sexuality including populations under-reported in research. Emphasis is placed on the development of understanding and appreciation for the role of gender and sexuality throughout the various phases of the life cycle, and on preparing to work with clients who bring concerns related to gender or sexuality. (Three hours)

Prerequisites: none

### ***CPY6000-I Advanced Clinical Practices and Treatment***

This course will examine the practice of counseling as it pertains to treatment and interventions. Evidenced based counseling strategies for the treatment of a variety of mental health issues will be reviewed. Attention will be paid to crisis, trauma, grief, anxiety and depression. Students will use their knowledge of etiology, nomenclature and diagnosis to solidify their application of interventions and treatments.

Prerequisites: CPY5250, CPY 5350, CPY 5100, CPY5200, CPY5700, CPY5691 Concurrent: CPY6700

### ***CPY6200-I Ethical & Legal Issues***

Students will acquire a broad knowledge base of the legal and ethical issues relevant to clinical mental health counseling practice. Instruction in critical thinking and ethical decision-making is a major component of this course. Students will draw from scripture, codes of ethics, and state and federal law to develop a high degree of personal and professional ethics to enhance clinical work (Three hours)

Prerequisites: none

### ***CPY6350-I Group Counseling***

This course will examine the dynamics, theories, ethics, leadership styles, types and purposes, methods and skills, development, and therapeutic factors of group counseling as applied in a multicultural society and as viewed from a Christian perspective. Students will be trained in applications of group counseling through group discussions and applied learning activities for the purpose of developing proficiency in group leadership skills. This course includes an experiential

component intended to increase the student's understanding of the dynamics of group membership. (Three hours)

Prerequisites: CPY5250, CPY5350 Prerequisite or Concurrent: CPY 5200

***CPY6400-I Human Growth & Development***

In this course, developmental models and theories will be examined and synthesized to understand the needs of individuals, families, and communities using neuro-biological, physiological, sociological, multicultural, cognitive, emotional, moral, and spiritual dimensions throughout the lifespan cycle. Students will examine the effects of resilience, and spirituality on human behavior and development related to disability, psychopathology, and during crises, disasters, or other situational factors. Students learn to link theory and theology to practice and demonstrate how a strong grasp of developmental principles can inform the practice and art of competent therapy. (Three hours)

Prerequisites: CPY5200

***CPY6500-I Social & Cultural Issues***

Cultural issues such as ethnic heritage, socioeconomic status, age, disability, and religion will be considered as germane to the therapeutic relationship and client conceptualization. Emphasis will be placed on understanding worldviews, cultural history, values, systems and structures, and other such factors as they impact effective diagnosis, assessment, and interventions used with culturally diverse clients. Understanding culturally specific theories and advocacy will be introduced as part of a culturally competent clinician's developed skill set. Each of these concepts will be considered in light of a Biblical framework that foundationally understands God's view of all people groups. This course includes an experiential component intended to increase the student's multicultural awareness across diverse counseling settings. (Three hours)

Prerequisites: none

***CPY6600-I Lifestyle & Career Counseling***

This course will assist the student in defining a biblical view of work and its relevance in both secular and Christian contexts through the examination of scripture, theories, decision-making models, techniques, and resources related to career development and maintenance, and the resolution of career-related problems. Students will explore avocational, educational, occupational and labor market and career information resources with an emphasis on developing basic competencies in career and educational planning. The usefulness of assessment instruments and techniques relevant to career planning and decision-making will be demonstrated through experiential learning providing an understanding of specific populations, multicultural issues, and the intersection of mental health and career. (Three hours)

Prerequisites: CPY5200, CPY5350

***CPY6700-I Internship in CMHC***

This course is the second of three fieldwork courses where students continue to develop and refine clinical skills while meeting state hourly requirements for working directly with clients in a mental health counseling setting. Students attend weekly individual or triadic supervision with a licensed supervisor on site. Faculty provides weekly group supervision, offering feedback from both a clinical and biblical perspective. (Three hours)

Prerequisites: CPY5610, CPY5700, CPY6200, CPY5691 Prerequisite or Concurrent: CPY5150

***CPY6710-I Advanced Internship in CMHC***

This course is the third of three fieldwork courses and a continuation of the internship experience. Students complete state requirements for counseling hours and attend weekly individual or triadic

supervision with a licensed supervisor on site. Faculty provides weekly group supervision, offering feedback from both a clinical and biblical perspective. (Three hours)

Prerequisites: CPY6700 Prerequisites or Concurrent: All program courses not yet completed

***CPY6720-I Advanced Internship Extension***

This course is an extension of Advanced Internship. Enrollment in this course requires prior approval by the Department Chair. Elective (One hour)

Prerequisites: CPY6710

***CPY6800-I Counselor Preparation Comprehensive Examination (CPCE)***

The Counselor Preparation Comprehensive Examination (CPCE) is second of three gatekeeping processes that assess students for readiness to graduate from the CMHC program. The CPCE tests the student's proficiency in the following eight core curriculum areas: Professional Counseling Orientation and Ethical Practice, Social and Cultural Diversity, Human Growth and Development; Career Development, Counseling and Helping Relationships; Social and Cultural Foundations; Group Counseling and Group Work; Assessment and Testing, and Research and Program Evaluation. The CPCE is a "Pass/Fail" component of the CMHC degree. (Zero hours)

Prerequisites: CPY5100, CPY 5350, CPY 6350, CPY 5250, CPY 5690, CPY 6200, CPY 5200, CPY 5700, CPY 5592, CPY6400, CPY 6500, CPY 6600, CPY 5610

***CPY6900-Portfolio Review***

The Portfolio Review is the third of three gatekeeping processes that assess students for readiness to graduate from the CMHC program. The Portfolio Review is comprised of both written and oral components that include academic assignments and a presentation of a professional case conceptualization for a client with whom they have worked during the Advanced Internship Course. The Portfolio Review is a "Pass/Fail" component of the CMHC degree. (Zero hours)

Prerequisite: CPY6700 Concurrent: CPY6710

***FACULTY and PROGRAM STAFF***

***FULL TIME FACULTY***

***Brue, Jill, Ph.D., LPC (TX),  
Chair, Department of Graduate Counseling  
Associate Professor of Counseling***

B.A., French, Texas Tech University;

M.A., Counseling, Asbury Theological Seminary;

Ph.D., Counselor Education and Supervision, Regent University

Dr. Brue has been licensed as a professional counselor since 1997. She has provided counseling services in a variety of settings, including university counseling centers, community mental health, veterans' services, and private practice. Dr. Brue has taught graduate counseling courses in different Christian counselor education programs. Her research focus has been the integration of faith with professional counselor identity in counselor education students as well as effective teaching strategies. She enjoys spending time with her five children, supporting them in their activities, as well as serving on area youth boards and volunteering and teaching in church activities.

***Humphreys, Krystal, Ph.D., LPC (TX)***

***Assistant Professor of Graduate Counseling***

B.A. in Psychology and Dance, Texas Tech University  
M.Ed. in School Counseling and Mental Health Counseling, Texas Tech University  
Ph.D. in Counselor Education and Supervision, Texas Tech University

Dr. Humphreys is a licensed professional counselor. She has worked in various settings, which include a safe house for survivors of sex trafficking, schools, church settings, and a partial hospitalization facility for children and adolescents. She has teaching experience at both public and private Christian institutions of higher education. She has past research on non-suicidal self-injury, cyber bullying, and resiliency in military children. Her current research focuses on domestic minor sex trafficking. She is the spouse of an active duty United States Marine. She enjoys her time with her husband, two beautiful children, and their family dachshund.

***Ladd, Rhonda Tatum, Ph.D., LPC (VA)***  
***Professor of Counseling***  
***Clinical Coordinator***

B.A. in Psychology and Religion, Carson-Newman University;  
M.A. in Community Counseling, Regent University;  
Ph.D. in Counselor Education and Supervision, Regent University

Dr. Ladd has been core online faculty with Grace since 2012. As a clinician, she directed a church-based counseling ministry where she was active in developing therapeutic parenting, marriage, and recovery groups, marriage enrichment classes and retreats, couples and individual counseling. Rhonda's professional duties have also included grant writing, supervision for counseling interns, and consultation for organizations with regard to team development, group dynamics, mental health issues, and program development and evaluation.

***Denise Y. Lewis, Ph.D., LPC, NCC (Ohio)***  
***Assistant Professor of Counseling***

B.S., Sociology, Ohio Dominican University  
M.A., Counseling Ministry, Methodist Theological School in Ohio  
Ph.D., Counselor Education and Supervision, Ohio University

Dr. Denise Lewis is a licensed professional counselor and a nationally certified counselor. Her areas of specialization include Counselor Education, Clinical Counseling, Multicultural & Diversity Issues in Counseling, and Spiritual & Religious Issues in Counseling. Dr. Lewis' research interests are focused on African American youth and families and involve evaluating and addressing systemic problems that impact their areas of wholistic functioning.

Dr. Lewis' honors include receiving the Outstanding Faculty Award from Ohio Christian University, and the George C. Hill Counseling Award from Ohio University. She is a member of Phi Kappa Phi National Honor Society and Chi Sigma Iota Counseling Academic & Professional Honor Society International. She has worked in a variety of academic settings and values the opportunity to engage with students on their journey to reaching their goals.

Dr. Lewis is married to Rev. Edward Lewis, who is a hospice chaplain and the pastor of Bethany Presbyterian Church. They have four adult children and four grandchildren with whom she enjoys spending her time. They all work together in ministry and in making a significant impact in their community. Her favorite scripture is Jeremiah 29:11, "For I know the plans I have for you," declares the Lord, "plans to prosper you and not to harm you, plans to give you hope and a future." (NIV)

***Pace, Ronnie "RP", Ph.D., LPCC (NM), LMFT***  
***Assistant Professor of Counseling***

B.A., Gen. Studies of Counseling, Louisiana Tech University;  
M.A., Counseling, Louisiana Tech University;  
MMFT, Marriage and Family Therapy Studies, University of Phoenix, ABQ, NM  
Ph.D., Counselor Education and Supervision, Walden University

Dr. Pace comes to us from the Manzano Mountains of New Mexico. For almost 30 years he has provided professional clinical mental health counseling, supervision, and consulting services throughout New Mexico, Louisiana, S. Carolina, Florida, Texas, and Colorado. He is a military consultant, most recently acting as the Director of Psychological Health for the Air Force National Guard. Dr. Pace specializes in crisis and trauma, marital and family therapy, and the treatment of addictions. He has a passion for mentoring and educating counseling students believing that they need to develop a stronger identity of who they are as counselors. In addition, Dr. Pace has taught undergraduate and graduate-level courses for several years. He is currently engaged in research focused on counselor education issues. His personal interests include spending time with his family and learning to live "off the grid" on his small ranch. He loves contemporary gospel music, plays guitar, piano, and the trombone and enjoys singing backup for famous artists.

***Pfeffer, Jenny, Ph.D., LMHC (FL), ACS, RN***  
***Professor of Counseling***

B.S. in Nursing, Old Dominion University  
M.A. in Community Counseling, Regent University  
Ph.D. in Counselor Education and Supervision, Regent University

Dr. Pfeffer joined the DOGC as Core Faculty in 2012 and has been teaching since 2003, originally in a nursing program, in face-to-face counseling programs, before moving to the fully online program. As a clinician, she has been providing mental health counseling services since 2002 across a variety of settings, including in-home, churches, private practice, college, and federal government agencies. Her professional interests include relationship issues of couples, parents, and stepfamilies; grief and loss; career counseling; counselor training, development, and supervision; and authenticity and communities of care particularly in online education. She co-authored a textbook chapter on diversity and authenticity in online education and continues to be involved in research projects. Dr. Pfeffer lives in Northeast Florida and enjoys spending time with her husband, children, and grandchildren; traveling in France; and finding creative ways to use leftovers.

***PART TIME FACULTY***

***Blosser, Jeffrey, M.A., LMHC***  
***Edgington, Tom, Ph.D., LMHC***  
***Leitch-Alford, Linda, Ph.D., LPC***  
***Musser, Deb, Psy.D., LMHC***  
***Pincus, Robert, Ph.D., LPC***

**STAFF**

***Ellinger, Jenna***  
***DOGC Administrative Assistant***



APPENDIX A: Acknowledgements & Waivers Form



***Acknowledgements & Waivers Form***

Students are required to read, sign, and submit this form each year

The Department of Graduate Counseling (DOGC) Catalog and Student Handbook is provided to inform students and applicants of the policies and procedures of the institution, department, and program in which they are enrolled. The policies and procedures outlined in this catalog are subject to change and students are held to the requirements and expectations of the current DOGC catalog.

***DOGC Student Acknowledgements***

By my signature below, I, \_\_\_\_\_,  
acknowledge that:

(Student Name – Please Print)

- I have a thorough understanding of the information contained in the DOGC Catalog

***DOGC Student Waivers***

By my signature below, I, \_\_\_\_\_ acknowledge that:

(Student Name – Please Print)

- Graduating from the DOGC Clinical Mental Health Counseling program does not guarantee my ability to be licensed as a Licensed Mental Health Counselor (LMHC), Licensed Professional Counselor (LPC) or the equivalent.
- Graduating from the DOGC Clinical Mental Health Counseling program does not guarantee that I have met the specific educational or clinical requirements for becoming a licensed counselor in my state or country of residence.

I am aware that I can discuss the information contained in the DOGC Catalog directly with my academic advisor or the DOGC Chair. I agree to abide by all institutional and program policies, procedures, and guidelines outlined in this catalog. I understand that these documents may be modified from time to time and I am held to the requirements and expectations of the current DOGC catalog. I acknowledge that it is my responsibility to review the current catalog each year in order to remain current with its contents. I further understand that this Acknowledgment Form will be placed in my student file.

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Student Signature

Date

**APPENDIX B: Memorandum Agreement**



***Memorandum Agreement***

Students are required to read, sign, and submit this form each year

The program faculty in the Department of Graduate Counseling at Grace College believes that the interpersonal awareness and growth of counseling students is a demonstration of Christian integrity and a prime requisite for proficiency as a counselor. Therefore in addition to academic performance, faculty evaluate all counseling students to determine competence in interpersonal skills, self-awareness, and professional behavior as outlined in the Department of Graduate Counseling Catalog and Student Handbook section entitled DOGC Retention Criteria. If faculty perceive that personal issues may be impacting a student's ability to demonstrate these successfully, faculty are ethically required to evaluate and recommend a remedial course of action. Typically, that recommendation involves professional counseling for the student with a non-DOGC- affiliated mental health provider. If personal issues are not resolved, the faculty of the Department of Graduate Counseling, through the Student Professional Development Committee process, in conjunction with the Dean of the School of Behavioral Sciences will review the appropriateness of the student's continuance in the counseling program.

The above is in compliance with the ACA Ethical Guidelines (2014), Sections F.8.c., F.8.d., F.9.a., and F.9.b., pp. 14 – 15.

***I have read and understood the above statements.***

Student Signature: \_\_\_\_\_ Date: \_\_\_\_\_

# School of Business

## ***School of Business***

### ***Jeffrey K. Fawcett, D.B.A, Dean***

We believe that God has created each one of us with a life purpose. This purpose or call on one's life is a summons or internal drive to perform a certain function or enter a career. Our passion in the Grace College School of Business is to create an environment in which each student is encouraged and challenged to find the calling of God in his or her life and to foster entrepreneurial creativity as they reflect the creator God. This approach to business education is compelling as it incorporates calling, purpose, and mission as the student comes to more fully understand his or her own skills, abilities, personality tendencies, values, dreams and passions. We believe that people serving together can make a more substantial difference than individuals who are serving others alone. This cooperative impact is the purpose of the modern corporation. Serving others is important, but serving God is the driving force behind what we teach our students and the manner in which that occurs. Our focus is on bringing glory to God in all that we do which includes our service to others through our vocations.

The Grace Business program emphasizes biblical integration, practical application, and breadth of preparation. This balanced approach provides preparation for entry into a variety of business occupations as well as a foundation for graduate study. Business courses, along with the liberal arts requirements, provide substantive undergraduate coverage of the functions of the business firm, an understanding of the environment of business and human behavior, and an opportunity to develop one's personal Christian commitment and ethical sensitivity. There are several opportunities to exercise entrepreneurial abilities. From the Entrepreneurship and Service Practicum in the sophomore year where students design, organize and run an actual business on campus, to the Business Plan Competition, which results in financial support to create the business from the winning team's plan.

All business departmental majors include 42 credit hours of Common Professional Components providing a broad foundation on which to pursue a particular major of choice. The School of Business offers majors in Accounting, Agribusiness, Business Administration, Business Education, Digital Marketing, Entrepreneurship, Finance, Management, International Business, Management of Information Systems, Marketing, Sport Business, Facility & Event Management, and Sport Marketing. Minors are available in Accounting, Business Administration, Digital Marketing, Entrepreneurship, Finance, Information Systems, Management, International Business, Marketing, and Sport Management. Other majors supported by Business Department courses: Actuarial Science and Sport Ministry.

### ***Statement of Purpose***

Creating an experiential learning environment that inspires students to embrace biblically based ethical character, develop professional competence, and demonstrate active service where they live and work.

This statement of purpose summarizes the department's philosophy in carrying out the school's mission and educational values. This should be evident through high academic standards, an

emphasis on practical workplace experiences, and the application of Scripture to all aspects of life including business.

### ***Memberships and Accreditation***

The Accreditation Council for Business Schools and Programs (ACBSP) is pleased to announce that Grace College is a candidate for ACBSP accreditation of programs offered through the School of Business. "We are delighted to have Grace College as a candidate for ACBSP accreditation," said Dr. Steve Parscale, Chief Accreditation Officer for ACBSP. "The fact that Grace College is pursuing ACBSP accreditation shows their commitment to providing the highest quality business education for their students," he said.



Established in 1988, ACBSP is the only organization offering specialized business accreditation for all degree levels, from associate to baccalaureate to doctoral degree programs. ACBSP accreditation certifies that the teaching and learning processes within the business programs offered at Grace College School of Business meet the rigorous educational standards established by ACBSP.

Through our relationship with the William P. Gordon Institute for Enterprise Development, the School of Business recognizes its commitment to serve our community and allows students to gain practical experience through working with local organizations. The Business Education program is accredited by the National Council for Accreditation of Teacher Education (NCATE), and department faculty are actively involved in the Christian Business Faculty Association whose mission is "To assist and encourage Christian business faculty in the study, integration, teaching and application of Biblical truths in service to the academy, students and the business community."

The School of Business is now a member of Sigma Beta Delta which is an International Honor Society for Business, Management and Administration. The purposes of Sigma Beta Delta are to encourage and recognize scholarship and achievement among students of business, management and administration, and to encourage and promote personal and professional improvement and a life distinguished by honorable service to human kind.

### ***Professional Career Development***

Attending college is a life changing experience in many ways. Career preparation is one of the expected outcomes of a comprehensive business program. At Grace College, we put a strong emphasis on the characteristics that employers are asking for in the graduates they hire. The National Association of Colleges and Employers (NACE) and the Quality Assurance Commons for Higher and Postsecondary Education have identified eight qualities that are essential for new graduates to exhibit in their behavior. Those "Eight Essential Employability Qualities" are encouraged and measured across the Business School curriculum. Each characteristic being dealt with in several courses. These qualities include: communicating, problem solving, inquiry, collaboration, adaptability, ethical decision making, professionalism, and finally the desire to learn.

### ***Introduction***

The ***Department of Business*** offers undergraduate majors and minors in the following areas:

#### MAJORS

School of Business

#### MINORS

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Accounting	Accounting
Agribusiness	Digital Marketing
Business Administration	Business Administration
Business Education	Information Systems
Entrepreneurial Management	International Business
Facility & Event Management	Marketing
Finance	Finance
International Business	Entrepreneurship
Digital Marketing	Management
Marketing	
Management	
Management of Information Systems	
Information Systems	

The ***Department of Sport Management*** offers undergraduate majors and a minor in the following areas:

### MAJORS

Sport Business  
Sport Management  
Sport Marketing

### MINORS

Sport Management

The following majors have some business school courses in them but are housed in other departments on campus:

Exercise Science – School of Arts & Sciences – Math/Science Dept.

Sport Ministry – School of Ministry Studies

Additionally, Grace College offers online and hybrid degree programs at the undergraduate and graduate levels through the School of Adult and Community Education, which are described in each program's individual catalog section. Offerings relevant to the business field include:

B.S. in Management (GOAL, which is also offered on-ground)

Master of Business Administration

# Department of Business

## ***Department of Business***

### ***Faculty***

#### Full-time Instructors:

Jeffrey K. Fawcett, D.B.A., Dean  
Richard Koontz, D.B.A., Chair  
Kenneth McEwan, D.B.A.  
Roger Stichter, D.B.A. CPA  
Heidi Miller, M.B.A.

#### Part-time Instructors:

Melissa Chappell, M.B.A.  
Emily Elrod, CPA, MST  
Paul Finley, M.B.A.  
William Gordon, M.S.  
Kyle May, M.B.A.  
Matt Metzger, M.B.A.  
Robert Paton, M.B.A.  
Patricia Taylor, J.D.  
Rodney Wilson, M.B.A.

### ***DEPARTMENTAL MAJORS***

#### ***BACHELOR OF SCIENCE or BACHELOR OF ARTS***

The requirement for departmental majors is 63 semester hours, including 42 hours of Common Professional Components consisting of the following courses.

#### ***COMMON PROFESSIONAL COMPONENTS:***

BUS1010 Foundations of Business  
ACC2110 Financial Accounting  
ACC2120 Managerial Accounting  
MKT2150 Marketing Principles  
MGT2430 Principles of Management  
BUS2230 Economics  
BUS3050 Business Spreadsheet Applications  
BUS3130 Business Law I  
MGT3405 Organizational Behavior  
MGT3480 Operations & Production Management  
BUS3570 Fundamentals of International Business  
FIN3240 Corporate Finance  
BUS4220 Biblical Basis of Business  
BUS4800 Senior Seminar in Management



In addition to the Common Professional Components, the degree candidate must choose one of the following majors to complete the degree program. The Business Administration major allows for customized selection of the final 21 credit hours for students with special situations or preparation in mind.

**ACCOUNTING:**

ACC3110 Intermediate Accounting I  
ACC3120 Intermediate Accounting II  
ACC3210 Cost Accounting  
ACC3390 Federal Income Tax  
ACC4110 Advanced Accounting I  
ACC4310 Auditing

**One of the following:**

ACC3250 Computerized Accounting Systems  
ACC3270 Financial Planning  
ACC4300 Advanced Tax  
ISM3400 Database

Applied Learning

**Choose from the following:**

ACC4930 Accounting Internship (3APL)  
ACC4980 Accounting Internship (Second 3-hr Intern) (3 APL)  
ACC4940 Accounting Internship (4 APL)  
ACC4950 Accounting Internship (5 APL)  
ACC4990 Accounting Internship (9 APL)

**AGRIBUSINESS:**

AGR1000 Introduction to Agriculture & Farm Management  
AGR2000 Agriculture Economics  
AGR3000 Financing the Farm Operation  
AGR3200 Ag & Commodity Marketing  
AGR3500 Sustaining the Family Business  
AGR4700 Agricultural Seminar  
ENV3410 Environmental Ethics

Applied Learning

BUS4730 Business Practicum (3 APL)  
OR  
BUS4930 Business Internship (3 APL)

**[Associates of Applied Science in AGRIBUSINESS – see page 6]**

**BUSINESS ADMINISTRATION:**

Twenty-one hours of electives within the School of Business.  
(any ACC, BUS, FIN, ISM, MKT, or SMT classes)

Applied Learning

BUS4730 Business Practicum (3 APL)  
OR  
BUS4930 Business Internship (3 APL)

***DIGITAL MARKETING:***

ISM2700 HTML and Web Development  
MKT2500 Digital/Internet Marketing  
MKT2600 Online Advertising & Email Marketing  
MKT3000 Social Community & Content Marketing  
MKT3270 Consumer Behavior  
MKT4150 Marketing Research  
MKT4200 Advanced Digital Marketing

Applied Learning

BUS4730 Practicum in Business (3 APL)

OR

BUS4930 Internship in Business (3 APL)

***ENTREPRENEURIAL MANAGEMENT:***

BUS2750 Entrepreneurship & Service Practicum  
BUS3260 Small Business Entrepreneurship  
BUS3600 Business Plan Competition Practicum  
BUS3610 Business Plan Competition Lab  
MGT4240 Human Resources Management  
BUS3510 Innovation & Design for Business  
FIN3350 Entrepreneurial Finance  
MKT4190 Sales & Sales Management

Applied Learning

BUS4730 Practicum in Business (3 APL)

OR

BUS4930 Internship in Business (3 APL)

***FACILITY AND EVENT MANAGEMENT:***

MKT3430 Advertising and Promotion  
MKT3550 Services & Non-Profit Marketing  
MKT4190 Sales and Sales Management  
COM2700 Public Relations Principles  
SMT2050 Risk Management  
SMT2320 Facility Management  
SMT3060 Event Management  
SMT3080 Event Management Lab

Applied Learning

BUS4730 Practicum in Business (3 APL)

OR

BUS4930 Internship in Business (3 APL)

***FINANCE:***

FIN 3270 Financial Planning

FIN3170 Money and Banking  
FIN4280 Investments  
FIN4530 International Finance & Economics  
FIN4610 Advanced Financial Topics & Mathematics

***Two of the following:***

ACC 3110 Intermediate Accounting I  
ACC 3210 Cost Accounting  
FIN 3350 Entrepreneurial Finance  
MGT 3400 Quantitative Decision Making  
MAT 3200 Probability & Statistics

Applied Learning  
FIN4930 Internship in Finance (3 APL)

***INTERNATIONAL BUSINESS (Bachelor of Arts Only):***

FIN3170 Money and Banking  
FIN4530 International Finance & Economics  
ICS3110 Intercultural Communication  
ICS 3210 Applied Cultural Anthropology  
MKT4300 International Marketing

***One of the following:***

STA- Study Abroad (6 APL)  
BUS 4960- International Internship (6 APL)

***MANAGEMENT:***

MGT2650 Leadership & Motivation  
BUS2750 Entrepreneurship & Service Practicum  
MGT4240 Human Resources Management  
MGT3400 Quantitative Decision Making  
MKT4100 Product Management

***Two of the following:***

BUS 3260 Small Business Entrepreneurship  
BUS 3510 Innovation & Design for Business  
MKT 4190 Sales/Sales Management  
COM 2700 Public Relations Principles  
ICS 3110 Intercultural Communications

Applied Learning  
BUS4730 Practicum in Business (3 APL)  
OR  
BUS4930 Internship in Business (3 APL)

***MANAGEMENT OF INFORMATION SYSTEMS:***

ISM1150 Introduction to Computer Science  
ISM2150 Object-Oriented Computer Programming  
ISM2700 HTML and Web Development  
ISM3400 Database  
ISM3470 Business Information Systems

**Two of the following:**

ISM2200 Introduction to Networking  
ISM3500 Data Structures  
ISM4110 Client-side Programming  
ISM4120 Server-side Programming

Applied Learning

ISM4930 Internship in Information Systems (3 APL)

**MARKETING**

MKT3270 Consumer Behavior  
MKT4150 Marketing Research  
MKT4170 Advanced Marketing

**Four of the following:**

MKT2500 Digital/International Marketing  
MKT3550 Services & Nonprofit Marketing  
MKT3430 Advertising and Promotion  
MKT4100 Product Management  
MKT4190 Sales and Sales Management  
MKT4300 International Marketing

Applied Learning

BUS4730 Practicum in Business (3 APL)  
OR  
BUS4930 Internship in Business (3 APL)

**SPORT BUSINESS:**

SMT1100 Introduction to Sport Management  
SMT2050 Risk Management  
SMT3610 Sport Marketing  
SMT2320 Facility Management  
SMT3060 Event Management  
SMT3080 Event Management Lab  
SMT3550 Sport in American Society  
SMT4200 Sport Governance

Applied Learning

SMT1140 Practicum in Sport Management I (3 APL)  
SMT2090 Practicum in Sport Management II (3 APL)  
SMT4930 Internship in Sport Management (3 APL)

**BUSINESS EDUCATION**

The requirement for the major in business education is the 42 hours of the Business Common Professional Components plus:

Students also take the following professional education courses required by the Department of Teacher Education:

**Professional Education Requirements**

SED1000 Teaching School in America  
SED2200 The School Age Child  
SED2210 Responsive and Differentiated Instruction  
SED2400 Teaching Exceptional Learners  
SED2500 Teaching in a Pluralistic Society  
SED2600 Teaching and Learning  
SED3600 Teaching in the Middle & High School  
SED4610 Teaching Business  
SED4700 The Moral Practitioner  
SED4900 Student Teaching & Seminar (9 APL)

**INFORMATION SYSTEMS**

The Information Systems program has been designed by the Business Department to meet the needs of non-business students who wish to combine technology with another field of learning. This program provides exposure to a broad range of technology subjects including computer programming, networking, database and web development. Students are also required to minor or major in a second academic discipline. Common combinations include: Visual Communication Design, Communications, Mathematics and Youth Ministry.

The requirements for the B.S. and B.A. degrees in Information Systems include:

ACC2110 Financial Accounting  
PRO2840 Career Institute I  
BUS3050 Business Spreadsheet Applications  
ISM1150 Introduction to Computer Science  
ISM2150 Object-Oriented Computer Programming  
ISM2200 Introduction to Networking  
ISM2700 HTML and Web Development  
ISM3400 Database  
ISM3470 Business Information Systems  
ISM3500 Data Structures  
ISM4110 Client-side Programming  
ISM4120 Server-side Programming  
ISM 3710-30 Special Topics in Information Systems

Applied Learning

ISM4930 Internship in Information Systems (3 APL)

Must be accompanied by a minor or second major

**\*PLEASE NOTE:** The following majors have some ISM or Sport Management components in them but are housed in other departments on campus:

- Actuarial Science
- Math and Computing
- Sport Management
- School of Arts & Sciences
  - Math/Science Dept.
- School of Business

- Sport Management Dept.
- Sport Marketing
  - School of Business
    - Sport Management Dept.
- Sport Ministry
  - School of Ministry Studies
- Sport Psychology
  - School of Behavioral Sciences

## ***ASSOCIATES OF APPLIED SCIENCE in AGRIBUSINESS***

60 credits comprise the AAS degree in Agribusiness which is a 15-month program. All the courses needed to complete this degree are listed below:

### ***AGRICULTURE COURSES***

AGR1000 Introduction to Agriculture & Farm Management  
AGR2000 Agricultural Economics  
AGR3000 Financing the Farming Operation  
AGR3500 Sustaining the Family Business  
AGR3200 Ag & Commodity Marketing

Applied Learning:

BUS4720 Business Practicum (2APL)  
OR  
BUS4920 (Business Internship (2 APL)

### ***BUSINESS COURSES***

BUS1010 Foundations of Business  
MGT2430 Principles of Management  
MKT2150 Marketing Principles  
ACC2110 Financial Accounting  
ACC2120 Managerial Accounting  
BUS3050 Business Spreadsheet Applications

### ***MATH & SCIENCE COURSES***

MAT3200 Probability and Statistics  
ENV2110 General Ecology  
ENV2120 General Ecology Lab

### ***GRACE CORE***

BIB1050 Exploring the Bible  
BIB2010 Scripture and Interpretation  
ECN3000 Consumer Economics  
ENG1100 Effective Writing  
ENV3410 Environmental Ethics

### ***Choose one of the following:***

COM1100 Public Speaking  
COM2130 Interpersonal Communication

## **BUSINESS MINORS**

### **ACCOUNTING MINOR**

The requirement for the minor in Accounting is 21 hours in accounting including:

- ACC2110 Financial Accounting
- ACC2120 Managerial Accounting
- ACC3110 Intermediate Accounting I
- ACC3120 Intermediate Accounting II
- ACC3210 Cost Accounting
- ACC3250 Computerized Accounting Systems
- ACC3390 Federal Income Tax

### **BUSINESS ADMINISTRATION MINOR** (Not available to Business Majors.)

- BUS1010 Foundations of Business
- ACC2110 Financial Accounting
- MKT2150 Marketing Principles
- MGT2430 Principles of Management

#### **Three of the following:**

- ACC2120 Managerial Accounting
- MGT3405 Organizational Behavior
- MGT3480 Operations & Production Management
- BUS2230 Economics
- BUS3050 Business Spreadsheet Applications (1 APL)
- BUS3130 Business Law I
- FIN3240 Corporate Finance
- BUS3570 Fundamentals of International Business

### **DIGITAL MARKETING**

The requirement for the minor in Digital Marketing is 21 hours in digital marketing including:

- ISM2700 HTML & Web Development
- MKT2150 Marketing Principles
- MKT2500 Digital/Internet Marketing
- MKT2600 Online Advertising & Email Marketing
- MKT3000 Social Community & Content Marketing
- MKT3270 Consumer Behavior
- MKT4200 Advanced Digital Marketing

### **ENTREPRENEURSHIP MINOR**

The requirement for the minor in Entrepreneurship is 18 hours including:

- BUS2750 Entrepreneurship & Service Practicum (3APL)
- BUS3260 Small Business Entrepreneurship
- BUS3510 Innovation & Design for Business
- FIN3350 Entrepreneurial Finance
- MGT4240 Human Resources Management

#### **Choose one of the following:**

- ACC2110 Financial Accounting
- MKT2150 Marketing Principles

Business majors must also take:

MKT4190 Sales & Sales Management

### **FINANCE MINOR**

The requirement for the minor in Finance is 21 hours including:

BUS3050 Business Spreadsheet Application

FIN3240 Corporate Finance

FIN4280 Investments

FIN4610 Advanced Financial Topics & Math

Choose **2 of the following:**

FIN3170 Money & Banking

FIN4530 International Finance and Economics

FIN3270 Financial Planning

FIN3350 Entrepreneurial Finance

### **INFORMATION SYSTEMS MINOR**

The requirement for the minor in Information Systems is 21 hours including:

ISM1150 Introduction to Computer Science

ISM2150 Object-Oriented Computer Programming

ISM2700 HTML & Web Development

ISM3400 Database

**Choose three of the following:**

ISM2200 Introduction to Networking

ISM3470 Business Information Systems

ISM3500 Data Structures

ISM4110 Client-side Programming

ISM4120 Server-side Programming

### **INTERNATIONAL BUSINESS MINOR**

The requirement for the minor in International Business is 21 hours including:

BUS3570 Fundamentals of International Business

FIN3170 Money & Banking

FIN4530 International Finance and Economics

ICS3110 Intercultural Communication

ICS3210 Applied Cultural Anthropology

**Choose one of the following:**

STA- Study Abroad (6 APL)

BUS4960 International Internship (6 APL)

### **MANAGEMENT MINOR**

The requirement for the minor in Management is 21 hours including:

MGT2430 Principles of Management

BUS 2750 Entrepreneurship & Service Practicum

MGT3405 Organizational Behavior

MGT4240 Human Resources Management

MGT2650 Leadership & Motivation

MGT3400 Quantitative Decision Making

**Choose one of the following:**

BUS 3260 Small Business Entrepreneurship



MGT3480 Operations & Production Management  
BUS3510 Innovation & Design for Business

### **MARKETING MINOR**

The requirement for the minor in Marketing is 21 hours including

MKT2150 Marketing Principles

MKT3270 Consumer Behavior

MKT4150 Marketing Research

MKT4170 Advanced Marketing

#### **Choose three of the following:**

MKT3430 Advertising and Promotion

MKT3550 Services & Nonprofit Marketing

MKT4100 Product Management

MKT4190 Sales and Sales Management

MKT 4300 International Marketing

MKT 2500 Digital Marketing

## **ACADEMIC POLICIES**

### **GRADE AND GRADE-POINT AVERAGE REQUIREMENTS**

Beginning students must complete the Foundations of Business course with a grade of C- or better to move on in the program. Students who receive a grade lower than C- will need to retake Foundations of Business the next time it is available before scheduling additional Business courses. Students who do not successfully complete (with a C- or better) the Foundations of Business course on their second attempt will not be permitted to continue in the School of Business.

After Foundations of Business, students typically take Principles of Management, Marketing Principles and both Financial and Managerial Accounting. (The order of these courses is flexible, but Managerial Accounting should be taken after Financial Accounting.) To proceed in the School of Business, students must have a C average across these five courses.

In addition, all students completing a major that includes the Common Professional Components must earn a grade of C- or higher in each of their classes from the School of Business. Students earning a grade of less than C- on any course from the Business School will have to retake that course.

To graduate, students must have an overall gpa of 2.0 and a 2.2 gpa in their major.

Students who wish to participate in the blended MBA program must have an undergraduate gpa of 3.0 or higher to qualify for admission into the MBA program and to maintain a gpa of 3.0 or above to continue in the MBA program. Blended MBA students must also maintain a 3.0 gpa in the MBA program to remain enrolled in the program.

## **COURSE DESCRIPTIONS**

### **ACCOUNTING**

#### **ACC 2110 Financial Accounting**

Develops an understanding and application of basic financial accounting principles. Emphasis on building and using basic financial statements and a manager's use of accounting data. This course and ACC2120 together serve as the first year of accounting. Three hours.

***ACC 2120 Managerial Accounting***

The study of the managerial aspects of accounting and finance. Includes an in-depth study of the statement of cash flows, analysis of financial statements, product cost management, and cash budgeting. Prerequisite: ACC2110. Three hours.

***ACC 3110 3120 Intermediate Accounting I and II***

Integrates accounting theories and concepts in the preparation and analysis of financial statements with emphasis on corporate accounting. During the two semesters, students encounter a detailed study of the balance sheet. Prerequisites: ACC2110. Three hours each.

***ACC 3210 Cost Accounting***

Emphasis on job order cost, process cost, and standard cost systems as well as the use of cost data in decision making. Prerequisites: ACC2110 and ACC2120. Three hours.

***ACC 3250 Computerized Accounting Systems***

This course is a practical study and use of technology to record and present accounting data. Prerequisite: ACC2110. Three hours.

***ACC 3270 Financial Planning (cross listed with FIN 3270)***

To acquaint the student with the principles and concepts of basic financial planning and personal finance, with both theoretical and personal application. Dave Ramsey's College curriculum is used in this course. Prerequisite: ACC2110. Three hours.

***ACC 3390 Federal Income Tax***

This course provides an overview of the structure of the federal income tax including the tax treatment of individuals, business entities and investments. Based on this overview, tax compliance, tax planning and the role of taxes in decision making are examined. Prerequisite: ACC2120. Three hours.

***ACC 4110 Advanced Accounting I***

Emphasis on governmental and not-for-profit accounting, business combinations, partnerships, estates and trusts, and international accounting concepts. Prerequisite: ACC3110. Three hours.

***ACC 4300 Advanced Tax***

In this class, more advanced individual income tax issues are explored. Corporate and partnership tax issues are also explored as students increase their knowledge or overall tax theory. Prerequisite: ACC3390. Three hours.

***ACC 4310 Auditing***

Emphasis on the principles underlying the verification of financial statements by independent public accountants and the auditor's report. Prerequisites: ACC3110 and ACC3120. Three hours.

***ACC 4910-4980 Accounting Internship***

Open to qualified junior and senior accounting majors who are placed with cooperating firms to receive training in this discipline. Periodic reports and evaluations are submitted by the firm and the student. Prerequisite: relevant course work and approval by department chair. One to four hours. (One to eight hours Applied Learning Credit)

***ACC 4990 Accounting Internship***

Open to qualified junior and senior accounting majors who are placed with cooperating public accounting firms to receive training in this discipline. Periodic reports and evaluations are submitted by the firm and the student. Prerequisite: relevant course work and approval by department chair. Nine hours. (Nine Applied Learning Credits)

***AGRIBUSINESS***

The course descriptions for the specialized courses in the Agribusiness major are located in the Science Department section of the catalog.

***BUSINESS ADMINISTRATION***

***BUS 1010 Foundations of Business***

Business Foundations serves as a broad overview and introduction to the field of business, as well as to the faculty of the School of Business and the academic requirements of the business program at Grace College. This course explores the foundational truths of the marketplace required for our system of business to function, although imperfectly, and serve the needs of those around us. The roles of freedom, economics, government, and faith will be key discussion points. The course examines these foundations from a biblical perspective to understand more fully how God would have us "do business." Three hours

***BUS 2230 Economics***

The role of Christians in the marketplace is discussed with consideration of economic reasoning and methodology through examination of fundamental concepts in micro- and macroeconomics and through extension and applications of economic theory. Examination of the general functioning of a price system using fundamentals of supply and demand is evaluated. Exploration of the variety of market forms, theory of factor incomes and the effects of government intervention to promote efficiency and equity occurs. Three hours.

***BUS 2750 Entrepreneurship & Service Practicum***

Students will apply concepts learned in common professional component courses to start and run a business. A business plan will be written, a loan obtained and products commercialized within the semester. Each student company will also serve a local nonprofit organization with their time, talent and company profits. Pre/Corequisites: ACC 2110, MGT 2430, & MKT 2150 or permission by the instructor. Three hours.

***BUS 3050 Business Spreadsheet Applications***

Students advance their skill and confidence in using the workbook, database and output capabilities of Microsoft Excel. Focus is on understanding the advanced features of Excel and key issues of design and advanced output capabilities of spreadsheet programs. Three hours.

***BUS 3130 Business Law I***

Basic legal principles which control modern business transactions. Deals with such topics as contracts, agencies, employment, negotiable instruments, property, sales, and business relations with government. Three hours.

***BUS 3260 Small Business Entrepreneurship***

Applying the fundamentals of small business to the planning, organizing, leading, and controlling to the specific requirements of small business marketing, finance, production, and personnel. Practical application and case study is emphasized. Three hours.

***BUS 3510 Innovation and Design for Business***

An introduction into the invention, design, and prototype processes leading to the launch of a new product. This includes the importance of new ideas and innovation within the organization with a focus on Entrepreneurship, and a discussion of the strategies necessary for challenging innovative concepts and driving creativity throughout an organization. Prerequisite: Students must have completed a minimum of 60 hours of college credit. Three hours

***BUS 3570 Fundamentals of International Business***

An awareness of the global business environment is essential. This survey course introduces various facets of international business, its application to the domestic concern, and national economy. Areas reviewed include the role and impact of multi-national corporations, cross cultural factors, and global strategies. Prerequisite: MGT2430. Three hours.

***BUS 3600 Business Plan Competition Practicum***

Develop the skill sets required to create a professionally viable business plan and participate in the Business Plan Competition. These components include the Executive Summary, Company Description, Target Market, Competitive Analysis, Marketing and Sales Plan, Operations Plan, Management Team and Financials. Three hours.

***BUS 3610 Business Plan Competition Lab***

Receive mentoring from advisors, faculty and Service Core of Retired Executives (SCORE) in a lab setting. This includes placing the components of a business plan into a narrative and presentation format for the Business Plan Competition held in the Spring semester each school year. 0 hours.

***BUS 3630 Methods of Teaching Business***

A presentation of the principles and techniques used in teaching business courses. Includes the study of various learning theories as well as various curriculum materials available. Will involve field experiences. Three hours.

***BUS 3670 Special Topics in Business***

This course in the School of Business offers experimental courses and instructional opportunities before putting them into the permanent system. Occasionally, instruction in cutting edge business topics by outside experts will also be offered. Permission by the Faculty of Record. One to three hours.

***BUS 4220 Biblical Basis of Business***

This course develops a macro-level framework for the biblical understanding of the role of business organizations and the role of business professionals within those operations. This course complements the micro-level biblical frameworks developed in the discipline specific business courses. This content is designed to challenge the thinking of the student about how they will

integrate their understanding of scriptural truth into creating an ethical life walk in a business setting. Topics in economics, ethics, and business practice are considered. Prerequisite: Senior status (within two semesters of graduation) or permission. Three hours.

***BUS 4570 Topics in International Business***

This course is intended to integrate the field experiences and presentations by guest faculty in the areas of international business with the current developments and literature. Students will be expected to prepare analytical reports on the various firms and institutions visited in the program. Major topics included in reading and discussion in this course are the role of the multinational firm in the world economy, international business strategy, organizational behavior and international investment and financial management. Offered in conjunction with International Business Institute. See department chair. Prerequisite: completion of junior year. Three hours.

***BUS 4710-4730 Practicum in Business***

A course designed to give selected business majors practical experience in a variety of organizational settings. Involvement will vary according to the nature of the practicum, type of business consulted and the number of hours approved by the practicum committee. Prerequisite: Approval by Dean. One to three hours. (One to Three Applied Learning Credits)

***BUS 4760 Practicum in Business II***

A course designed for the second three hour experience for selected business majors. Involvement will vary according to the nature of the practicum, type of business consulted and the number of hours approved by the practicum committee. Prerequisite: Approval by Dean. Three hours. (Three Applied Learning Credits)

***BUS 4780 Practicum in Entrepreneurship***

A course designed to give selected business majors practical experience in a variety of entrepreneurial settings. Involvement will vary according to the nature of the practicum, type of business consulted and the number of hours approved by the practicum committee. Prerequisite: Approval by Dean. Three hours. (Three Applied Learning Credits)

***BUS 4800 Senior Seminar in Management***

Students make management decisions on finance, production, and marketing for companies in a competitive market, giving consideration to economic forecast, relative position of company, and company objectives. The student should have taken most of the major course requirements before enrolling in this course. Prerequisite: Senior status (within 2 semesters of graduation) or permission. Three hours.

***BUS 4910-4940 Business Internship I***

Open to qualified junior and senior business majors who are employed by cooperating firms to receive training in business. Periodic reports and evaluations are submitted by the firm and the students. Prerequisite: Approval by department chair. Prerequisite: Approval by Dean. One to four hours. (One to four Applied Learning Credits)

***BUS 4950-4960 Business Internship II***

Open to qualified junior and senior business majors who are employed by cooperating firms to receive training in business. Periodic reports and evaluations are submitted by the firm and the students. Prerequisite: Approval by Dean. Five or six hours. (Five or six Applied Learning Credits)

## **FINANCE**

### ***FIN 3170 Money and Banking***

The study of the principles of money, banking, and credit with emphasis on monetary theory and policy and their role in domestic and international economics. Prerequisites: FIN3240. Three hours.

### ***FIN 3240 Corporate Finance***

This foundational course explores corporate financial topics such as financial statement analysis, net present value, corporate valuation, the stock market, the bond market, financial governance and the role of the CFO in managing a business. This course provides a practical approach to the discipline. Prerequisite: ACC2110. Three hours.

### ***FIN 3270 Financial Planning (cross listed with ACC 3270)***

To acquaint the student with the principles and concepts of basic financial planning and personal finance, with both theoretical and personal application. Dave Ramsey's College curriculum is used in this course. Prerequisites: ACC2110. Three hours.

### ***FIN 3350 Entrepreneurial Finance***

This course focuses on funding and managing entrepreneurial ventures through the various stages of business growth. The course will develop skills related to the creation and understanding of business models and the types of organizations and the various ways these organizations can be financed. Students will learn: 1) the value of pro forma financial planning and what if analysis; and 2) the various ways to fund and manage a growing firm with a particular emphasis on deal structure and risk/reward scenarios for different investor types. The class will utilize cases based on real world companies from various industries to cover topics in investment analysis, financing the entrepreneurial firm, and financially managing the growing business. Prerequisite: FIN3240. Three hours.

### ***FIN 4280 Investments***

This course acquaints the student with the principles and concepts of investment portfolios and risk management. The student will learn about stocks, bonds, options and futures and the associated risks and potential returns of these investment alternatives. The student will learn about the importance of diversification and the level of risk taking according to their own particular level of risk preference. Prerequisite: FIN3240. Three hours.

### ***FIN 4530 International Finance & Economics***

The course explores international finance in business, including strategy and motivation for direct foreign investment, international banking operations, lending and investment criteria, governmental programs to encourage exports, trade restrictions, foreign currency markets and exchange controls. The course also covers why and how countries trade with each other. Topics include exchange rates, comparative advantage, tariffs and quotas and other trade restrictions, trade agreements, and the relation between trade and economic growth. Special problems of multinational firms are discussed. Prerequisite: FIN3240. Three hours.

### ***FIN 4610 Advanced Financial Topics & Math***

This course is designed to provide a practical application of corporate finance and mathematic skills to a variety of analyses commonly performed by CFO's, investment bankers, actuaries, and corporate financial analysts. Students will gather source data, and build and apply models typically used in practice. This course also investigates the use of financial instruments and strategies to achieve a sustainable competitive advantage and create value. The course explores the relationships amongst

corporate strategy, corporate finance, and financial innovation. Prerequisite: FIN3240 and 3 hours in other FIN courses. Three hours.

***FIN 4930 Internship in Finance***

Open to qualified junior & senior finance majors who are placed with cooperating firms to receive training in this discipline. Periodic reports and evaluations are submitted by the student. Prerequisite: relevant course work & approval by the Dean. Three hours. (Three Applied Learning Credits)

**INFORMATION SYSTEMS**

***CSI 1151 Introduction to Computer Science***

This course exposes students to essential computer science topics including algorithms and introductory programming concepts including sequence, decision, and assignment and iteration. This course assumes no prior knowledge. (BS Core elective – cross listed with ISM 1150) Three hours.

***ISM 1150 Introduction to Computer Science***

This course exposes students to essential computer science topics including algorithms and introductory programming concepts including sequence, decision, and assignment and iteration. This course assumes no prior knowledge. Three hours.

***ISM 2150 Object-Oriented Computer Programming***

This course builds on the concepts learned in ISM1150. Students will use an object-oriented programming language to build programs that solve given problems. Prerequisite: ISM1150. Three hours.

***ISM 2200 Introduction to Networking***

This course is designed to introduce the student to the rapidly changing networking and data communications arena. Topics covered include the OSI model, LAN and WAN hardware and software, networked operating systems, protocols, design, and implementation. Prerequisite: ISM1150. Three hours.

***ISM 2700 HTML and Web Development***

This course will focus on the creation, modification and implementation of Web pages using HTML and CSS. At successful completion of the course, the student will be able to design, build, and implement Web sites. Three hours.

***ISM3400 Database***

A study of relational database design and implementation with an emphasis on SQL and relational design. Prerequisite: ACC2110 OR ISM2150. Three hours.

***ISM 3470 Business Information Systems***

This course focuses on the management of information systems within an organizational setting. During the course, students will experience the systems development life cycle as they create an information system. The course utilizes both object oriented and traditional methods for creating business models. Prerequisite: ISM2150, ISM3400. Three hours.

***ISM 3500 Data Structures***

A discussion of fundamental data structures and algorithms for implementing them. Includes coverage of stacks, queues, lists and trees along with algorithms for implementing these structures as a problem solution. Prerequisites: ISM2150, ISM3400. Three hours.

***ISM 3710 Special Topics in Information Systems***

Given the dynamic nature of the Information System discipline, this course will allow us to offer instruction in cutting edge information system topics. This course also allows the School of Business to offer experimental courses and instructional opportunities. Permission by the Faculty of Record. One hour.

***ISM 3720 Special Topics in Information Systems***

Given the dynamic nature of the Information System discipline, this course will allow us to offer instruction in cutting edge information system topics. This course also allows the School of Business to offer experimental courses and instructional opportunities. Permission by the Faculty of Record. Two hours.

***ISM 3730 Special Topics in Information Systems***

Given the dynamic nature of the Information System discipline, this course will allow us to offer instruction in cutting edge information system topics. This course also allows the School of Business to offer experimental courses and instructional opportunities. Permission by the Faculty of Record. Three hours.

***ISM 3910 - 3930 Independent Study in Information Systems***

A directed study within a specific Information Systems or Computing topic. Prerequisite: Approval by department chair. One to three hours.

***ISM 4110 Client-side Programming***

Students will synthesize topics from a number of previous courses while focusing on the creation and implementation of browser-based client side applications. The focus of the course will be manipulation of the document object model using a client-side scripting language. Prerequisites: ISM2150, ISM2700 and ISM3400. Three hours.

***ISM 4120 Server-side Programming***

Students will synthesize topics from a number of previous courses to create and implement data-enabled web applications using server-side scripting languages. Prerequisites: ISM2150, ISM2700 and ISM3400. Three hours.

***ISM 4930 Internship in Information Systems***

Open to qualified junior and senior information systems majors and minors who are employed by cooperating firms to receive training in the organizational use of information systems. Periodic reports and evaluations are submitted by the firm and the student. Prerequisite: Approval by Dean. Three hours.

***MANAGEMENT***

***MGT 2430 Principles of Management***

Principles of Management will expose students to the history of management thought. It also introduces students to the principles of management from the perspective of planning, organizing, leading, and controlling. Within a biblical framework, this course examines



developments from scientific management to ethics, diversity, social responsibility, and globalization. Three hours.

***MGT 2650 Leadership & Motivation***

Students in this course will study theories of motivation, leadership and management. The course will present current and recent trends in leadership and motivation, and provide discussion as to the viability of these theories in the workplace as well as how well these concepts integrate with a Biblical World View. Three hours.

***MGT 3400 Quantitative Decision Making***

This course focuses on using data and statistical tools to make business decisions. Students will be introduced to existing statistical tools which are commonly used within the business environment, and then they will be given opportunities to complete business case studies based on provided statistical tools and data. Three hours.

***MGT 3405 Organizational Behavior***

This course deals with human behavior in organizations. Conceptual frameworks, case discussions, and skill-oriented activities are applied to course topics which include: motivation, learning and development, group dynamics, leadership, communication, power and influence, change, diversity, organizational design, and culture. Class sessions and assignments are intended to help participants acquire skills and analytic concepts to improve organizational relationships and effectiveness. The course also examines selected personnel functions in an organization including job analysis, recruitment, and hiring, training, performance appraisal, and compensation. Three hours.

***MGT 3480 Operations & Production Management***

The course studies the theory and practice of managing the production environment including plant layout and best practices in production. Prerequisite: BUS2430. Three hours.

***MGT 4240 Human Resource Management***

An examination of the personnel functions in the business organization, particularly job analysis, recruitment and hiring, training, performance appraisal, compensation, the psychological forces motivating workers, discipline, and morale within a heightened awareness of legislative and regulatory oversight. Prerequisite: BUS2430. Three hours.

***MARKETING***

***MKT 2150 Marketing Principles***

This course provides a decision-oriented overview of marketing management in modern organizations. The objectives of the course are to provide a broad introduction to marketing concepts, the role of marketing in society and in the firm, and the various factors that influence marketing decision making. Three hours.

***MKT 2500 Digital/Internet Marketing***

This course will give students a foundation for understanding the importance of digital marketing in today's business environment. Students will gain a basic understanding of how organizations can drive revenue and ROI through the user experience, attract customers through multiple digital channels, build smart websites and mobile experiences, and produce rich media for marketing and advertising. The course will cover the fundamentals of online, content marketing, and mobile

marketing, SEO, content management systems (CMS), social media and analytics. Prerequisite: MKT 2150. Three hours.

***MKT 2600 Online Advertising & Email Marketing***

Students learn about today's online marketing techniques, how to develop a successful online campaign across all digital channels, and ways to measure the success of the campaign. Emphasis is placed on social, search, mobile, display, email, and relevant analytical tools and metrics. Prerequisite: MKT2500. Three hours.

***MKT 3000 Social Community & Content Marketing***

This course evaluates how content can be used as a differential advantage and as a way to create lasting relationships with customers. The goal of this course is to show how to develop, implement, and measure a successful content marketing strategy across multiple digital channels to attract, engage and retain a profitable market. Prerequisite: MKT2500. Three hours.

***MKT 3270 Consumer Behavior***

This course introduces the student to the psychological, sociological, cultural and economic determinants of consumer behavior. The course is structured around a framework of cognitive, behavioral and environmental issues surrounding consumer choice and the creation of marketing strategies to influence those choices. A Biblical framework for ethical use of these theories is explored throughout the course. Prerequisite: MKT 2150. Three hours.

***MKT 3430 Advertising and Promotion***

This course examines the approach to developing advertising/promotion strategy; the theory and practices of advertising and promotion; the use of advertising as a creative process; evaluation of the effectiveness of advertising; and the role of advertising and promotion in our society. Emphasis is placed on the relationship advertising has within the overall marketing programs, as well as promotion mix, decision tools, and ethical consideration. Prerequisite: MKT2150. Three hours.

***MKT 3550 Services & Nonprofit Marketing***

This course examines the ways in which marketing for service related and not for profit organizations differ from marketing tangible goods with a profit motive. Development of the knowledge, skills and attitudes necessary to market Services and the special category of NPO's is emphasized. Application of course material is made to a wide range of services and NPO's. Prerequisite: MKT 2150 or permission of the Instructor for non-majors. Three hours.

***MKT 4100 Product Management***

Best described as a general management at the intersection of technology, business and the customer, product management is typically organized as a marketing function. The aim of this course is to expose students to product management as a career field, preview the essential tools and skills used by product managers, and help students develop a biblical philosophy of personal influence and leadership. Prerequisite: MKT2150. Three hours.

***MKT 4150 Marketing Research***

This course is an introductory study of the practical considerations of selecting research methodology and techniques used in marketing research. Emphasis is placed on the terminology, concepts, procedures, statistical techniques, and ethics involved in collecting, analyzing, and interpreting marketing data. The course also emphasizes the study of the format and content of marketing research reports that address the concerns of decision makers. Prerequisite: MKT2150. Three hours.

***MKT 4170 Advanced Marketing***

A case method course using real world marketing dilemmas as a means to learn how to apply marketing principles into a workable solution. The course also focuses on the fundamental concepts of strategy, its creation, execution and evaluation, plus learning the technical and relationship skills to manage the process. Prerequisite: Senior status (final Spring Semester on campus) or permission. Three hours.

***MKT 4190 Sales/Sales Management***

A practical approach of learning the sales function of a business organization. Emphasis is placed on exploring techniques, issues and ethics pertinent to sales analysis, territory alignment, presentations, and analysis. Prerequisite: MKT2150. Three hours.

***MKT 4200 Advanced Digital Marketing***

A case method course, using real world marketing dilemmas as a means to learn how to apply digital marketing principles into a workable solution. The course also focuses on preparing the student for the American Marketing Association PCM®, digital marketing certification. Prerequisite: Senior status or permission. Three Hours.

***MKT 4300 International Marketing***

The International Marketing course is designed to demonstrate how businesses can expand their marketing efforts globally while acting regionally (glocalization). The course examines the factors businesses must understand when expanding into other countries, and the important considerations necessary to successfully implement a global marketing strategy (GMSO). It is built around how general marketing principles, such as the 4P's, are utilized by companies to effectively market globally. Prerequisite: MKT2150, BUS3570 or permission of the instructor. Three hours.

# Department of Sport Management

# ***Department of Sports Management***

## ***Faculty***

Carol J. McGregor, M.S., Program Director

## **Part Time Instructors**

Chad Briscoe, MA

Scott Moore, MA

The popularity of sport around the world creates a wide variety of career options and ministry opportunities in sport management. A career in sport management can be very rewarding for those who love sports and are motivated to help others enjoy them.

The need for well-trained managers in sport organizations and businesses, athletic programs, community and private fitness clubs, ministry outreach, sport medicine, and sport media is vital. This major takes an applied learning approach to prepare students for the wide range of career options in sport management. Practical course related experiences, volunteer opportunities, and internships are emphasized to prepare the future professional for the ever-changing aspects of a career in sport management.

## ***DEPARTMENTAL MAJORS***

### ***BACHELOR OF SCIENCE or BACHELOR OF ARTS***

The requirements for departmental majors is 63 semester hours.

### ***SPORT MANAGEMENT***

The requirement for the B.S. and B.A. degrees in Sport Management include:

- SMT1100 Introduction to Sport Management
- SMT2050 Risk Management
- SMT2320 Facility Management
- SMT3060 Event Management
- SMT3080 Event Management Lab (1 APL)
- SMT3550 Sport in American Society
- SMT 3610 Sport Marketing
- SMT 4000 Sport Media
- SMT4200 Sport Governance (1 APL)
- BIB2650 Intro to Sport Ministry

Business Courses:

- BUS1010 Foundations of Business (1 APL)
- MGT2430 Principles of Management
- BUS3130 Business Law I
- MGT3405 Organization Behavior
- MGT2650 Leadership & Motivation

Applied Learning:

- SMT1140 Sport Management Practicum I (3 APL)
- SMT2090 Sport Management Practicum II (3 APL)
- SMT4930 Sport Management Internship (3 APL)

**SPORT MARKETING**

The requirement for the B.S and B.A. degrees in Sport Marketing include:

- MKT 2150 Marketing Principles
- MKT 3270 Consumer Behavior
- MKT 4150 Marketing Research
- MKT 4170 Advanced Marketing

Three of the following:

- MKT 3550 Services & Nonprofit Marketing
- MKT 3430 Advertising and Promotion
- MKT 2500 Digital & Internet Marketing
- MKT 4100 Product Management
- MKT 4190 Sales and Sales Management

Sport Management Courses:

- SMT 1100 Introduction to Sport Management
- SMT 2050 Risk Management
- SMT 2320 Facility Management
- BIB 2650 Sport Ministry
- SMT3060 Event Management
- SMT3080 Event Management Lab (1 APL)
- SMT 3550 Sport in American Society
- SMT 3610 Sport Marketing
- SMT 4000 Sport Media
- SMT 4200 Sport Governance (1 APL)

Business Courses:

- BUS 1010 Foundations of Business (1 APL)
- MGT 2430 Principles of Management
- BUS 3130 Business Law I
- Plus two elective courses from ACC, BUS, FIN, ISM, or MKT

Applied Learning:

- SMT1140 Sport Management Practicum I (3 APL)
- SMT2090 Sport Management Practicum II (3 APL)
- SMT4930 Sport Management Internship (3 APL)

\*Please Note: The following majors have some Sport Management components in them but are housed in other departments on campus:

**Exercise Science** – School of Arts & Sciences – Math/Science Dept.

**Facility & Event Management** – School of Business – Business Department

**Sport Business** – School of Business – Business Department

**Sport Psychology** – School of Behavioral Sciences

**Sport Ministry** – School of Ministry Studies

### **SPORT MANAGEMENT MINOR**

The requirement for the minor in Sport Management is 21 hours including:

SMT 1100 Introduction to Sport Management

SMT2050 Risk Management

SMT3550 Sport in American Society

SMT 3610 Sport Marketing

SMT 4200 Sport Governance (1 APL)

One of the following:

SMT 2320 Facility Management

SMT3060 & 3080 Event Management & Lab (1 APL)

Plus one elective course from Sport Management (any SMT course)

## **COURSE DESCRIPTIONS**

### ***SMT 1100 Introduction to Sport Management***

An introductory course to the Sport Management major. The course focuses on curriculum selection, applied learning experiences, and career options. A study of the history of sport is also a central part of the class. Three hours.

### ***SMT1140 Practicum in Sport Management I***

Practical experience in areas related to Sport Management businesses and settings. Three hours. (Three Applied Learning Credits)

### ***SMT2050 Risk Management***

The nature of today's litigious society makes it imperative that the sport management student be familiar with the special issues of law related to sport. Topics include tort law, risk management, contract law, the legal system, and facility supervision. Special emphasis will be given to current legal issues and application of risk management principles. Three hours.

### ***SMT2090 Practicum in Sport Management II***

Practical experience in areas related to Sport Management businesses and settings. Prerequisite: SMT2050. Three hours. (Three Applied Learning Credits)

### ***SMT2320 Facility Management***

In this course the student will study the entire scope of facility management including facility planning, construction, budgeting, facility operations, and facility supervision. Prerequisite: SMT2050. Three hours.

### ***SMT3060 Event Management***

This course is a practical approach to event management. Event planning, sponsorship, budgeting, management, and evaluation will be emphasized. Events require a great deal of expertise and planning. Society demands that events be run professionally and efficiently. Prerequisites: SMT 2050. Three hours.

### ***SMT 3080 Event Management Lab***

This course is the lab for SMT 3060. The students will conduct the event planned in SMT 3060. Prerequisite: SMT 3060. 0 hours. (One Applied Learning Credit)

***SMT3550 Sport in American Society***

An investigation of the impact sport has on the American way of life. Emphasizes the social institution of sport as it relates to other institutions and the impact sport has on the general public. Three hours.

***SMT3610 Sport Marketing***

This course will explore the areas of finance, fund-raising, and marketing related to sport organizations. The emphasis of this course will be on marketing related to facilities, programs, and sport organizations. Three hours.

***SMT4000 Sport Media***

A study of the emergence and significance of sport in the media. The student will gain expertise in the areas of sport journalism and sport communications. Three hours.

***SMT4200 Sport Governance***

A capstone course for the sport management major. This course deals with issues relevant to the governance of sport, fitness and health. Various sport governance organizations and structures will be analyzed. Three hours. (One Applied Learning Credit)

***SMT4810-4830 Research in Sport Management***

Open to individuals completing a sport management major. Prerequisite: permission of the department. One to three hours.

***SMT 4930 Internship in Sport Management***

The internship includes activity in a work site situation giving the student a hands-on opportunity to apply the principles learned in class in a real-world setting. Permission of the department. Three hours. (Three Applied Learning Credits)



# School of Education

# ***School of Education***

***Cheryl L. Bremer, Ed.D., Dean***

## ***INTRODUCTION***

The School of Education offers undergraduate elementary (grades K-6), secondary (grades 5-12), and all-grade (grades P-12) degree programs in addition to a dual licensure program in elementary education and special education. Additional licensure in special education at the graduate level is also available.

# Departments of Elementary, Secondary and Special Education

# ***Departments of Elementary, Secondary and Special Education***

## ***FACULTY***

Cheryl L. Bremer, Ed.D., Dean

Rachael L. Hoffert, Ed.D.

Lorinda Kline, M.S.

Kevin Voogt, Ph. D.

## ***MISSION AND GOAL***

The mission of the school is "Preparing teachers of character who are competent in the profession and have a heart of service for others." The foundation of the mission is based on Micah 6:8, which states, "He has shown you . . . what is good. And what does the Lord require of you? To act justly and to love mercy and to walk humbly with your God." We apply this in these ways: Character—walk humbly; Competence—act justly; and Service—love mercy. Education students graduate as productive and redemptive educators in the world. They are prepared to transfer that value system and worldview to the citizens of tomorrow. The students are systematically exposed to a biblically grounded, philosophically and educationally consistent set of liberal arts values that are institutionally endorsed.

The primary objective of the School of Education is the development of prospective teachers who possess dispositions, knowledge, and skills to be effective in a career in the field of education. The School of Education has the specific charge to students to provide guidance in recognizing their aptitudes and deficiencies in the areas of communication skills, pedagogy, understanding of the learning process, and human growth and development with respect to effective teaching.

Guidance in the educational components of planning, instruction, classroom management, and professionalism permeate the curriculum. Graduating educators of character who are competent in their content and have a heart for service to others is the desire of the school.

Having completed a teaching major at Grace College, the education graduate will be able to meet the 10 INTASC standards:

1. The moral practitioner understands how learners grow and develop, recognizing that patterns of learning and development vary individually within and across the cognitive, linguistic, social, emotional, and physical areas, and designs and implements developmentally appropriate and challenging learning experiences.
2. The moral practitioner uses understanding of individual differences and diverse cultures and communities to ensure inclusive learning environments that enable each learner to meet high standards.

3. The moral practitioner works with others to create environments that support individual and collaborative learning, and that encourage positive social interaction, active engagement in learning, and self-motivation.
4. The moral practitioner understands the central concepts, tools of inquiry, and structures of the discipline(s) he or she teaches and creates learning experiences that make the discipline accessible and meaningful for learners to assure mastery of the content.
5. The moral practitioner understands how to connect concepts and use differing perspectives to engage learners in critical thinking, creativity, and collaborative problem solving related to authentic local and global issues.
6. The moral practitioner understands and uses multiple methods of assessment to engage learners in their own growth, to monitor learner progress, and to guide the teacher's and learner's decision making.
7. The moral practitioner plans instruction that supports every student in meeting rigorous learning goals by drawing upon knowledge of content areas, curriculum, cross-disciplinary skills, and pedagogy, as well as knowledge of learners and the community context.
8. The moral practitioner understands and uses a variety of instructional strategies to encourage learners to develop deep understanding of content areas and their connections, and to build skills to apply knowledge in meaningful ways.
9. The moral practitioner engages in ongoing professional learning and uses evidence to continually evaluate his/her practice, particularly the effects of his/her choices and actions on others (learners, families, other professionals, and the community), and adapts practice to meet the needs of each learner.
10. The moral practitioner seeks appropriate leadership roles and opportunities to take responsibility for student learning, to collaborate with learners, families, colleagues, other school professionals, and community members to ensure learner growth, and to advance the profession.

The School of Education has the overall responsibility for all of the teacher education programs of Grace College, regardless of the specific teaching field. All teacher education programs are under the guidance of the Dean of the School of Education. The Teacher Education Committee is composed of faculty members who are directly involved in teacher preparation for the Elementary Education, Teaching All Learners, and Secondary Education majors.

## ***PROGRAMS IN THE SCHOOL OF EDUCATION***

### ***Elementary Education***

The focus of the Elementary Education Program is to prepare candidates in the dispositions, knowledge, and skills needed to be effective in the K-6 classroom. Graduates of the program will be teachers of character who are competent in the profession and have a heart for service. The program includes a balance of foundational content and methods courses focused on current, research-based practices and procedures. Course content is designed to provide guided training in the educational components of planning, instruction, classroom management, and professionalism.

In addition to campus-based coursework, candidates also receive 100+ hours of field experience work in local K-6 classrooms. Faculty members teaching in the program include professors highly skilled and trained in the area of elementary education as well as practicing teachers and building administrators. This combination provides for the perfect blend of theory and applied practice.

### ***Teaching All Learners (TAL—dual program in Elementary Education and Special Education)***

The Teaching All Learners major is a dual licensure in elementary education (K-6) and mild intervention (P-12) that meets the state of Indiana's exceptional needs licensure requirements to teach students needing mild interventions including those with learning disabilities at all levels, emotional and behavioral disorders, mild cognitive disabilities, autism, and ADHD. Our Special Education program is dedicated to equipping candidates in the dispositions, knowledge, and skills needed to be effective in the inclusive classroom. Graduates of the program will be teachers of character who are competent in the profession and have a heart for service.

The program includes a balance of content and methods courses focused on current, research-based practices and methodology. In addition to campus-based coursework, candidates receive more than 15 hours of field experience in local classrooms.

### ***INTENSE INTERVENTION***

The intense intervention graduate licensure program allows undergraduate students actively pursuing the mild intervention licensure as well as professional educators in the field who already have their mild intervention license to add to their pedagogical repertoire the knowledge and skills in teaching students P-12 who require intense interventions. Candidates who complete this 15-hour program are eligible for exceptional needs: intense intervention licensure through the Indiana Department of Education.

The curriculum for this graduate level licensure program has been intentionally developed by experts in the field of significant disabilities, autism, and communication disorders. The scope of the curriculum is focused on understanding and meeting the intense needs of the learner with exceptionalities.

The online coursework provides opportunities to delve into evidenced-based practices, theoretical applications, legal implications, as well as current trends all while collaborating with a cohort of learners. A variety of instructional tasks and assessments allow candidates the opportunity to demonstrate proficiency in their knowledge and skills.

The clinical experiences are designed with a scaffolded approach that vary in intensity and developmental levels. Experiences range from observations to supervised teaching with a focus on the gradual development of competency in practice. Field and clinical experiences provide teacher candidates opportunities to view the entire scope of teaching students with significant disabilities and to develop the knowledge and skills necessary to be effective practitioners. Each course in the Intense Intervention Licensure Program requires a field or clinical component which allows for authentic connections, applications, and practice during the course of study.

### ***ACCREDITATION***

The School of Education at Grace College is accredited by the National Council for Accreditation of Teacher Education (NCATE), [www.ncate.org](http://www.ncate.org). The school is approved by the Association of Christian Schools International (ACSI). All education programs requiring recognition have received national recognition from their professional association.

### ***TEACHING LICENSES***

Since all of the teacher education programs have been approved by the Indiana Department of Education, graduates of these programs who have been approved by the Teacher Education Committee and who have met the state regulations are eligible to receive the standard instructional license from the State of Indiana. The teacher education program is also approved by the Association of Christian Schools International, making ACSI Certification available to graduates.

The Indiana Department of Education may adopt changes in legislation that impact curriculum for colleges and universities with programs in teacher education. While specific courses may be changed in name, description and hours, a student's overall requirements will be similar to those stated in this catalog. Therefore, Grace College reserves the right to change the required curriculum for all Elementary, All Grade, Dual Licensure, and Secondary Education majors during a student's course of study in order to meet the requirements for licensure in the state of Indiana.

### ***APPLIED LEARNING***

The 3 hours of required internship experience will be covered through the student teaching semester experience.

### ***EDUCATION PLACEMENT***

Graduating seniors in teacher education and alumni seeking positions in various schools have an on-campus service to assist them in obtaining such positions through the Center for Career Connections. Files of both position openings and qualified candidates are maintained for use by employers and by those seeking positions.

### ***Professional Education Semester***

Each student enrolled in a program leading to a teaching license must plan to include a professional semester during his/her senior year (typically the spring semester). The majority of that semester involves the student in full-time, supervised student teaching in an approved public and/or private school. Some majors also have the opportunity to participate in an alternative student teaching placement for the five to seven weeks following a successful local student teaching placement. These alternative settings may be in an inner-city setting, in another country, or in another approved cross-cultural site. All candidates will be required to participate in a professional seminar (SED 4700 Moral Practitioner) during the professional semester.

### ***ENTRANCE REQUIREMENTS***

Students planning to pursue a program leading to licensure for teaching must declare the major both with the Registrar and in the School of Education Office. This should be done by the end of the first year. Failure to start the necessary sequence of courses early in the student's academic program may require the student to take extra work during the summer or delay graduation.

Requirements for entry into and continuance in teacher education are provided to the candidate when he/she declares and are available in the School of Education office. To attain candidacy status and therefore continue in the School of Education, students must meet a list of criteria. Students must achieve a grade of B- or higher in SED 1000, a grade of C or higher in all other SED courses, and

maintain a GPA of 2.5 or higher. Students must **either** pass all sections of the state-approved basic skills test **or** earn a composite ACT score of 24 or higher **or** a combined SAT (reading and math) of 1170 or higher. Candidacy applicants must also complete a Dispositions Assessment and a Candidacy Interview to continue in the School of Education. Students with an elementary and/or dual-license (TAL) teaching major are assigned an advisor from among the faculty of the School of Education. Students with a secondary or an all-grade teaching major are assigned an advisor from the faculty in their specific content area.

## **BACHELOR OF SCIENCE**

### ***Elementary Education***

The course requirements are as follows:

- Required Grace Core courses;
- Natural Science electives;
  - SCI 1140 Physical Science Survey

Plus the following:

- SED 1110 Foundations of Mathematics
- SED 3310 Literacy I (Foundations of Reading)
- SED 3320 Literacy II (Literature and Writing)
- SED 3330 Literacy III (Diagnosis and Correction)
- SED 3331 Literacy III Practicum
- SED 3800 Classroom Assessment and Environment
- SED 4210 Methods of Teaching Mathematics
- SED 4230 Methods of Teaching Science, Health, and Physical Education
- SED 4240 Methods of Teaching Social Studies and Fine Arts
- SED 4310 Methods of Teaching Language Arts
- SED 4311 Methods Block Practicum
- SED 4900 Student Teaching and Senior Seminar
- BIO 1010 & 1020 Biological Science Survey and Lab
- HIS 2050 American Journeys
- Content Concentration Courses in Language Arts, Math, Science, or Social Studies

#### Professional Education Courses:

- SED 1000 Teaching School in America
- SED 2200 The School Age Child
- SED 2210 Responsive and Differentiated Instruction for All Learners
- SED 2400 Teaching Exceptional Learners
- SED 2500 Teaching in a Pluralistic Society
- SED 2600 Teaching and Learning
- SED 4700 The Moral Practitioner
- SED 4900 Student Teaching and Seminar

### ***Elementary Education / Special Education Dual Licensure Program***

The dual licensure major in elementary and special education meets the licensure requirements of the Indiana Department of Education to teach mild intervention (including learning disabilities, mild cognitive disabilities, emotional and behavioral disorders) in all grade levels where special education services are offered. Graduates may also obtain employment in agencies and clinics responsible for serving individuals with disabilities.

The course requirements are as follows:



Required Grace Core courses;

Natural Science electives;

SCI 1140 Physical Science Survey

Plus the following:

SED 1110 Foundations of Mathematics

SED 3310 Literacy I (Foundations of Reading)

SED 3320 Literacy II (Literature and Writing)

SED 3330 Literacy III (Diagnosis and Correction)

SED 3331 Literacy III Practicum

SED 3800 Classroom Assessment and Environment

SED 4210 Methods of Teaching Mathematics

SED 4230 Methods of Teaching Science, Health, and Physical Education

SED 4240 Methods of Teaching Social Studies and Fine Arts

SED 4310 Methods of Teaching Language Arts

SED 4311 Methods Block Practicum

SED 4900 Student Teaching and Senior Seminar

BSC 1000 & 1040 Biological Science Survey and Lab

HIS 2050 American Journeys

SED 2410 Policy and Practices in Special Education

SED 2420 Strategies for Mild Intervention

SED 2421 Strategies for Mild Intervention Practicum

SED 3410 Teaching Students with Emotional and Behavioral Problems

SED 3411 Teaching Students with Emotional and Behavioral Problems Practicum

SED 3420 Inclusion and Collaboration

SED 4420 Assessment, Evaluation & Remediation of Students with Exceptional Needs

SED 4430 Secondary Special Education Seminar

SED 4431 Secondary Special Education Practicum

Professional Education Courses:

SED 1000 Teaching School in America

SED 2200 The School Age Child

SED 2210 Responsive and Differentiated Instruction for All Learners

SED 2400 Teaching Exceptional Learners

SED 2500 Teaching in a Pluralistic Society

SED 2600 Teaching and Learning

SED 4700 The Moral Practitioner

SED 4900 Student Teaching and Seminar

***Licensure in Intense Intervention***

The intense intervention graduate licensure program allows undergraduate students actively pursuing the mild intervention licensure as well as professional educators in the field who already have their mild intervention license to add to their pedagogical repertoire the knowledge and skills in teaching students P-12 who require intense interventions. Candidates who complete this 15-hour program are eligible for exceptional needs: intense intervention licensure through the Indiana Department of Education.

Professional Education Requirements:

SED 5450 Policy & Practices in Intense Intervention

SED 5460 Assessment, Instruction & Intervention Supports for Significant Disabilities

SED 5470 Seminar in Intense Intervention: Communication, Behavior & Health

SED 5480 Collaboration & Transition Across the Lifespan  
SED 5490 Clinical Practice in Intense Intervention

## ***BACHELOR OF ARTS***

### ***Elementary Education***

The course requirements are the same as the B.S. except the student is required to take 6 additional credits of language. A student who has had prior high school foreign language experience could have the language requirements reduced by testing for credit.

### ***PEDAGOGY MINOR***

For students who expect to work in non-licensed roles, a non-teaching pedagogy minor is available.

### ***SECONDARY EDUCATION***

The Secondary Education program offers licensure in Business, English, French, Life Science, Mathematics, Spanish, and Social Studies. Students must complete the Grace Core requirements, Professional Education requirements, and a primary area of emphasis. The Secondary Education majors are advised in the department of their primary areas of emphasis.

#### Professional Education Requirements

SED 1000 Teaching School in America  
SED 2200 The School Age Child  
SED 2210 Responsive and Differentiated Instruction  
SED 2400 Teaching Exceptional Learners  
SED 2500 Teaching in a Pluralistic Society  
SED 2600 Teaching and Learning  
SED 3600 Teaching in the Middle and High School Setting  
SED 46\_0 Content Specific Secondary Methods Course  
SED 4700 The Moral Practitioner  
SED 4900 Student Teaching and Seminar

## ***TRANSFER***

In order to graduate from Grace College with a major in elementary or secondary education, a student must take all required methods courses and complete student teaching for credit at Grace College.

Transfer students must also take The Moral Practitioner for credit at Grace College unless transferring the course from an ACSI-approved teacher education program of higher learning.

Transfer students must submit a completed form from the School of Education of their former institution indicating good standing in the School.

## ***EDUCATION RESOURCE CENTER***

Teacher Education students have access to an invaluable resource during their years at the college.

The Education Resource Center (ERC), located in Mount Memorial Hall, houses a collection of textbooks, tests, children's and adolescent literature, and curriculum materials. The collection also includes manipulatives and instructional tools to aid in developmentally appropriate instruction. This resource is of particular value while taking methods courses and during student teaching.

## ***COURSE DESCRIPTIONS***

### ***PROFESSIONAL EDUCATION COURSES***

***Students must earn a C or better in SED courses, unless otherwise noted.***

#### ***SED 1000 Teaching School in America***

An introduction to the profession of teaching. Learning experiences are structured both in and out of the classroom with the purpose of assisting the college student in making career decisions relative to the profession, e.g., to teach or not, at which level, and in which subject area. Students observe in local schools. Three hours. A grade of B- or better is required to reach candidacy status.

#### ***SED 2210 Responsive and Differentiated Instruction for All Learners***

The purpose of this course is to develop a working knowledge of responsive instruction by applying differentiation strategies and Universal Design for Learning (UDL) principles. Students will learn to promote all students' development, learning, and success through ongoing assessment that informs instruction. Subscription to Chalk & Wire is required. Prerequisite: SED 1000, candidacy status. Three hours.

#### ***SED 2200 The School Age Child***

A study of the learner at all grade levels and the many factors affecting learning, including but not limited to, theories of learning, environment, heredity, cultural impact, discipline, classroom management, exceptionalities, and development. The measurement of academic aptitude and achievement is also covered. Practical application is stressed. Prerequisite: SED 1000. Three hours.

#### ***SED 2400 Teaching Exceptional Learners***

This course is designed to develop an understanding of children with disabilities, especially in an educational setting. It provides an introduction to the field of special education, but it is also helpful to the regular classroom teacher. Subscription to Chalk & Wire is required. Prerequisite: SED 1000. Three hours.

#### ***SED 2500 Teaching in a Pluralistic Society***

This course develops understanding and skill for working with children and parents who come from diverse backgrounds. Areas of diversity include race, ethnicity, native language, culture, class, gender, age, religion, and ability. The focus is on increasing knowledge and respect for the diverse child in the classroom setting. Subscription to Chalk & Wire is required. Prerequisite: SED 1000. Three hours.

#### ***SED 2600 Teaching and Learning***

Common elements are taught to both elementary and secondary majors with techniques specific to each covered. Students develop a repertoire of methods and strategies appropriate to their major and teaching level. Students will also survey strategies, techniques and skills for managing a classroom, as well as construct and analyze tests and evaluation tools for classroom teachers. Field experience is required. Subscription to Chalk & Wire is required. Prerequisite: SED 1000, SED 2200. Three hours.

#### ***SED 4700 The Moral Practitioner***

An examination of the historical and philosophical foundations of American education. Study is made of the relationships between one's philosophy of education and his/her interpretation and analysis of educational aims, problems, and activities. Philosophical systems are applied to classroom scenarios. Exposure to and experience with professional societies in education, community agencies and legal concerns will address INTASC and IDOE standards for the teacher's professional role. Subscription to Chalk & Wire is required. Prerequisite: All SED course work completed, additional school requirements met. Three hours.

**PROFESSIONAL EDUCATION COURSE TOTAL: 18 credits**

### **SECONDARY EDUCATION MAJORS (GRADES 5-12)**

**Students must earn a grade of C or better in SED courses, unless otherwise noted.**

#### **SED 2210 Responsive and Differentiated Instruction for All Learners**

The purpose of this course is to develop a working knowledge of responsive instruction by applying differentiation strategies and Universal Design for Learning (UDL) principles. Students will learn to promote all students' development, learning, and success through ongoing assessment that informs instruction. Subscription to Chalk & Wire is required. Prerequisite: SED 1000, candidacy status. Three hours.

#### **SED 3600 Teaching in the Middle and High School**

This course is designed to give the student an introduction to middle school and high school theory and practice. Specific characteristics of the middle school and high school are studied with application where appropriate. Specific topics include curriculum development, lesson preparation, meeting individual differences, implementing instructional strategies, using aids and resources, classroom management, and evaluation techniques. Much of the course is dedicated to describing academic effectiveness and developmentally appropriate strategies. Field experience is required. Subscription to Chalk & Wire is required. Prerequisites: SED 1000, SED 2200, SED 2600, candidacy status. Three hours.

#### **SED 4610 Methods of Teaching Business**

This course is a presentation of the principles and techniques used in teaching business courses. Included is the study of various learning theories as well as various curriculum materials available. Field experience is involved. Subscription to Chalk & Wire is required. Prerequisites: SED 1000, SED 2200, SED 2600, SED 3600, candidacy status. Three hours.

#### **SED 4620 Methods of Teaching Secondary English**

The course is a study of the philosophy, curriculum, and methods of teaching English on the secondary level, concentrating upon skills, knowledge, and dispositions which need to be possessed by the teacher and fostered among students. Tutorial and observational contact with the secondary school is an integral part of the course. Subscription to Chalk & Wire is required. Prerequisites: SED 1000, SED 2200, SED 2600, SED 3600, candidacy status. Three hours.

#### **SED 4630 Methods of Teaching Foreign Language**

This course is a study of curriculum and methods of teaching a foreign language on both the elementary and secondary level, with special emphasis on performance objectives and methodology with classroom practice. Subscription to Chalk & Wire is required. Prerequisites: SED 1000, SED 2200, SED 2600, SED 3600, candidacy status. Three hours.

***SED 4650 Methods of Teaching Secondary Mathematics***

This course is designed to help prepare the future high school teacher for his or her career in the classroom. We investigate the standard high school math curriculum and study methods of teaching mathematical concepts to students at various levels within the curriculum. Subscription to Chalk & Wire is required. Prerequisites: SED 1000, SED 2200, SED 2600, SED 3600, candidacy status. Three hours.

***SED 4660 Methods of Teaching Secondary Science***

This course is a study of the curriculum and methods of teaching sciences on the secondary level. Subscription to Chalk & Wire is required. Prerequisites: SED 1000, SED 2200, SED 2600, SED 3600, candidacy status. Three hours.

***SED 4670 Methods of Teaching Secondary Social Studies***

This course is a study of practical methods and materials in the broad areas of social studies education. Students will learn many classroom techniques and thus create a repertoire of methods appropriate for the secondary levels of education. Subscription to Chalk & Wire is required. Prerequisites: SED 1000, SED 2200, SED 2600, SED 3600, candidacy status. Three hours.

***SED 4900 Student Teaching and Seminar***

Includes full-time teaching experience for an entire semester as well as a seminar for majors during the experience. This course deals with a variety of topics and issues especially germane to candidates who are about to enter the teaching profession. Each candidate enrolled in this course will be required to complete a Teacher Work Sample and earn a passing score of C or better. Prerequisites: All SED course work completed, additional school requirements met. Nine hours.

***ELEMENTARY EDUCATION MAJORS (Grades K-6)***

***Students must earn a grade of C or better in SED courses, unless otherwise noted.***

***SED 1110 Foundations of Mathematics***

This course investigates a variety of topics necessary for future elementary school teachers. Topics covered include numbers, measurement, probability, statistics, geometry, patterns, spatial relationships, and logic. This is not a methods class; it is a mathematics content class. Prerequisites: 12 credit hours; Basic Algebra and SED 1000. Three credit hours

***SED 3310 Literacy I (Foundations of Reading)***

This course is designed to teach prospective elementary teachers to understand the foundations of reading development grounded in scientifically based reading research. Candidates will comprehend sound-symbol relationships of the English language that will lead to the attainment of independence in reading. The basics of phonemic blending, as well as the basics of decoding written words, are presented. Philosophies and strategies for teaching the skills of phonics are included. There is emphasis on development of literacy through language and listening, reading, and writing while integrating skills from the other curriculum content areas. Subscription to Chalk & Wire is required. Prerequisites: SED1000, candidacy status. Three hours.

***SED 3320 Literacy II (Literature and Writing)***

This course is a survey of literature for children from preschool through sixth grade, including a study of objective standards and evaluation. A wide reading of children's books, traditional and modern, and the development of an appreciation of prose and poetry suitable for children of different ages is expected. Writing techniques will also be addressed as candidates identify evidence-based practices used to create a literacy-rich classroom environment. Subscription to Chalk & Wire is required. Prerequisites: SED 1000, SED 3310, candidacy status. Three hours.

***SED 3330 Literacy III (Diagnosis and Correction)***

This course is a study of the various approaches to reading, methods of instruction, and foundations for reading in the content areas. Instruction in the use of reading tests and diagnostic procedures for remediation is included. Candidates will understand the components of effective differentiated reading instruction to meet the needs of all learners and recognize the components of and need for evidence-based intervention programs. Students participate in teaching and testing in the local schools. Subscription to Chalk & Wire is required. Prerequisites: SED1000, SED 3310, SED 3320, candidacy status. Three hours.

***SED 3331 Literacy III Practicum***

Candidates spend Wednesday mornings in K-6 classrooms teaching whole and small group lessons. Candidates will foster learning through interactive read aloud, guided reading, and writing lessons. Candidates are supervised by college faculty and K-6 classroom teachers.

***SED 3800 Classroom Assessment and Environment***

This course presents best practices in classroom assessment, environment, and behavior management. Topics include relationship development, organization of the classroom learning environment, classroom procedure development, and approaches for managing individual and large group student behaviors. Various strategies to instruction and assessment will be explored. Candidates will develop and teach lessons utilizing formative and summative assessment tools. Candidates will understand how these assessments inform the teaching and learning process. Subscription to Chalk & Wire is required. Prerequisites: SED1000, candidacy status. Three hours.

***SED 4210 Methods of Teaching Mathematics***

This course involves an examination of the instructional process appropriate for elementary children in their learning of mathematics. Considerable time is spent with the actual content of the elementary curriculum. Methods that facilitate evidence-based instruction in mathematical concepts, skills, problem solving, and critical thinking are developed along with the content. Candidates will practice strategies and skills for effectively assessing students' mastery of concepts and skills using Response to Intervention procedures. Subscription to Chalk & Wire is required. Prerequisites: SED1000, SED 2200, SED2600, candidacy status. Three hours.

***SED 4230 Methods of Teaching Science, Health, and Physical Education***

This course evaluates methods and materials needed for teaching science, health and physical education. A large emphasis will be placed on STEM and the learning theories, techniques, process skills, and laboratory work in the field of science. Students will observe and teach on the local STEM bus. Integration among health and physical education across the curriculum will be included. Course content is based on the Indiana Academic Standards and Core Standards. Individual and group units of study are prepared. Subscription to Chalk & Wire is required. Prerequisites: SED1000, SED 2200, SED2600, candidacy status. Three hours.

***SED 4240 Methods of Teaching Social Studies and Fine Arts***

This course of study investigates various teaching techniques, learning theories, and curriculum materials necessary to teach social studies. Music, visual arts, dance, and drama will provide the base to create evidence-based methods of teaching and integrating of the arts within the elementary classroom. Course content is based on the Indiana Academic Standards, Core Standards, and Pearson Professional Tests. Individual and group units of study are prepared. Subscription to Chalk & Wire is required. Prerequisites: SED1000, SED 2200, SED2600, candidacy status. Three hours.

***SED 4310 Methods of Teaching Language Arts***

This course involves a broad and comprehensive understanding of the fundamental concepts and processes of expressive and receptive language. The Indiana State and Core Standards are addressed as evidence-based instructional strategies in the areas of oral and written communication, listening, spelling, and handwriting are introduced. There is concentration on collecting ideas and materials. Students observe in local schools. Subscription to Chalk & Wire is required. Prerequisites: SED1000, SED 2200, SED2600, candidacy status. Three hours.

***SED 4311 Methods Block Practicum***

Candidates participate in the analysis, planning, and instruction of language arts curriculum to elementary students with and without exceptional needs. Candidates spend Mondays in K-6 classrooms teaching within a rich literacy framework. Candidates analyze data and teach whole and small group lessons. Candidates are supervised by college faculty and K-6 classroom teachers.

**CONTENT CONCENTRATION AREA** (Required for Elementary Education)

12 hours of coursework in the concentration is required. The following courses are suggested. Others may be considered.

Option 1: Language Arts (see course descriptions under Language, Literature and Communication Department)

LIT 3650 Young Adult Literature

ENG 3170 Creative Writing & Workshop

LIT 2200 American Literature I or LIT 2210 American Literature II

***Choose one of the following***

COM 2020 Advanced Presentation Skills

COM 2130 Interpersonal Communication

Option 2: Mathematics (see course descriptions under Mathematics Department)

MAT 2100 Introductions to Proofs

MAT 3200 Probability and Statistics

MAT 3280 College Geometry

***Choose one of the following***

MAT 1230/1240 Calculus I with Lab (1 APL)

MAT 1120 College Algebra

Option 3: Science (see course descriptions under Science Department)

SCI 2360 Astronomy

SCI 2230 Physical Geography

ENV 2110/2120 General Ecology and Lab

CHM 1010/1020 Introduction to Chemistry and Lab

Option 4: Social Studies (see course descriptions under History Department)

HIS 1160 World History

POS 2200 Introduction to American Government

POS 3010 State and Local Government

GEO 1010 World Geography

***SED 4900 Student Teaching and Seminar***

Includes full-time teaching experience for an entire semester, as well as a seminar for majors during the experience. This course deals with a variety of topics and issues especially germane to candidates who are about to enter the teaching profession. Each candidate enrolled in this course will be required to complete a Teacher Work Sample and earn a passing score of C or better. Subscription to Chalk & Wire is required. Prerequisites: All SED course work completed, additional school requirements met. Nine hours.

***ELEMENTARY & SPECIAL EDUCATION (DUAL LICENSURE PROGRAM)***

***Students must earn a grade of C or better in SED courses, unless otherwise noted.***

SED 1110 Foundations of Mathematics

This course investigates a variety of topics necessary for future elementary school teachers. Topics covered include numbers, measurement, probability, statistics, geometry, patterns, spatial relationships, and logic. This is not a methods class; it is a mathematics content class. Prerequisites: 12 credit hours; Basic Algebra and SED 1000. Three credit hours

***SED 2410 Policy & Practices in Special Education***

This course is an introductory study of historical, political, and socio-cultural influences in special education. Students will develop an understanding of the implications of special education policy for learners with exceptional needs. This course also includes an in-depth study of the etiology and characteristics of high-incidence disabilities, including learning disabilities, behavioral disorders, emotional disabilities, and mild cognitive disabilities. Also addressed are identification and eligibility considerations in special education. Practices covered include least restrictive environment, response to intervention, and the IEP process. Membership in CEC is required. Subscription to Chalk & Wire is required. Prerequisite: SED 1000 and SED 2400. Three hours.

***SED 2420 Strategies for Mild Intervention***

This course focuses on providing mild intervention to the K-6 student with learning and behavioral needs. This includes educational organization, curricular modifications, and research-based instructional strategies. Students learn to individualize instruction based on the individualized education plan. Students have the opportunity to apply course knowledge through applied learning experiences. Subscription to Chalk & Wire is required. Prerequisite: SED 1000, SED 2400 and SED 2410. Three hours.

***SED 2421 Strategies for Mild Intervention Practicum***

Clinical practicum for SED 2420. Candidates apply knowledge in authentic experiences supervised by fully licensed teachers in mild intervention. Prerequisite: SED 1000, SED 2400 and SED 2410.

***SED 3410 Teaching Students with Emotional and Behavioral Problems***

This course deals with issues of definition, incidence, and prevalence of emotional and behavioral disabilities. Students will learn how to implement positive behavior supports and interventions to improve behaviors and socialization. Students apply knowledge through a behavior change project in an applied learning experience. Subscription to Chalk & Wire is required. Prerequisite: SED 1000, SED 2400 and SED 2420, candidacy status. Three hours.

***SED 3411 Teaching Students with Emotional and Behavioral Problems Practicum***

Clinical practicum for SED 3410. Candidates apply knowledge by participating in residential and self-



contained settings for students with emotional and behavioral disabilities. These experiences are supervised by fully licensed teachers. Prerequisite: SED 1000, SED 2400 and SED 2420, candidacy status.

***SED 3420 Inclusion & Collaboration***

This course is a study of the integration of special education in the regular classroom setting. Service delivery models for students with special needs are identified and explored. Importance is placed on collaborative procedures, special services and instructional modifications that regular and special education teachers use to meet the learning needs of special needs students in regular education classes. Subscription to Chalk & Wire is required. Prerequisite: SED 1000, SED 2400 and SED 2420, candidacy status. Three hours.

***SED 4420 Assessment, Evaluation & Remediation of Students with Exceptional Needs***

This course is a study of the principles and practices of diagnostic procedures in special education. Formal and informal assessments, standardized tests, test administration, test interpretation and summary writing in the academic areas of reading, math, and written expression are examined. Utilizing assessment as a means for formulating educational goals and instructional objectives are explored. Subscription to Chalk & Wire is required. Prerequisite: SED 1000, SED 2400 and SED 2420, candidacy status. Three hours.

***SED 4430 Seminar in Secondary Special Education***

This course addresses topics in secondary special education. The focus of this course is on transition models, individualized transition plans, assistive technologies, and instructional strategies specific to secondary students with disabilities needing mild intervention. Students will explore inter-agencies, community, and vocational services that support transition into adulthood. 30-36-hour practicum in secondary special education is also required. Subscription to Chalk & Wire is required. Prerequisite: SED 1000, SED 2400 and SED 2420, candidacy status. Three hours.

***SED 4431 Practicum for Secondary Special Education***

Students will participate in a 30-36 hour practicum in secondary special education. This practicum will be integrated into SED 4430. Students will apply their knowledge and skills in a secondary special education setting and will be expected to participate in transition planning, instruction, and typical tasks required of secondary special educators.

***COURSE DESCRIPTIONS for INTENSE INTERVENTION***

***SED 5450 Policy & Practices in Intense Intervention***

This course provides an in-depth study of the cognitive, social, communication, and learning characteristics and development of students with intense or complex support needs. These exceptionalities include moderate and severe cognitive disabilities, severe emotional disorders, multiple disabilities, orthopedic impairments, autism, and traumatic brain injury. Academic, communication and functional needs as related to disabilities are explored. Etiology, definitions, and diagnostic criteria as well as federally mandated eligibility requirements are explored. Discussion focuses on implications for instruction, intervention, and related services for individuals with significant disabilities. These implications are studied through significant historical, social, political, cultural and legal perspectives. Also includes application of professional and ethical practice within the field of special education. Three hours.

***SED 5460 Assessment, Instruction & Intervention Supports for Significant Disabilities***

This course will employ an evidence-based approach to assessment, instruction, and intervention for students with significant disabilities. Students will learn to move from research to practice by developing a broad and comprehensive understanding of formal and informal assessments and interpretation of assessment data with an emphasis on formative assessment and progress monitoring. Application of knowledge and understanding will be expected through individualized program planning and implementation of effective instruction that aligns to alternate academic standards and meets the unique needs of individuals with significant disabilities. Instruction and intervention development with a focus on language and communication needs is an overarching theme in this course. Prerequisite SED 5450. Three hours.

***SED 5470 Seminar in Intense Intervention: Communication, Behavior & Health***

Designed as an exploration of key components in meeting the complex needs of individuals. Students learn and apply principles of positive behavior interventions and supports, understand the implications of health issues related to significant disabilities, and learn to use augmentative and assistive technology to meet communication needs. Prerequisite SED 5460. Three hours.

***SED 5480 Collaboration & Transition Across the Life Span***

A study of the transition needs for individuals with significant disabilities and the collaborative strategies necessary to meet those needs as they occur across the life span. This course teaches students how to assess and support the transition needs of students and their families through the federally mandated transition planning process. Students apply these skills through case study, writing a transition plan, and developing curriculum that focuses on postsecondary outcomes. Topics of interagency collaboration, curriculum development, cultural competency, and community-based instruction are explored. Prerequisite SED 5470. Three hours.

***SED 5490 Clinical Practice in Intense Intervention***

Field-based experience in a school setting that requires intense intervention and supports. Practicum is under the direction of a faculty member. Prerequisite SED 5480.

# School of Ministry Studies

## ***School of Ministry Studies***

***Frederick Cardoza II, Ph.D., Dean***

The School of Ministry Studies is comprised of the Department of Biblical Studies (college) and Grace Theological Seminary, which is also home to the GTS Center for Korean Studies.

### ***COLLEGE: DEPARTMENT OF BIBLICAL STUDIES***

Bible  
Bible Translation \*  
Biblical Studies \*  
Educational Ministries \*  
Intercultural Studies \*  
Sport Ministry Studies \*  
Youth Ministry \*

\*Available Accelerated degrees in MA and MDiv.

### ***GRADUATE: GRACE THEOLOGICAL SEMINARY:***

***Online Graduate Programs-*** Offered through The School of Ministry Studies:

Master of Arts in Ministry Studies

We also offer the following concentrations:

- Christian Ministry
- Counseling
- Women's Leadership
- Technology

Master of Arts – Ministry Studies

- Local Church Ministry
- Local Church Ministry, Women's Leadership
- Intercultural Studies

Master of Divinity

- Pastoral Studies
- Exegetical Studies
- Intercultural Studies
- Pastoral Counseling
- Chaplaincy Studies
- General Studies
- Women's Leadership
- Christian Ministry

Deploy (Competency-Based Program)

- Master of Arts, Local Church Ministry
- Master of Divinity, General Ministry

Doctor of Ministry

- Advanced Expository Preaching
- Intercultural Studies

- Ministry Leadership
- Pastoral Studies
- Interdisciplinary Studies

Doctor of Intercultural Studies

***The GTS Center for Korean Studies***

Doctor of Intercultural Studies – Online

Doctor of Ministry Studies - Online

# Department of Biblical Studies

## ***Department of Biblical Studies***

### ***FACULTY***

#### Full-time Faculty:

Frederick Cardoza II, Ph.D., Dean  
Tiberius Rata, Ph.D., Associate Dean  
Mark A. Bowald, Ph.D.  
Matthew S. Harmon, Ph.D.  
Christine M. Hill, Ph.D.  
Rock M. LaGioia, D.Min.

#### Part-time Faculty:

Lonnie Anderson, M.Div., D.Min. (in progress)  
Kip Cone, D.Min.  
Brad Deetscreek, M.Div.  
Pete Gross, M.Div., D.ICS (in progress)  
Trent Lambert, D.Min.  
Sorin Sabou, Ph.D.  
John Sloat, Th.M.  
John Teevan, D.Min.

### ***PURPOSE***

The Biblical Studies Department prepares disciples of Jesus Christ to be servant-leaders both in church and society. The Department of Biblical Studies faculty is committed to passionate and accurate study of God's Word, to living out our faith with dynamic spirituality, and to thoughtful engagement with the world around us.

Christianity is a set of beliefs and practices associated with the devotion, worship, and service of God. It rests on the belief that the Bible stands alone as the inerrant revelation of God and that Jesus is the one and only way of reconciliation with a holy and loving God. The department's commitment to these two foundational truths has a direct bearing on all aspects of life—intellectual, moral, physical, and spiritual. In a world confused by the marketplace of competing ideas, the only real answers to life come from the Word of God who is the only standard for both faith and practice.

### ***FOCUS***

Foundational to this department is the Word of God—what it meant as originally given and what its significance is today. Learning how to interpret and apply Scripture correctly is the most important thing students can learn. That is addressed in departmental courses specifically on the Bible, in courses on the cultures and literatures of the biblical world, and in courses in biblical languages.

Since we live in a real world with complex issues, Christians need to be prepared to handle those issues with correct biblical responses. Hence, we offer courses in various areas of theology,

apologetics, biblical studies, spiritual formation, intercultural studies, and preaching. We emphasize in all our courses putting faith into practice recognizing the Bible as the ultimate, inerrant authority.

### **MAJORS AND MINORS**

The department offers seven majors: Biblical Studies, Intercultural Studies, Youth Ministry, Educational Ministries, Bible Translation, Sport Ministry Studies and a Bible major (this latter major is available only to those who are also enrolled in another non-Biblical Studies major). There are also four minors: Biblical Studies, Biblical Languages, Youth Ministry Studies, and Intercultural Studies. Students majoring in Biblical Studies programs are encouraged to double-major. Our programs are especially crucial for those desiring to serve the body of Christ as pastors, professors, youth workers, missionaries, etc., but our mission reaches beyond that. We want to prepare leaders for a variety of roles in society. In today's world, the study of Scripture and faith is excellent preparation for all who wish to impact society with the gospel of Christ.

Generally, the education offered by this department is not terminal, in the sense of providing everything students need for ministry. Further study is encouraged, such as that offered at the seminary level. But the departmental curriculum is designed to provide the best possible foundation for future study and ministry. Note that graduates of the Biblical Studies Department may gain advanced standing in Grace Theological Seminary.

### **VALUES-DRIVEN CURRICULUM**

The Biblical Studies Department is driven by the following values:

1. We seek to offer students a comprehensive introduction to biblical studies and related fields within an evangelical framework. With so many topics to cover and with a limited number of hours that students may take in three or four years of college, our curriculum is designed to be compact yet complete, efficient yet excellent.
2. We seek to model before students what it means to apply our minds at the highest level possible in the study of the Bible and related subjects, while having hearts deeply committed to the God of the Bible. We want students to be dedicated to advancing God's kingdom and to serving the people of Christ's church.
3. We seek to guide students in developing an approach to biblical studies that is informed by scholarship. We encourage students to be well read and familiar with sources for understanding Christianity and the Bible. Morgan Library has an excellent collection in the field of biblical studies. Department courses will generally require significant research in the library. The library also houses the department's collection of ancient manuscripts. Hebrew scrolls and Greek papyri provide students firsthand acquaintance with the transmission of the Bible.

### **GOALS**

The department has adopted the following goals and objectives:

1. Students will demonstrate biblical literacy. This means knowing the principal persons, events, places, dates, and themes of the Bible; using primary sources in interpretation; interpreting biblical concepts in the context of cultures of the biblical world.
2. Students will demonstrate knowledge of Christianity. This includes identifying the essential doctrines of the Christian faith and knowing the historical and theological developments of the Christian movement.
3. Guided by biblical understanding, students will demonstrate a refined Christian worldview. This includes evaluating culturally influenced values and beliefs; defining and articulating a global view



of humans and cultural systems, and ways to interact appropriately with them; defining and articulating a holistic integration of all aspects of life—both Christian and secular—under the rule of God and for His honor.

4. Students will integrate knowledge of the Christian faith into their lives and demonstrate good citizenship in the Christian community and in society at large. This includes applying the great commandment to all relationships; applying the Great Commission to personal and cultural encounters and relationships; being active participants in a community of faith; and interacting with differing points of view by speaking the truth in love.

## **PROGRAMS**

### ***Bachelor of Arts or Bachelor of Science Degree:***

Students completing baccalaureate studies will earn a Bachelor's degree in any of our program majors listed in the following section.

### ***Master of Arts in Ministry Studies:***

The MA in Ministry Studies is a 36-hour online program designed to provide professional and practical training for those who are pursuing or are already involved in church ministry. This degree will prepare and equip ministry leaders with the necessary personal, professional, and theological training for your unique Christian calling within church ministry or human services. The program goals are designed to augment and support the mission of Grace College and Seminary.

The M.A. in Ministry Studies strikes a balance between foundational theological preparation and real-life ministry training. The program is designed to add to the body of knowledge gained in Grace's undergraduate biblical studies programs and to train those who have not pursued undergraduate training in biblical studies for positions of support and leadership in the local church. Note that graduates of the Department of Biblical Studies may gain advanced standing in Grace Theological Seminary.

***Accelerated Master of Arts Degree:*** Students have the opportunity to pursue a master of Arts degree in either Local Church Ministry or Intercultural Ministry from our residential seminary while pursuing their Bachelor's degree in Biblical Studies, Intercultural Studies, Educational Ministry, Youth Ministry, Bible Translation, and Sports Ministry. This accelerated degree can be completed in four years, with the last two years being enrolled in both the college and the seminary.

***Accelerated Master of Divinity Degree:*** Students have the opportunity to pursue a Master of Divinity degree while pursuing a Bachelor's degree. This is available for the following Bachelor's degree: Biblical Studies, Intercultural Studies, Educational Ministry, Youth Ministry, Bible Translation, and Sports Ministry.

Students can get their Master of Divinity concentrations in the areas of Pastoral Studies, Intercultural Studies, Exegetical Studies, and Pastoral Counseling. Students can complete this in five years and in the fifth year they are a seminary student only.

## **MAJORS**

The majors consist of 14 three-hour courses for a total of 42 hours, in addition to the language requirement.

### ***Biblical Studies Major***

The requirement for a major in Biblical Studies is 45 hours in the department, including the following courses:

**Bible Courses**

BBL 2011 Understanding the Old Testament I  
BBL 2013 Understanding the Old Testament II  
BBL 2020 Understanding the New Testament  
BIB 2310 History of Christianity  
BBL 3010 Defining Doctrines of the Christian Faith  
BBL 3090 Spiritual Formation  
BBL 3140 Biblical Backgrounds  
BIB 2250 Understanding and Engaging Culture  
BBL 4810 Senior Seminar

**Specialization Courses**

BBL 3000 Theological Systems  
PHI 3050 Apologetics  
BIB 3290 NT Bible Exposition  
BIB 3310 OT Bible Exposition  
BIB 4060 Expository Preaching  
MIS 3220 Principles & Practice of Prayer

**Applied Learning** 3 hours

***Intercultural Studies Major***

The requirement for a major in Intercultural Studies is 57 hours in the department, including the following courses:

**Bible Courses**

BBL 2011 Understanding the Old Testament I  
BBL 2013 Understanding the Old Testament II  
BBL 2020 Understanding the New Testament  
BIB 3290 NT Bible Exposition  
BIB 3310 OT Bible Exposition  
BBL 3000 Theological Systems  
BBL 3010 Defining Doctrines of the Christian Faith  
BBL 3140 Biblical Backgrounds  
BBL 4810 Senior Seminar

**Specialization Courses**

MIS 2010 Intro to World Missions  
MIS 2080 Teamwork & Leadership Training  
ICS 3110 Intercultural Communication  
ICS 3210 Applied Cultural Anthropology  
MIS 3220 Principles & Practice of Prayer

***Choose one of the following:***

ICS 3300 Eastern World Religions  
ICS 3350 Middle Eastern World Religions

**Applied Learning** 9 hrs

MIS 4960 Cross Cultural Internship

***The following two courses are taken as independent study during applied learning on the internship.***

BBL 3090 Spiritual Formation  
MIS 2100 History of World Missions

### ***Youth Ministries Major***

The requirement for a major in Youth Ministries is 45 hours in the department, including the following courses:

#### **Bible Courses**

BBL 2011 Understanding the Old Testament I  
BBL 2013 Understanding the Old Testament II  
BBL 2020 Understanding the New Testament  
BIB 2310 History of Christianity  
BBL 3090 Spiritual Formation  
BBL 3010 Defining Doctrines of the Christian Faith  
MIS 3220 Principles & Practice of Prayer  
YMI 4940 Personal & Professional Orientation

#### **Specialization Courses**

BIB 2090 Contemporary Issues  
BIB 2140 Evangelism & Discipleship  
YMI 2140 Foundations/Phil. of Youth Ministry  
YMI 2240 Strategies for Church and Campus Youth Programs  
YMI 3240 Counseling and Communicating with Contemporary Youth  
YMI 4100 Youth Ministry Internship  
YMI 3140 Cross Cultural Youth Ministry

**Applied Learning** 9 hours

### ***Educational Ministries Major***

The requirement for a major in Educational Ministries is 45 hours in the department, including the following courses:

#### **Bible Courses**

BBL 2011 Understanding the Old Testament I  
BBL 2013 Understanding the Old Testament II  
BBL 2020 Understanding the New Testament  
BIB 3290 New Testament Bible Exposition  
BIB 3310 Old Testament Bible Exposition  
BBL 3090 Spiritual Formation  
BIB 2250 Understanding and Engaging Culture  
BBL 4810 Senior Seminar

#### **Specialization Courses**

PSY 3260 Biblical Psychology  
PSY 2360 Child and Adolescent Psychology  
BBL 2050 Relational Skills for Ministry  
BBL 2030 Foundations of Educational Ministry  
BBL 2040 Foundations of Ministry Leadership  
ICS 3110 Intercultural Communication

***Choose two of the following***

PHI 3050 Apologetics  
BIB 2310 History of Christianity  
BBL 3000 Theological Systems  
BBL 3010 Defining Doctrines of the Christian Faith  
BBL 3140 Biblical Backgrounds  
BIB 4060 Expository Preaching  
ICS 3300 Eastern World Religions  
ICS 3350 Middle Eastern Religions  
MIS 2080 Teamwork and Leadership Training  
MIS 2010 Introduction to World Missions  
MIS 3220 Principles and Practice of Prayer  
BHS 2520 Leadership Principles and Development  
SOC 2100 Marriage and the Family  
COM 2160 Small Group Communication  
COM 3460 Organizational Communication and Behavior  
COM 3030 Persuasion  
BHS 4050 Addiction Treatment  
PSY 3440 Process and Techniques of Counseling  
SED 1000 Teaching School in America  
SED 2200 The School Age Child  
SED 2210 Responsive and Differentiated Instruction  
SED 2400 Exceptional Needs  
SED 2500 Teaching in a Pluralistic Society  
SED 2600 Teaching and Learning

**Applied Learning** 3 hours

### ***Bible Major***

Designed for NON Biblical Studies Majors wishing to double major in Bible.

The requirement for a major in Bible is 33 hours in the department, including the following courses:

#### **Bible Courses**

BBL 2011 Understanding the Old Testament I  
BBL 2013 Understanding the Old Testament II  
BBL 2020 Understanding the New Testament  
BIB 2310 History of Christianity  
BBL 3010 Defining Doctrines of the Christian Faith  
BBL 3090 Spiritual Formation  
BIB 2250 Understanding and Engaging Culture

#### **Specialization Courses**

BBL3140 Biblical Backgrounds  
BIB 3290 NT Bible Exposition  
BIB 3310 OT Bible Exposition  
MIS 3220 Principles & Practice of Prayer

### ***Sport Ministry Studies Major***

The requirement for a major in Sport Ministry Studies is 54 hours in the department, including the following courses:

**Bible Courses**

BBL 2011 Understanding the Old Testament I  
BBL 2013 Understanding the Old Testament II  
BBL 2020 Understanding the New Testament  
BIB 3290 NT Bible Exposition  
BIB 3310 OT Bible Exposition  
MIS 3220 Principles & Practice of Prayer  
BIB 4060 Expository Teaching & Preaching  
BIB 2650 Introduction to Sport Ministry

**Specialization Courses**

SMT 1100 Introduction to Sport Management  
SMT 2050 Risk Management  
SMT 3060 Event Management  
SMT 3080 Event Management Lab  
SMT 3550 Sport in American Society (Senior Seminar)  
SMT 3610 Sport Marketing  
SMT 4000 Sport Media

**Senior Seminar Course**

**Choose 1 of the following**

BBL 4810 Senior Seminar in Bible  
SMT 4200 Sport Governance

**Applied Learning** 9 hours

SMT 1140 Practicum  
SMT 2090 Practicum in Sport Management  
SMT 4930 Internship

**Bible Translation Major<sup>1</sup>**

The requirement for a major in Bible Translation is 55 hours in the department, including the following courses:

**Bible Courses**

BBL 2011 Understanding the Old Testament I  
BBL 2013 Understanding the Old Testament II  
BBL 2020 Understanding the New Testament  
ICS 3110 Intercultural Communication  
BBL 3010 Defining Doctrines of the Christian Faith  
BIB 3290 NT Bible Exposition  
BIB 3310 OT Bible Exposition  
ICS 3210 Applied Cultural Anthropology  
BBL 3140 Biblical Backgrounds

**Specialization Courses**

GRE 1030 Greek 3  
GRE 2010 Greek Exegesis I  
HEB 1010 Hebrew I  
HEB 1020 Hebrew II

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<sup>1</sup> The LNG courses will be taken during the summer through the Summer Institute of Linguistics at the Dallas International University. The student will pay a summer fee that will cover tuition and room and board while at DIU.

HEB 1030 Hebrew III  
HEB 2020 Hebrew Exegesis I  
LNG 4500 Articulatory Phonetics  
LNG 4520 Syntax and Morphology  
LNG 4700 Introduction to Sociolinguistics  
LNG 4800 Learner-Directed Second-Language Acquisition

**Applied Learning** 3 hours

## **MINORS**

### ***Biblical Studies Minor***

The requirement for a minor in Biblical Studies is 24 hours in the department, including the following courses:

BBL 2011 Understanding the Old Testament I  
BBL 2013 Understanding the Old Testament II  
BBL 2020 Understanding the NT  
BIB 2310 History of Christianity  
BBL 3010 Defining Doctrines of the Christian Faith  
BBL 3140 Biblical Backgrounds  
BIB 3290 New Testament Bible Exposition  
BIB 3310 Old Testament Bible Exposition

### ***Intercultural Studies Minor***

The requirement for a minor in Intercultural Studies is 18 hours in the department, including the following courses:

ICS 3110 Intercultural Communication  
ICS 3210 Applied Cultural Anthropology  
MIS 2010 Introduction to World Missions  
MIS 2080 Teamwork and Leadership Training  
MIS 2100 History of World Missions

### ***Choose one of the following:***

ICS 3300 Eastern World Religions  
ICS 3350 Middle Eastern World Religions

### ***Youth Ministry Studies Minor***

The requirement for a minor in Youth Ministry Studies is 18 hours in the department, including the following courses:

BBL 3010 Defining Doctrines of the Christian Faith  
BIB 2140 Evangelism and Discipleship  
YMI 2140 Foundations and Philosophy of Youth Ministry  
YMI 2240 Strategies for Church and Campus Youth Ministry  
YMI 3240 Counseling and Communicating with Contemporary Youth  
YMI 3140 Cross Cultural Youth Ministry

**Applied Learning** 6 hrs

### ***Biblical Languages Minor***

The requirement for a minor in Intercultural Studies is 21 or 24 hours in the department, including the following courses:

#### ***Option 1 (Greek Emphasis)***

GRE 1010 Greek I  
GRE 1020 Greek II  
GRE 2010 Greek Exegesis I  
GRE 2040 Greek Exegesis II  
BBL 3140 Biblical Backgrounds

#### ***Choose two of the following***

BIB 3290 New Testament Bible Exposition  
BIB 3310 Old Testament Bible Exposition  
ICS 3110 Intercultural Communication

#### ***Option 2 (Hebrew Emphasis)***

HEB 1010 Hebrew I  
HEB 1020 Hebrew II  
HEB 1030 Hebrew III  
HEB 2020 Hebrew Exegesis I  
BBL 3140 Biblical Backgrounds

#### ***Choose two of the following:***

BIB 3290 New Testament Bible Exposition  
BIB 3310 Old Testament Bible Exposition  
HEB 2080 Hebrew Exegesis II  
ICS 3110 Intercultural Communication

#### ***Option 3 (Both Languages)***

GRE 1010 Greek I  
GRE 1020 Greek II  
GRE 2010 Greek Exegesis I  
GRE 2040 Greek Exegesis II  
HEB 1010 Hebrew I  
HEB 1020 Hebrew II  
HEB 1030 Hebrew III  
HEB 2020 Hebrew Exegesis I

### ***Master of Arts in Ministry Studies***

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The M.A. in Ministry Studies strikes a balance between foundational theological preparation and real-life ministry training. The program is designed to add to the body of knowledge gained in Grace's undergraduate biblical studies programs and to train those who have not pursued undergraduate training in biblical studies for positions of support and leadership in the local church. Note that graduates of the Department of Biblical Studies may gain advanced standing in Grace Theological Seminary.

**Core Courses: 18 Hours**

TH 5170	Theological Seminar 1
TH 5180	Theological Seminar 2
PM 5160	Methods of Discipleship
OT 5065	Old Testament Survey
NT 5320	New Testament Survey
MIN 6010	Spiritual Formation

**Christian Ministry Concentration Courses: 18 Hours**

MIN 5100	Bible Study Methods
MIN 5310	Ministry & Cultural Diversity
MIN 5320	Ministry Leadership
PM 7120	Local Church Ministry in the 21 <sup>st</sup> Century
PM 5570	Communication in Ministry
PM 6170	Ministry Administration

**Women's Leadership Studies Concentration: 18 Hours**

***The first four courses below (5110, 5360, 5600, 5820) are required and offered as weekend seminars:***

MIN 5110	Equipping Others for Ministry
MIN 5360	Women & Scripture
MIN 5600	Biblical Foundations of Leadership
MIN 5820	Soul Care & Leadership

***Choose two of the following:***

MIN 5100	Bible Study Methods
MIN 5310	Ministry and Cultural Diversity
PM 5570	Communication in Ministry

**Counseling Concentration Courses: 18 Hours**

PM 6160	Biblical Psychology
MIN 5500	Counseling Theories
MIN 5700	Counseling Methods & Techniques
MIN 5900	Pre-Marital & Marital Counseling
MIN 6200	Counseling Common Problems
PM 6060	Legal and Ethical Issues in Pastoral Counseling

**Technology Concentration Courses: 18 Hours**

PM 5180	Technology and Media in Ministry
PM 5190	Worship Arts
PM 6070	Creative Communication Strategies
PM 6180	Organizational Tools
PM 6240	Developing Tech Talent
PM 6840	Tech Ministry Internship

**COURSE DESCRIPTIONS**



In the following courses, students will be explorers (not just observers) in the study of the Bible. The goal is to become skilled in interpretation and wise in application. Courses will focus on breadth and depth of learning, so that students are capable of dealing with both specific and global issues in the text.

## ***Biblical Studies***

### ***BBL 2011 Understanding the Old Testament I***

An introduction to the Pentateuch and the Historical Books of the Old Testament with special reference to background, historical setting, literary composition, theology and message. After successfully completing this course, the student should be able to demonstrate a knowledge of background issues which introduce one to the study of various concepts of the Old Testament, the historical milieu of each Old Testament book studied, the purpose and general content of each Old Testament book studied, the use of the Old Testament in modern ministry, and the foundation the Old Testament provides for the New Testament. Three hours.

### ***BBL 2013 Understanding the Old Testament II***

An introduction to the Poetic and Prophetic books of the Old Testament with special reference to background, historical setting, literary composition, theology and message. After successfully completing this course, the student should be able to demonstrate a knowledge of background issues which introduce one to the study of various concepts of the Old Testament, the historical milieu of each Old Testament book studied, the purpose and general content of each Old Testament book studied, the use of the Old Testament in modern ministry, and the foundation the Old Testament provides for the New Testament. Three hours.

### ***BBL 2020 Understanding the New Testament***

This course introduces the New Testament with special reference to background, historical setting, literary composition, theology, and message. After successfully completing this course, the student should be able to demonstrate a knowledge of background issues which introduce one to the study of various concepts of the New Testament, the historical milieu of each New Testament book studied, the purpose and general content of each New Testament book studied, the relationship between the New and Old Testaments, and the use of the New Testament in modern ministry. Three hours.

### ***BBL 3000 Theological Systems***

Students will explore the theological methods and presuppositions practiced by the diversity of theological systems. Students will seek answers to questions such as, how is presuppositional apologetics different from evidential apologetics. How is systematic theology different from biblical theology? How is dispensational theology different from covenant theology? How is reformed theology different from Armenian theology? How is progressive dispensationalism different from classic dispensationalism? Students will study the methods and presuppositions of leading theologians, from the Apostle Paul to the present. Prerequisite: BIB1050. This is an upper level course available to juniors and seniors. It is also offered at a graduate level. Three hours.

### ***BBL 3010 Defining Doctrines of the Christian Faith***

Students will identify the central affirmations of Christianity that distinguish orthodoxy from heresy, heterodoxy, liberalism, and neo-orthodoxy. Students will be able to support each defining doctrine from Scripture. The role of creeds, church councils, and doctrinal statements in defining and

preserving orthodoxy will be explored. Students will appreciate the diversity within Christian orthodoxy, while the central affirmations are preserved. Prerequisite: BIB1050. Three hours.

***BBL 3090 Spiritual Formation***

Students will explore the various dynamics that converge to produce maturity in the life of a Christian. They will seek to construct a theory of spiritual formation based on a practical knowledge of God, a realistic awareness of self, a full-orbed understanding of pertinent scriptural insights, and a historical perspective of various approaches to spirituality. They will examine the necessity of the integration of the individual pursuit of spiritual maturity with the corporate dimension. The approach of the course will include practical application along with classroom discussion and outside research. Prerequisite: BIB 2010. Three hours.

***BBL 3140 Biblical Backgrounds***

Students will seek to understand how people thought, communicated, and lived in the ancient world during the OT, NT and Intertestamental Periods. Special emphasis will be placed on key people groups and political, cultural, theological, and literary developments that form the background to the Bible. Students will learn to use insights from geography, cultural anthropology, archaeology, sociology, philosophy, politics, literature, and history for the interpretation of Scripture in light of the history and culture of the people to whom it was addressed. Three hours.

***BBL 4310 Women and Scripture***

Students will explore the various roles women played in the OT against the backdrop of the ancient world. They will investigate ways that Jesus elevated the status of women and how NT passages describe the function of women within the Christian community. Using modern theories on the role of women—hierarchical, complementarian, and egalitarian—students will seek to define a biblical approach to contemporary questions about the role of women. Three hours.

***BBL 4810 Senior Seminar***

This course is designed to facilitate senior level students in the application of theory to ministry practice. The learner will be challenged to integrate biblical/theological knowledge gained in a variety of courses together with specialized research that pertains to specific ministry issues. Three hours.

***BIB 1050 Exploring the Bible***

A general overview of the Bible which orients the student to the overall presentation of the program of God from the Creation through the Consummation of Christ. Emphasis will be placed on the themes, timeline, structure, and coherence of the entire Biblical revelation. This course is required in the liberal arts core curriculum. Three hours.

***BIB 2010 Scripture and Interpretation***

Foundational principles of effective Bible study will be applied for personal study and small group Bible study leadership. Observational skills of the English text will be developed through hands-on activities and assignments. Hermeneutical principles will be applied to various biblical genres with the goal of equipping the learner to interpret the text based on its historical/cultural and literary context. Application of meaning of the text for spiritual formation will be emphasized as well. Prerequisite: BIB1050. This course is required in the liberal arts curriculum. Three hours.

***BIB 2050 Understanding and Engaging Culture***

This course examines culture. It explores the roots of culture as a foundational and overarching expression of humanities vocations as "imaging" of God in Scripture. The subsequent harmonies and

dissonances between historical expressions of culture and Christianity are analyzed and discussed. Also, contemporary expressions of popular digital culture, film, video and music, will be selectively surveyed with an eye to developing the capacity to constructively and critically engage culture as Christians. Three hours.

***BIB 2090 Contemporary Issues***

Students will interact with controversial issues facing young Christians, weighing carefully biblical and ethical criteria for those issues. Careful distinction will be made between explicit biblical teaching, traditional Christian practices, and personal convictions. Typical issues to be analyzed in the course include: decision making and the will of God, spiritual gifts, gender issues, media and culture, sexuality and alternative lifestyles. Three hours.

***BIB 2140 Evangelism and Discipleship***

Students will explore foundational issues for developing an approach to evangelism. Questions that will be considered include: What constitutes true conversion? Is becoming a Christian a process or an event? What about lordship salvation? What is the relationship between evangelism and the sovereignty of God? How do trends and needs in society shape a strategy for evangelism? Second, students will examine various methods of evangelism, for example, lifestyle evangelism. Third, students will study the concept and methods of discipleship as an integral part of evangelism.. Three hours.

***BIB 2310 History of Christianity***

Students will seek to discover what transpired in Christianity from the 1st century to modern times in order to understand what Christianity is in the present. They will identify the major events, personalities, and theological issues, both Western and non-Western, that shaped the development of Christianity. They will appreciate the challenges that the church faced as it matured in history, and they will gain perspective on the challenges still facing the church today. Prerequisite: BIB1050. This is an upper level course available to juniors and seniors. It is also offered at a graduate level. Three hours.

***BIB 3290 New Testament Exposition***

Foundational principles of effective Bible study will be applied for personal study and small group Bible study leadership. Observational skills of the English text of the New Testament will be developed through hands-on activities and assignments. Hermeneutical principles will be applied to various biblical genres with the goal to equip the learner to interpret the text based on its historical/cultural and literary context. Application of the meaning of the text for spiritual formation will be emphasized as well. Prerequisites: BIB1050, BIB2010, and BBL2020. Three hours.

***BIB 3300 Essential Doctrinal Themes***

An overview of the essential doctrines every Christian should know and be able to articulate and defend. This course will focus on allowing students to engage in collaborative exercises to challenge their thinking and solidify their faith. This course is required in the liberal arts core curriculum. Three hours.

***BIB 3310 Old Testament Exposition***

Foundational principles of effective Bible study will be applied for personal study and Bible study leadership. Observational skills of the English text of the Old Testament will be developed through hands-on activities and assignments. Hermeneutical principles will be applied to various biblical genres with the goal to equip the learner to interpret the text based on its historical/cultural and literary context. Application of the meaning of the text for spiritual formation will be emphasized as well. Prerequisites: BIB1050 and BIB2010. Three hours.

### ***BIB 4060 Expository Preaching and Teaching***

This course combines both theory and practice. It introduces a functional methodology of organizing and developing the elements of a sermon. It examines issues of bridging exegesis and exposition as well as the application of biblical truth and the effective delivery to listeners. Approximately one-third of the course is devoted to a lab setting where lessons and sermons are video-recorded and critiqued. Prerequisites: COM1100, BIB1050 and BIB2010. Three hours.

## ***Educational Ministries***

### ***BBL 2030 Foundations of Educational Ministry***

This course exposes students to learning theories and educational practices that can be applied to ministry settings. Learning theories help teachers understand how humans acquire new knowledge and embrace truth for transformational life change. This course will address not only inner processes that bring about growth, but also the environmental and social influences that can either promote or hinder wholistic learning that results in biblical wisdom.

### ***BBL 2040 Foundations of Ministry Leadership***

This course looks at the life of Jesus to learn from Him as the Master Teacher, Leader and Discippler. Students will explore Scripture and the lives of other godly men and women to gain a composite picture of leadership that addresses heart issues in the lives of people they will lead. Leadership from a biblical perspective will be countercultural and address issues of pride vs. humility, how we view failure/success and taking initiative in a Spirit-driven process. Students will have the opportunity for hands on integration of theory with practice as they process the course concepts in life with others in a relational context of ministry.

### ***BBL 2050 Relational Skills for Ministry***

Theoretical principles of interpersonal communication and conflict management skills will be applied to ministry settings in order to equip the learner to work more effectively with a variety of people in diverse settings. Through course material, individual reflection, and small group experiences, learners will explore the biblical foundations of relationships, personal relating style, small group dynamics and roles, and conflict management skills. The focus of this course contains principles for evaluating relational maturity, elements that help and hinder spiritual community and skills for dealing with conflict in healthy ways utilizing effective communication skills necessary for personal and ministerial development. Three units.

See School of Behavioral Sciences, School of Education, and School of Arts & Sciences catalogs for additional course listings.

## ***Intercultural Studies and World Mission***

In the following courses, students will explore how culture affects communication, relationships, beliefs, value systems, and ministry. Students will gain a deeper understanding of world missions and the preparation essential for cross-cultural ministry.

### ***ICS 3110 Intercultural Communication***

Students will examine the principles and processes of communicating effectively with people from a second cultural context, whether in multi-cultural U.S.A. or in other countries. The course will

investigate functional perception and how cultural worldview, beliefs, and values affect it through the personal perception of each individual. Students will explore how the shaping of the message, the style of communication, and the use of communication networks help to penetrate different cultures with the gospel. Dangers of ethnocentrism and its affect on the cross-cultural communication process will be discussed. The principles examined are valuable for intercultural relations in any field of work. Prerequisite: MIS2010. Three hours.

***ICS 3210 Applied Cultural Anthropology***

The nature of man and how his culture affects him are explored with a view to how this, in turn, affects ministry in intercultural contexts. Worldview assumptions and resulting values, beliefs, behavior, and attitudes are studied as to how they affect the person in his perception and understanding of the physical and spiritual world around him and, ultimately, his understanding of the Gospel. Social organization is examined as to how it affects ministry strategy, and the nature of culture change is investigated with a view to evangelism. Prerequisites: MIS2010. Three hours.

***ICS 3300 Eastern World Religions***

In this course the belief systems of major religions originating and concentrated in the Eastern world are studied with a view to understanding why the tenets make sense and drive behavior for the adherents. How each religion affects the host culture and how the culture affects the religion will be explored. The inadequacies of each belief system will be discussed in light of the adequacy of Christianity, but an introductory understanding of biblical theology is assumed. Religions covered in the course include Hinduism, Buddhism, Jainism, Sikhism, Chinese Popular Religion (Taoism and Confucianism, with reflections of Taoism in Native American Religion), and Shintoism. These will be introduced with a short Theology of Religions. Three hours.

***ICS 3350 Middle-Eastern World Religions***

In this course the belief systems of major religions originating and concentrated in the Middle East are studied with a view to understanding why the tenets make sense and drive behavior for the adherents. How each religion affects the host culture and how the culture affects the religion will be explored. The inadequacies of each belief system will be discussed in light of the adequacy of Christianity, but an introductory understanding of biblical theology is assumed. Religions covered in the course include Judaism, Islam, Baha'i, Zoroastrianism (Zarathustrism), and African Animism. These will be introduced with a short Theology of Religions and comments on why various religions have similarities with others. Three hours.

***MIS 2010 Introduction to World Missions***

This introductory course will help students discover basic understandings, motives, and methods for successful missionary work. Practical subjects such as good and bad reasons for going into missions, departure from and reentry into one's own culture, entering a new culture, and choosing a mission field will be discussed. Basic skills for God's work in another culture will be introduced. Theological and strategic foundations will provide a conceptual understructure for further studies in intercultural missions. Three hours.

***MIS 2080 Teamwork and Leadership Training in Missions***

Students will discover and carefully examine the biblical data on teamwork, emphasizing the New Testament material. From this examination, principles guiding biblical teamwork will be gleaned with primary emphasis on application to missionary teams today, especially those involved in church planting. Students will also discover biblical patterns and models of leadership training with a view to their practice today. Other practices of leadership training will be evaluated in light of this study. Attention will be given to

the relationship between biblically sound leadership and team health and effectiveness. Prerequisites: MIS2010. Three hours.

### ***MIS 2100 History of World Missions***

In this course the backgrounds and development of the missions enterprise from the apostolic period until the present will be analyzed with a view to discovering the benefit to the intercultural task before us today. A proper understanding of the work of the Holy Spirit in this endeavor is emphasized. To give the student a good grasp of present-day major movements, significant current trends in missiological thought and practice will be examined. Prerequisites: MIS2010. Three hours.

### ***MIS 3220 Principles and Practice of Prayer***

Students will examine the teaching of the Scriptures on the subject of prayer with a view to discovering the absolute necessity of a vital prayer experience in the life of the man or woman of God and in the life of the Church. Urgency, consistency, and effectiveness of prayer will all be discussed as well as practical guidance for fostering these. Significant time will be spent in the practice of prayer. Three hours.

### ***MIS 4960 Cross Cultural Internship***

The Cross-Cultural Internship is for a minimum of 14 weeks (one semester) in a second culture. The internship itself is for six hours of academic credit. While in the host context the student will complete two campus courses (BBL3090 Spiritual Formation and MIS2100 History of World Missions) for three hours of credit each. These two courses will be taken by distance education with the supervision and grading of the professors on campus.

The cross-cultural aspects of the internship are to be fulfilled under the direction of the faculty supervisor. The components that are requirements for the internship are a personal cultural identity exercise, a culture identity comparison exercise in the host culture, ministry and interaction experiences in the host context, (living with a host family in some contexts), a weekly journal, required reading, and a reflective term paper. 9 Credit hours.

## ***Languages, Biblical***

In the following courses, students will explore the meaning of the biblical text through a study of the original languages. The aim of the courses in Greek and Hebrew is to gain knowledge of grammar and vocabulary in order to do basic translation and exegesis of biblical passages.

### ***ENG 3300 Introduction to Linguistics***

A survey of the primary features of language, including phonology, morphology, semantics, language acquisition, how the brain processes language, and how languages change through contact with each other. Students will learn the International Phonetics Alphabet and learn to transcribe the sounds of English and other world languages. Students will work through morphological and semantic examples and exercises drawn from a worldwide sample of languages.

### ***GRE 1010-1020 New Testament Greek I and II***

This course introduces the student to the essentials of biblical Greek with emphasis on phonology, morphology, syntax, and vocabulary. The student will learn how to pronounce and read biblical Greek, the form and function of the noun and verb, the basic syntax of Greek words, phrases, and clauses. Three hours each session.

***GRE 2010 Greek Exegesis***

This course is a practical study of the procedures for doing sound exegesis in the various portions of the New Testament. The method will include the study of syntax, words, poetics, textual criticism, biblical theology, and practical exegetical exposition in the different genres of the Greek New Testament. The student will be introduced to the electronic tools available to aid in the preparation of sound, biblically-based sermons/lessons. The course is designed to help the student prepare for the future use of the skills in the ministry of the Word. Prerequisites: GRE1010 and GRE1020. Three hours.

***GRE 2040 Greek Exegesis II***

An exegetical study of selected portions of the Greek New Testament in the original language designed to show its theological, expository, and practical values. Prerequisites: GRE1010, GRE1020 and GRE2010. Three hours.

***HEB 1010-1030 Hebrew I, II and III***

In this two semester course students will seek to gain sufficient mastery of the Hebrew language, including vocabulary, forms, and syntax, in order to begin translating and interpreting the Hebrew Bible. The second semester is devoted mostly to reading Hebrew narrative, with a continuation of grammar studies inductively from the reading selections. Students will be introduced to the basic literary and electronic tools currently in use in Hebrew language studies. Prerequisites: none. Three hours each session.

***HEB 2020 Hebrew Exegesis I***

Students will seek to build on the foundation learned in the first two semesters of Hebrew and increase their knowledge of vocabulary, grammar, and syntax. Students will translate selections from the Old Testament, discovering translation techniques. Special focus will be placed on the theology and homiletical treatment of the book of Jonah. Prerequisites: HEB1010 and HEB1020. Three hours.

***HEB 2080 Hebrew Exegesis II***

Students will undertake critical and exegetical studies of portions of the Hebrew OT. By analyzing the major exegetical and theological problems against the historical background of the selected passages, students will discover theological, expository, and practical values of doing Hebrew exegesis. Prerequisites: HEB1010, HEB1020 and HEB2010. Three hours.

***LNG 4500 Articulatory Phonetics***

Students will introduce the student to the sounds used in spoken languages. The student will be trained to recognize, produce, transcribe, classify and describe words. The student will get intensive practice in using the full International Phonetic Alphabet (IPA) for the whole range of sounds used in human speech. Two hours.

***LNG 4520 Syntax and Morphology***

Students will learn the fundamentals of analyzing the grammatical and morphological structures of languages. The student will gain analytical skills developed through graded problems based on a wide variety of languages. Three hours.

***LNG 4700 Introduction to Sociolinguistics***

Introduction to language as a social phenomenon dependent on age, gender, social class, status, setting, and topic, with special attention to multilingual societies. Two hours.

***LNG 4800 Learner-Directed Second-Language Acquisition***

This course equips the student for success in learner-directed acquisition of language/culture without dependence on formal classroom instruction, especially in little-studied languages with few or no published pedagogical resources. The core of the course is an intensive language practicum (40-45 hours), working with a native speaker of a language that is very different from languages the student already knows, in sessions led first by a teaching assistant and later by students. Separate lecture-discussion sessions present the theoretical foundation for the practicum. An understanding of second language acquisition is instilled that combines Sociocultural Theory with the psycholinguistic study of comprehension and production along with a detailed multi-phase strategy for long-term language/culture learning. Three hours.

**Please note:** LNG courses taken at Dallas International University through Summer Institute of Linguistics (Wycliff).

## ***Youth Ministry***

The Youth Ministries program is offered in cooperation with the National Institute for the Development of Ministries to Youth, founded by CE National. In addition to coursework, students must meet certification requirements, including hands-on experience in local and para-church ministry, youth ministry leadership, communication to youth, cross-cultural experience, and evangelism and discipleship. For more information, contact CE National.

### ***YMI 2140 Foundations and Philosophy of Youth Ministry***

Students will explore the modern history of youth ministry and will evaluate the four primary approaches in current use in light of biblical principles. Students will seek to understand contemporary adolescent issues and the essential ingredients needed to make an effective youth ministry. Students will develop strategies for integrating youth ministries into the local church. Areas of discussion will include parenting ministries and methods of building a volunteer staff and youth team.. Three hours.

### ***YMI 2240 Strategies for Church and Campus Youth Programming***

Strategies will be developed for establishing strong ministry teams and for ministering to junior and senior high students, as well as to recent graduates. Students will examine the role in youth ministries of the Christian school, home schooling, and the public school. They will explore and analyze various curriculums and develop strategies for meeting the needs of youth in complex family and societal structures. Prerequisite: YMI2140. Three hours.

### ***YMI 3140 Cross-Cultural Youth Ministries***

Students will learn to assess issues relevant to specific urban youth cultures and to target the needs of youth in various culturally diverse people groups. Students will develop strategies for meeting the needs of youth in cross-cultural contexts and for church planting with youth as the target. They will also investigate various methods of reaching preadolescent youth. Students will investigate how to train youth to take leadership in effective church planting and development. This one-week course will be taught at the Urban Hope Training Center in inner-city Philadelphia.. Three hours.

### ***YMI 3240 Counseling and Communicating with Contemporary Youth***

Students will seek to identify various methods of communicating biblical and spiritual truth to a changing youth culture. They will be equipped with techniques for establishing effective communication with young people. Various styles of communication, including small group discussions, informal teaching times, and the use of technology and music, will be examined. In addition, students will investigate counseling tools and techniques for working with families and youth



in crisis counseling situations. Students will consider how to relate to the changing roles of adolescents as they mature in a diverse society. Legal issues of counseling will be examined, and students will evaluate how to determine the advisability of deferring troubled youth to professional counselors. Prerequisite YMI2140. Three hours.

### ***YMI 4100 Youth Ministry Internship***

In this 12-week internship, students gain hands-on experience working with youth in a supervised field experience at an approved site under a seasoned mentor. Students will learn how to program and develop leadership aspects of youth ministry in real life. Prerequisites: YMI2140, and YMI2240. Three hours.

### ***YMI 4940 Personal and Professional Orientation to Youth Ministries***

Students will examine the call and qualifications of an effective youth leader. Plans for recruiting, leading, and building a volunteer staff will also be considered, and students will investigate how to establish and maintain staff relations with a chain of command. In addition, students will examine and develop methods of networking youth ministries and will create a long-range planning strategy. Each student will create and maintain his or her own personal ministry resume and written strategy for youth ministry. Prerequisites: YMI2140. Three hours.

## ***Philosophy***

The following courses are designed to acquaint students with the leading philosophical thought of the past and present. Students will explore the efforts of the human mind to understand such problems as the nature of the world and man, the question of right and wrong, and the quest for knowledge and truth—in light of various presuppositions and a distinctive Christian philosophy.

### ***PHI 3050 Apologetics***

The purpose of this course is to provide students with an introductory survey to the defense of the Christian worldview in its contemporary postmodern context. The course will cover areas such as: the biblical and theological justification for the apologetic task; issues surrounding apologetic methodology; strategies for effective presentation and argumentation; the development of a positive case for Christianity; common objections against the Christian worldview; and a critique of prevalent ideologies and worldviews. This course will address philosophical, historical, scientific, and cultural issues surrounding the defense of Christianity in the contemporary world. Three hours.

### ***PHI 3010 Christianity and Critical Thinking***

This course will critically examine the beliefs and presuppositions of philosophers and philosophies over the centuries and their impact on modern Christianity and the Christian Worldview. A critical examination will begin by utilizing the lens of Scripture as the basis of truth in evaluating these beliefs. The application of that examination will be centered on the reasons for God as well as the nature of suffering and evil as learners are encouraged to formulate a biblically sound Christian Worldview. This course is required in the liberal arts core curriculum. Prerequisites: BIB1050, and BIB2010. Three hours.

## ***Sport Ministry***

### ***BIB 2650 Introduction to Sport Ministry***

An introductory sport ministry course giving an overview of basic concepts, career preparation and professional opportunities within sports ministry. The sports environment will be explored relating to the Scripture and ministry opportunities in sport. Students will explore the many different types of sport ministry experiences available worldwide. Three hours.

See School of Business catalog for additional course listings.

## ***Master of Arts in Ministry Studies (online)***

### ***NT 5320 New Testament Survey***

This course introduces the New Testament with special reference to background, historical setting, literary composition, theology and message. After successfully completing this course, the student should be able to demonstrate a knowledge of background issues which introduce one to the study of various concepts of the New Testament, the historical milieu of each New Testament book studied, the purpose and general content of each New Testament book studied, the relationship between the New and Old Testaments, and the use of the New Testament in modern ministry. Three hours.

### ***MIN 5100 Bible Study Methods***

This course is designed to introduce learners to the basics of biblical interpretation and practical biblical inquiry. This course will cover essential elements of Hermeneutics as well as give practical training in Bible study methodology focusing on the historical-grammatical interpretative method in the inductive Bible study format. Three hours.

### ***MIN 5310 Ministry & Cultural Diversity***

This course is intended to provide students with a basic understanding of the elements of culture and how they affect biblical ministry in intercultural and multicultural contexts. It is designed to help Christian workers become more effective in those contexts as their understanding permits them to shape their ministry to penetrate other cultures more deeply and, therefore, apply God's Word more accurately. Three hours.

### ***MIN 5320 Ministry Leadership***

Through the use of reading and writing assignments, online discussions, pastoral interviews, and a self-assessment and action plan paper, the following leadership topics will be covered: servant leadership, mentoring, visionary leadership, and leading as a change agent. Eight weeks of course work will be conducted independently and on-line, culminating in a final paper. Three hours.

### ***MIN 6010 Spiritual Formation***

This course investigates the biblical and personal foundations of spiritual growth known theologically as sanctification. It is designed to help the learner understand the impact of family history, personal development and life experiences on one's theological outlook, emotional maturity, relational patterns, moral decisions and ministry effectiveness. Through personal prayer projects, experiential learning and small group interaction, learners will gain a richer sense of self-awareness in order to open more deeply to the love and truth of God. This integrative course attempts to connect theological truth to life in order to explore God's design for growth and how the individual might cooperate within the context of a developing relational Christian spirituality. Three hours.

### ***OT 5065 Old Testament Survey***

An introduction to the Old Testament with special reference to background, historical setting, literary composition, theology and message. After successfully completing this course, the student should be able to demonstrate a knowledge of background issues which introduce one to the study of various concepts of the Old Testament, the historical milieu of each Old Testament book studied, the purpose and general content of each Old Testament book studied, the use of the Old Testament in modern ministry, and the foundation the Old Testament provides for the New Testament. Three hours.

***PM 5160 Methods of Discipleship***

A biblical and theological study of Christian discipleship. Includes insight, strategies, and methods ministers can use in the development of both personal and ministry-wide discipleship relationships and programing. Three hours.

***PM 6170 Ministry Administration***

A theological and practical analysis of administrative principles and processes as they apply to the effective leadership of church and parachurch agencies. Special attention will be given to a balanced relationship between effective administrative functions and ministry. Three hours.

***PM 5570 Communication in Ministry***

This course examines the relevant application of communicating spiritual truth from the Word in a variety of ministry contexts. The course will focus on sermon preparation and delivery to various teaching environments that leaders will be engaged in to shape the life of a church and other ministry settings. Three hours.

***PM 7120 Local Church Ministry in the 21<sup>st</sup> Century***

This course will seek to explore some underlying dynamics of local church life, along with some of the dominant ministry styles of contemporary North American churches, including both attractional and missional models. Focus will also include church assessment paradigms, a consideration of change strategies, and discussion of prevailing attitudes in our society toward the church.

***TH 5170 Theological Seminar 1***

This course is an introduction to theology and its sources. Foundations will be laid in the areas of prolegomena, Bibliology (The Bible), Theology Proper (God), Christology (Christ), Pneumatology (The Spirit), and Angelology (Angels including demons and Satan). MIN 5010. Three hours.

***TH 5180 Theological Seminar 2***

This course is designed to introduce learners to theology and its sources. Foundations will be laid in the areas of systematic theology dealing with Anthropology (the nature of man), Hamartiology (sin), Soteriology (salvation), Ecclesiology (the Church), and Eschatology (future events). MIN 5020. Three hours

***Women's Leadership***

***MIN 5110 Equipping Other for Ministry***

Equipping others for ministry is a part of our calling from God (Eph. 4:11-13). But how do we work with others so that we reach maturity together? This course will help you see that ministry is not just about doing the ministry yourself, but teaching others to join you in various arenas of ministry. You will learn about God's equipping ministry in your own life, and be challenged to imitate His methods of entrusting

others with redemptive work through His Spirit. The class will explore various methods of equipping others, including mentoring, coaching and modeling, and will address the challenges of recruiting, training and retaining volunteers or key staff members. Three hours.

***MIN 5360 Women in Scripture***

Students will explore the value of women as disclosed in special revelation, beginning with Genesis and the "imago dei". They will research the backdrop of the ancient world in order to understand the various roles women played in the OT in revealing the heart of God and His plan for redemptive history. They will investigate ways that Jesus elevated the status of women and how NT passages describe the function of women within the Christian community. Using modern theories on the role of women—complementarian and egalitarian—students will seek to define a biblical approach to contemporary questions about the role of women. In addition, students will analyze current culture and make recommendations for how God's Word speaks into the lives of women today. Three hours.

***MIN 5600 Biblical Foundations of Leadership***

This course looks at the life of Jesus to learn from Him as the Master Teacher, Leader and Discipled. Students will explore Scripture and the lives of other godly men and women to gain a composite picture of leadership that addresses heart issues in the lives of people they will lead. Leadership from a biblical perspective will be countercultural and address issues of pride vs. humility, how we view failure/success and taking initiative in a Spirit-driven process. Students will have the opportunity for hands on integration of theory with practice as they process the course concepts in life with others in a relational context of ministry. Three hours.

***MIN 5820 Soul Care in Leadership***

This class will examine how to journey with others in the midst of their questions and pain. Instead of trying to fix others in pain, soul care attempts to incarnate the presence of God in the life of another and allow God to use you to be his hands and feet. Part of this process is learning how to listen to the Spirit of God and attend to another in the midst of their journey. The learner will have the opportunity to see and reject patterns of self-talk (based on the flesh) in order to embrace Spirit-led patterns of soul talk. The care of souls is an interpersonal part of ministry leadership that often gets overlooked in our program-driven church context. This class will help to equip ministry leaders in their role as shepherd to the flock entrusted to their care. Three hours.

***Counseling***

***MIN 5500 Counseling Theories***

In this course, students will examine today's predominant counseling theories in order to develop their own biblical framework in which they will provide counsel to others. The focus of the course is to help discern God's pathway to proper biblical counseling. Three hours.

***MIN 5700 Counseling Methods and Techniques***

This course will examine the various skills, methods and techniques used by a Christian or Pastoral Counselor to effectively minister to those being counseled. An aspect of the course is how to use the Bible and prayer in counseling, and direction on when to refer to other professionals. Three hours.

***MIN 5900 Pre-Marital and Marital Counseling***

This course will examine how to effectively engage in pre-marital counseling to help couples prepare

for marriage and to help couples who are struggling in their marriage. Various theories, skills and techniques of marriage counseling will be discussed. Three hours.

***MIN 6200 Counseling Common Problems***

This course will examine how to counsel people who encounter negative emotions such as anxiety, depression, guilt and fear and help navigate these issues from a biblical perspective. The focus will be on how God can help people deal with the emotional side of their lives by looking at Scripture and allowing God to move them into places of spiritual transformation. Three hours.

***PM 6160 Biblical Psychology***

This course will examine the relationship between the fields of psychology and theology. A theology of "integration" will be presented, along with discussions concerning specific "psychological" topics (i.e. personality, sensation/perception, self-esteem, etc.) from a biblical vantage point. A biblical discussion of depression and anxiety will be an aspect of this course, along with how one would use this material to counsel/minister to others. Three hours.

***PM 6060 Legal and Ethical Issues in Pastoral Counseling***

This course is designed to develop a broad biblical knowledge base, critical thinking and ethical decision-making skills for pastoral counselors. A focus will be given to a high standard of personal and professional ethics to enhance pastoral counseling that is above reproach. Three hours. Three hours.

***Technology***

***PM 5180 Technology & Media in Ministry***

This course addresses the everchanging media technology challenges that ministries face today. This course identifies the ever changing and complex landscape of media technology in a media-centric society and how ministries can use modern media effectively to communicate the life-changing message of Jesus Christ.

***PM 5190 Worship Arts***

This course is designed to address corporate worship within the context of media technology. This course acknowledges the need for technology to accomplish tasks as well as produce creative media rich environments for worship experiences.

***PM 6070 Creative Communication Strategies***

A comprehensive approach to building mission-driven and culturally-sensitive ministry communications. Involves integration of traditional, social, and digital media for providing relevant information, inspiration, instruction, marketing, and promotion to ministry stakeholders.

***PM 6180 Organizational Tools***

A comprehensive sweep of organizational and educational technology for more efficient ministry and effective teaching in 21st Century ministry. Includes identification of ministry-related categories in which technology may be useful, in addition to investigating specific tools (software, hardware, services) that can meet practical ministry needs.

***PM 6240 Developing Tech Talent***

An overview of the biblical importance of equipping and its relationship to ministry teams in the local church. Special attention given to identifying, cultivating, training, and deploying skilled teams of tech leaders for ministry.

***PM 6840 Tech Ministry Internship***

The practical application and integration of technology tools within a ministry setting. Includes some topically-guided course content, in addition to a required practical internship and application hours. This internship may be a paid or volunteer role, and involves direct interaction with an onsite-or-off-ministry-site technology-ministry specialist or media minister.

# Grace Theological Seminary

# ***Grace Theological Seminary***

## ***Faculty***

### Full-time Faculty:

Frederick Cardoza II, Ph.D., Dean  
Tiberius Rata, Ph.D., Associate Dean  
Mark A. Bowald, Ph.D.  
Thomas J. Edgington, Ph.D.  
Matthew S. Harmon, Ph.D.  
Christine M. Hill, Ph.D.  
Rock M. LaGioia, D.Min.

### Part-time Faculty:

Kip Cone, D.Min.  
John J. Davis, Th.D., D.D., President Emeritus  
Trent Lambert, D.Min.  
Ronald E. Manahan, Th.D.  
Stephen Park, D.Miss.  
Sorin Sabou, Ph.D.  
John A. Teevan, D.Min.

Grace Theological Seminary is part of the Grace School of Ministry Studies.

The seminary admits students of any race, color, national and ethnic origin to all the rights, programs, and activities generally accorded or made available to students at the school. It does not discriminate on the basis of race, color, national and ethnic origin in the administration of its educational policies, admissions policies, scholarship and loan programs, and athletic and other school-administered programs. Grace Theological Seminary is committed to compliance with the Title IX of the Federal Education amendments of 1972, except as claimed in a filed religious exemption. It does not discriminate against qualified individuals with disabilities in the recruitment and admission of students, the recruitment and employment of faculty and staff, and the operation of any of its programs and activities as specified by applicable federal laws and regulations. 200 Seminary Drive · Winona Lake, IN 46590 ©2007 Grace Theological Seminary · [gts.grace.edu](http://gts.grace.edu)

## ***ABOUT GRACE THEOLOGICAL SEMINARY***



## ***A Rich History***

Grace College Theological Seminary had its beginning as the result of an informal meeting in June 1937. Deeply concerned about the inroads of modern unbelief in higher education, a number of Brethren pastors and laymen came together for earnest prayer and counsel in Ashland, Ohio. The group laid plans for founding an institution of higher theological education where positive biblical standards of Christian faith and life could be established and maintained.

The founding board called Dr. Alva J. McClain to be president of this new institution, Grace Theological Seminary. He brought to this position high attainment of scholarship and wide experience as a successful pastor and master teacher. A competent faculty was convened, and the school opened its first annual session in Akron, Ohio, in the fall of 1937 with a student body of thirty-nine. Grace Theological Seminary received its legal charter on April 8, 1938.

The circumstances under which the school was founded, its clear Christian testimony, and its educational ideals aroused widespread interest among Christian leaders and schools of like precious faith throughout this country.

After the organization of the seminary, Dr. W. E. Biederwolf, Director of the Winona Lake Bible Conference, along with other Christian leaders, encouraged that the seminary be moved to Winona Lake. The administration and board agreed, and the seminary relocated in 1939.

The seminary experienced steady growth, even during the years of World War II. New degree programs were offered, regional accreditation was achieved, and graduates went out to serve the Lord as pastors, missionaries, teachers, chaplains, and leaders in other types of Christian ministries around the world. Faculty members were kept busy, not only as effective classroom teachers and mentors, but also as visiting lecturers in other institutions, in churches, and in Bible conference ministries. The faculty of Grace Theological Seminary has authored scores of books, contributed many articles to scholarly and religious journals, and assisted in the production of Bible translations, such as the ***New American Standard Bible***, the ***New International Version***, the ***New King James Version***, and the ***New Living Bible***.

In 1991 a special consortium was held with Christian ministry leaders from across the United States. As a result, the mission and values of the school were redrafted based on the goal of translating the distinctives and the unchanging doctrinal foundation into the contemporary world in which graduates minister. Shortly thereafter, a major revision in the Master of Divinity curriculum was implemented and the Doctor of Ministry program was added to provide professional education for pastors and other ministry leaders.

The seminary programs are part of the Grace College School of Ministry Studies. Grace College is an accredited four-year liberal arts college with a strong Christian emphasis. It was under the sponsorship of Grace Theological Seminary that Grace College came into existence in 1948.

Grace Theological Seminary is accredited by the Higher Learning Commission of the North Central Association of Colleges and Schools, the Association of Theological Schools, and the Association of Christian Schools International. Grace Theological Seminary in cooperation with the International Association for Continuing Education and Training (IACET) and is accredited to grant CEU's for qualified training.

## ***An Ideal Community***

Grace Theological Seminary is located in the town of Winona Lake, in north central Indiana. Situated near the shores of Winona Lake, one of the largest of the more than 100 lakes in Kosciusko County, the campus is close to a number of scenic and recreational attractions. With Chicago 120 miles to the northwest and Fort Wayne 40 miles to the east, easy access to these metropolitan centers is available by way of U.S. Highway 30. Once the home of evangelist Billy Sunday, William Jennings Bryan, James Whitcomb Riley, and Homer Rodeheaver, the community offers a wealth of history and tradition. It was the site of the historic Winona Lake Bible Conference, which for several years operated under the auspices of Grace College and Theological Seminary. Winona Lake is a part of the Greater Warsaw area, an expanding area with a healthy economy.

Grace offers many opportunities for activities and facilities available to undergraduate, graduate, and seminary students. Seminarians may participate in such activities as Symphony of the Lakes, Symphonic Chorus, plays, intramural athletics, outreach efforts, athletic events, a student union, dining commons, and a sports and recreation center.

For seminarians, Winona Lake, Warsaw, and nearby communities provide opportunities for affordable housing, part-time and full-time employment, and the kind of high community standards typical of the tradition of the Midwestern United States. In addition, the region offers ministry opportunities through local churches, hospital chaplain assistantships, prison ministries, and other organizations.

## ***A Traditional Campus***

***The William Male Center for Seminary and Graduate Studies*** houses the seminary, undergraduate Department of Biblical Studies, Korean Studies Program, and Worship Arts Program as well as faculty offices and classrooms, performance areas, and studio spaces.

***McClain Hall***, a handsome red brick Georgian building named in honor of the founding president, Dr. Alva J. McClain, houses the offices of the President, Advancement, Marketing, as well as classrooms. Built in 1950-51, the structure includes an auditorium seating approximately 550, and the prayer tower.

***Indiana Hall***, a student service center/residence hall, provides student housing for more than 100 students and administrative offices for Student Affairs, Student Involvement, Center for Career Connections, Academic Services, SPOE(School of Professional Online Education, Student Employment as well as the Student Services Hub including student accounts, registrar and financial aid services.

The ***Morgan Library***, constructed in 1969, is a multilevel facility housing a collection of over 200,000 items and the Learning Center. The library-learning center provides research and writing assistance, group and quiet study spaces, and a wide variety of resources to meet student academic needs. The Morgan Library also houses a classroom, a computer lab, and 3D printing room.

The Library-Learning Center staff includes professional staff, librarians, and dozens of student assistants who are available to help students with their research and writing. Staff can be reached by phone, 574.372.5100 x6290, by email, [library@grace.edu](mailto:library@grace.edu), and in person.

The library's [website](#) provides access to many of the library and research resources both on and off campus. These include e-books, articles, streaming videos, tutorials, and research tools to make research and writing productive.

Morgan Library is a member of several library consortia which permit onsite access to materials at all academic and seminary libraries in the State of Indiana as well as select seminaries, Bible colleges and Christian universities around the country. Consult the [Off-Campus Resource Guide](#) for more

information. Interlibrary loan service is also available to Grace students, assuring access to research materials.

The special collections at the Morgan Library include the papers of the American evangelist William A. "Billy" Sunday as well as archives of the Winona Lake Bible Conference, Grace College and Seminary, and various Grace Brethren agencies.

Other campus buildings provide facilities for college classrooms, residence halls, administrative offices, Jazzman's Café, Alpha Dining Commons, The Grill, the Gordon Health & Wellness Center and the Manahan Orthopedic Capital Center.

## ***PURPOSE***

The School of Ministry Studies seeks to help students to impact the world with the gospel for Jesus Christ. Recognizing the Bible as the authoritative Word of God, the goal of the School is to study it with passion and precision, and to help students prepare for effective ministries.

The School is dedicated to embracing a dynamic spiritual commitment and to engaging thoughtfully with the world around us.

## ***Purpose Statement of Grace Theological Seminary***

Grace Theological Seminary is a learning community dedicated to teaching, training, and transforming the whole person for local church and global ministry.

## ***GTS Core Values***

1. Biblically Rooted
2. Culturally Sensitive
3. Ministry Focused
4. Academically Excellent
5. Spiritually Transforming

## ***A Spiritual Environment***

Intellectual development cannot be the only objective of Grace Theological Seminary for its students. Seminary education must make no less contribution to the student's spiritual life than it does to his or her intellectual growth.

The seminary's faculty and administration recognize that the right kind of spiritual atmosphere can neither be produced nor maintained by human mechanics or techniques. The creation of this atmosphere depends wholly upon the all-sufficient grace of the Lord, flowing through truly regenerated lives—lives that are characterized by walking in His Spirit, submitted to His will, and trusting in His power. Therefore, one of the seminary's primary goals is that all institutional activities be surrounded with an attitude of prayer and devotion centered in Him.

## ***Standards of Conduct***

Because of the great responsibility for modeling placed on Christian leaders, all students at Grace Theological Seminary are expected to maintain the highest standards of biblical conviction and conduct. The seminary is not a censoring agency, but expects maturing Christian convictions, concern for the conscience of others, and a willingness to submit to spiritual authority. Although man-made regulations cannot improve on the Christian's standing in Christ, they can strengthen the life and testimony of individuals and the institution. Reasonable standards of conduct therefore are a necessary part of a spiritual community. Accordingly, the seminary's standards of conduct include:

1. The highest standards of Christian conduct in all activities and relationships. In particular, students are expected to maintain proper family relationships and to abstain from improper sexual activities and emotional entanglements.
2. Faithfulness in Christian ministry. Each student is expected to be involved in ministry during his or her time of study on campus. Academic preparation does not take the place of active participation in the local church.
3. Utilization of time to the best advantage by careful study, participation in spiritual activities, faithful attendance in church and at school, and the discerning use of literature, movies, music, television, and the Internet. Because Internet pornography is known to be an increasing problem with students across America, and because immorality happens tragically all too often among spiritual leaders, it is expected that each student will make every effort, through godliness and discipline, to remain morally pure, including forming a same-gender accountability relationship.
4. Abstinence from such practices as gambling, inappropriate social dancing, identification with secret societies, and the use of alcoholic beverages, illegal drugs, and tobacco.
5. Avoidance of every form of dishonesty and deceit, including cheating on exams or assignments, failure to meet financial obligations promptly, and negligence in the performance of duties at one's place of employment.
6. Conformity to certain standards of appearance and dress which are maintained in order to strengthen the testimony of the seminary and to promote the general morale of the school.

Details on these matters and other policies are set forth in the Grace College and Theological Seminary student handbook. Grace Theological Seminary reserves the right to discipline or dismiss a student who, in its judgment, does not conform either to the stated regulations governing conduct or to the expressed principles, policies, and programs of the Seminary.

By virtue of their enrollment, students agree to live within the framework of these standards.

### ***Co-curricular Activities***

The focus of the mission and educational values of Grace Theological Seminary is pursued by design through the regular curriculum and other co-curricular activities that impact seminary life. These co-curricular activities are intended to further the purpose and objectives of Grace Theological Seminary in an environment of vital Christian fellowship, practical theological study, and ministry skill development. Additional information about these activities, as well as expectations for student involvement, can be found in the ***Student Handbook***. These activities include:

1. Student Socials: at the beginning of the fall semester, the seminary sponsors a gathering for new students and their families as part of the new student orientation activities. This event enables new students and their families to make friends and to fellowship with other seminary student families and with faculty and their families.
2. Chapel: during the fall and spring semesters, chapels are scheduled in order to provide times for leadership development, spiritual refreshment, and worship. Attendance requirements are outlined in the ***Student Handbook***.
3. Days of Worship and Prayer: one day each semester is reserved as a day of worship and prayer. Classes are dismissed for the day and the entire student body and faculty join together in prayer, praise, intercession, and testimony. It is one of the spiritually enriching experiences of the semester.
4. Conference on Mission: recognized missionary executives, authorities, and missionaries are brought to the campus to present the work of their various organizations. This is an annual conference sponsored by the Missions Conference Coordinating Committee. The conference is

held jointly with the college student body. Through the conference every student is made aware of opportunities and responsibilities to serve people of any race or culture, locally and globally.

5. **Mentoring Groups:** students are required to become active, faithful participants of a seminary-sponsored mentoring group during each semester in which they are enrolled for at least one residential class. Groups will meet at various times of the week throughout the semester in an attempt to accommodate students' varying schedules. Any exceptions to this requirement must receive official approval from the Dean of the School of Ministry Studies. Information is available at the Seminary Administrative Office.

## ***Admissions, Expenses, and Financial Aid***

### ***General Admission Policies***

In addition to the policies listed below, for admission to the Doctor of Ministry program please refer to the Doctor of Ministry section in this catalog for specific admission guidelines that apply.

The basic requirement for entrance into the master's degree programs is a four-year bachelor's degree, or its equivalent (for international students), from a recognized institution of higher learning. Graduates of Bible colleges, liberal arts colleges, and state colleges and universities are encouraged to apply.

Those who are planning to obtain a bachelor's degree in preparation for seminary are encouraged to include both a broad exposure to general education subjects and English Bible courses in their undergraduate studies.

Students able to take Greek or Hebrew language studies at the undergraduate level should note the possibilities for advanced standing that such a course of study offers. Students already having a four-year degree without the opportunity to pursue some of the suggested pre-seminary curriculum are encouraged to do some reading in preparation for seminary. However, the seminary program is designed to allow students to gain a solid biblical foundation for future ministry without pre-seminary educational preparation.

A student who received his or her pre-seminary education at an institution which is not accredited or who achieved less than a 2.5 grade point average in pre-seminary education may be admitted on academic restriction.

### ***Admission Requirement***

Since the various curricula and courses of the seminary are designed for those who are capable of undertaking a graduate standard of work, the usual academic requirement for admission is evidence of satisfactory completion of a four-year accredited college or university bachelor's program or the equivalent. Grace has a policy in place for assessing those who have not completed a four-year degree and for those who have a non-accredited four year degree.

In no case, however, will the seminary regard mere academic achievement or high intellectual ability as sufficient to justify admission. There are certain spiritual, moral, and personal qualifications without which any attempt to prepare for the ministry of the gospel can result in nothing but personal tragedy. The seminary administration, therefore, will regard these matters as proper subjects for investigation in all cases and reserves the right to withdraw the privileges of the school from those who after admission may prove to be lacking in these necessary qualifications.

Each applicant is assured of careful consideration regardless of his or her denomination, race, or national origin.

Students who are divorced, remarried after a divorce or married to a divorced spouse will be considered for admission to Grace Theological Seminary. However, additional information and a reference from a pastor acquainted with the situation may be requested.

### ***Application Materials***

All students considering entrance to the seminary should make formal application as early as possible in order to get full consideration for financial aid. Financial aid awards are made according to established deadlines. Students applying for financial aid are encouraged to contact the Office of Financial Aid in order to obtain the most recent information on what financial aid is available and the deadlines for financial aid applications.

An online application may be found on the Grace Web site ([www.grace.edu/admissions/apply/](http://www.grace.edu/admissions/apply/)). An application packet may be secured from the Office of Graduate and Adult Enrollment. The packet includes complete instructions on application procedures. Materials to be submitted to apply for admission include:

1. The application form with all applicable questions answered in full, including an attached written testimony of the student's conversion and spiritual growth over the past few years
2. A Spiritual Reference form
3. In some cases, applicants will need a Ministry Reference
4. Official transcripts from all colleges and/or seminaries attended
5. TOEFL scores (international students only)

In most cases the applicant will be notified of his or her admission status within one week after all application materials have been received by the Director of Seminary Admissions. The Admissions Committee may grant admission on the basis of the credentials named above, may request the applicant to submit additional materials, or ask the applicant to interview with the Dean of the Seminary or another representative of the Seminary.

### ***Advanced Standing***

Advanced standing is available at Grace Theological Seminary for students who have prepared themselves in their undergraduate training for seminary studies. Grace recognizes the level of training and study completed at many accredited Bible colleges and Christian liberal arts colleges. Advanced standing will enable students to build on their previous education rather than repeat it. This means that they will spend less time and less money on their seminary training and more time in ministry.

A maximum of 25% of credit hours required for the degree may be earned through Advanced Standing for those entering the Master of Arts or Master of Divinity degree programs (a maximum of 33% is allowed for students in the Accelerated-Program). Classes that are allowed to count for advanced standing will be determined by the faculty and the Dean of Grace Theological Seminary by comparing undergraduate transcripts with the student's chosen program of study. In addition to an examination of the student's transcripts, the following must also take place for advanced standing to be awarded:

- The student must have completed his/her undergraduate studies at an approved school.
- The student must have achieved a "B-" or better in the course for which advanced standing is granted (for Deploy, a "B" or better is required).
- The student must successfully pass the advanced standing examination (when applicable) for selected courses at Grace Theological Seminary.

It is important to note that students applying for advanced standing credit must do so through the Office of the Dean of the Seminary within the first 8 weeks of initial enrollment after they have been officially admitted to Grace Theological Seminary.

### ***Transfer Credits***

In the case of transfers from other seminaries with proper academic standards, students will ordinarily be given full credit for work satisfactorily completed up to one-half of the credit hours required for the degree program at Grace in which they are enrolled. Courses transferred in must be substantially equivalent to Grace courses that are part of the student's chosen program, or permission must be granted by the Dean of the Seminary to allow the courses to be used as electives. Credit hours gained through advanced standing reduce the number of transfer hours allowed. The transfer credit limit may be waived for students internally transferring from one Grace College & Theological Seminary program into another Grace College & Theological Seminary program. Any exceptions granted must be for courses of substantially similar academic content and require approval from the Dean and Faculty of the Seminary, as well as the Registrar. Students will be permitted **only one** program change.

In the case where a student has an earned master's degree from another seminary with proper academic standards, credit from that program will be accepted toward the Master of Divinity degree based on the following guidelines:

1. Students with an M.A. degree (including those from Grace College & Theological Seminary) can use up to the 36-hour limit to meet requirements for the M.Div. degree.
2. Students with the M.A. degree can apply credit to other master's programs at Grace College & Theological Seminary only in the amount allowed under the transfer guidelines established (with Deploy requiring a "B" or better for transfer credit).

It is important to note that students applying for transfer credit must do so through the Office of the Dean of the Seminary within the first 8 weeks of initial enrollment after they have been officially admitted to Grace Theological Seminary.

### ***International Students***

Students from other countries who have completed a bachelor's degree or its equivalent with a high academic standing are encouraged to apply to the seminary. Such students should be aware, however, that the seminary has limited scholarships and no living subsidies for international students. In addition to the normal application procedures, applicants from other countries must meet the following requirements:

1. A full application is submitted with all the appropriate accompanying material. With the regular materials the student must also supply a certificate showing evidence that he or she has adequate resources for his or her own program of studies in the United States as well as for any dependents, whether they come with the student or remain at home. If the applicant is unable to certify that he or she has personal funding adequate for such purposes, he or she must secure a statement from some responsible organization or individual willing to guarantee the support and care of the dependents, as well as the round-trip tickets and educational and living expenses while in the United States. Grace Theological Seminary will not issue the Certificate of Eligibility (Form I-20) until it receives and approves the completed Financial Certificate guaranteeing these funds, all application materials, and the advance \$50.00 payment on tuition and fees.
2. An applicant whose native language is other than English must complete the Test of English as a Foreign Language (TOEFL), unless he or she has obtained an accredited bachelor's degree at an English-speaking institution. The TOEFL is a standard test offered at testing centers throughout the

world. Information about the test can be obtained by contacting the Educational Testing Service (ETS) directly at: TOEFL Services, Educational Testing Service, P.O. Box 6151, Princeton, New Jersey 08541-6151, USA; or contact TOEFL Services on the Web at [www.toefl.org](http://www.toefl.org), by E-mail [toefl@ets.org](mailto:toefl@ets.org), or by telephone at 609.711.7500.

Grace Theological Seminary reserves the right to require students to add English courses to their program of study if deemed necessary. A minimum score of 560 (220 computer-based, 83 Internet-based) on the TOEFL is required for admission to Grace Theological Seminary. TOEFL scores should be mailed directly to Grace Theological Seminary by ETS. Our institutional code is 1252. Results will be mailed to the Seminary Admissions Office by placing this code in the appropriate place on the test registration form.

### ***Tuition Deposit***

A \$100 advance payment on tuition and fees is required of all new students upon receipt of their letter of acceptance and before registration for classes. This payment should be directed to the Office of Graduate and Adult Enrollment. If the student decides to withdraw his or her admission and notifies the Office of Graduate and Adult Enrollment, refunds on tuition will be made according to a schedule established by the Business Office. The Business Office may be contacted for details.

### ***Student Intent***

The accepted student will be asked to give their intent to study at GTS. This process will be completed electronically from their Status Portal. This will signify the student's intention to enroll at Grace Theological Seminary and will verify the intended program of study.

### ***Medical Insurance***

Students at the time of registration are strongly encouraged to have secured medical insurance coverage for themselves and all dependents. This stands as an ethical obligation of students that may only become apparent at a time of greatest need. Students are urged to handle this matter with the highest degree of integrity. For further information contact the Grace Schools Health Center.

### ***Electronic Media Requirement***

Our desire as a faculty and administration is to do a good job of communicating to our students. This is becoming increasingly challenging because of the diverse mix that constitutes our student body (e.g. residential students, non-traditional students, part-time and full-time students). In response, we intend to use modern electronic media (electronic bulletin boards, Web pages, and e-mail) to communicate information to students. As a result, we are expecting students to have access to the Internet (for connecting to electronic bulletin boards and Web pages and for accessing e-mail). Further, we are requiring all students to be familiar with their Grace Theological Seminary e-mail address and to check that address frequently (for mass e-mailings). Students who neglect to check their Grace e-mail account regularly can expect to miss important school and class announcements which can possibly have a negative effect on their program of study. Our desire as a faculty is to provide training for students in the use of electronic tools for Bible study, exegetical investigation, sermon preparation, etc. Therefore, we are requiring that each student have access to a personal computer so that they might use the various electronic tools that are available for a variety of disciplines. In addition, students may be asked to purchase software, in conjunction with certain classes, much as they are asked to purchase books for classes.

### ***Expenses for All Programs***

Grace Theological Seminary seeks to provide a quality theological education for all its students. Tuition charges paid by the student cover only a portion of the cost of operating the seminary program. Gifts and grants from individual friends, corporations, and interested churches meet the balance of the



expenses. Current tuition rates and fees are available from the Grace Schools Business Office or on the Grace Web site: <http://www.grace.edu/resources/business-office#graduatecosts>

### ***Terms of Payment for Regular Semesters***

Grace Theological Seminary provides two payment plans for its courses: (NOTE: These payment options are not available to D.Min/D.Ics students. D.Min/D.Ics seminary fees must be paid in full during the week of class.)

Option 1: Pay all semester charges in full two weeks prior to the first day of class of the semester. Payment is made to the Business Office, or you may pay online at [grace.afford.com](http://grace.afford.com). Visa, Master Card, and Discover credit cards are also accepted.

Option 2: Grace also offers a longer-term payment plan through Tuition Management Services (TMS). This plan allows the student the option of making up to 5 monthly payments to pay off the balance by semester end. The cost of this plan is a \$40 semester enrollment fee. You can also contact TMS at 800-309-1619. One of the above plans must be chosen since no other payment plans are available.

### ***Federal Refund Policy***

If a student changes his/her total credit hours for a semester by dropping a class or classes, or officially withdrawing on or before the 60% point in time of the period of enrollment, calculated using calendar days, a portion of the total of Title IV funds awarded a student (Federal Perkins Loan, Federal Stafford Loan, Federal PLUS Loan, but not Federal Work Study) must be returned according to the provisions of the Higher Education Amendments of 1998. The calculation of the return of these funds may result in the student owing a balance to Grace and/or the Federal government. Questions may be directed to the Office of Financial Aid.

### ***Institutional Refund Policy***

Full refund on tuition and fees will be given for classes dropped the first week of the semester session. Tuition refunds for students withdrawing entirely from school will be based on the official date of action that was recorded by the Registrar's office. It is the student's responsibility to file the proper paperwork within the week class(es) are dropped in order to receive maximum refund as per the published refund schedule. A student who is dropping a class or withdrawing completely from school must go to the Registrar's Office to complete the proper forms. Upon withdrawing from Grace, a pro-rated refund of both charges and financial aid will occur based on the official date of such action. Federal regulations specify that, should a student withdraw from an institution, any amount of a refund must be returned to the Title IV programs funds first, up to the full amounts received.

### ***Refund Schedule – 7.5 week semester session***

Week	% Refund
1	100%
2	50%

Note to residential students taking an Online Course: There are no refunds for online fees after the first Sunday the class begins.

Note to Students receiving student loans: Graduate students must be enrolled at least half-time in order to be eligible for a student loan. Half-time for the seminary means at least three credit hours. A student loan will only be disbursed once it is certain that a student will be enrolled for the minimum credits for half-time. If a student is taking at least three credit hours of class work during the first session of the semester, the loan will be disbursed in week 2 of the first session.

### ***Student Housing***

Students ordinarily must make their own living arrangements, often able to rent houses or apartments in the community. You may check our monthly rent guide on the Grace portal -

[https://portal.grace.edu/ICS/Campus\\_Life/](https://portal.grace.edu/ICS/Campus_Life/) For those who do not desire to cook, meals are available at Alpha Dining Commons. Information may be secured through the Food Services Office.

### ***Student Financial Aid***

Loan programs such as Federal Stafford, and the Direct Federal Loan Policy are available to students who qualify.

The application process for financial aid is as follows:

1. Apply and be accepted as a student at the seminary.
2. File the Free Application for Federal Student Aid (FAFSA) as soon as possible after October 1st - Grace Theological Seminary Federal School Code is 001800.

Students are notified on a rolling basis of their financial aid eligibility upon admission to the seminary and completion of the Free Application for Federal Student Aid (FAFSA). However, the preferred deadline for fall semester is June 1. Awards are based on the funding available at the time of the award. It is in the student's best interest to apply for admission and financial aid as early as possible. Financial aid awards will not be offered until the applicant has been officially accepted. A student must be enrolled in four or more credit hours per semester to be considered for federal student aid.

In addition, students must be making satisfactory academic progress to receive institutional and/or federal student aid.

### ***Scholarship and Loan Programs***

In order to assist worthy and qualified students, Grace Theological Seminary provides supplemental financial support through institutional scholarships and federal loan programs. Students enrolled in master's programs may qualify for Grace Theological Seminary scholarships and grants. Some of Grace Theological Seminary's financial aid programs include:

***Grace Theological Seminary Scholarship (GTS)*** The GTS scholarship program is available to all Seminary and Deploy students enrolled in a master's degree program of 48 hours or more (M.A. in Local Church Ministry, M.A. in Intercultural Studies and the M.Div.). The scholarship will provide \$65 per credit hour for Grace Brethren members and \$50 per credit hour for non-Grace Brethren members. (When applied to Deploy, scholarship money is applied monthly and amounts vary.) Eligibility may be effected by other types of financial aid received. It is the student's responsibility to report errors to the Office of Financial Aid. The Office of Financial Aid reserves the right to make adjustments to the scholarship amount in the event of an over-award. Continuing students must be in good standing with GTS financially and academically. A thank you note must be completed in the Advancement Office of each academic year the student receives the benefit. Applications are due by August 24 for the fall semester and January 1 for the spring semester. Application is found on the website.

***Shepherd's Endowment Seminary Apprenticeship Scholarship:*** The Shepherd's Endowment scholarship program is available to Seminary students enrolled in a Masters program of 48 hours or more. It will provide a \$50 per credit hour for all students registered for Local Church or Intercultural Apprenticeship courses. It is the student's responsibility to report errors to the Office of Financial Aid. The Office of Financial Aid reserves the right to make adjustments to the scholarship amount in the event of an over-award. Application is found on the website.

**GBIF Forgivable Loan Scholarship:** Prospective Seminary and Deploy students interested in serving with the Charis Fellowship (FGBC) are encouraged to apply for a forgivable loan sponsored by the Grace Brethren Investment Foundation (GBIF).

A total of \$50,000 in forgivable loans can be awarded to four students who commit to serving in a FGBC ministry for at least three years after graduation. These funds will cover up to a third of a student's total costs for their degree program. Students must be accepted into a seminary program to be eligible.

Face-to-face or phone interviews can be scheduled with the Seminary Office Manager via email or by phone at 800-544-7223, ext. 6437.

**Church Matching Program** is a program which provides sponsoring churches with a means of encouraging and assisting students attending Grace College and Theological Seminary. Churches are eligible regardless of denomination or affiliation. Grace Theological Seminary will match the church scholarship dollar for dollar up to \$500.00 per student per academic year (\$250 per semester). To be eligible, a student is required to be a half-time student in a two or three year program, taking at least five or more credit hours per semester. The application deadline for the fall semester is August 1 and the spring deadline is December 15. Forms are available on the website.

#### ***Terms of Payment for Summer School***

All charges for summer school classes are to be paid in full by the first day of the summer school session.

#### ***Responsibility for Payments***

Because of the various federal privacy laws, Grace Theological Seminary has adopted the policy of dealing directly with the student on all matters relating to a student's account. No direct billings will be sent to any third party unless arrangements have been made with the Business Office.

#### ***Service Charge***

Any student account with a past due balance will be subject to a monthly service charge of 1.5 percent of the account balance.

#### ***Registration for Courses***

With the exception of new students, each student is expected to register for the following semester's classes at the designated time (approximately one month prior to the end of the current semester.) For the student who is continuing studies, failure to accomplish registration by the close of the current semester may result in a \$100.00 late fee being charged to the student's account.

#### ***Drops/Add's of Classes***

A student may add a class anytime during the first three days of classes in each session of a semester. A student who decides to drop a class (or classes) in which he or she is registered at Grace Theological Seminary, may do so during the first week of each session of the semester.

Drops during the first week of class for each session will result in complete erasure of the dropped class(es) from the student's transcript. Drops by the date designated on the academic calendar as "last day to withdraw from classes with 'W'" will result in a "W" on the student's transcript. Failure to drop a class(es) that is not attended will result in an "F" appearing on the student's transcript for each class(es). Following the first week of classes for each session, there will be no refund of tuition if a class is dropped.

Students wishing to drop a course are always encouraged to contact the Financial Aid Office to understand the financial ramifications of the decision.

### ***Withdrawal from Grace Theological Seminary***

Students who desire to discontinue their studies at Grace Theological Seminary are required to officially withdraw from the Seminary. A Withdrawal Form may be found on the Grace Portal. This completed form should be filed with the Registrar upon the decision to withdraw from Grace Theological Seminary. Official Withdrawal Forms filed during the first week of the semester will completely erase the semester's courses from the student's transcript. Withdrawals filed by the date designated on the Academic Calendar as "last day to withdraw from classes with 'W'" will result in a "W" for each class of the semester on the student's transcript. Withdrawing after the last "W" date or failure to submit a Withdrawal Form will result in an "F" for each class in which the student is registered for that semester. Students wishing to withdraw from a course or from the Seminary are encouraged to contact the Financial Aid Office to understand the financial ramifications of the decision.

### ***Notice of Nondiscrimination***

Grace College and Seminary is a private, not-for-profit, faith-based exempt organization as described in Section 501 (c) (3) of the Internal Revenue Code. In compliance with applicable federal and state laws, Grace College and Seminary does not discriminate on the basis of race, color, national origin, age, sex, or disability in its administration of its educational policies, admissions policies, scholarship and loan programs, and athletic and other school-administered programs and activities, or in employment. The following person has been designated to handle inquiries regarding the Notice of Nondiscrimination.

Carrie Yocum, Title IX Coordinator and VP of Administration and Compliance  
Grace College and Seminary  
1 Lancer Way  
Winona Lake, IN 46590  
yocumca@grace.edu  
574-372-5100 x6491

Inquiries may also be addressed to the U.S. Department of Education's Office for Civil Rights at 400 Maryland Avenue, SW, Washington, DC 20202-1100.

## ***ACADEMIC POLICIES AND PROGRAMS***

### ***GENERAL ACADEMIC POLICIES***

#### ***Grading system***

The seminary employs the following grading scale:

100-93% = A	79-77% = C+	62-60% = D-
92-90% = A-	76-73% = C	59-0% = F
89-87% = B+	72-70% = C-	
86-83% = B	69-67% = D+	I Incomplete
82-80% = B-	66-63% = D	W Withdrawal

A (93-100) Unequivocally superior work. Evidences a consistent commitment to excellence in work  
A- (90-92) ethic, research energy and technique, attentiveness, and responsiveness in class, thinking capacities, and literacy in the subject matter.

- B+ (87-89) Decidedly above average work. Evidences an above average level of interest, work ethic, research energy and technique, attentiveness, and responsiveness in class, thinking capacities, and literacy in the subject matter.
- B (83-86)
- B- (80-82)
- C+ (77-79) Clearly average work. Evidences an average level of interest, work ethic, research energy and technique, attentiveness and responsiveness in class, thinking capacities, and literacy in the subject matter.
- C (73-76)
- C- (70-72)
- D+ (67-69) Obviously below average work. Evidences a lack of interest, diminished work ethic, minimal research energy and techniques, inattentiveness and unresponsiveness in class, little desire or ability to think about the material and minimal literacy in the subject matter.
- D (63-66)
- D- (60-62)
- F (0-59) Not doing passing work. The student evidences a lack of interest, an absence of effort, no energy expended in assignments, and an insufficient literacy in the subject matter.

The grading scale is offered only as a guideline. It may vary with individual faculty members and individual courses. Faculty members have the prerogative of adjusting grades at their discretion.

### ***Dropping a Class***

A grade of "W" indicates that the student has dropped (withdrawn) from the course before the deadline established by the academic calendar as the last day to withdraw with a "W". Dropping a class or withdrawal from school after that time automatically results in the grade of "F". The Vice President and Dean of the Seminary may grant permission for a grade of "W" after the established deadline due to unusual circumstances.

### ***Student Status***

Students who enroll in any degree program are expected to register for each succeeding semester until graduation from that program. A student who does not register for classes during any semester regularly scheduled for his or her program must complete an "Applicant Data Update Form" in order to register for courses following the break in the program.

A student who does not register for classes for two consecutive semesters that are regularly scheduled for his or her program must complete an "Applicant Data Update Form" and a "Pastor's Reference Form" in order to register for courses again.

Any student who does not register for more than two consecutive semesters that are regularly scheduled for his or her program must completely reapply to Grace Theological Seminary. (Doctoral students are exempted from these guidelines).

Those students who, for any reason, are breaking their program of study for a limited period of time must bear responsibility to seek pre-registration materials for subsequent semesters, as well as general information about seminary activities. Schedules of classes may be viewed on the Grace Web site. Materials will not be placed in non-active student mailboxes or sent to them by the school. Non-active students, however, remain on the seminary student e-mail list for one semester and will receive some information by that means.

### ***Incompletes***

A grade of "I" (incomplete) may be given at the discretion of the Dean of the School of Ministry Studies only under unusual circumstances to indicate that the work done has been of passing grade, but that

a small portion is incomplete for some excusable reason. Excusable reasons include family emergencies or extended, debilitating illness. This mark must be removed by meeting the requirements of the teacher prior to the deadline following the end of the semester (dates are noted on the academic calendar) or the incomplete automatically becomes a failure ("F"). No graduating student may receive an extension or incomplete ("I") for any course taken during the semester in which he or she intends to graduate

### **Grade Point Average (GPA)**

Grade points are awarded according to the following scale:

A	4.000*	B-	2.667	D+	1.333
A-	3.667	C+	2.333	D	1.000
B+	3.333	C	2.000	D-	0.667
B	3.000	C-	1.667	F	0

\*Points for each semester hour of course work.

A grade point average of 2.0 is required for satisfactory completion of the Certificate or Diploma programs.

Candidates for the Master's programs must attain a grade point average of 2.5 for the entire course of study. A 3.0 grade point average is required for the D.Min. degree.

### **Repeating Courses**

Students may repeat courses taken previously at Grace Theological Seminary. When a course is repeated, the most current grade will be used to calculate the current and cumulative grade point average. However, as a matter of record, the original grade must remain on the student's transcript. The grade to be replaced by the repeat will be noted with "\*\*R" on the transcript; the repeat grade will be signified by "\*\*." This policy applies only to courses (or their equivalents) being currently offered and may be utilized by both current and former students.

### **Academic Restriction**

Academic restriction applies to first semester students who are admitted with a restricted academic status as a result of a low college grade point average or graduation from an unaccredited institution.

A student on academic restriction is limited to no more than nine credit hours for the first semester. Any hours above nine require the approval of the Dean of the Seminary. If the required grade point average is not met during the initial semester, the student will be placed on academic probation for the following semester.

### **Academic Probation**

A student failing to complete satisfactory work will be placed on academic probation. Academic probation is based on the cumulative grade point average at the end of each regular semester (not including summer school). Academic probation for degree programs is based on the following minimum requirement scale:

### **Credit Hours GPA**

0-9.....	2.0
10-19.....	2.25
20-25.....	2.50/2.37
36-48.....	2.37/2.50
Over 49 .....	2.50

Doctor of Ministry students must maintain for each semester the grade point average required for graduation. Diploma and certificate students must maintain a grade point average of 2.0 or above. Transfer students must obtain the appropriate grade point average for their program during their initial semester to avoid academic probation.

A student on probation is expected to improve his or her grade point average each semester until reaching the minimum required GPA. The student will remain on academic probation provided that his or her grade point average is improving until reaching the minimum required GPA. Failure to make progress toward the minimum GPA standards will require that he or she be placed on final academic probation.

### ***Final Academic Probation***

A student on academic probation is placed on final academic probation when his or her grade point average for the semester falls below the established scale. He or she is not permitted to take more than nine credit hours during a semester without written permission from the Dean of the Seminary.

The following students may be placed on final academic probation at the discretion of the Dean of the Seminary:

1. Regularly admitted students who in their initial semester at Grace Theological Seminary obtain a grade point average of less than 1.0.
2. Regularly admitted transfer students who in their initial semester at Grace Theological Seminary obtain a grade point average .500 less than the requirement for their credit hours GPA classification.
3. Any student who accumulates a grade point average that is .500 less than the requirement for his or her credit hours GPA classification.

Students may appeal the decision to the Dean of the Seminary.

At the conclusion of the final probation semester, a student failing to raise his or her grade point average to the appropriate level may be dropped for poor scholarship. Any student who enters the spring semester of their final year on final academic probation should not expect to graduate in the spring semester.

Students who have been dropped for academic reasons are declared ineligible to return to school for one year. If the student is deemed eligible for readmission, the Admissions Committee, in consultation with the Dean of the Seminary, will establish a written agreement between the institution and the readmittee. The student is required to earn a designated grade point average as determined by the committee. Whatever the established grade point average, it must be earned each semester by the readmittee or he or she may be dropped for the second and final time.

### ***Limited Academic Program***

If a student is dismissed from Grace Theological Seminary because of low academic achievement, that student may be placed on a part-time program of six credit hours or less at the discretion of the Dean of the Seminary. In order to be admitted to this limited academic program, the student must appeal to the Vice President and Dean of the Seminary after being dismissed from seminary. During the semester(s) that the student is in the limited academic program, he or she must continue to show academic improvement. If the cumulative grade point average does not show continued improvement, the student will be dismissed at the end of the semester.

Under this program a student can raise his or her grade point average to the level required for readmission to regular status.

### ***Graduating with Academic Honors***

**Policy:** Students are awarded academic honors based on GPA requirements specified for each academic program and if they have completed at least half their degree credits at Grace College and/or Theological Seminary. Adult, graduate, and seminary programs are awarded honors and are recognized as a group at Commencement. Students with GPAs of 3.75 or higher on a 4.0 scale are designated as **Honors Graduates**.

### ***Application for Graduation***

All students are to be in contact with their academic advisor once a semester to review their progress toward program requirements, total hours, and GPA. At approximately the midpoint of the semester prior to the seminary student's final semester, students must make an appointment with their advisor to perform a graduation audit.

Each student pursuing a degree must take full responsibility for meeting graduation requirements. This includes all information in this catalog and the Student Handbook, counseling with an advisor, and being familiar with the policy outlining graduation requirements. All candidates must complete an "Application for Graduation." This form may be found at the Grace Theological Seminary Web site (<http://gts.grace.edu>) and must be filed with the Registrar by the end of the fall semester of the school year in which the student plans to graduate. Applications made after the end of the fall semester will be considered late and a \$150.00 late fee will be charged to the student.

Further graduation information may be found in the Grace College and Theological Seminary ***Student Handbook***.

### ***Academic and Other Awards***

At the annual commencement ceremony in May, exceptional students in the master's programs may be recognized for outstanding achievement. The excellent achievement may be in academics in various areas of the curriculum, interest in missions, or spiritual maturity, leadership, and Christian character. To be eligible a student must have completed at least two-thirds of his or her program at Grace Theological Seminary. Recipients are elected by the faculty.

1. ***The Alva J. McClain Award in Systematic Theology:*** A cash award and a plaque are given annually to the student who has done the best work in the area of systematic theology during his or her student career at Grace. This award is provided in memory of Dr. Alva J. McClain, Founding President of Grace Theological Seminary and its Professor of Theology from 1937 to 1962.
2. ***The John J. Davis Award in Old Testament:*** A cash award and a plaque are given annually to the student who has done the best work in Old Testament language and literature during his or her studies at Grace. This award is granted in honor of Dr. John J. Davis, who served as Professor of Old Testament Studies, Executive Vice President and President of Grace College over a span of 38 years.
3. ***The Homer A. Kent Jr. Award in New Testament:*** A cash award and a plaque are given annually to the student who has done the best work in New Testament Greek during his or her student career at Grace. This award is provided in honor of Dr. Homer A. Kent, Jr., who served as Professor of New Testament and Greek, Vice President and Dean, and President of Grace Theological Seminary over a span of 50 years.



4. **The Russell D. Barnard Award in World Missions:** A cash award and plaque are given annually to the student who has contributed most to the advancement of the cause of missions on the campus during his or her studies at Grace. This award is provided in honor of Dr. Russell D. Barnard, who served as General Secretary of Grace Brethren Foreign Missions for 20 years.
5. **The Kenneth E. Bickel Award in Expository Preaching:** A cash award and a plaque are given annually by the faculty to the student who evidences the greatest proficiency in the art of expository preaching, as demonstrated in the preaching classes that are part of the seminary curriculum.
6. **The Faculty Award:** A cash award and a plaque are given annually by the faculty to the graduate who throughout his or her training has been outstanding in spiritual maturity, leadership, and Christian character, and who best exemplifies the ideals of Grace Theological Seminary. This is considered to be the highest honor that the faculty can bestow upon a seminary graduate.
7. **Mams Outstanding Student Award:** A cash award and plaque are given annually by the faculty to the graduating student who throughout his/her training has been outstanding in spiritual maturity and Christian character.
8. **Deploy Award for Academic Excellence:** This award is given annually to the student who most clearly demonstrates an insatiable passion for learning and a strong aptitude for academic performance. This student effectively embodies the essence of each Deploy competency by integrating its principles and practices into his/her life and ministry.
9. **Deploy Award for Exemplary Ministry:** This award is given annually to the student who most clearly demonstrates a model for healthy and exceptional biblical ministry. This student exemplifies holistic spiritual maturity and servant leadership and faithfully applies the essence of each competency into his/her ministry context.
10. **Deploy Award for Ministry Leadership:** This award is given annually to the student who most clearly demonstrates courageous leadership with Christlike integrity and moral authority. This student responds to the rigors and demands of ministry with wisdom, conviction and discernment.

### **Classification of Students**

1. **Full-time Students:** Full-time students are those enrolled in a degree, diploma, or certificate program for at least six semester hours of credit during a regular semester.
2. **Part-time Students:** Part-time students are those enrolled in a degree, diploma, or certificate program for fewer than six hours of credit during a regular semester. International doctoral degree students achieve full-time status by taking eight semester hours of credit during a regular semester.
3. **Unclassified Students:** Unclassified students are those who are not pursuing a program (Master's, Certificate or Diploma) for a degree. Unclassified students are restricted to a cumulative total of no more than 12 credit hours. If an unclassified student desires to take more than 12 hours at Grace Theological Seminary or to pursue a program for a degree, he or she must make formal application to the Seminary Admissions Office. A student who qualifies for the D.Min. program may complete up to two D.Min. classes (six hours) as an unclassified student before he or she has been fully accepted into the program.

**4. Auditors:** Pastors, missionaries, other Christian workers, and spouses of seminary students who desire to hear the lectures in a course without undertaking the coursework for credit may be admitted as auditors to selected courses by making proper application with the Seminary Admissions Office. Though no credits or grade points are involved, auditors are required to pay the appropriate fees and to meet class attendance requirements. Those who do not meet attendance requirements will receive the "grade" of "W," whether or not they have officially withdrawn.

Auditing is not permitted for some courses. (This policy is at the discretion of the department or professor involved.) For some courses, auditing is permitted only if the student completes the course assignments as specified by the professor. An auditor may enroll for only one semester as a "full-time" auditor (12 hours or more).

A spouse of a student taking a seminary course for credit may sit in classes without registering as an auditor provided that the permission of the instructor has been secured in advance.

### ***Class Scheduling***

Many seminary classes are block scheduled so that they will meet only one or two days per week. This system offers an advantage for pastors or others who must commute some distance. This makes it possible to take a significant class load even when it is difficult to be on campus for more than one or two days per week.

Residential students are permitted to take up to a certain number of courses online if they are available (6 MDiv, 4 MA). If a student is interested in registering for an online course they must first contact John Sloat, Director of School of Ministry Blended Program, [sloatjs@grace.edu](mailto:sloatjs@grace.edu) to verify that the course is available for registration. Priority registration will be given to MAMS students currently enrolled in the program, unless the required course is only offered as an online option for residential students. Note: Online classes are charged an additional tech fee per class.

### ***Attendance Requirements***

All students are expected to be faithful in class attendance. Students are required to attend chapels, days of worship and prayer, and other seminary meetings as defined in the ***Student Handbook***.

### ***Advising***

Each student pursuing a program or a degree will be assigned a faculty advisor. Although the Seminary attempts to provide adequate academic advising, ultimate responsibility for meeting all deadlines and all program and graduation requirements rests with the student.

### ***Course Numbering System***

The numbering system for courses indicates their relative sequence and the semester in which the course is usually offered. The alphabetical part of the system indicates the department, program, or subject area as follows:

TH—Christian Theology & Church History

OT—Old Testament Studies

NT—New Testament Studies

PM—Pastoral Studies and Christian Ministry Studies

MI—Intercultural Studies and World Mission Studies

PM 8000 level— Doctor of Ministry Track Courses (D.Min.): Advanced Expository Preaching; Intercultural Studies; Ministry Leadership; Pastoral Studies; Interdisciplinary Studies

DI 8000 level—Doctor of Intercultural Studies Courses (D.Ics.)

**Course Schedules**

A schedule of courses to be offered in a given semester or summer session is put on the Grace Theological Seminary Web site (<http://gts.grace.edu>) in advance of each registration. The seminary reserves the right to withdraw any scheduled course for which the enrollment is not sufficient to warrant the organization of a class.

**ACADEMIC PROGRAMS**

Grace Theological Seminary offers degree programs leading to various master's degrees, the Doctor of Ministry (D.Min.) degree, and the Doctor of Intercultural Studies (D.Ics.) degree. The master's degrees are the M.A. in Local Church Studies, Women's Leadership, Intercultural Studies, Chaplaincy Studies, and Camp Administration, and the M.Div. which includes emphases in Pastoral Studies, Intercultural Studies, Exegetical Studies, Chaplaincy Studies and Pastoral Counseling. Each master's level program requires apprenticeships that are designed to train students in local ministry or intercultural contexts.

**Master of Arts in Ministry Studies**

The Master of Arts in Local Church Ministry is a 36-hour online program that is built on many courses unique to other seminary degree programs. The ATS accredited online program is designed to provide professional and practical training for those who are pursuing or are already involved in church ministry. This degree will prepare and equip ministry leaders with the necessary personal, professional, and theological training for your unique Christian calling within church ministry or human services. The program goals are designed to augment and support the mission of Grace College and Seminary. There are four different Master of Arts in Ministry Studies Online concentrations: Christian Ministry, Counseling, Women's Leadership, and Technology.

**Master of Arts in Intercultural Studies**

The Master of Arts in Intercultural Studies is a 48 hour degree program. The curriculum is designed to prepare students for effective cross-cultural and multicultural ministry in international and domestic ministry settings. Courses are offered each summer in May and July to accommodate students in full-time ministry. Advance standing credit may be obtained for up to twelve credit hours of the 48-hour master's program.

**Master of Arts in Local Church Ministry**

The Master of Arts in Local Church Ministry is a 48-hour program containing the same 24-hour core of biblical and theological studies. It is designed for those students seeking graduate theological training or associate pastoral ministry. It is not intended as preparation for senior pastoral ministry for which Grace Theological Seminary has designed the Master of Divinity program. Advanced standing credit may be obtained for up to twelve credit hours of a 48-hour master's program. We offer Local Church Ministry as well as two additional concentrations: Women's Leadership and Chaplaincy.

**Master of Divinity**

The Master of Divinity program provides an optimal curriculum in graduate theological study for a preaching and teaching ministry of the Word of God. It is a three-year program requiring 75 hours of study, including a 6-credit-hour apprenticeship. There are eight different Master of Divinity concentrations: General Studies, Pastoral Studies, Pastoral Counseling, Christian Ministry, Exegetical

Studies, Intercultural Studies, Women's Leadership, and Chaplaincy Studies. Advanced standing credit may be obtained for up to 18 credit hours of the M.Div. program.

### ***Doctor of Ministry***

The Doctor of Ministry program is designed to bring further professional development to pastors, missionaries, and other Christian leaders who have at least three years of vocational ministry experience after earning a Master of Divinity degree from an approved seminary (or, in exceptional cases, its equivalent). The curriculum is built around eight one-week seminar modules and a professional project. The program is designed to enable pastors and other ministry professionals to complete it without leaving their current ministry. Qualified students may pursue one of the following D.Min. tracks: Advanced Expository Preaching; Ministry Leadership; Pastoral Studies; Intercultural Studies; and Interdisciplinary Studies. Complete information for this program is available in the Doctor of Ministry Handbook. The handbook and application for this program are available online at [www.grace.edu/admissions/apply](http://www.grace.edu/admissions/apply).

### ***Doctor of Intercultural Studies – English Language***

The Doctor of Intercultural Studies Degree is intended to prepare individuals for positive and influential leadership, relationships of trust, and biblical ministry in intercultural contexts either in denominational or interdenominational structures through study and applied learning in the socio-cultural and theological disciplines of missiology. It provides students with expertise in intercultural issues and missiological strategies and paradigms for effective biblical ministry and for developing cultural intelligence for relevant problem solving in receptor cultures. Complete information for this program is available in the Doctor of Intercultural Studies Handbook. The handbook and application for this program are available online at [www.grace.edu/admissions/apply](http://www.grace.edu/admissions/apply).

## ***SPECIAL STUDY PROGRAM***

### ***DOCTORAL PROGRAMS ONLINE – KOREAN LANGUAGE***

#### ***Doctor of Ministry Online – Pastoral Studies or Intercultural Studies – Korean Language***

The online Doctor of Ministry program at Grace Theological Seminary is designed to enhance professional competence by expanding upon a foundation of theology training and ministry experience, to enable those Korean students who are engaged in vocational ministry to personally and professionally develop strengths, address areas of weakness, and increase overall leadership effectiveness. The curriculum is built around eight online seminars and a major degree project.

#### ***Doctor of Intercultural Studies Online – Korean Language***

The online Doctor of Intercultural Studies program is designed to bring further professional development to Korean missionaries, and other Christian leaders beyond the Doctor of Ministry degree in the area of cross-cultural leadership training, intercultural communication, and areas of social research. The curriculum is built around ten online seminars and a major degree project. The program is designed to enable Korean ministry professionals to complete it without leaving their current ministry setting.

For further information, contact the office of Korean Studies at [parkrc@grace.edu](mailto:parkrc@grace.edu) or visit the Grace Seminary Web site at <https://seminary.grace.edu/>.

### ***Deploy- Pursue Mastery without Pausing Ministry***

Deploy uses a competency-based theological education (CBTE) model delivered online and on-site within a ministry context at your local church.

Those with prior education and life experience may master competencies and pass assessments faster than the average student allowing completion at an accelerated pace.

This is seminary at the speed of life – a safe pace designed to minimize disruption to ministry, work, and family priorities. To optimize spiritual formation in the lives of participants. It prepares leaders within your church without creating unnecessary vacancies in your staff. It's where a deeply theological education meets the practical learning laboratory of the local church.

At Grace Theological Seminary we're more committed than ever to our history of teaching the doctrines and infallible Truths of Scripture. We recognize that new challenges on the frontlines of ministry require new delivery systems for training leaders who will influence the future of the local church.

We offer two program options: Master of Divinity and Master of Arts in Local Church Ministry.

Program Distinctives and Benefits:

- A partnership with your local church
- Accelerate in the program at any time
- Ministry Mentor/Formation Mentor/Academic Mentor
- Actual Ministry is the Most Practical Education
- Free Digital Library

Fully accredited by the Higher Learning Commission ([hlcommission.org](http://hlcommission.org)), a regional accreditation agency recognized by the U.S. Department of Education, and The Commission on Accrediting of the Association of Theological Schools (ATS).

For more information, visit our website [www.grace.edu/deploy](http://www.grace.edu/deploy). You may also contact Gabe Tribbett, Director of Deploy at 888.790.8754 or at his email [tribbegj@grace.edu](mailto:tribbegj@grace.edu).

## ***MASTER'S LEVEL COURSE PROGRAM DESCRIPTIONS***

### ***Master of Arts in Ministry Studies***

The Master of Arts in Local Church Ministry is a 36-hour online program that is built on many courses unique to other seminary degree programs. The ATS accredited online program is designed to provide professional and practical training for those who are pursuing or are already involved in church ministry. This degree will prepare and equip ministry leaders with the necessary personal, professional, and theological training for your unique Christian calling within church ministry or human services. The program goals are designed to augment and support the mission of Grace College and Seminary. There are four different Master of Arts in Ministry Studies Online concentrations: Christian Ministry, Counseling, Women's Leadership, and Technology.

### ***Master of Arts in Local Church Ministry***

The Master of Arts in Local Church Ministry is a 48-hour program containing the same 24-hour core of biblical and theological studies. It is designed for those students seeking graduate theological training

or associate pastoral ministry. It is not intended as preparation for senior pastoral ministry for which Grace Theological Seminary has designed the Master of Divinity program. Advanced standing credit may be obtained for up to twelve credit hours of a 48-hour master's program. We offer Local Church Ministry as well as two additional concentrations: Women's Leadership and Chaplaincy.

## ***Master of Divinity***

The Master of Divinity program provides an optimal curriculum in graduate theological study for a preaching and teaching ministry of the Word of God. It is a three-year program requiring 75 hours of study, including a 6-credit-hour apprenticeship. There are eight different Master of Divinity concentrations: General Studies, Pastoral Studies, Pastoral Counseling, Christian Ministry, Exegetical Studies, Intercultural Studies, Women's Leadership, and Chaplaincy Studies. Advanced standing credit may be obtained for up to 18 credit hours of the M.Div. program.

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## ***Master of Arts in Ministry Studies Online***

### ***FACULTY***

Trent Lambert, D.Min., Program Director  
Frederick Cardoza II, Ph.D.  
Matthew S. Harmon, Ph.D.  
Christine M. Hill, Ph.D.  
Rock M. LaGioia, D.Min.  
Tiberius Rata, Ph.D.,  
Thomas M. Stallter, D.Miss.  
John Teevan, D. Min.

### ***MASTER OF ARTS IN MINISTRY STUDIES ONLINE PROGRAM DESCRIPTION***

#### ***Purpose of the Program***

To assist in the theological training of staff and personnel for leadership in church. The program strikes a balance between foundational theological preparation and real-life ministry training. The program is designed to add to the body of knowledge gained in Grace's undergraduate biblical studies programs and to train those who have not pursued undergraduate training in biblical studies for positions of support and leadership in the local church. Note that graduates of the Department of Biblical Studies may gain advanced standing in Grace Theological Seminary.

#### ***Program Description***

The MA in Ministry Studies is a 36-hour online program designed to provide professional and practical training for those who are pursuing or are already involved in church ministry. This degree will prepare and equip ministry leaders with the necessary personal, professional, and theological training for your unique Christian calling within church ministry or human services. The program goals are designed to augment and support the mission of Grace College and Seminary.

#### ***Program Goals and Assessment***

The program goals are designed to augment and support the mission of Grace College, which is:

***An evangelical Christian community of higher education which applies biblical values in strengthening character, sharpening competence, and preparing for service***

It also supports and promotes the purpose of the School of Ministry Studies, which is:

***A learning community dedicated to teaching, training, and transforming the whole person for local church and global ministry.***

The goals of the M.A. in Ministry Studies are that those who complete the degree will:

1. Engage a process of critical evaluation of personal character, and cultural awareness needed to effectively lead in a ministry context.
2. Be challenged to sharpen the competencies needed to interpret, understand, and effectively communicate the Word of God in a ministry context.
3. Apply the knowledge gained throughout the program by engaging in real ministry directed learning tasks that demonstrate a preparation for service and apprehension of the principles and practices needed for effective ministry leadership.

***Learning Outcomes***

Learners will journal the practice of prayer in the context of personal, married, and ministry life recording progress in the discipline of prayer as part of the character of a ministry leader (G1)

1. Learners will develop a biblically consistent theological commitment in light of Christian discipleship, theology and orthodoxy.
2. Learners will demonstrate sound biblical interpretation of a passage of Scripture for delivery in a ministry setting.
3. Learners will construct a personal theology which will be able to be used as a means of demonstrating a firm grasp of the nature of God, man, sin, salvation, ministry, and the future.
4. Learners will demonstrate godly leadership in ministry by gaining a sharpened awareness of current church needs, administration and cultural sensitivity.

On a yearly basis faculty will evaluate the embedded elements of this assessment to determine the effectiveness and level of mastery of those elements to the program. A full assessment program has been developed with rubrics to measure the success of each element contained in the program. Information will be used to better construct learning activities to ensure that each student is prepared for ministry in their particular field.

***Schedule***

The M.A. in Ministry Studies Online offers four concentrations: Christian Ministry, Counseling, Technology, and Women's Leadership Studies. The M.A. in Ministry Studies uses a modified cohort model. Courses are offered on a two-year rotation beginning in the fall. Students are automatically registered for their first session of classes. Students will self-register for all additional sessions. If students fail to register for at least one session during the fall or spring semester it will be necessary for them to contact the School of Professional and Online Education at 888.249.0533 or [online@grace.edu](mailto:online@grace.edu).

Students will complete twelve (12) 3-credit courses for a total of thirty-six (36) credit hours in a "cohort" based model. "Cohort" means that students will join the program along with another group of students and continue with this same group, or cohort, for the entire program. If students' schedules change and they must skip a semester, or wish to take classes at a pace slower than the suggested two-year program, they may interact with other cohorts in the program.

All the online classes are 7 or 8 weeks long. Students who join a cohort in the fall complete two 8-week courses (August - December, 16 weeks), two 8-week courses in spring (January - May, 16 weeks), and two 7-week courses in the summer (May - August, 14 weeks).

Please view the institution's [Campus Calendar](#) for more information.

### **Accreditation**

Fully accredited by the Higher Learning Commission ([hlcommission.org](http://hlcommission.org)), a regional accreditation agency recognized by the U.S. Department of Education, and The Commission on Accrediting of the Association of Theological Schools (ATS). For more information, visit our website <https://online.grace.edu/programs/master-of-arts-in-ministry-studies/>. You may also contact Dr. Trent Lambert, Director of Deploy at 574-372-5100 ext. 6193 or at his email [lambertj@grace.edu](mailto:lambertj@grace.edu).

### **Delivery Formats**

The M.A. in Ministry Studies degree is delivered in a fully online format. The online format enables students to work full time and take one 8-week long course at a time. The format is flexible enough that students can complete their course assignments around their own specific weekly schedule.

Information regarding the technology and user-skill requirements for the online program is available on the Office of Information Technology page of the institution's Web site.

### **Technology Requirements**

Information regarding the technology and user-skill requirements are available on the Office of Information Technology page of the institution's Web site.

<https://online.grace.edu/admissions/technology-requirements/>

### **Handbook**

This catalog functions as the M.A. in Ministry Studies handbook; however, students are asked to refer to the seminary handbook or catalog for guidelines related to community lifestyle expectations while enrolled in this program.

### **Notice of Nondiscrimination**

Grace College and Seminary is a private, not-for-profit, faith-based exempt organization as described in Section 501 (c) 3 of the Internal Revenue code. In compliance with applicable federal and state laws, Grace College and Seminary does not discriminate on the basis of race, color, national origin, age, sex, or disability in its administration of its educational policies, admissions policies, scholarship and loan programs, and athletic and other school-administered programs and activities, or in employment.

The following person has been designated to handle inquiries regarding the Notice of Nondiscrimination:

Carrie Yocum, Title IX Coordinator and VP of Administration and Compliance  
Grace College and Seminary  
McClain 102  
1 Lancer Way  
Winona Lake, IN 46590  
[yocumca@grace.edu](mailto:yocumca@grace.edu)  
574-372-5100 x6491

Inquiries may also be addressed to the U.S. Department of Education's Office for Civil Rights at 400 Maryland Avenue, SW, Washington, DC 20202-1100.



**Community Lifestyle Pledge**

Students agree to show respect for the faith commitment that Grace practices and agree to abide by certain of the institution's community guidelines (avoidance of disrespecting others, sexual misconduct, illegal drugs, gambling, coarse or obscene language, tobacco, alcoholic beverages, and such conduct) while on campus or engaged in Grace activities. The student understands that this extends to any advocacy initiatives in which the individual might participate while a Grace student.

**Classification of Graduate Students**

**Full-time Students:** Full-time students are those enrolled in a degree, diploma, or certificate program for at least 6 semester hours of credit during a regular semester.

**Part-time Students:** Part-time students are those enrolled in a degree, diploma, or certificate program for at least 3 hours of credit during a regular semester.

**Auditors:** Students who desire to hear the lectures in a course without undertaking the coursework for credit may be admitted as auditors to selected courses by making proper application with the Online Admissions Office. Though no credits or grade points are involved, auditors are required to pay the appropriate fees and to meet class attendance requirements. Those who do not meet attendance requirements will receive the "grade" of "W," whether or not they have officially withdrawn.

Auditing is not permitted for some courses. (This policy is at the discretion of the department or professor involved.) For some courses, auditing is permitted only if the student completes the course assignments as specified by the professor. An auditor may enroll for only one semester as a "full-time" auditor.

**Program Admission and Completion**

Graduates of Grace College's Department of Biblical Studies or other accredited Christian liberal arts schools may qualify to gain advanced standing in the MAMS degree.

**Admission Requirements**

Students must have a bachelor's degree from an accredited college/university or approval from the Director of the program and the Dean of the Seminary in order to be accepted into the program. Grace has a policy in place for assessing those who have ministry experience and have not completed a four-year degree, and for those who have a non-accredited four-year degree.

Please be advised: Students without a bachelor's degree who complete the Master of Arts in Ministry Studies Online program must be aware that acceptance into some research-based doctorate programs at various colleges/universities may not be granted.

The admission application can be completed online and includes three references.

Official transcripts from all schools attended previously are also required for an application to be evaluated.

A maximum of 9 credit hours may be transferred into the program from graduate programs at other institutions. For transfer credit to be granted, the course or courses must be substantially equivalent to a course or courses in the Grace College MAMS program.

**Application Expiration Date**

Applications will expire one year from the date the application was received for admission. If the applicant does not enroll in the program within that time period, they will be required to complete a new application.

### ***Degree Requirements***

The M.A. in Ministry Studies consists of 12 three-hour courses or a total of 36 hours in ministry preparation. This graduate-level degree is offered through the college.

### ***Core Curriculum***

#### ***Ministry Foundation Courses: 18 Hours***

TH 5170	Theological Seminar 1
TH 5180	Theological Seminar 2
OT 5065	Old Testament Survey
NT 5320	New Testament Survey
PM 6010	Spiritual Formation
PM 5160	Discipleship Methods

### ***Concentrations***

#### ***Christian Ministry Concentration Courses: 18 Hours***

PM 7120	Local Church Ministry in the 21 <sup>st</sup> Century
MI 5540	Ministry & Cultural Diversity
PM 7010	Ministry Leadership
PM 5570	Communication in Ministry
PM 6170	Ministry Administration
TH 5120	Bible Study Methods

#### ***Counseling Concentration Courses: 18 Hours***

PM 6160	Biblical Psychology
PM 5330	Counseling Theories
PM 6060	Legal and Ethical Issues in Pastoral Counseling
PM 5520	Counseling Methods & Techniques
PM 5800	Pre-Marital & Marital Counseling
PM 6440	Counseling Common Problems

#### ***Technology Concentration Courses: 18 Hours***

PM 5180	Technology & Media in Ministry
PM 5190	Worship Arts
PM 6070	Creative Communication Strategies
PM 6180	Organizational Tools
PM 6240	Developing Tech Talent
PM 6840	Tech Ministry Application Project

#### ***Women's Leadership Concentration Courses: 18 Hours***

PM 5070	Equipping Others for Ministry
TH 5120	Bible Study Methods
PM 5340	Women & Scripture
PM 5550	Biblical Foundations of Leadership
PM 5730	Soul Care & Leadership

#### ***Choose one of the following***

PM 5570	Communication in Ministry
PM 6440	Counseling Common Problems

### ***Tuition Costs and Refunds***

For information about tuition costs and refunds please view the [tuition pricing sheet](#).

### ***Grading Procedures***

For information about grading policies and procedures, please view the institution's [Academic Policy Manual](#).

### ***Contact***

For additional information about admission requirements or course enrollment and completion, please contact the Online Enrollment Counselor, School of Professional and Online Education, Grace College, 200 Seminary Drive, Winona Lake, IN 46590 at 888.249.0533 or visit: [www.grace.edu/online](http://www.grace.edu/online).

## ***COURSE DESCRIPTIONS***

### ***MIN 5010 Theological Seminar 1***

An introduction to theology and its sources. Foundations will be laid in the areas of prolegomena, Bibliology, Theology Proper, Christology, Pneumatology, and Angelology. Three hours.

### ***MIN 5020 Theological Seminar 2***

An introduction to theology and its sources. Foundations will be laid in the areas of: Anthropology, Hamartiology, Soteriology, Ecclesiology, and Eschatology. Three hours.

### ***MIN 5100 Bible Study Methods***

This course is designed to introduce learners to the basics of biblical interpretation and practical biblical inquiry. This course will cover essential elements of Hermeneutics as well as give practical training in Bible study methodology focusing on the historical-grammatical interpretative method in the inductive Bible study format. Three hours.

### ***MIN 5200 Old Testament Survey***

An introduction to the Old Testament with special reference to background, historical setting, literary composition, theology and message. After successfully completing this course, the student should be able to demonstrate a knowledge of background issues which introduce one to the study of various concepts of the Old Testament, the historical milieu of each Old Testament book studied, the purpose and general content of each Old Testament book studied, the use of the Old Testament in modern ministry, and the foundation the Old Testament provides for the New Testament. Three hours.

### ***MIN 5210 New Testament Survey***

This course introduces the New Testament with special reference to background, historical setting, literary composition, theology and message. After successfully completing this course, the student should be able to demonstrate a knowledge of background issues which introduce one to the study of various concepts of the New Testament, the historical milieu of each New Testament book studied, the purpose and general content of each New Testament book studied, the relationship between the New and Old Testaments, and the use of the New Testament in modern ministry. Three hours.

### ***MIN 5310 Ministry & Cultural Diversity***

This course is intended to provide students with a basic understanding of the elements of culture and how they affect biblical ministry in intercultural and multicultural contexts. It is designed to help Christian workers become more effective in those contexts as their understanding permits them to

shape their ministry to penetrate other cultures more deeply and, therefore, apply God's Word more accurately. Three hours.

***MIN 5320 Ministry Leadership***

Through the use of reading and writing assignments, online discussions, pastoral interviews, and a self-assessment and action plan paper, the following leadership topics will be covered: servant leadership, mentoring, visionary leadership, and leading as a change agent. Eight weeks of course work will be conducted independently and on-line, culminating in a final paper. Three hours.

***MIN 5340 Ministry Preaching and Teaching***

This course combines both theory and practice. It introduces a functional methodology of organizing and developing the elements of a sermon. It examines issues of bridging exegesis and exposition as well as the application of biblical truth and the effective delivery to listeners. Approximately one-third of the course is devoted to a lab setting where lessons and sermons are videotaped and critiqued. Three hours.

***MIN 6010 Spiritual Formation***

This course investigates the biblical and personal foundations of spiritual growth known theologically as sanctification. It is designed to help the learner understand the impact of family history, personal development and life experiences on one's theological outlook, emotional maturity, relational patterns, moral decisions and ministry effectiveness. Through personal prayer projects, experiential learning and small group interaction, learners will gain a richer sense of self-awareness in order to open more deeply to the love and truth of God. This integrative course attempts to connect theological truth to life in order to explore God's design for growth and how the individual might cooperate within the context of a developing relational Christian spirituality. Three hours.

***PM 5160 Methods of Discipleship***

A biblical and theological study of Christian discipleship. Includes insight, strategies, and methods ministers can use in the development of both personal and ministry-wide discipleship relationships and programing. Three hours.

***PM 6170 Ministry Administration***

A theological and practical analysis of administrative principles and processes as they apply to the effective leadership of church and parachurch agencies. Special attention will be given to a balanced relationship between effective administrative functions and ministry. Three hours.

***PM 5570 Communication in Ministry***

This course examines the relevant application of communicating spiritual truth from the Word in a variety of ministry contexts. The course will focus on sermon preparation and delivery to various teaching environments that leaders will be engaged in to shape the life of a church and other ministry settings. Three hours.

***PM 7120 Local Church Ministry in the 21<sup>st</sup> Century***

This course will seek to explore some underlying dynamics of local church life, along with some of the dominant ministry styles of contemporary North American churches, including both attractional and missional models. Focus will also include church assessment paradigms, a consideration of change strategies, and discussion of prevailing attitudes in our society toward the church.

## ***Women's Leadership***

### ***MIN 5110 Equipping other for ministry:***

Equipping others for ministry is a part of our calling from God (Eph. 4:11-13). But how do we work with others so that we reach maturity together? This course will help you see that ministry is not just about doing the ministry yourself, but teaching others to join you in various arenas of ministry. You will learn about God's equipping ministry in your own life, and be challenged to imitate His methods of entrusting others with redemptive work through His Spirit. The class will explore various methods of equipping others, including mentoring, coaching and modeling, and will address the challenges of recruiting, training and retaining volunteers or key staff members. Three hours.

### ***MIN 5360 Women in Scripture***

Students will explore the value of women as disclosed in special revelation, beginning with Genesis and the "imago dei". They will research the backdrop of the ancient world in order to understand the various roles women played in the OT in revealing the heart of God and His plan for redemptive history. They will investigate ways that Jesus elevated the status of women and how NT passages describe the function of women within the Christian community. Using modern theories on the role of women—complementarian and egalitarian—students will seek to define a biblical approach to contemporary questions about the role of women. In addition, students will analyze current culture and make recommendations for how God's Word speaks into the lives of women today. Three hours.

### ***MIN 5820 Soul Care in Leadership:***

This class will examine how to journey with others in the midst of their questions and pain. Instead of trying to fix others in pain, soul care attempts to incarnate the presence of God in the life of another and allow God to use you to be his hands and feet. Part of this process is learning how to listen to the Spirit of God and attend to another in the midst of their journey. The learner will have the opportunity to see and reject patterns of self-talk (based on the flesh) in order to embrace Spirit-led patterns of soul talk. The care of souls is an interpersonal part of ministry leadership that often gets overlooked in our program-driven church context. This class will help to equip ministry leaders in their role as shepherd to the flock entrusted to their care.

### ***MIN 5600 Biblical Foundations of Leadership:***

This course looks at the life of Jesus to learn from Him as the Master Teacher, Leader and Discippler. Students will explore Scripture and the lives of other godly men and women to gain a composite picture of leadership that addresses heart issues in the lives of people they will lead. Leadership from a biblical perspective will be countercultural and address issues of pride vs. humility, how we view failure/success and taking initiative in a Spirit-driven process. Students will have the opportunity for hands on integration of theory with practice as they process the course concepts in life with others in a relational context of ministry.

## ***Counseling***

### ***MIN 5500 Counseling Theories***

In this course, students will examine today's predominant counseling theories in order to develop their own biblical framework in which they will provide counsel to others. The focus of the course is to help discern God's pathway to proper biblical counseling. Three hours.

### ***MIN 5700 Counseling Methods and Techniques***

This course will examine the various skills, methods and techniques used by a Christian or Pastoral

Counselor to effectively minister to those being counseled. An aspect of the course is how to use the Bible and prayer in counseling, and direction on when to refer to other professionals. Three hours.

***MIN 5900 Pre-Marital and Marital Counseling***

This course will examine how to effectively engage in pre-marital counseling to help couples prepare for marriage and to help couples who are struggling in their marriage. Various theories, skills and techniques of marriage counseling will be discussed. Three hours.

***MIN 6200 Counseling Common Problems***

This course will examine how to counsel people who encounter negative emotions such as anxiety, depression, guilt and fear and help navigate these issues from a biblical perspective. The focus will be on how God can help people deal with the emotional side of their lives by looking at Scripture and allowing God to move them into places of spiritual transformation. Three hours.

***PM 6160 Biblical Psychology***

This course will examine the relationship between the fields of psychology and theology. A theology of "integration" will be presented, along with discussions concerning specific "psychological" topics (i.e. personality, sensation/perception, self-esteem, etc.) from a biblical vantage point. A biblical discussion of depression and anxiety will be an aspect of this course, along with how one would use this material to counsel/minister to others. Three hours.

***PM 6060 Legal and Ethical Issues in Pastoral Counseling***

This course is designed to develop a broad biblical knowledge base, critical thinking and ethical decision-making skills for pastoral counselors. A focus will be given to a high standard of personal and professional ethics to enhance pastoral counseling that is above reproach. Three hours. Three hours.

***Technology***

***PM 5180 Technology & Media in Ministry***

This course addresses the everchanging media technology challenges that ministries face today. This course identifies the ever changing and complex landscape of media technology in a media-centric society and how ministries can use modern media effectively to communicate the life-changing message of Jesus Christ. Three hours.

***PM 5190 Worship Arts***

This course is designed to address corporate worship within the context of media technology. This course acknowledges the need for technology to accomplish tasks as well as produce creative media rich environments for worship experiences. Three hours.

***PM 6070 Creative Communication Strategies***

A comprehensive approach to building mission-driven and culturally-sensitive ministry communications. Involves integration of traditional, social, and digital media for providing relevant information, inspiration, instruction, marketing, and promotion to ministry stakeholders. Three hours.

***PM 6180 Organizational Tools***

A comprehensive sweep of organizational and educational technology for more efficient ministry and effective teaching in 21st Century ministry. Includes identification of ministry-related categories in

which technology may be useful, in addition to investigating specific tools (software, hardware, services) that can meet practical ministry needs. Three hours.

### ***PM 6240 Developing Tech Talent***

An overview of the biblical importance of equipping and its relationship to ministry teams in the local church. Special attention given to identifying, cultivating, training, and deploying skilled teams of tech leaders for ministry. Three hours.

### ***PM 6840 Tech Ministry Internship***

The practical application and integration of technology tools within a ministry setting. Includes some topically-guided course content, in addition to a required practical internship and application hours. This internship may be a paid or volunteer role, and involves direct interaction with an onsite-or-off-ministry-site technology-ministry specialist or media minister. Three hours.

## ***MASTER OF ARTS IN INTERCULTURAL STUDIES***

***48 credit hours***

### ***Purpose of the Program***

A major part of ministry in God's work today is in an intercultural setting, either in international missions where it is cross-cultural, or in a person's home country where it is multicultural. To prepare people for this kind of ministry, Grace Theological Seminary offers a Master of Arts in Intercultural Studies that is intended to equip students for cross-cultural or multicultural ministry. It is not designed to prepare individuals for the senior pastorate.

### ***Program Description***

The Master of Arts in Intercultural Studies is a 48 hour degree program. The curriculum is designed to prepare students for effective cross-cultural ministry.

Courses are offered each summer in May and July to accommodate students in full-time ministry. Advance standing credit may be obtained for up to twelve credit hours of the 48-hour master's program.

### ***Entrance Requirements***

The candidate must possess a bachelor's degree (or an equivalent in the case of international students) from an approved institution. Other requirements are outlined in the section under admission policies. For full details contact the Seminary Admissions Office.

### ***Academic Requirements***

A cumulative grade point average of 2.5 (on a 4.0 scale) or above for the entire course of study is required for graduation. No more than 24 credit hours of graduate study may be transferred from approved schools. At least 18 credit hours must be taken in residency at Grace Theological Seminary's Winona Lake campus. Up to 12 hours of advanced standing may be applied to this program. Advanced standing credit hours, when combined with transfer credits may not exceed 24 credit hours. Students having had previous theological training may waive theological studies courses and replace them with the electives indicated or additional hours in Area Studies or Missiological Research.

## ***Master of Arts in Intercultural Studies Curriculum***

### ***Master of Arts Core Curriculum***

**Theology: 24 hours**

TH 5010 Systematic Theology I .....	3 hrs.
TH 5020 Systematic Theology II .....	3 hrs.
TH 5090 Hermeneutics.....	3 hrs.
TH 5140 Biblical Backgrounds.....	3 hrs.
NT 5320 New Testament Survey - online only .....	3 hrs.
OT 5065 Old Testament Survey - online only .....	3 hrs.
PM 6600 Principles and Practice of Prayer.....	3 hrs.
PM 6010 Spiritual Formation.....	3 hrs.

**Intercultural Core: 18 hours**

MI 6030 Intercultural Communication.....	3 hrs.
MI 6090 Principles of Contextualization.....	3 hrs.
MI 6060 Applied Cultural Anthropology.....	3 hrs.
MI 6080 Teamwork & Leadership in Missions.....	3 hrs.
MI 5010 Biblical Theology of Missions.....	3 hrs.
MI 5110 World Religions.....	3 hrs.

**Apprenticeship: 6 hours**

MI 7290 Intercultural Apprenticeship.....	.6 hrs.
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Includes Readings in Mission History

**MASTER OF ARTS IN LOCAL CHURCH MINISTRY**  
**48 credit hours**

**Purpose of the Program**

Since there are a number of students who legitimately desire to pursue theological studies without fulfilling requirements from the Master of Divinity curriculum, Grace Theological Seminary offers a 48-credit-hour program in theological, ministry, and biblical background studies. The following types of students are encouraged to consider this program:

1. Those already having had several years of vocational ministry experience who desire further theological study in order to be better prepared for a pastoral role.
2. Bible college graduates having had Greek and at least 12 credit hours of pastoral ministry-related courses (including an internship).
3. Students desiring additional theological study for their particular non-pastoral ministry field. Students desiring to prepare for vocational pastoral ministry or missionary service are encouraged to enroll in one of the Master of Divinity programs.

**Program Description**

This degree in Local Church Ministry requires 48 semester hours of graduate work including 24 hours of theology and biblical interpretation, 18 hours of ministry studies, and six hours of local church apprenticeship. Students may choose from two additional concentrations: Camp Administration and Women's Leadership.

**Entrance Requirements**

Prerequisites for enrollment in the Master of Arts in Local Church Ministry program are outlined in the section under admission policies. The candidate must possess a bachelor's degree (or an equivalent in



the case of international students) from an approved institution. For full details, contact the Seminary Admissions Office.

### **Academic Requirements**

A cumulative grade point average of 2.5 or above for the entire course of study is required for graduation. No more than 24 credit hours of graduate study may be transferred from approved schools. Any credits earned through advanced standing will reduce the number of hours that may be transferred. Up to 12 hours of advanced standing may be applied to this program.

## **Master of Arts in Local Church Ministry Curriculum 48 credit hours**

### **Master's Core: 24 hours**

TH 5010 Systematic Theology I .....	3 hrs.
TH 5020 Systematic Theology II .....	3 hrs.
TH 5090 Hermeneutics.....	3 hrs.
TH 5140 Biblical Backgrounds.....	3 hrs.
NT 5320 New Testament Survey – online only .....	3 hrs.
OT 5065 Old Testament Survey – online only .....	3 hrs.
PM 6010 Spiritual Formation.....	3 hrs.
PM 5160 Methods of Discipleship.....	3 hrs.

### **Local Church Ministry Concentration: 24 hours**

MI 5250 Understanding and Engaging Culture.....	3 hrs.
PM 6210 Expository Preaching & Teaching.....	3 hrs.
PM 7000 Leadership in the Local Church.....	3 hrs.
PM 5040 Interpersonal Communication and Conflict Management.....	3 hrs.
TH 5280 History of Doctrine and the Church.....	3 hrs.

### **Choose two of the following:**

PM 6220 Advanced Preaching & Teaching.....	3 hrs.
PM 6460 Ministry Philosophy for the Church -Online only .....	3 hrs.
PM 6160 Biblical Psychology .....	3 hrs.
PM 5800 Pre-Marital & Marital Counseling.....	3 hrs.
PM 6440 Counseling Common Problems.....	3 hrs.
TH 7100 Advanced Systematic Theology.....	3 hrs.
PM 5080 Pastoral Ministry Skills.....	3 hrs.
TH 5075 Apologetics.....	3 hrs.
MI 5110 World Religions.....	3 hrs.
MI 5300 Encountering Islam.....	3 hrs.

### **Apprenticeship: 6 hours**

PM 7325 Practical Ministry Apprenticeship.....	6 hrs.
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## ***Women's Leadership Concentration in M.A. in Local Church Ministry***

### ***48 credit hours***

Grace College and Seminary and Women of Grace U.S.A. are partnering to provide this degree opportunity for women who are already in ministry and are looking for quality training to develop their leadership skills. The Women's Leadership Studies program is for women who desire interaction and challenge from others within ministry. This new program will help women to grow in their personal awareness of strengths and weaknesses as a leader in a Christian ministry setting. This program will also help these women develop both ministry values and skills to make genuine connections with others in order to experience God's love through spiritual friendships and community. Women in this program will gain leadership skills related to the organization and administration of ministry programs in church, para-church and mission environments while internalizing a biblical worldview of dependency on God.

#### ***Master's Core: 24 hours***

TH 5010 Systematic Theology I .....	3 hrs.
TH 5020 Systematic Theology II .....	3 hrs.
TH 5090 Hermeneutics.....	3 hrs.
TH 5140 Biblical Backgrounds.....	3 hrs.
NT 5320 New Testament Survey – online only .....	3 hrs.
OT 5065 Old Testament Survey – online only .....	3 hrs.
PM 6010 Spiritual Formation.....	3 hrs.
PM 5160 Methods of Discipleship.....	3 hrs.

#### ***Women's Leadership Concentration: 24 hours***

PM 5340 Women and Scripture, online .....	3 hrs.
PM 5550 Biblical Foundations of Leadership, online.....	3 hrs.
PM 5730 Soul Care in Leadership, online .....	3 hrs.
PM 5040 Interpersonal Communication & Conflict Management.....	3 hrs.

#### ***Electives: 6 Credits***

Choose two from any TH, NT, OT, MI, PM courses..... 6 hrs.

#### ***Apprenticeship: 6 Credits***

PM 7325 Practical Ministry Apprenticeship ..... 6 hrs.

## ***Chaplaincy Studies Concentration of the M.A. in Local Church Ministry***

### ***72 credit hours***

The Master of Arts in Chaplaincy Studies is designed to prepare students who feel called to provide spiritual support and guidance outside the local church context. The degree will provide a solid biblical and theological underpinning as well as a balanced training in pastoral counseling skills and intercultural studies. This will provide a solid foundational training that prepares individuals for ministry in military, hospital, sports, marketplace and prison settings.

#### ***Master's Core: 48 hrs***

### **Theology**

TH 5010 Systematic Theology I.....	3 hrs.
TH 5020 Systematic Theology II.....	3 hrs.
TH 5280 History of Doctrine and the Church.....	3 hrs.
TH 6100 New Testament Theology.....	3 hrs.
OT 6010 Old Testament Theology.....	3 hrs.

### **Biblical Interpretation**

TH 5090 Hermeneutics.....	3 hrs.
NT 5320 New Testament Survey – online.....	3 hrs.
OT 5065 Old Testament Survey – online.....	3 hrs.
PM 6210 Expository Preaching and Teaching – online.....	3 hrs.
TH 5140 Biblical Backgrounds.....	3 hrs.
PM 5560 Exegetical Resources and Tools.....	3 hrs.

### **Cultural Context**

MI 5050 Intercultural Communication.....	3 hrs.
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### **Spiritual Formation**

PM 6010 Spiritual Formation.....	3 hrs.
PM 6600 Principles & Practice of Prayer.....	3 hrs.

### **Public Ministry & Leadership**

PM 5040 Interpersonal Communication & Conflict Mgmt.....	3 hrs.
PM 7000 Leadership in the Local Church.....	3 hrs.

### **Chaplaincy Studies Concentration: 24 hrs**

PM 5400 Theological Foundations of Counseling.....	3 hrs.
PM 5800 Pre-marital & Marital Counseling.....	3 hrs.
PM 6440 Counseling Common Problems.....	3 hrs.
TH 5070 Apologetics in a Postmodern World.....	3 hrs.
MI 5300 Encountering Islam.....	3 hrs.
MI 5110 Understanding World Religions.....	3 hrs.

### **Apprenticeship: 6 hrs.**

PM 7300 Chaplaincy Practicum.....	6 hrs.
CPE 1 unit (not required for military).....	3 hrs.

## **MASTER OF DIVINITY**

### **Purpose of the Program**

The Master of Divinity program provides a basic three-year curriculum in graduate theological study for those preparing for a preaching and teaching ministry of the Word of God. This program is designed to furnish a broad foundation for people entering the pastorate, church-related counseling ministries, intercultural ministry, Christian education, and related types of Christian service. Students may choose from eight concentrations: General Studies, Pastoral, Pastoral Counseling, Christian Ministries, Intercultural Studies, Exegetical Studies, Women's Leadership, and Chaplaincy Studies.

**Program Prerequisite**

The candidate must possess a bachelor's degree, or an equivalent in the case of international students, from an approved institution.

**Residence Requirements**

The candidate must complete the three-year curriculum prescribed by the seminary, comprising a minimum of 75 semester hours of credit, with a grade point average of not less than 2.5 (on a 4.0 scale) for the entire period. Students transferring from other schools may be granted a maximum of 36 semester hours of credit, providing that the work conforms to the academic standards and curricular requirements of this seminary.

Up to 18 hours of advanced standing may be applied to this program. Credits earned through advanced standing reduce the number of hours that can be transferred.

**Language Requirements**

Students may earn advanced standing credit toward New Testament Greek I, II, and III as well as Biblical Hebrew I, II, and III. Competency tests are required to assess the student's proficiency in the languages. Students with previous experience in Greek and/or Hebrew who feel the need to review are encouraged to audit New Testament Greek I and Biblical Hebrew I and then take for credit the subsequent New Testament Greek and Biblical Hebrew courses.

## **General Studies Concentration of The Master of Divinity**

### **75 credit hours**

Students seeking preparation for general ministry, particularly roles that include responsibility for the theological and administrative leadership of a local church in the United States, are encouraged to pursue the Master of Divinity with a general studies concentration. A component of practical field experience is built into the requirements.

**General Studies Core Curriculum****Theology Core: 15 hours**

TH 5010 Systematic Theology I .....	3 hrs.
TH 5020 Systematic Theology II .....	3 hrs.
TH 5280 History of Doctrine and the Church .....	3 hrs.
TH 6100 New Testament Theology .....	3 hrs.
OT 6010 Old Testament Theology .....	3 hrs.

**Biblical Interpretation: 12 hours**

TH 5090 Hermeneutics.....	3 hrs.
TH 5140 Biblical Backgrounds.....	3 hrs.
NT 5320 New Testament Survey – online only.....	3 hrs.
OT 5065 Old Testament Survey – online only.....	3 hrs.

**Biblical Languages: 18 hours**

NT 5110 New Testament Greek I- Prerequisite undergrad level .....	0 hrs.
NT 5120 New Testament Greek II - Prerequisite undergrad level.....	0 hrs.
NT 7040 Greek Exegesis I .....	3 hrs.
NT 7050 Greek Exegesis II.....	3 hrs.

OT 6040 Biblical Hebrew I.....	3 hrs.
OT 6050 Biblical Hebrew II .....	3 hrs.
OT 6060 Biblical Hebrew III .....	3 hrs.
OT 7040 Hebrew Exegesis I.....	3 hrs.

**Cultural Context: 6 hours**

MI 5250 Understanding and Engaging Culture.....	3 hrs.
TH 6150 Ethics.....	3 hrs.

**Spiritual Formation: 3 hours**

PM 6010 Spiritual Formation .....	3 hrs.
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**Public Ministry and Leadership: 9 hours**

PM 7000 Leadership in the Local Church.....	3 hrs.
PM 6210 Expository Preaching and Teaching.....	3 hrs.
PM 7325 Practical Ministry Apprenticeship.....	3 hrs.

**Electives: 12 hours**

Choose 4 from MI, NT, OT, PM, or TH courses

**Pastoral Studies Concentration of The Master of Divinity  
75 credit hours**

Students seeking preparation for general pastoral ministry, particularly the role of senior pastor and the responsibility for the theological and administrative leadership of a local church in the United States, are encouraged to pursue the Master of Divinity with a pastoral studies concentration. A component of practical field experience is built into the requirements.

**Master of Divinity Theology Core: 15 hours**

TH 5010 Systematic Theology I .....	3 hrs.
TH 5020 Systematic Theology II .....	3 hrs.
TH 5280 History of Doctrine and the Church .....	3 hrs.
TH 6100 New Testament Theology .....	3 hrs.
OT 6010 Old Testament Theology .....	3 hrs.

**Biblical Interpretation: 12 hours**

TH 5090 Hermeneutics.....	3 hrs.
TH 5140 Biblical Backgrounds.....	3 hrs.
NT 5320 New Testament Survey – online only.....	3 hrs.
OT 5065 Old Testament Survey – online only.....	3 hrs.

**Biblical Languages: 18 hours**

NT 5110 New Testament Greek I- Prerequisite undergrad level .....	0 hrs.
NT 5120 New Testament Greek II - Prerequisite undergrad level.....	0 hrs.
NT 7040 Greek Exegesis I .....	3 hrs.
NT 7050 Greek Exegesis II.....	3 hrs.
OT 6040 Biblical Hebrew I .....	3 hrs.
OT 6050 Biblical Hebrew II .....	3 hrs.
OT 6060 Biblical Hebrew III .....	3 hrs.
OT 7040 Hebrew Exegesis I.....	3 hrs.

**Cultural Context: 6 hours**

MI 5250 Understanding and Engaging Culture .....	3 hrs.
TH 6150 Ethics.....	3 hrs.

**Spiritual Formation: 3 hours**

PM 6010 Spiritual Formation .....	3 hrs.
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**Public Ministry and Leadership: 9 hours**

PM 7000 Leadership in the Local Church.....	3 hrs.
PM 6210 Expository Preaching and Teaching.....	3 hrs.
PM 7325 Practical Ministry Apprenticeship.....	3 hrs.

**Pastoral Studies Concentration of the Master of Divinity Curriculum: 12 hours**

TH 7100 Advanced Systematic Theology .....	3 hrs.
PM 6220 Advanced Preaching and Teaching.....	3 hrs.
PM 5080 Pastoral Ministry Skills.....	3 hrs.
PM 5400 Theological Foundations of Counseling - online .....	3 hrs.

**Pastoral Counseling Studies Concentration of the Master of Divinity  
75 credit hours**

The M.Div. in Counseling is designed for those who desire to be involved primarily in a counseling ministry, but who also want a solid biblical and theological foundation upon which to build their perspectives and practices of counseling. This degree program is intended especially for those who desire to minister through counseling under the auspices of the local church. The program is not structured to prepare an individual to fill the position of the senior pastor who carries the primary preaching and administrative responsibilities of a local church, nor is it designed to equip the student for licensure as a professional counselor.

**Counseling Practicum**

M.Div. students with a pastoral counseling concentration are given the flexibility to design their apprenticeship in a way that fits their future goals best. Either in a local church setting, pastoral counseling or a little of both.

**Pastoral Counseling Core Curriculum**

**Master of Divinity Theology Core: 15 hours**

TH 5010 Systematic Theology I .....	3 hrs.
TH 5020 Systematic Theology II .....	3 hrs.
TH 5280 History of Doctrine and the Church .....	3 hrs.
TH 6100 New Testament Theology .....	3 hrs.
OT 6010 Old Testament Theology .....	3 hrs.

**Biblical Interpretation: 12 hours**

TH 5090 Hermeneutics.....	3 hrs.
TH 5140 Biblical Backgrounds.....	3 hrs.
NT 5020 New Testament Survey – online only.....	3 hrs.
OT 5065 Old Testament Survey – online only.....	3 hrs.

**Biblical Languages: 18 hours**

NT 5110 New Testament Greek I- Prerequisite undergrad level .....	0 hrs.
NT 5120 New Testament Greek II - Prerequisite undergrad level.....	0 hrs.
NT 7040 Greek Exegesis I .....	3 hrs.
NT 7050 Greek Exegesis II.....	3 hrs.
OT 6040 Biblical Hebrew I .....	3 hrs.
OT 6050 Biblical Hebrew II .....	3 hrs.
OT 6060 Biblical Hebrew III .....	3 hrs.
OT 7040 Hebrew Exegesis I.....	3 hrs.

**Cultural Context: 6 hours**

MI 5250 Understanding and Engaging Culture .....	3 hrs.
TH 6150 Ethics.....	3 hrs.

**Spiritual Formation: 3 hours**

PM 6010 Spiritual Formation .....	3 hrs.
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**Public Ministry and Leadership: 9 hours**

PM 7000 Leadership in the Local Church.....	3 hrs.
PM 6210 Expository Preaching and Teaching.....	3 hrs.
PM 7325 Practical Ministry Apprenticeship.....	3 hrs.

**Pastoral Counseling Concentration: 12 hours**

The following courses are offered as online courses through the Graduate Department of Counseling and Interpersonal Relations. Note: Students are responsible to pay the additional online tech fees. Please check scheduling in that department to see which semester (fall or spring) the courses are offered.

PM 6160 Biblical Psychology .....	3 hrs.
PM 5330 Counseling Theories.....	3 hrs.
PM 5520 Counseling Methods & Techniques .....	3 hrs.
PM 5800 Pre-Marital & Marital Counseling.....	3 hrs.

## **Christian Ministry Concentration of The Master of Divinity**

### **75 credit hours**

The Christian Ministry concentration equips leaders preparing to serve in settings that advance the gospel and facilitate growth in Christ, such as churches, Christian non-profits, and para-church organizations. The program challenges learners to think developmentally about how people mature spiritually, how to create effective outreach and discipleship programs, and how to teach for life transformation. The curriculum covers a wide range of integrated content as an acknowledgement that ministry is complex, because people are complex. The Christian Ministry program provides strategic theoretical principles integrated with life application so leaders can invest their talents in God's redemptive work in the world.

**Christian Ministry Core Curriculum****Theology Core: 15 hours**

TH 5010 Systematic Theology I .....	3 hrs.
TH 5020 Systematic Theology II .....	3 hrs.
TH 5280 History of Doctrine and the Church .....	3 hrs.
TH 6100 New Testament Theology .....	3 hrs.
OT 6010 Old Testament Theology .....	3 hrs.

***Biblical Interpretation: 12 hours***

TH 5090 Hermeneutics.....	3 hrs.
TH 5140 Biblical Backgrounds.....	3 hrs.
NT 5020 New Testament Survey – online only.....	3 hrs.
OT 5000 Old Testament Survey – online only.....	3 hrs.

***Biblical Languages: 18 hours***

NT 5110 New Testament Greek I- Prerequisite undergrad level .....	0 hrs.
NT 5120 New Testament Greek II - Prerequisite undergrad level.....	0 hrs.
NT 7040 Greek Exegesis I .....	3 hrs.
NT 7050 Greek Exegesis II.....	3 hrs.
OT 6040 Biblical Hebrew I .....	3 hrs.
OT 6050 Biblical Hebrew II.....	3 hrs.
OT 6060 Biblical Hebrew III .....	3 hrs.
OT 7040 Hebrew Exegesis I.....	3 hrs.

***Cultural Context: 6 hours***

MI 5250 Understanding and Engaging Culture.....	3 hrs.
TH 6150 Ethics.....	3 hrs.

***Spiritual Formation: 3 hours***

PM 6010 Spiritual Formation .....	3 hrs.
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***Public Ministry and Leadership: 9 hours***

PM 7000 Leadership in the Local Church.....	3 hrs.
PM 6210 Expository Preaching and Teaching.....	3 hrs.
PM 7325 Practical Ministry Apprenticeship.....	3 hrs.

***Christian Ministry Concentration of the Master of Divinity Curriculum: 12 hours***

PM 5160 Discipleship Methods.....	3 hrs.
PM 5580 Intra-and-Interpersonal Ministry.....	3 hrs.
PM 6170 Ministry Administration .....	3 hrs.
PM 5590 Transformational Teaching .....	3 hrs.

***Exegetical Studies Concentration of the Master of Divinity  
75 credit hours***

The Master of Divinity in Exegetical Studies is especially appropriate for those students who already have substantive experience in pastoral or missionary ministry and who desire advanced biblical language training in accordance with their personal giftedness and with the present or future needs of their particular ministry.

***Exegetical Studies Core Curriculum***



**Master of Divinity Theology Core: 15 hours**

TH 5010 Systematic Theology I .....	3 hrs.
TH 5020 Systematic Theology II .....	3 hrs.
TH 5280 History of Doctrine and the Church .....	3 hrs.
TH 6100 New Testament Theology .....	3 hrs.
OT 6010 Old Testament Theology .....	3 hrs.

**Biblical Interpretation: 12 hours**

TH 5090 Hermeneutics.....	3 hrs.
TH 5140 Biblical Backgrounds.....	3 hrs.
NT 5020 New Testament Survey – online only.....	3 hrs.
OT 5065 Old Testament Survey – online only.....	3 hrs.

**Biblical Languages: 18 hours**

NT 5110 New Testament Greek I- Prerequisite undergrad level .....	0 hrs.
NT 5120 New Testament Greek II - Prerequisite undergrad level.....	0 hrs.
NT 7040 Greek Exegesis I .....	3 hrs.
NT 7050 Greek Exegesis II.....	3 hrs.
OT 6040 Biblical Hebrew I .....	3 hrs.
OT 6050 Biblical Hebrew II .....	3 hrs.
OT 6060 Biblical Hebrew III .....	3 hrs.
OT 7040 Hebrew Exegesis I.....	3 hrs.

**Cultural Context: 6 hours**

MI 5250 Understanding and Engaging Culture.....	3 hrs.
TH 6150 Ethics.....	3 hrs.

**Spiritual Formation: 3 hours**

PM 6010 Spiritual Formation .....	3 hrs.
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**Public Ministry and Leadership: 9 hours**

PM 7000 Leadership in the Local Church.....	3 hrs.
PM 6210 Expository Preaching and Teaching.....	3 hrs.
PM 7325 Practical Ministry Apprenticeship.....	3 hrs.

**Exegetical Studies Concentration: 12 hours**

NT 7420 Advanced Greek Exegesis.....	3 hrs.
OT 7050 Hebrew Exegesis II .....	3 hrs.
OT 7420 Advanced Hebrew Exegesis .....	3 hrs.

**Choose one of the following:**

OT 7020 Old Testament Research Project.....	3 hrs.
NT 7020 New Testament Research Project .....	3 hrs.

**Intercultural Studies Concentration of The Master of Divinity  
75 credit hours**

M.Div. students with an intercultural studies concentration take a 6 credit hour Cross-Cultural Internship (Apprenticeship) as part of the regular 60-hour core curriculum and 15 hours of intercultural studies classes. This helps students to prepare more strategically for cross-cultural and multicultural ministries in missions or urban settings. Many ministries in today's world, with its mosaic of cultures and worldviews, require tools and understanding that this curriculum in intercultural studies seeks to provide.

### **Cross-Cultural Internship**

The 6 credit hour internship will involve a guided culture discovery program and experience in various ministries. This internship can be completed after all course prerequisites and on-campus course requirements have been met. The requirement may be waived if the student can demonstrate adequate cross-cultural experience or is taking this M.Div. program outside his or her own culture.

### **Intercultural Studies Core Curriculum**

#### **Master of Divinity Theology Core: 15 hours**

TH 5010 Systematic Theology I .....	3 hrs.
TH 5020 Systematic Theology II .....	3 hrs.
TH 5280 History of Doctrine and the Church .....	3 hrs.
TH 6100 New Testament Theology .....	3 hrs.
OT 6010 Old Testament Theology .....	3 hrs.

#### **Biblical Interpretation: 12 hours**

TH 5090 Hermeneutics.....	3 hrs.
TH 5140 Biblical Backgrounds.....	3 hrs.
NT 5020 New Testament Survey – online only.....	3 hrs.
OT 5065 Old Testament Survey – online only.....	3 hrs.

#### **Biblical Languages: 18 hours**

NT 5110 New Testament Greek I- Prerequisite undergrad level .....	0 hrs.
NT 5120 New Testament Greek II - Prerequisite undergrad level.....	0 hrs.
NT 7040 Greek Exegesis I .....	3 hrs.
NT 7050 Greek Exegesis II.....	3 hrs.
OT 6040 Biblical Hebrew I .....	3 hrs.
OT 6050 Biblical Hebrew II .....	3 hrs.
OT 6060 Biblical Hebrew III .....	3 hrs.
OT 7040 Hebrew Exegesis I.....	3 hrs.

#### **Cultural Context: 6 hours**

MI 5250 Understanding and Engaging Culture.....	3 hrs.
TH 6150 Ethics.....	3 hrs.

#### **Spiritual Formation: 3 hours**

PM 6010 Spiritual Formation .....	3 hrs.
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#### **Public Ministry and Leadership: 6 hours**

PM 7000 Leadership in the Local Church.....	3 hrs.
PM 6210 Expository Preaching and Teaching.....	3 hrs.

### **Intercultural Studies Concentration: 15 hours**

MI 7300 Intercultural Apprenticeship.....	6 hrs.
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**Choose two of the following:**

MI 5010 Biblical Theology of Mission .....	3 hrs.
MI 6030 Intercultural Communication.....	3 hrs.
MI 6060 Applied Cultural Anthropology.....	3 hrs.
MI 6090 Principles of Contextualization.....	3 hrs.

**Choose one of the following:**

MI 5300 Encountering Islam.....	3 hrs.
MI 5100 World Religions.....	3 hrs.

**Women's Leadership Concentration of The Master of Divinity****75 credit hours**

The Women's Leadership Studies concentration is for women who desire interaction and challenge from others within ministry. This program will help women to grow in their personal awareness of strengths and weaknesses as a leader in a Christian ministry setting. The Women's Leadership Studies concentration will also help these women develop both ministry values and skills to make genuine connections with others in order to experience God's love through spiritual friendships and community. Women in the program will gain leadership skills related to the organization and administration of ministry programs in church, para-church and mission environments while internalizing a biblical worldview of dependency on God.

**Women's Leadership Core Curriculum****Theology Core: 15 hours**

TH 5010 Systematic Theology I .....	3 hrs.
TH 5020 Systematic Theology II .....	3 hrs.
TH 5280 History of Doctrine and the Church .....	3 hrs.
TH 6100 New Testament Theology .....	3 hrs.
OT 6010 Old Testament Theology .....	3 hrs.

**Biblical Interpretation: 12 hours**

TH 5090 Hermeneutics.....	3 hrs.
TH 5140 Biblical Backgrounds.....	3 hrs.
NT 5020 New Testament Survey – online only.....	3 hrs.
OT 5065 Old Testament Survey – online only.....	3 hrs.

**Biblical Languages: 18 hours**

NT 5110 New Testament Greek I- Prerequisite undergrad level .....	0 hrs.
NT 5120 New Testament Greek II - Prerequisite undergrad level.....	0 hrs.
NT 7040 Greek Exegesis I .....	3 hrs.
NT 7050 Greek Exegesis II.....	3 hrs.
OT 6040 Biblical Hebrew I .....	3 hrs.
OT 6050 Biblical Hebrew II .....	3 hrs.
OT 6060 Biblical Hebrew III .....	3 hrs.
OT 7040 Hebrew Exegesis I.....	3 hrs.

**Cultural Context: 6 hours**

MI 5250 Understanding and Engaging Culture.....	3 hrs.
TH 6150 Ethics.....	3 hrs.

**Spiritual Formation: 3 hours**

PM 6010 Spiritual Formation ..... 3 hrs.

**Public Ministry and Leadership: 9 hours**

PM 7000 Leadership in the Local Church ..... 3 hrs.

PM 6210 Expository Preaching and Teaching..... 3 hrs.

PM 7325 Practical Ministry Apprenticeship..... 3 hrs.

**Women's Leadership Concentration of the Master of Divinity Curriculum: 12 hours**

PM 5550 Biblical Foundations of Leadership – online..... 3 hrs.

PM 5340 Women and Scripture – online ..... 3 hrs.

PM 5730 Soul Care in Leadership – online..... 3 hrs.

PM 5070 Equipping Others for Ministry – online..... 3 hrs.

**Chaplaincy Studies Concentration of the Master of Divinity  
75 credit hours**

The Master of Divinity in Chaplaincy Studies is designed to prepare students who feel called to provide spiritual support and guidance outside the local church context. The degree will provide a solid biblical and theological underpinning as well as a balanced training in pastoral counseling skills and intercultural studies. This will provide a solid foundational training that prepares individuals for ministry in military, hospital, sports, marketplace and prison settings.

**Chaplaincy Studies Core Curriculum****Master of Divinity Theology Core: 15 hours**

TH 5010 Systematic Theology I ..... 3 hrs.

TH 5020 Systematic Theology II ..... 3 hrs.

TH 5280 History of Doctrine and the Church ..... 3 hrs.

TH 6100 New Testament Theology ..... 3 hrs.

OT 6010 Old Testament Theology ..... 3 hrs.

**Biblical Interpretation: 12 hours**

TH 5090 Hermeneutics..... 3 hrs.

TH 5140 Biblical Backgrounds..... 3 hrs.

NT 5020 New Testament Survey – online only..... 3 hrs.

OT 5065 Old Testament Survey – online only..... 3 hrs.

**Biblical Languages: 18 hours.**

NT 5110 New Testament Greek I- Prerequisite undergrad level ..... 0 hrs.

NT 5120 New Testament Greek II - Prerequisite undergrad level..... 0 hrs.

NT 7040 Greek Exegesis I ..... 3 hrs.

NT 7050 Greek Exegesis II..... 3 hrs.

OT 6040 Biblical Hebrew I ..... 3 hrs.

OT 6050 Biblical Hebrew II ..... 3 hrs.

OT 6060 Biblical Hebrew III ..... 3 hrs.

OT 7040 Hebrew Exegesis I..... 3 hrs.

**Cultural Context: 6 hours**

MI 5250 Understanding and Engaging Culture.....	3 hrs.
TH 6150 Ethics.....	3 hrs.

***Spiritual Formation: 3 hours***

PM 6010 Spiritual Formation .....	3 hrs.
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***Public Ministry and Leadership: 6 hours***

PM 7000 Leadership in the Local Church.....	3 hrs.
PM 6210 Expository Preaching and Teaching.....	3 hrs.

***Chaplaincy Studies Concentration: 15 hours***

PM 5400 Theological Foundations of Counseling - online.....	3 hrs.
PM 5800 Pre-marital & Marital Counseling - online .....	3 hrs.
TH 5070 Apologetics .....	3 hrs.
PM 8990 Chaplaincy Practicum.....	3 hrs.

***Choose one of the following:***

MI 5300 Encountering Islam .....	3 hrs.
MI 5110 World Religions .....	3 hrs.

***DOCTOR OF MINISTRY***

***30 credit hours***

***Purpose of the Program***

The Doctor of Ministry program at Grace Theological Seminary is designed to enhance professional competence by expanding upon an initial foundation of theology training and ministry experience, to enable those in vocational ministry to personally and professionally develop strengths, address areas of weakness, and increase overall leadership effectiveness.

In order to achieve this purpose, the Doctor of Ministry program intends to purposefully engage learners in an overall program to accomplish growth in the following three program learning outcomes:

1. Implement practices of personal and interpersonal development necessary for effective ministry and leadership.
2. Communicate God's truth and its foundational doctrines with homiletical clarity, biblical accuracy, and contemporary relevance.
3. Evaluate and address in an irenic manner trends and how they impact significant issues within the Evangelical church.

***Admission to the Doctor of Ministry Program***

These requirements are in addition to the General Admission Policies for Grace Theological Seminary found in this catalog.

To be eligible for consideration for the Doctor of Ministry program, the applicant must fulfill the following prerequisites in addition to the general guidelines for application as described in the regular catalog of the seminary.

1. An applicant must have obtained a Master of Arts or a Master of Divinity degree from an approved institution as determined by the D.Min. Committee. A minimum cumulative grade point average of 3.0 (on a 4-point scale) in the applicant's previous academic work is required. A limited number of students may be admitted under academic restriction by action of the D.Min. Committee, but they must maintain the grade point average required for candidacy (3.0) to continue in the program.

Applicants with Master of Arts degrees are evaluated based on the number of hours of the degree as well as cumulative years of ministry experience as follows:

If the applicant has:	GPA Required	Years of Ministry Experience Required	References Required	Additional Requirements
ATS Master of Arts Degree of 60 hours OR ATS Competency Based Master of Arts Degree.	3.0 GPA	2 years	Spiritual Reference	None
ATS Master of Arts Degree of 48 to 59 hours	3.0 GPA	3 years	Spiritual Reference	None
ATS Master of Arts Degree of 36-47 hours	3.0 or MAT	4 years	Spiritual Reference Ministry Reference	Call to Ministry Essay and Spiritual Formation Essay
Non ATS Master's Degree	3.25 GPA and MAT	6 years	Spiritual Reference Ministry Reference	Call to Ministry Essay; Spiritual Formation Essay; Demonstrate Ability to Interpret Scripture; Demonstrate Ability to Adapt Ministry Cross Culturally

2. Applicants must currently be serving in a vocational ministry, with at least three years in full-time professional ministry since completing the M.Div. or its equivalent. Exceptions to this policy will be considered by the D.Min. Committee in the case of applicants who have acquired at least ten years of full-time professional ministry experience prior to and during their M.Div. or its equivalent.

3. In addition, the D.Min. Committee may, at its discretion, require:

- (a) a personal interview with the committee or its authorized representative;
- (b) standardized testing to assist in determining the applicant's potential for work at the doctoral level.

Note: Grace Seminary does not discriminate on the basis of race, color, sex, national or ethnic origin in the administration of its admissions, academic, and employment policies.

## **PROGRAM REQUIREMENTS**

### **Course Numbering System**

The Doctor of Ministry courses are numbered from 8000–8990. The letter prefix indicates the program of study: PM 8000 level – Doctor of Ministry Concentration Courses (D.Min.): Advanced Expository Preaching; Intercultural Studies; Ministry Leadership; Pastoral Studies; Interdisciplinary Studies.

The courses that are offered on a regular basis are listed in this catalog. Contact the Registrar's office or access the Grace Seminary Web site: <https://seminary.grace.edu/programs/doctor-ministry-pastoral-studies/> for upcoming seminars.

### **Program Description**

Each student must complete a total of 30 credit hours. This includes eight seminars (three credit hours each) and a Professional Project (six credit hours) at the conclusion of seminar studies. Each D.Min. seminar involves:

1. Completion of 2000–2,500 pages of reading and/or writing assignments in advance of the seminar. Pre-class [course] assignments are available approximately 90 days before the beginning of each on campus seminar. In order to receive pre-class assignments, students should register for the course on the seminary website (scroll down to "How to Register for Doctoral Seminars"): <https://seminary.grace.edu/programs/doctor-ministry-pastoral-studies/>. Then, please contact the Director of Doctoral Programs, Dr. Rock LaGioia and request a syllabus: [lagioir@grace.edu](mailto:lagioir@grace.edu).
2. Satisfactory attendance and participation in the one-week intensive on campus seminar.
3. A post-seminar project turned in within 12 weeks of the completion of the seminar.

### **Program Core Courses (12 hours)**

Students pursuing any one of the five D.Min. concentrations are all required to enroll in the following four courses:

PM 8100 The Effective Communicator (3 hours)  
PM 8510 Foundations for Ministry (3 hours)  
PM 8260 Current Theological Issues (3 hours)  
DI 8280 Doctoral Research Methods (3 hours)

### **Concentration Core Courses (12 hours)**

#### Advanced Expository Preaching

PM 8410 High Impact Expository Preaching Method (3 hours)  
PM 8420 High Impact Expository Preaching Lab (3 hours)  
PM 8430 High Impact Expository Exegesis (3 hours)  
PM 8440 Multi-Sensory Preaching (3 hours)

#### Ministry Leadership

PM 8010 Practice of Ministry Leadership (3 hours)  
PM 8370 Change and Conflict Management (3 hours)  
PM 8630 Leadership and Growth Pipeline (3 hours)  
PM 8670 Team Staffing, Mentoring, and Coaching (3 hours)

#### Pastoral Studies

PM 8530 Strengthening Spiritual Vitality (3 hours)  
PM 8830 Advanced Shepherding (3 hours)  
PM 8840 Ministry Vision and Strategy (3 hours)  
PM 8850 Ministry Alignment and Execution (3 hours)

#### Intercultural Studies

DI 8030 Intercultural Communication (3 hours)  
DI 8140 Cultural Anthropology for Ministry (3 hours)  
DI 8150 Contextualization for Ministry (3 hours)  
DI 8520 World Religions (3 hours)

#### Interdisciplinary

PM or DI Any Specialization Seminar (3 hours)  
PM or DI Any Specialization Seminar (3 hours)  
PM or DI Any Specialization Seminar (3 hours)  
PM or DI Any Specialization Seminar (3 hours)

#### ***Professional Project (6 hours)***

Prospective students should secure the D.Min. Professional Project Handbook (see <https://seminary.grace.edu/programs/doctor-ministry-pastoral-studies/>) for full details regarding the required D.Min. Professional Project.

#### ***Academic Requirements***

All general academic requirements outlined elsewhere in this catalog apply to the Doctor of Ministry program. The D.Min. Committee may place any student who receives a grade of less than a "B-" in any seminar on academic probation. A student's program may be terminated by the D.Min. Committee if a grade of less than a "B-" is earned in two or more seminars. As an advanced ministry degree, the highest levels of academic, spiritual, and ministry expectations will be required. Students failing to meet these objectives of the program may be discontinued in the program.

#### ***Transfer Credit from Other Institutions***

Grace Seminary DMin students may receive credit for a total of up to two doctoral courses (6 credit hours total) from another ATS-accredited seminary. Any such credit would be extended only after evaluating and comparing those transcribed courses for correspondence to our curriculum and program objectives. Transferrable seminars may be (1) taken prior to arriving at Grace, (2) taken concurrently while at Grace, or (3) a combination of both. Current Grace DMin students seeking to take courses at other institutions as a visiting scholar should seek transfer approval prior to taking such courses in order to guarantee academic credit.

#### ***Program Continuation***

The D.Min. Continuation Policy ensures godly stewardship of Grace Seminary resources and encourages students to make timely progress toward their goal of graduation. Each semester throughout their program doctoral students are expected to maintain ongoing enrollment. In the event a student does not register for a doctoral seminar/professional project any given semester, he or she will automatically be placed into "Continuing Registration" status.

Since only a limited number of students can be effectively serviced, Continuing Registration status preserves a student's spot in the program, despite their temporary lapse in enrollment, while allowing



them to maintain student status, along with access to faculty, student email accounts, and other campus resources and materials. Continuing Registration status is allowable for no more than one year in order to ensure high graduation rates and to faculty's full investment in the lives of active students.

Following a year (Summer and Fall) of Continuing Registration, students must either withdraw from the program or communicate in writing to the Director of Doctoral Programs regarding their desire to continue in study, along with a personal degree completion plan and proposed graduation date. If permitted to continue in the program, the student agrees to register for at least one seminar per year for the duration of their program. Failing to do so will result in the requirement to submit a Program Withdrawal Form or face institutional expulsion.

Continuing Registration status incurs a fee of \$100 each semester. The Continuing Registration fee may be waived based upon the following circumstances:

1. The student suffers an incapacitating illness or injury.
2. The student experiences a change in ministry requiring a time of adjustment.
3. The student serves as a missionary outside the U.S. precluding attendance on campus except during furlough periods.
4. The student has already taken all of the courses offered in a given semester.
5. Other exceptional circumstances warranting Continuing Registration as determined by the Doctoral Committee.

### ***Program Completion***

The Doctor of Ministry has been structured in such a way that the degree may be completed in as little as three years of concentrated study. The Doctoral Committee believes that as little as three and as much as five years is sufficient time to complete the program, so doctoral candidates remain current with course content and latest research.

If not completed in a period of five academic years, a student will be required to submit a Program Withdrawal Form or a One-Year Program Extension Form. If an extension is approved, a \$250 charge per semester will be assessed on the student's bill as a means of accountability and the servicing of student records and advising. If not completed after the initial one-year extension, the student shall withdraw from the program. On rare occasions a second and final year-long extension may be requested assuming (a) sufficient evidence for the delay is presented and (b) a substantial plan for timely completion is proposed. During that final one-year extension, the student would continue to be assessed the \$250 extension fee, in addition to attending regular and required (in person or online) meetings with the Director of Doctoral Programs or First Reader. No student will be allowed to continue enrollment in the Doctor of Ministry program following the end of the statute of limitations. Students who do not apply for an extension after three years will be asked to submit a Program Withdrawal Form.

Students who still have not completed the program after a one-year extension will be asked to submit a Program Withdrawal Form. Students who wish to be readmitted into the program must submit a petition in writing to the Director of Doctoral Programs explaining clearly and concretely how they plan to complete the program in a timely manner. If the Doctoral Committee approves the petition, the student must file a Readmit Form with the Seminary Admissions Office. If readmitted, the student may be asked to register for up to two seminars per academic year or the Professional Project.

### ***Independent Study***

D.Min. students are allowed to take one independent study course (3 hrs.) with a Grace Seminary

professor. The tuition amount for an independent study course is identical to that charged for a traditional D.Min. course.

### ***Continuing Education***

Pastors, missionaries, and other vocational Christian workers desiring to audit a seminar are invited to register as unclassified students and pay the audit fee. Graduates of Grace's D.Min. program may attend classes on an informal basis for \$100. A schedule for upcoming seminars may be obtained on the Grace Web site <https://seminary.grace.edu/programs/doctor-ministry-pastoral-studies/> or from the Director of Doctoral Programs.

### ***Provisional Admission Students***

A student who qualifies for the Doctor of Ministry program may complete up to two D.Min. seminars (6 hours) as a "provisional admission" student before he or she has been fully accepted into the program.

### ***Full-time Students***

Full-time doctoral students are those enrolled in a doctoral level program for at least six semester hours of credit during a regular semester. The exceptions to this F1 visa students must fulfill full-time registration every semester to maintain their visa status. For F1 students that does not apply to summers, only spring and fall semesters.

### ***Tuition and Fees***

Current Doctor of Ministry tuition rates may be obtained from the Grace Schools Business Office or from the Grace Seminary Web site <https://seminary.grace.edu/>. D.Min. seminary fees must be paid in full during the week of class.

A non-refundable \$250 deposit paid 90 days before the beginning of each seminar (to register and receive pre- course assignments) will be applied toward the tuition. As indicated above, D.Min. students are required to pay the remaining seminar tuition in full during the week of class.

The fee for the Professional Project (seminar) must be paid by the student at the outset of the semester during which he or she registers for the Professional Project (by January 15 of the year of graduation).

### ***Financial Aid***

Church-Matching Scholarships are available to D.Min students, as are Federal Student Loans. Please contact Grace's Financial Aid Office (ext. 6162) for further information.

### ***Graduation Requirements***

In order to graduate from Grace Theological Seminary with the Doctor of Ministry degree a candidate must:

1. Complete eight seminars (24 credit hours) with a grade of "B-" or above in each seminar.
2. Pass an oral review for candidacy, if requested by the D.Min. Committee.
3. Complete the ministry-related Professional Project (six credit hours).
4. Have no outstanding financial obligation to Grace Theological Seminary.
5. Complete the following graduation procedures:
  - Register for PM 8990 Professional Project on or before Jan. 15 of the school year of his or her graduation. The Professional Project will be well underway by this time and is to be completed during the spring semester of the graduation school year of the student. Professional Projects

may not be completed during the summer to qualify toward graduation during the same school year. (See complete Professional Project schedule as set forth in the ***Doctor of Ministry Handbook***.)

- Complete the online "Application for Graduation." This form may be found on the Grace portal and must be completed by December 15 of the year immediately before the year of the student's graduation. Applications received after this date will be considered late and a \$150 late fee will be charged to the student.
- Each student pursuing the Doctor of Ministry degree must take full responsibility for meeting graduation requirements.

It should be noted that there are two possible completion dates for a graduating student: December and May.

## ***DOCTOR OF INTERCULTURAL STUDIES***

### ***38 credit hours***

#### ***Primary goals of the Program***

Students in the D.Ics. degree program will exhibit a mastery of the various disciplines associated with the program by writing an approved course project at the end of each course. This project will apply their mastery of the discipline to a case study of an existing problem, controversy, or quandary in a real-life context.

Students in the D.Ics. degree program will demonstrate an advanced understanding of the relationship of theological studies to missiology in course projects concerning cross-cultural morality and ethics, cross-cultural conflict management, theology of mission, world and New Testament strategies for mission.

Students in the D.Ics. degree program will demonstrate a complex perception of cross-cultural leadership skills through written projects in the areas of contextualization of leadership and administration in mission.

Students in the D.Ics. degree program will demonstrate an appreciation for and comprehension of the difficulties of cross-cultural understanding and relationships in both professional and ministry situations in research papers dealing with intercultural communication, contextualization, and applied cultural anthropology.

Students in the D.Ics. degree program will demonstrate an understanding of and skill in socio-anthropological research and teaching in a project for the course in social research and the writing of an approved dissertation for the degree. The dissertation research will be a comprehensive study of a problem related to effective mission enterprise in a specified cultural context or area of ministry.

### ***Courses in Module Format for the Doctor of Intercultural Studies Degree***

The Doctor of Intercultural Studies program is an advanced degree designed to bring further professional development to Christian leaders, pastors, church planters, and missionaries who have vocational ministry experience and a foundation of theological studies. The curriculum is built around one-week seminar modules, reading and writing assignments and a professional research project. The programs are structured to enable pastors and other ministry leaders to complete the degree without leaving their current ministries. The Doctor of Intercultural Studies program is for advanced studies in the numerous areas of missiology. The Doctor of Intercultural Studies program requires 10 modules and an in-depth research project.

***Transfer of Credits and Partnership Programs.*** Grace Seminary D.Ics students may receive credit for a total of up to one half of the credits from another ATS-accredited seminary. Any such credit would be extended only after evaluating and comparing those transcribed courses for correspondence to our curriculum and program objectives. Transferrable seminars may be (1) taken prior to arriving at Grace, (2) taken concurrently while at Grace, or (3) a combination of both. Current Grace D.Ics students seeking to take courses at other institutions as a visiting scholar should seek transfer approval prior to taking such courses in order to guarantee academic credit.

### ***Admission to the Doctor of Intercultural Studies Program***

#### ***Basic Academic Requirements***

To be eligible for consideration for the Doctor of Intercultural Studies Program, an applicant must have obtained a Master of Divinity degree or its equivalent from an approved institution as determined by the Doctoral Committee. A minimum cumulative grade point average of 3.0 (on a 4-point scale) in his/her previous academic work is required. A limited number of students may be admitted under academic restriction by action of the Doctoral Committee, but they must maintain the grade point average required for candidacy to continue in the program.

#### ***Experience Prerequisite***

To be eligible for admission to the D.Ics. Program, the applicant must have completed at least four years in full-time professional intercultural ministry after earning an M.Div. degree or its equivalent. The Doctoral Committee must approve any waiver of these requirements.

#### ***Required Statement***

Prospective students will also provide a typewritten statement of five to eight pages, including their conversion experience, call to ministry, philosophy of ministry, assessment of personal strengths and weaknesses, and objectives in pursuing a D.Ics. degree. A résumé of all previous positions in Christian ministry will also be required.

#### ***Application and References***

An application may be secured from the Grace College & Seminary website, <https://www.grace.edu/admissions/>. An application packet may be secured from the Seminary Recruitment Office. The packet includes complete instructions on application procedures. Materials to be submitted to the Graduate Admissions Office include the following:

1. The application form with all applicable questions answered in full, including an attached written testimony of the student's conversion and spiritual growth over the past few years.
2. A non-refundable \$25 application fee.
3. One recent photograph of the applicant.

4. A reference form from a mission agency supervisor or Grace Theological Seminary approved local course coordinator.
5. A reflection paper of five to seven pages concerning areas of interest and concern in the field of Intercultural Studies and the applicant's purpose in pursuing and expectations of the Doctor of Intercultural Studies Degree.
6. Official transcripts from all colleges and/or seminaries attended.

### ***International Students***

Students who are not U.S. citizens and who have completed a Master of Divinity degree or its equivalent with a high academic standing are encouraged to apply to the Doctor of Intercultural Studies Program. Such students should be aware, however, that the seminary has limited scholarships and no living subsidies for international students.

In addition to the normal application procedures, applicants from other countries must meet the following requirements:

1. The applicant is required to secure and complete a pre-application from the Seminary Recruitment Office on which he or she gives preliminary verification of financial ability to meet the cost of the D.ICS. Degree Program, including living expenses. A full application for admission will be processed only when this information is supplied.
2. A full application is to be submitted with all the appropriate accompanying material. With the regular materials the student must also supply a certificate showing evidence that he or she has adequate resources for his or her own program of studies in the United States as well as for any dependents, whether they come with the student or remain in the home country. If the applicant is unable to certify that he /she has personal funding adequate for such purposes, he/she must secure a statement from some responsible organization or individual willing to guarantee the support and care of the dependents, as well as the round-trip tickets and educational and living expenses while in the United States. Grace Theological Seminary will not issue the Certificate of Eligibility (Form I-20) until it receives and approves the completed Financial Certificate guaranteeing these funds, all application materials, and the advance \$100.00 payment on tuition and fees for the first course. For all summer modules, all international students will have to be accepted to Grace Theological Seminary by January 15<sup>th</sup>. I-20 forms will be issued by February 1 for students to be registered for classes by March 15<sup>th</sup>.
3. Where practical, the applicant will be requested to attend an interview with a designated missionary or seminary representative in his or her home country. A confidential report from this interview will become a part of the required application credentials.
4. An applicant whose native language is other than English must complete the Test of English as a Foreign Language (TOEFL), unless he or she has obtained an accredited master's degree at an English-speaking institution.

The TOEFL is a standard test offered at testing centers throughout the world. Information about the test can be obtained by contacting the Educational Testing Service (ETS) directly at: TOEFL Services, Educational Testing Service, P.O. Box 6151, Princeton, New Jersey 08541-6151, USA; or contact TOEFL Services on the Web at [www.toefl.org](http://www.toefl.org), by E-mail [toefl@ets.org](mailto:toefl@ets.org), or by telephone at (609) 711-7500.

Grace Theological Seminary reserves the right to require students to add English courses to their program of study at their own cost if deemed necessary. A minimum score of 560 (220 computer-based, 83 Internet-based) on the TOEFL is required for admission to Grace Theological Seminary. TOEFL scores should be mailed directly to Grace Theological Seminary by ETS. Our institutional code is 1252. Results will be mailed to the Graduate Admissions Office by placing this code in the appropriate place on the test registration form.

### ***Interview Requirement***

The Doctoral Committee may, at its discretion, require a personal interview with the Committee or its authorized representative and/or standardized testing, to assist in determining the applicant's potential for work at the doctoral level.

Prospective applicants who meet the above prerequisites are encouraged to write or e-mail the Seminary Recruitment Office for a Doctor of Intercultural Studies Handbook and a Doctor of Intercultural Studies Application Form.

### ***Tuition Deposit***

A \$250 advance payment on tuition and fees is required of all new D.Ics. students upon receipt of their letter of acceptance and before registration for classes. If the student decides to withdraw his or her admission and notifies this office, refunds will be made according to a schedule established by the Business Office. The Business Office may be contacted for details.

### ***Medical Insurance***

Every student at the time of registration is strongly encouraged to have secured medical insurance coverage for himself or herself and all dependents. This stands as an ethical obligation of students that may only become apparent at a time of greatest need. Students are urged to handle this matter with the highest degree of integrity. For further information contact the Grace Schools Health Center.

### ***Program Requirements***

The courses for the D.Ics. Degree Program are offered on a regular basis and are listed in this catalog. Contact the Director of the Doctoral Programs or access the Grace Theological Seminary Web site <https://seminary.grace.edu/programs/doctor-intercultural-studies/> for upcoming seminars.

### ***Program Description***

Each student must complete a total of 38 credit hours. This includes ten prescribed seminars (three credit hours each) and an in-depth Research Project at the conclusion of his or her seminar studies. Each seminar unit involves:

- (a) Completion of reading and/or writing assignments in advance of the seminar. Pre-course assignments are available approximately 90 days before the beginning of each seminar.
- (b) Satisfactory attendance and participation in the one-week intensive seminar.
- (c) A post-seminar project turned in within 12 weeks of the completion of the seminar.

### ***Courses in Module Format for the Doctor of Intercultural Studies Degree***

#### ***Doctor of Intercultural Studies Partnership Program***

**PROGRAM CORE:** Six courses

DI 8030	Intercultural Communication	3 hours
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DI 8140	Cultural Anthropology for Ministry	3 hours
DI 8520	World Religions	3 hours
DI 8530	Biblical Theology of World Mission	3 hours
DI 8150	Contextualization for Ministry	3 hours
DI 8280	Doctoral Research Methods	3 hours

**CONCENTRATION CORE COURSES:** Select four courses

DI 8080	Modern Trends in Global Mission (Online Seminar)	3 hours
DI 8180	Cross-Cultural Leadership Development	3 hours
DI 8240	Directed Research and Writing (Online Seminar)–Hybrid	3 hours
PM 8260	Current Theological Issues	3 hours

**DISSERTATION**

DI 8980	D.lcs. Professional Research Project	8 hours
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**KOREAN ONLINE DOCTORAL PROGRAMS****ONLINE DOCTOR OF MINISTRY - KOREAN**  
**30 credit hours****Purpose of the Online Doctor of Ministry Program**

The online Doctor of Ministry program at Grace Theological Seminary is designed to enhance professional competence by expanding upon a foundation of theology training and ministry experience, to enable those Korean students who are engaged in vocational ministry to personally and professionally develop strengths, address areas of weakness, and increase overall leadership effectiveness. The curriculum is built around eight online seminars and a major degree project.

**Admission to the Online Doctor of Ministry Program**

These requirements are in addition to the General Admission Policies for Grace Theological Seminary found in this catalog.

To be eligible for consideration for the Doctor of Ministry program, the applicant must fulfill the following prerequisites in addition to the general guidelines for application as described in the regular catalog of the seminary.

1. An applicant must have obtained a Master of Arts or a Master of Divinity degree from an approved institution as determined by the Doctoral Committee. A minimum cumulative grade point average of 3.0 (on a 4-point scale) in the applicant's previous academic work is required. A limited number of students may be admitted under academic restriction by action of the Doctoral Committee, but they must maintain the grade point average required for candidacy (3.0) to continue in the program.

Applicants with Master of Arts degrees are evaluated based on the number of hours of the degree as well as cumulative years of ministry experience as follows:

If the applicant has:	GPA Required	Years of Ministry Experience Required	References Required	Additional Requirements
Master of Arts Degree of 60 hours OR Competency Based Master of Arts Degree.	3.0 GPA	2 years	Spiritual Reference	None
Master of Arts Degree of 48 to 59 hours	3.0 GPA	3 years	Spiritual Reference	None
Master of Arts Degree of 36-47 hours	3.0 or MAT	4 years	Spiritual Reference Ministry Reference	Call to Ministry Essay and Spiritual Formation Essay

2. Applicants must currently be serving in a vocational ministry, with at least three years in full-time professional ministry since completing the M.Div. or its equivalent. Exceptions to this policy will be considered by the Doctoral Committee in the case of applicants who have acquired at least ten years of full-time professional ministry experience prior to and during their M.Div. or its equivalent.

3. In addition, the Doctoral Committee may, at its discretion, require:  
 (a) a personal interview with the committee or its authorized representative;  
 (b) standardized testing to assist in determining the applicant's potential for work at the doctoral level.

Note: Grace Seminary does not discriminate on the basis of race, color, sex, national or ethnic origin in the administration of its admissions, academic, and employment policies.

### ***ONLINE DOCTOR OF MINISTRY PROGRAM REQUIREMENTS***

#### ***Online Course Numbering System***

The online Doctor of Ministry courses are numbered from 8000–8990. The letter prefix indicates the program of study: PM 8000 level Pastoral Studies Concentration or DI 8000 level Intercultural Studies Concentration. The courses that are offered on a regular basis are listed in this catalog.

#### ***Online Doctor of Ministry Program Description***

Each student must complete a total of 30 credit hours. This includes eight seminars (three credit hours each) and a Professional Project (six credit hours) at the conclusion of seminar studies. Each D.Min. seminar involves:

1. Completion of 2000–2,500 pages of reading and/or writing assignments.



2. Satisfactory attendance and participation in the online seminar.

***Online Doctor of Ministry Program (30 hours)***

D.Min. Program Core Courses (12 hours)

DI 8530 Biblical Theology of World Mission

PM 8510 Foundations for Ministry

DI 8310 History of Christian Missions

DI 8280 Doctoral Research Methods

Concentration Courses: D.Min. Intercultural Studies (12 hours)

DI 8030 Intercultural Communication

DI 8140 Cultural Anthropology for Ministry

DI 8160 Church Planting and Growth

DI 8180 Cross-Cultural Leadership Development

PM 8990 Professional Project (6 hours)

D.Min. Program Core Courses (12 hours)

DI 8530 Biblical Theology of World Mission

PM 8510 Foundations for Ministry

DI 8310 History of Christian Missions

DI 8280 Doctoral Research Methods

Concentration Courses: D.Min. Pastoral Studies (12 hours)

DI 8410 Spiritual Conflict

PM 8610 Pastoral Counseling

DI 8180 Cross-Cultural Leadership Development

DI 8160 Church Planting and Growth

PM 8990 Professional Project (6 hours)

***ONLINE DOCTOR OF INTERCULTURAL STUDIES - KOREAN  
38 credit hours***

***Primary Goals of the Online D.Ics Program***

1. Students in the online D.Ics. degree program will exhibit a mastery of the various disciplines associated with the program by writing an approved course project at the end of each course. This project will apply their mastery of the discipline to a case study of an existing problem, controversy, or quandary in a real-life context.

2. Students in the online D.Ics. degree program will demonstrate an advanced understanding of the relationship of theological studies to missiology in course projects concerning cross-cultural morality and ethics, cross-cultural conflict management, theology of mission, world and New Testament strategies for mission.

3. Students in the online D.Ics. degree program will demonstrate a complex perception of cross-cultural leadership skills through written projects in the areas of contextualization of leadership and administration in mission.
4. Students in the online D.Ics. degree program will demonstrate an appreciation for and comprehension of the difficulties of cross-cultural understanding and relationships in both professional and ministry situations in research papers dealing with intercultural communication, contextualization, and applied cultural anthropology.
5. Students in the online D.Ics. degree program will demonstrate an understanding of and skill in socio-anthropological research and teaching in a project for the course in social research and the writing of an approved dissertation for the degree. The dissertation research will be a comprehensive study of a problem related to effective mission enterprise in a specified cultural context or area of ministry.

### ***Online Doctor of Intercultural Studies Degree Program Structure***

The Online Doctor of Intercultural Studies program is an advanced degree designed to bring further professional development to Christian leaders, pastors, church planters, and missionaries who have vocational ministry experience and a foundation of theological studies. The curriculum is built around reading and writing assignments and a professional research project. The program is structured to enable pastors and other ministry leaders to complete the degree without leaving their current ministries. The Online Doctor of Intercultural Studies program is for advanced studies in the numerous areas of missiology and it requires 10 modules and an in-depth professional research project.

### ***Admission to the Online Doctor of Intercultural Studies Program***

#### ***Basic Academic Requirements***

To be eligible for consideration for the Online Doctor of Intercultural Studies Program, an applicant must have obtained a Master of Divinity degree or its equivalent from an approved institution as determined by the Doctoral Committee. A minimum cumulative grade point average of 3.0 (on a 4-point scale) in his/her previous academic work is required. A limited number of students may be admitted under academic restriction by action of the Doctoral Committee, but they must maintain the grade point average required for candidacy to continue in the program.

#### ***Experience Prerequisite***

To be eligible for admission to the Online Doctor of Intercultural Studies Program, the applicant must have completed at least four years in full-time professional intercultural ministry after earning an M.Div. degree or its equivalent. The Doctoral Committee must approve any waiver of these requirements.

#### ***Required Statement***

Prospective students will also provide a typewritten statement of five to eight pages, including their conversion experience, call to ministry, philosophy of ministry, assessment of personal strengths and weaknesses, and objectives in pursuing an online D.Ics. degree. A résumé of all previous positions in Christian ministry will also be required.

#### ***Application and References***

An application may be secured from the Grace College & Seminary website, <https://www.grace.edu/admissions/>. An application packet may be secured from the Seminary

Recruitment Office. The packet includes complete instructions on application procedures. Materials to be submitted to the Graduate Admissions Office include the following:

1. The application form with all applicable questions answered in full, including an attached written testimony of the student's conversion and spiritual growth over the past few years.
2. A non-refundable \$25 application fee.
3. One recent photograph of the applicant.
4. A reference form from a mission agency supervisor or Grace Theological Seminary approved local course coordinator.
5. A reflection paper of five to seven pages concerning areas of interest and concern in the field of Intercultural Studies and the applicant's purpose in pursuing and expectations of the Online Doctor of Intercultural Studies Degree.
6. Official transcripts from all colleges and/or seminaries attended.

### ***Online Doctor of Intercultural Studies Program Description (38 hours)***

Each student must complete a total of 38 credit hours. This includes ten prescribed seminars (three credit hours each) and an in-depth Professional Research Project (8 hours) at the conclusion of his or her seminar studies.

#### D.Ics. Program Core Courses (18 hours)

DI 8030 Intercultural Communication  
DI 8140 Cultural Anthropology for Ministry  
DI 8310 History of Christian Mission  
DI 8530 Biblical Theology of World Mission  
DI 8150 Contextualization for Ministry  
DI 8280 Doctoral Research Methods

#### D.Ics. Concentration Courses (12 hours):

DI 8180 Cross-Cultural Leadership Development  
DI 8160 Church Planting and Growth  
DI 8080 Modern Trends in Global Mission  
DI 8410 Spiritual Conflict

DI 8980 Professional Project (8 hours)

## ***COURSE DESCRIPTIONS***

### ***Christian Theology & Church History***

The purpose of the theological courses in this department is to equip students to ascertain by inductive study, to formulate, and to present in systematic form the fundamental truths of the Christian faith as revealed in the Word of God. The general theological method is both exegetical and systematic. The main textbook and final authority is the Bible itself.

#### ***TH 5010 Systematic Theology I***

An introduction to theology and its sources. Foundations will be laid in the areas of Prolegomena, Bibliology, Theology Proper, Christology, Pneumatology, and Angelology. CPY 5010. Three hours.

**TH 5020 Systematic Theology II**

A survey of the following basic areas of Theology: Anthropology, Hamartiology, Soteriology, Ecclesiology, and Eschatology. CPY 5020. Three hours.

**TH 5075 Apologetics**

The purpose of this course is to provide students with an introductory survey to the defense of the Christian worldview in its contemporary context. The course will cover areas such as: the biblical and theological justification for the apologetic task; issues surrounding apologetic methodology; strategies for effective presentation and argumentation; the development of a positive case for Christianity; common objections against the Christian worldview; and a critique of prevalent ideologies and worldviews. This course will address philosophical, historical, scientific, and cultural issues surrounding the defense of Christianity in the contemporary world. PHI 3000. Three hours.

**TH 5090 Hermeneutics**

Designed to present the history of and to acquaint the student with the main principles of biblical interpretation, and to introduce background material about the historical, cultural and linguistic milieu out of which the Bible came. It includes case studies in order to practice developing biblical insights for confronting today's problems. TH 5110. Three hours.

**TH 5120 Bible Study Methods**

This course is designed to introduce learners to the basics of biblical interpretation and practical biblical inquiry. This course will cover essential elements of Hermeneutics as well as give practical training in bible study methodology focusing on the historical-grammatical interpretative method in the inductive bible study format. MIN 5100. Three hours.

**TH 5140 Biblical Backgrounds**

Students will seek to understand how people thought, communicated, and lived in the ancient world during the OT, NT and Intertestamental Periods. Special emphasis will be placed on key people groups and political, cultural, theological, and literary developments that form the background to the Bible. Students will learn to use insights from geography, cultural anthropology, archaeology, sociology, philosophy, politics, literature, and history for the interpretation of Scripture in light of the history and culture of the people to whom it was addressed. BBL 3140. Three hours.

**TH 5170 Theological Seminar 1**

This course is an introduction to theology and its sources. Foundations will be laid in the areas of prolegomena, Bibliology (The Bible), Theology Proper (God), Christology (Christ), Pneumatology (The Spirit), and Angelology (Angels including demons and Satan). MIN 5010. Three hours.

**TH 5180 Theological Seminar 2**

This course is designed to introduce learners to theology and its sources. Foundations will be laid in the areas of systematic theology dealing with Anthropology (the nature of man), Hamartiology (sin), Soteriology (salvation), Ecclesiology (the Church), and Eschatology (future events). MIN 5020. Three hours.

**TH 5280 History of Doctrine and the Church**

An overview of the development of doctrine in the church from the Apostolic Fathers through the 21st-century. The focus will be on church confessions, major theological movements and controversies, and important theologians. Three hours.

**TH 5290 Historical Development of Doctrine**

An overview of the development of doctrine in the church from the Apostolic Fathers through

the 20th century. The focus will be on church confessions, major theological movements and controversies, and important theologians. MIN 5300. Three hours.

***TH 6100 New Testament Theology***

An overview of the history, methodology and content of New Testament theology as a foundation for understanding how the Old and New Testaments relate to one another in the context of the church and the Christian life. Special attention is given to major New Testament themes, the use of the Old Testament in the New Testament and the continuities and discontinuities between the Old and New Testaments. Three hours. BIB 4385.

***TH 6150 Ethics.*** This course is an introduction to the principles and techniques of rational decision making in morality. It includes a survey of ethical theories, a review of the basic principles of critical reasoning, and applications of both to moral issues. Three hours.

***TH 6810-6830 Readings in Theology***

From one to three credit hours may be earned for guided independent reading. A focused area of study within the disciplines of this department is chosen with the approval of a faculty member. Generally, a minimum of 800 - 1,000 pages per credit hour, an annotated bibliography, and one book review will be the final result. All proposals must be submitted in writing to the Vice President and Dean of the Seminary after departmental approval has been obtained. One to three hours.

***TH 6910-6930 Independent Study in Theology***

From one to three credit hours may be earned for guided independent study. A focused area of study within the disciplines of this department is chosen with the approval of a faculty member. Generally, a reading report and a fully documented research paper will be the final result. All proposals must be submitted in writing to the Vice President and Dean of the Seminary after approval has been obtained from the department. One to three hours.

***TH 7100 Advanced Systematic Theology***

Building on a foundation of basic orthodox systematic theology, students will explore the issues that create tensions within a theological system. Particular attention will be focused on contemporary theological questions relating to topics such as inspiration, the nature of God, personal eschatology, etc. Students will be expected to prepare position papers, which are to be defended in class.

Prerequisites: TH 505 and TH 506 or their equivalents. Three hours.

## ***Old Testament Studies***

Since the Old Testament, like the New, is divinely inspired, it must be given serious attention as an indispensable source for doctrine, correction, and spiritual growth. Its narratives provide hundreds of examples of God's dealings with humankind, and by this we gain important insights into the heart of God and His expectations for His people. Its poetry exhibits the joys and agonies of those who pursued godliness, and its prophecies reveal God's concern for Israel in ancient times as well as the future. The Old Testament is critical to the work of the pastor or Christian leader in preaching, teaching, discipling, counseling, and dealing with the challenges of administration.

The seminary, therefore, requires all M.Div. candidates to acquire the ability to translate the Hebrew text of the Old Testament, to gain some practical work in the field of scientific exegesis, and to study the methods and results of biblical archaeology, literary criticism, and ancient near eastern backgrounds.

The ultimate goal of these disciplines is not for mere intellectual entertainment, but to enable the student to present the theological, historical, and practical truths of the Old Testament through expository preaching and teaching.

***OT 5065 Old Testament Survey*** - Course offered online only

An introduction to the Old Testament with special reference to background, historical setting, literary composition, theology and message. After successfully completing this course, the student should be able to demonstrate a knowledge of background issues which introduce one to the study of various concepts of the Old Testament, the historical milieu of each Old Testament book studied, the purpose and general content of each Old Testament book studied, the use of the Old Testament in modern ministry, and the foundation the Old Testament provides for the New Testament. Three hours.

***OT 5000 Old Testament Introduction***

An introduction to the Old Testament with special reference to background, historical setting, literary composition, theology and message. After successfully completing this course, the student should be able to demonstrate a knowledge of background issues which introduce one to the study of various concepts of the Old Testament, the historical milieu of each Old Testament book studied, the purpose and general content of each Old Testament book studied, the use of the Old Testament in modern ministry, and the foundation the Old Testament provides for the New Testament. Three hours.

***OT 6010 Old Testament Theology***

An overview of the content, history, and theology of the Old Testament as it serves as a foundation for understanding the New Testament, for the church and the Christian life. Special attention is given to the development of Old Testament theology and major Old Testament themes. Students with no prior background in Old Testament studies may be required to complete assignments that will provide a survey of the Old Testament. Three hours. MIN 5205, BIB 4215.

***OT 6040 Biblical Hebrew I***

This course introduces the student to the essentials of biblical Hebrew with emphasis on phonology, morphology, syntax, and vocabulary. The student will learn how to pronounce and read biblical Hebrew, the form and function of the noun and verb, the basic syntax of Hebrew words, phrases, and clauses. Three hours.

***OT 6050 Biblical Hebrew II***

This course further considers elements of Hebrew grammar at the beginning level with a focus on the regular verb, vocabulary, and intermediate syntax. The student will build on the foundation laid in OT 604, Biblical Hebrew I. Prerequisite: OT 6040. Three hours.

***OT 6060 Biblical Hebrew III***

This course further considers Hebrew grammar and vocabulary at the intermediate level with a focus on the remaining stems and the Hebrew weak verb. Designed to prepare the advancing Hebrew student for exegetical study by a detailed consideration of Hebrew syntax and the reading and translating of selected texts. Prerequisite: OT 6050. Three hours.

***OT 6910-6930 Independent Study in Old Testament***

From one to three credit hours may be earned for guided independent study. A focused area of study within the disciplines of this department is chosen with the approval of a faculty member. Generally, a reading report and a fully documented research paper will be the final result. All proposals must be submitted in writing to the Vice President and Dean of the Seminary after approval has been obtained from the department. One to three hours.

***OT 7020 Old Testament Research Project***

Careful exegetical research into an issue or problem relating to the Old Testament text or its interpretation or application. The research is to be written up in a 25 page formal paper. For topic approval and writing guidelines, the student must contact the chair of the Department of Old Testament Studies. Three hours.

***OT 7040 Hebrew Exegesis I***

This course is a practical study of the procedures for doing sound exegesis in the various portions of the Old Testament. The method will include the study of syntax, words, poetics, textual criticism, biblical theology, and practical exegetical exposition in the different genres of the Hebrew Bible. The student will be introduced to the electronic tools available to aid in the preparation of sound, biblically-based sermons/lessons. The course is designed to help the student prepare for the future use of the skills in the ministry of the Word. Prerequisite: OT 6050. Three hours.

***OT 7050 Hebrew Exegesis II***

An exegetical study of selected portions of the Hebrew Old Testament in the original language designed to show its theological, expository, and practical values. Prerequisite: OT 7040. Three hours.

***OT 7420 Advanced Hebrew Exegesis***

Further exegetical study of selected portions of the Hebrew Old Testament including wisdom literature and poetry, designed to show their theological, expository, and practical values. Prerequisite: OT 7050. Three hours.

***OT 7510–7530 Independent Study in Hebrew***

Three hours of credit may be earned for guided independent study in Hebrew. The course must be approved in writing by an Old Testament professor and the Dean of the Seminary. Prerequisite: OT 7050. Three hours.

## ***New Testament Studies***

The purpose of the Department of New Testament is to equip students to work in the Greek New Testament—exegetically and theologically—in order that they might accurately interpret and apply the New Testament. Special emphasis is devoted to developing proficiency in the art of exegesis. Students receive instruction in Culture, Literature and History of the NT World, New Testament Greek grammar and syntax, textual criticism and literary analysis, resolving historical/grammatical/lexical/theological issues, and biblical theology, all of which enables students to move from exegesis to biblical exposition and culturally relevant application.

***GRE 1010 New Testament Greek I***

This course introduces the student to the essentials of biblical Greek with emphasis on phonology, morphology, syntax, and vocabulary. The student will learn how to pronounce and read biblical Greek, the forms and functions of the various parts of speech, and the basic syntax of Greek words, phrases, and clauses. Zero hours.

***GRE 1020 New Testament Greek II***

This course further introduces the student to the essentials of biblical Greek with emphasis on phonology, morphology, syntax, and vocabulary. The student will grow in the ability to pronounce and read biblical Greek, the forms and functions of the various parts of speech, and the basic syntax of Greek words, phrases, and clauses. Students will also begin study of Greek grammar and vocabulary at the intermediate level. It is designed to prepare the advancing Greek student for exegetical study by a

detailed consideration of Greek syntax and the reading and translating of selected texts. Prerequisite: GRE 1010. Zero hours.

***NT 5320 New Testament Survey*** - Course offered online only

This course introduces the New Testament with special reference to background, historical setting, literary composition, theology and message. After successfully completing this course, the student should be able to demonstrate a knowledge of background issues which introduce one to the study of various concepts of the New Testament, the historical milieu of each New Testament book studied, the purpose and general content of each New Testament book studied, the relationship between the New and Old Testaments, and the use of the New Testament in modern ministry. MIN 5210. Three hours.

***NT 6020-6040 Independent Study in Greek***

This course is a guided independent study in biblical Greek. The course must be approved in writing by a New Testament professor and the Vice President and Dean of the Seminary. Prerequisite: NT705. One to three hours.

***NT 6810-6830 Independent Study in New Testament***

Independent studies are designed for advanced New Testament Greek students who wish to do independent research on some aspect of New Testament studies not treated in other courses. Evaluations are based upon reading reports and a fully documented research project proportionate to the number of credit hours desired to be earned. One to three credit hours may be earned in any one subject of study. All proposals must be submitted in writing to the Vice President and Dean of the Seminary after approval has been obtained from the chair of the Department of New Testament Studies. Prerequisite: NT 7040 or equivalent. One to three hours.

***NT 7020 New Testament Research Project***

Careful exegetical research into an issue or problem relating to the New Testament text or its interpretation and application. The research is to be articulated in a major research paper (length determined by the professor). For topic approval and writing guidelines, the student must contact the Professor of New Testament Studies. Three hours.

***NT 7040 Greek Exegesis I<sup>1</sup>***

This course is a practical study of the procedures for doing sound exegesis in the various portions of the New Testament. The method will include the study of syntax, words, poetics, textual criticism, biblical theology, and practical exegetical exposition in the different genres of the Greek New Testament. The student will be introduced to the electronic tools available to aid in the preparation of sound, biblically-based sermons/lessons. The course is designed to help the student prepare for the future use of the skills in the ministry of the Word. Prerequisite: GRE 1020. Three hours.

***NT 7050 Greek Exegesis II***

An exegetical study of selected portions of the Greek New Testament in the original language designed to show its theological, expository, and practical values. Prerequisite: NT7040. Three hours.

***NT 7420 Advanced Greek Exegesis***

This course examines further the exegetical study of selected portions of the Greek New Testament (as determined by the professor), designed to show their theological, expository, and practical values. Prerequisite: NT7050. Three hours.

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<sup>1</sup> Students must take GRE 1010 and GRE 1020 or pass a Greek Entrance Exam as prerequisites for Greek Exegesis I.



## ***Pastoral Studies***

The Department of Pastoral Studies seeks to channel the student's academic training received in the other departments of the seminary into effective pastoral ministry—whether demonstrated in the pulpit, in the pastor's study, in board meetings, or in the educational programs of the church.

In all areas, the Word of God must be applied to the lives of those to whom God has graciously given it. It must be delivered to the lost through the work of evangelism; it must be given to God's redeemed people through educational programs designed for nurture and equipping; it must be applied to special personal needs in the pastor's office.

This department, therefore, is a part of the "how to" segment of the seminary program, instructing the student in appropriate perspectives and attitudes for ministry. This department also seeks to provide instruction in the needed skills and methods for applying God's Word to life with wisdom and effectiveness. Believing firmly that the local church is the center of God's operations in the world, we focus every part of the instructional program on the ministry of the local church. Experienced pastors are used in the classroom and as mentors in order to enhance ministry skills and effectiveness.

### ***PM 5040 Interpersonal Communication and Conflict Management***

Theoretical principles of interpersonal communication and conflict management skills will be applied to ministry settings in order to equip the learner to work more effectively with a variety of people in diverse settings. Through course material, individual reflection, and small group experiences, learners will explore the biblical foundations of relationships, personal relating style, small group dynamics, and roles and conflict management skills. The focus of this course contains principles for evaluating relational maturity, elements that help and hinder spiritual community and skills for dealing with conflict in healthy ways utilizing effective communication skills necessary for personal and ministerial development. MIN 5005. Three hours.

### ***PM 5080 Pastoral Ministry Skills***

A biblical, theological, and practical consideration of the pastor's call, character, and ministry responsibilities. Instruction will focus on pastoral skill development in areas such as leadership, public speaking, worship service coordination, pastoral care, disciple-making, administering the ordinances, and conducting weddings and funerals.

### ***PM 5560 Exegetical Resources and Tools***

This course provides the student with the knowledge and skills necessary for the accurate studying and applying of Scripture as a key to their vocational ministry. In this course the student will be introduced to the necessary tools, both online and printed, as well as various methods and tools necessary for a comprehensive and faithful study of Scripture.

### ***PM 6010 Spiritual Formation***

This course investigates the biblical and personal foundations of spiritual growth known theologically as sanctification. It is designed to help the learner understand the impact of family history, personal development and life experiences on one's theological outlook, emotional maturity, relational patterns, moral decisions and ministry effectiveness. Through personal prayer projects, experiential learning and small group interaction, learners will gain a richer sense of self-awareness in order to open more deeply to the love and truth of God. This integrative course attempts to connect theological truth to life

in order to explore God's design for growth and how the individual might cooperate within the context of a developing relational Christian spirituality. MIN 6010. Three hours.

***PM 6210 Expository Preaching and Teaching***

This course is designed to provide instruction and experience in the process of communicating God's truth to people through the avenues commonly referred to as "teaching" and "preaching". It introduces a functional methodology of organizing and developing the components of sermons, and examines issues related to the bridging of exegesis and exposition. It also explores some of the elements of how to "connect" with contemporary audiences and maintain their attention. Learning will be accomplished through (a) classroom instruction, dialogue, and group activities and (b) a preaching/teaching lab experience. This lab experience is intended to provide an environment where the student may gain benevolent feedback while perfecting skills in the oral presentation of biblical truth. Prerequisite: TH5090. Three hours.

***PM 6220 Advanced Preaching Seminar***

This is a 3 credit hour course that is dedicated to building upon the instruction and experience gained through PM 6210 Expository Preaching and Teaching (which is a prerequisite). It will address an array of sermon issues—content, form, delivery—and especially will seek to identify ways of handling different biblical genres and different sermon focuses (e.g., evangelistic, doctrinal, etc.). The course will also encourage experience in creative methodologies of preaching, methodologies designed to impact 21st century listeners. Prerequisite: PM 6210 Expository Preaching and Teaching. MIN 5345. Three hours.

***PM 6340 Ministry Preaching & Teaching***

This course is designed to provide instruction and experience in the process of communicating God's truth to people. It introduces methodology of organizing and developing the components of sermons and examines issues related to the bridging of exegesis and exposition. It also explores some of the elements of how to "connect" with contemporary audiences and maintain their attention. Learning will be accomplished through digesting class lectures, reading textbooks, discussion of teaching, methodology, constructing and delivering sermons, processing the feedback of others and engaging in self-assessment. MIN 5340. Three hours.

***PM 6460 Ministry Philosophy for the Church*** – Course offered online only

This course seeks to promote appropriate ministry perspectives especially as applied to the local church in North America. Two main areas will receive attention: 1) the attitudes and responsibilities of a servant leader of the local church, and 2) a philosophy of local church ministry. In addition, a variety of specific applications of New Testament ecclesiology are discussed and applied to contemporary life and ministry. MIN 5350. Three hours.

***PM 6600 Principles & Practice of Prayer***

This course will take an in-depth look at prayer as God's means of leading and strengthening faithful servants for His work among Christians and non-Christians of this age. Christian ministry depends on an intimate walk with God for stability and ongoing effectiveness of the ministerial servant, for spiritual formation in the lives of those to whom we minister, and for the strategic planning necessary for effective missional ministry. Not only will the theology and instructions about prayer be examined, but it will be practiced in meaningful ways throughout the seminar. (PG) PM 8250, MI 6600, MIN 6600. Three hours.

***PM 6910-6940 Independent Study in Pastoral Ministries***

A limited number of credit hours (a maximum of four) may be given for independent study done outside the context of a classroom course. Special outside seminars with additional reading and reporting as assigned by the supervising professor can be used in this regard. One to four hours.

***PM 7000 Leadership in the Local Church***

Through the use of reading and writing assignments, pastoral interviews, and a self-assessment and action plan paper, the following leadership topics will be covered: servant leadership, mentoring, visionary leadership, and leading as a change agent. Three hours.

***PM 7010 Ministry Leadership***

This course is designed to strengthen leadership skills for ministry. A study and interaction with these topics will implement that purpose: servant leadership, mentoring, visionary leadership, and leading as a change agent. The methods will include reading and writing assignments, online discussions, pastoral interviews, a self-assessment and an action plan paper. The course work will be conducted independently, culminating in final papers. The prof will address the topic of the week. MIN 5320. Three hours.

***PM 7120 Local Church Ministry in the 21st-Century***

This course will seek to explore some underlying dynamics of local church life, along with some of the dominant ministry styles of contemporary North American churches, including both attractional and missional models. Focus will also include church assessment paradigms, a consideration of change strategies, and discussion of prevailing attitudes in our society toward the church. A substantial component of the course will include involvement in an off-campus experience designed to expose the student to urban ministries. Three hours.

***PM 7325 Practical Ministry Apprenticeship: Evangelism, Discipleship, and Missions***

The apprenticeship is designed to foster growth in the student's readiness for leadership and servant ministry in a local church, ministry organization or mission. The apprentice will work under the mentorship of an experienced ministry professional who, in cooperation with Grace Seminary, will give assignments, evaluate the student's fulfillment of assignments and meet regularly with the apprentice. The student will provide to Grace Seminary evidence of having accomplished a specific number of competencies, the number depending on the credit hours being granted for the apprenticeship. The student will be required to complete a small amount of academic work (books read, papers written, etc.), the amount to be commensurate with the credit hours being granted for the apprenticeship. Three hours.

***PM 7610-7630 Degree Project***

By means of this special course, the student will complete work designed to inaugurate or substantially revise an area of ministry in which he or she is personally interested. A prospectus must be submitted to the project coordinator prior to the beginning of the semester during which the project will be studied and completed. It must provide the information required in the "Guidelines for Degree Projects" available from the seminary professors of pastoral ministry. One to three hours.

## ***Women's Leadership Studies***

***PM 5040 Interpersonal Communication and Conflict Management***

Theoretical principles of interpersonal communication and conflict management skills will be applied to

ministry settings in order to equip the learner to work more effectively with a variety of people in diverse settings. Through course material, individual reflection, and small group experiences, learners will explore the biblical foundations of relationships, personal relating style, small group dynamics, and roles and conflict management skills. The focus of this course contains principles for evaluating relational maturity, elements that help and hinder spiritual community and skills for dealing with conflict in healthy ways utilizing effective communication skills necessary for personal and ministerial development.

MIN 5005. Three hours.

***PM 5070 Equipping Others for Ministry***

This course will help you see that ministry is not just about doing the ministry yourself, but teaching others to join you in various arenas of ministry. You will learn about God's equipping ministry in your own life, and be challenged to imitate His methods of entrusting others with redemptive work through His Spirit. The class will explore various methods of equipping others, including mentoring, coaching and modeling, and will address the challenges of recruiting, training and retaining volunteers or key staff members. MIN 5110. Three hours.

***MI 5250 Understanding and Engaging Culture***

This course examines culture. It explores the roots of culture as a foundational and overarching expression of humanities vocations as "imaging" of God in Scripture. The subsequent harmonies and dissonances between historical expressions of culture and Christianity are analyzed and discussed. Also, contemporary expressions of popular digital culture, film, video and music, will be selectively surveyed with an eye to developing the capacity to constructively and critically engage culture as Christians. Three hours

***PM 5340 Women in Scripture***

Students will explore the various roles women played in the OT against the backdrop of the ancient world. They will investigate ways that Jesus elevated the status of women and how NT passages describe the function of women within the Christian community. Using modern theories on the role of women—hierarchical, complementarian, and egalitarian—students will seek to define a biblical approach to contemporary questions about the role of women. MIN 5360. Three hours.

***PM 5550 Biblical Foundations of Leadership***

This course looks at the life of Jesus to learn from Him as the Master Teacher, Leader and Discippler. Students will explore Scripture and the lives of other godly men and women to gain a composite picture of leadership that addresses heart issues in the lives of people they will lead. Leadership from a biblical perspective will be countercultural and address issues of pride vs. humility, how we view failure/success and taking initiative in a Spirit-driven process. Students will have the opportunity for hands on integration of theory with practice as they process the course concepts in life with others in a relational context of ministry. MIN 5600. Three hours.

***PM 5730 Soul Care in Leadership***

This class will examine how to journey with others in the midst of their questions and pain. Instead of trying to fix others in pain, soul care attempts to incarnate the presence of God in the life of another and allow God to use you to be his hands and feet. Part of this process is learning how to listen to the Spirit of God and attend to another in the midst of their journey. The learner will have the opportunity to see and reject patterns of self-talk (based on the flesh) in order to embrace Spirit-led patterns of soul talk. The care of souls is an interpersonal part of ministry leadership that often gets overlooked in our

program-driven church context. This class will help to equip ministry leaders in their role as shepherd to the flock entrusted to their care. MIN 5820. Three hours.

## ***Pastoral Counseling Studies***

### ***PM 5330 Counseling Theories***

In this course, students will examine today's predominant counseling theories in order to develop their own biblical framework in which they will provide counsel to others. The focus of the course is to help discern God's pathway to proper biblical counseling. MIN 5500. Three hours.

### ***PM 5520 Counseling Methods and Techniques***

This course will examine the various skills, methods and techniques used by a Christian or Pastoral Counselor to effectively minister to those being counseled. An aspect of the course is how to use the Bible and prayer in counseling, and direction on when to refer to other professionals. MIN 5700. Three hours.

### ***PM 5800 Pre-Marital and Marital Counseling***

This course will examine how to effectively engage in pre-marital counseling to help couples prepare for marriage and to help couples who are struggling in their marriage. Various theories, skills and techniques of marriage counseling will be discussed. MIN 5900. Three hours.

### ***PM 6160 Biblical Psychology***

This course will examine the relationship between the fields of psychology and theology. A theology of "integration" will be presented, along with discussions concerning specific "psychological" topics (i.e. personality, sensation/perception, self-esteem, etc.) from a biblical vantage point. A biblical discussion of depression and anxiety will be an aspect of this course, along with how one would use this material to counsel/minister to others. Three hours.

## ***Intercultural Studies and World Missions***

The Department of Intercultural Studies and World Mission is aimed at instilling in the heart of every student, a world vision and a passion for reaching that world. The curriculum is prepared to meet the needs of both experienced missionaries desiring graduate study as well as eager recruits preparing for cross-cultural ministry. Four things characterize this program: vision for global ministry, prayer and the recognition of dependence on God's strength, skill development for effective intercultural ministry, and teamwork to multiply spiritual energies.

### ***MI 5010 Biblical Theology of Missions***

A course on the biblical basis and theological framework for world mission showing how that endeavor is the purpose of God as he reaches out to his creation. God is a missional God and all theology has a missional purpose since it concerns the God of mission and the mission of God. The course develops the concepts of how theological categories are inherently missiological and missiological categories intensely theological. DI 8530, MIN 6100. Three hours.

### ***MI 5120 Eastern World Religions***

In this course the belief systems of major religions originating and concentrated in the Eastern world are studied with a view to understanding why the tenets make sense and drive behavior for the

adherents. How each religion affects the host culture and how the culture affects the religion will be explored. The inadequacies of each belief system will be discussed in light of the adequacy of Christianity, but an introductory understanding of biblical theology is assumed. Religions covered in the course include Hinduism, Buddhism, Jainism, Sikhism, Chinese Popular Religion (Taoism and Confucianism, with reflections of Taoism in Native American Religion), and Shintoism. These will be introduced with a short Theology of Religions. Three hours.

***MI 5130 Middle-Eastern World Religions***

In this course the belief systems of major religions originating and concentrated in the Middle East are studied with a view to understanding why the tenets make sense and drive behavior for the adherents. How each religion affects the host culture and how the culture affects the religion will be explored. The inadequacies of each belief system will be discussed in light of the adequacy of Christianity, but an introductory understanding of biblical theology is assumed. Religions covered in the course include Judaism, Islam, Baha'i, Zoroastrianism (Zarathustrism), and African Animism. These will be introduced with a short Theology of Religions and comments on why various religions have similarities with others. Three hours.

***MI 5250 Understanding and Engaging Culture***

This course examines culture. It explores the roots of culture as a foundational and overarching expression of humanities vocations as "imaging" of God in Scripture. The subsequent harmonies and dissonances between historical expressions of culture and Christianity are analyzed and discussed. Also, contemporary expressions of popular digital culture, film, video and music, will be selectively surveyed with an eye to developing the capacity to constructively and critically engage culture as Christians. Three hours

***MI 5300 Encountering Islam***

This course will cover the origins of Islam as well as its beliefs and practices from both the Qur'an and the Hadith literature and traditions. The life of Muhammad and the Qur'an itself will be studied from the standpoint of original Muslim sources. Faith and practice in modern-day Islam in its various forms, Islam's response to Christianity, and Christianity's response to Islam will be explored. Students will research and present findings on issues in Islam. Practical ways to reach out to Muslims will be discussed. DI 8200, IM 8300. Three hours.

***MI 5540 Ministry & Cultural Diversity***

The goals for this course are (1) to give Christian ministry students as awareness of the nature of cultural systems and how they affect ministry in multi-cultural settings and (2) to give them insights, methods, and skills for adapting their perspective and activities for a relevant ministry to those of other cultural backgrounds. MIN 5310. Three hours.

***MI 6030 Intercultural Communication***

A study of the principles and processes of communicating effectively with people from a second cultural context. The course focuses on functional perception and how cultural worldview, beliefs, and values affect that through the personal perception of each individual. The shaping of the message, style of communication, and communication networks for each cultural context are explored with a view to penetrating each culture as deeply as possible with the Gospel. The dangers of ethnocentrism and some current methods of contextualization are discussed. PM 5490, PM 8620, DI 8030, IM 8620, MIN 6400. Three hours.

***MI 6060 Applied Cultural Anthropology***

The nature of man and how his culture affects him are explored with a view to how this, in turn, affects ministry in intercultural contexts. Worldview assumptions and resulting values, beliefs, behavior, and

attitudes are studied as to how they affect the person in his perception and understanding of the physical and spiritual world around him and, ultimately, his understanding of the Gospel. Social organization is examined as to how it affects ministry strategy and the nature of culture change is investigated with a view to evangelism. MIN 6300. Three hours.

***MI 6080 Teamwork and Leadership Training in Missions***

The student will study the biblical principles that mandate teamwork in the world mission task concentrating on the unity of the Godhead as the ultimate model for all unified human relationships. Attention is given to God's model of reproducing reproducers as His intended normative approach to leadership. The transcultural application of the relationship of Father, Son and Holy Spirit will be carefully studied. Three hours.

***MI 6090 Principles of Contextualization***

This course prepares the student to fit evangelism, church planting, church development, and relief ministries into the social and cultural context of the receiving people. It majors on preparing missionaries to plant Christianity in the soil of the targeted people group so it will grow up within their context rather than to spread a veneer of Christian values over that culture. The contextualization of methodology, theology, and forms and expressions in the local church is discussed. The danger of Western values being expressed in Bible interpretation and the importance of taking into consideration the religious worldview and the definitions used in the receiving culture are discussed. Emphasis is given, as well, to the differences of the cultural context within which the biblical text was written. Prerequisite: MI 6060. Three hours. DI 8040.

***MI 6600 Principles and Practice of Prayer***

This course will take an in-depth look at prayer as God's means of leading and strengthening faithful servants for His life and ministry. A large section at the outset of the course is dedicated to studying the prayer life and prayer teaching of our Lord Jesus Christ. Additionally, significant questions and issues about prayer are given careful study. Students are expected to establish a prayer partnership during the class to apply what they are learning. PM 6600, PM 8250, MIN 6600. Three hours.

***MI 7160-7190 Missiological Research***

Missiological research is in-depth study in an area in the field of missiology. It is reserved for upper-level students upon approval of the department chairman and is pursued under his supervision. A research paper, accounting of time, and a reading report with annotated bibliography are required. Prerequisite: MI 606. One to four hours.

***MI 7210-7230 Readings in World Religions and Ideologies***

This is a guided independent study course designed to give the student an overall knowledge of the religious contexts of the world that the Gospel must penetrate. As a major part of most cultural worldviews, religions, and religious themes will be studied by the student in detail with a view to their function in the society where they are found. Students will search for bridges for communication of the true Gospel in each religious context. Attention will be given to Animism, Hinduism, Buddhism, Islam, and their variant forms, as well as many smaller religious systems. One to three hours.

***MI 7290 Intercultural Apprenticeship***

The Intercultural Apprenticeship is a guided experience and study program in a cross-cultural setting. It involves a culture discovery program for gaining insights into the target culture and understanding the people in their actual situation. It provides exposure to the culture in various areas and experience in various levels of evangelism, discipleship, and church development within this new environment giving the student practical, intercultural encounters for the exercise of the student's theoretical learning. Students also take a distance education course in mission history while in the cross-cultural

context and can become a part of the ongoing history in that particular country. Prerequisites: MI 6060 and MI 6030. Six hours.

### ***MI 7300 Cross-Cultural Internship/Apprenticeship***

Achieving competence in a second culture can only come about if intercultural training is combined with experience in that culture that is concerned with discovery of the cultural system and building relationships of trust. It is the goal of the Cross-Cultural Internship to provide that experience and practice. The concepts covered in the courses of Applied Cultural Anthropology and Intercultural Communication will become operational in the actual context of the new culture providing for intentional adaptation. Complete culture discovery guidelines are provided and put into practice under the oversight of an experienced mentor in that cross-cultural context. Twelve hours.

### ***MI 7920–7940 Cross-Cultural Internship***

The mission internship is a guided experience and study program in a cross-cultural setting. It involves a culture discovery program for gaining insights into the target culture and understanding the people in their actual situation. It provides experience in various levels of evangelism, discipleship, and church development within this new environment giving the student practical, intercultural encounters for the exercise of the student's theoretical learning. Prerequisite: MI 606. Two to four hours.

## ***Doctor of Ministry***

### ***DI 8030 Intercultural Communication***

A basic understanding of this foundational element in all intercultural ministries is developed in the class and in assigned reading. Communication itself is discussed in its various facets, and then each facet is considered as to how it creates meaning in other cultures for real communication. Social, cultural, linguistic, and psychological barriers to good communication in a second culture are considered. Other areas covered are intercultural education and leadership training. Three hours.

### ***DI 8140 Cultural Anthropology for Ministry***

This course provides basic understandings in cultural anthropology for effective cross-cultural and multicultural ministries. It shows the importance of knowing anthropological concepts to gain and maintain that effectiveness and gives the student an understanding of culture with its behavior, values, beliefs, and the assumptions that lie behind them. Among other concepts, the course covers social systems, role and status, rites of passage, enculturation, acculturation, and culture shock. Also discussed are cultural values on time, thinking, decision-making, morality, individualism, conflict, logic, and ambiguity. It deals with the complexities of culture change and how worldview affects that change. Students will discover many of their own cultural values through the course, an essential element in understanding and working with a second culture. Three hours.

### ***DI 8150 Contextualization for Ministry***

This course prepares the student to fit evangelism, church planting, church development, and relief ministries into the social and cultural context of the receiving people. It majors on preparing missionaries to plant Christianity in the soil of the targeted people group so it will grow up within their context rather than to spread a veneer of Christian values over that culture. The contextualization of methodology, theology, and forms and expressions in the local church is discussed. The danger of Western values being expressed in biblical interpretation and the importance of taking into consideration the religious worldview and the definitions used in the receiving culture are discussed. Consideration is given, as well, to the differences of the cultural context within which the biblical text



was written. This course also prepares pastors for multicultural situations in preaching and teaching ministries. MI 6090. Three hours.

***DI 8160 Church Planting and Growth***

An intensive study of the biblical definition of a local church and how that becomes the goal in church planting. New Testament early church forms and methods of expansion are investigated. An examination of the spiritual foundation and the principles and methods of evangelism and discipleship is undertaken with a special emphasis given to the training of nationals and the transfer of leadership to them.

***DI 8280 Doctoral Research Methods***

Essential techniques of qualitative and quantitative research are taught and practiced. The appropriate uses of social research are explored through research reports and case studies. Students use practice exercises to demonstrate their ability to conduct research, interpret the results, and apply findings to practical situation in ministry settings. Three hours.

***DI 8520 World Religions***

In this course the belief systems of major religions are studied with a view to understanding why the tenets make sense and drive behavior for the adherents. How each religion affects the host culture and how the culture affects the religion will be explored. The inadequacies of each belief system will be discussed in light of the adequacy of Christianity, thus, an introductory understanding of biblical theology is assumed. Three hours.

***IM 8150 Mission Strategy***

This course will provide examples of the application of strategic planning from the New Testament, in particular from the ministry of the apostle Paul. Throughout the course we will attempt to keep our focus on the supreme purpose of human history, the calling out and perfecting of the Bride of the Lord Jesus Christ. A clear vision of the glory of the Church is our main asset for effective ministry. MI 6140. Three hours.

***IM 8300 Encountering Islam***

This course is intended to give the student an understanding of the true nature of the religion of Islam. It has become the second most influential religion in the world, next to Christianity itself. In our day Islam has taken on the reputation of a terrorist organization that is only a short way from holding the world hostage to its demands. How much is true? Where does this emphasis come from? What does Islam say about itself? And what should our response be? DI 8200, MI 5300. Three hours.

***IM 8960 Research in Intercultural Ministry***

Students in the D.Min. program may receive permission to do independent study relating to a specific intercultural situation. A research paper including related ministry materials will be the final product of the study. Only one independent study of this nature may be considered as meeting the requirements of the D.Min. program. Three hours.

***PM 8010 Practice of Ministry Leadership***

A study of the biblical and theological concepts of ministry of leadership. Special emphasis upon an analysis of administrative and leadership functions and the practical implementation of management principles, the development of leaders and team-building in the local church. Three hours.

***PM 8100 The Effective Communicator***

The goal of the course is to increase a speaker's ability to develop messages which are: True to the biblical text; Clear and well-organized; Interesting to listen to; Specifically relevant to the listener's needs. Students will learn (a) how to determine the specific applications of a biblical passage and (b) how to help listeners follow the unfolding of the message. These practical skills will be developed through instruction, examples, group interaction and personal use. PM 7130. Three hours.

***PM 8130 Old Testament Preaching and Teaching***

This course focuses on some of the basic themes of the Old Testament and how to present them powerfully from the pulpit or in teaching situations. Appropriate hermeneutical strategies will be applied to different genres of the Old Testament. Attention will also be given to the application of these truths to personal spiritual growth. Specific Old Testament problems will be analyzed and discussion will be centered on how to use these problems positively in ministry. This is a practical course that deals with the tools and concepts that help preachers prepare sermons. OT 7000. Three hours.

***PM 8260 Current Theological Issues***

This seminar coordinates study and discussion of current theological issues and trends that are impacting the church. Special attention is given to the application of these issues and trends to real life settings. This course is team taught. Theology. TH 7101. Three hours.

***PM 8370 Change and Conflict Management***

An examination of advantages and disadvantages of pastoring an established church; how to assess and implement changes for continuing progress in growth and ministry. Special focus on how to rally support from other leadership and then the church people. Three hours.

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***PM 8410 High Impact Expository Preaching Method***

A study of the High-Impact Expository Preaching (HIEP) Method. Attention will be focused on developing a deep understanding of the impact of anointed expository preaching using a Bible-centric, skill-based, and outcome driven method. Three hours.

***PM 8420 High Impact Expository Preaching Lab***

A practical preaching lab requiring a step-by-step application and mastery of the High-Impact Expository Preaching (HIEP) Method. Learners will demonstrate growing expertise in Bible-centric, outcome-driven preaching in both the individual aspects of the HIEP method, in addition to expository preaching as a whole. Three hours.

***PM 8430 High Impact Expository Exegesis***

An exegetical approach in which students will learn to accurately mine the biblical text for the sermon's central proposition as well as the subsequent outline and content, using the High Impact Expository Preaching (HIEP) Method. Three hours.

***PM 8440 Multi-Sensory Preaching***

An application of current educational psychology and brain research in the field of homiletics. Involves the recognition and engagement of listeners' senses in the congregational preaching context to drive life transformation through engaging learners' attention, comprehension, retention, and application of God's Word. Three hours.

***PM 8510 Foundations for Ministry***

Required of all D.Min. students, this course is designed to prompt students to rethink the foundational values that drive them and to gain personal feedback from those closest to them. The instructors will

seek to help participants reflect upon needs for personal growth and ministry skill development, as well as issues for appropriate theological investigation and cultural relevancy. Opportunities will be given to assess strengths and weaknesses, including the use of testing tools and the development of a plan for enhancing areas of potential growth. (PG) PM 7311. Three hours.

***PM 8530 Strengthening Spiritual Vitality***

God's grace is expressed not only in salvation but also in the Christian life-in forgiving, accepting, enabling, sustaining, equipping and empowering the believer. This course examines the true meaning of grace, the need for grace (even for believers), the effectiveness of grace in developing Christ-like character and the relationship of God's grace and the believer's practice of spiritual disciplines in Christian growth. Subjects to be covered include: living by grace, preaching grace-based messages, creating a grace environment in the local church, understanding grace as a motivation for both sanctification and Christian service, and the importance of the practice of spiritual disciplines. PM 6530. Three hours.

***PM 8610 Pastoral Counseling***

This course considers various needs that occur in the context of pastoral ministry and offers insights to understand the complexity of people's emotional and spiritual problems in the church. The psychological approaches with Biblical and theological perspectives provide effective solutions for those people in need.

***PM 8630 Leadership and Growth Pipeline***

A biblical and organizational analysis of the leadership and growth needs of ministries, resulting in the development of a discipleship-based strategy for sustainable outreach, evangelism, catechesis, assimilation, formation, and leadership production, as evidenced by demonstrable numerical growth. Three hours.

***PM 8670 Team Staffing, Mentoring, and Coaching***

A biblical and theological overview of ministry leadership as it pertains to coordinating the work of the ministry through volunteer and paid ministry staff. Special attention given to providing advanced strategic equipping in hiring, positioning, equipping, overseeing, mentoring, and coaching ministry professionals. Three hours.

***PM 8830 Advanced Shepherd***

An advanced biblical, theological, and practical consideration of the pastor's role and responsibilities as the shepherd of God's flock. Special focus on effective pastoral care including disciple making strategy, conflict resolution, ministry to the suffering and grieving, interpersonal relationship skills, spiritual formation in small groups, and pastoral counseling. Three hours.

***PM 8840 Ministry Vision and Strategy***

A theological overview of management and leadership principles involved in the identification and execution of a God-given ministry vision and strategy. Includes attention to identifying the knowledge, skill sets, tools, and competencies required for effective visioneering, vision-casting, and strategic planning required to move an organization to mission-vision-goal fulfillment. (3 hours)

***PM 8850 Ministry Alignment and Execution***

A theological analysis of biblical and organizational principles effective in the planning, organization, resourcing, and execution of ministry goals. Special emphasis to be given on expertly motivating and

mobilizing a well-organized and empowered team of highly-equipped people to reach the multifaceted goals of a church or Christian ministry. Three hours.

***PM 8950 Research in Pastoral Ministry***

Students in the D.Min. program may receive permission to do independent study relating to a specific pastoral situation. A research paper including related ministry materials will be the final product of the study. Only one independent study of this nature may be considered as meeting the requirements of the D.Min. program. Three hours.

***PM 8990 Doctor of Ministry Professional Project–All Concentrations***

D.Min. candidates must successfully complete a major ministry project at the conclusion of their course work. This project should involve an actual ministry situation or program need and incorporate significant theological and theoretical research. A project report of 125–200 pages must be submitted. For deadlines, consult the Doctor of Ministry Handbook. Six hours.

## ***Doctor of Intercultural Studies***

***DI 8030 Intercultural Communication***

A basic understanding of this foundational element in all intercultural ministries is developed in the class and in assigned reading. Communication itself is discussed in its various facets, and then each facet is considered as to how it creates meaning in other cultures for real communication. Social, cultural, linguistic, and psychological barriers to good communication in a second culture are considered. Other areas covered are intercultural education and leadership training. IM 8620, MI 6030, MIN 6400, PM 5490, PM 8620. Three hours.

***DI 8080 Modern Trends in Global Mission (Online Seminar)***

This course examines recent developments in Christian mission against a four-fold backdrop. First, God's divine governance of his world is a foundational reality to be acknowledged. Second, under God's ultimate reign the world changes, as do its various contexts. Third, God specially directs and empowers his redemptive mission throughout the earth. Fourth, historically Christian mission efforts have arisen within settings determined by the three facets just listed. Modern mission trends can thus best be examined by keeping in view this four-fold backdrop of God's governance, changing world contexts, Spirit-led mission, and mission history. MI 6210. Three hours.

***DI 8140 Cultural Anthropology for Ministry***

This course provides basic understandings in cultural anthropology for effective cross-cultural and multicultural ministries. It shows the importance of knowing anthropological concepts to gain and maintain that effectiveness and gives the student an understanding of culture with its behavior, values, beliefs, and the assumptions that lie behind them. Among other concepts, the course covers social systems, role and status, rites of passage, enculturation, acculturation, and culture shock. Also discussed are cultural values on time, thinking, decision-making, morality, individualism, conflict, logic, and ambiguity. It deals with the complexities of culture change and how worldview affects that change. Students will discover many of their own cultural values through the course, an essential element in understanding and working with a second culture. PM 8810, IM 8810, MI 6410. Three hours.

***DI 8150 Contextualization for Meaningful Ministry***

This course prepares the student to fit evangelism, church planting, church development, and relief ministries into the social and cultural context of the receiving people. It majors on preparing missionaries to plant Christianity in the soil of the targeted people group so it will grow up within their context rather than to spread a veneer of Christian values over that culture. The contextualization of

methodology, theology, and forms and expressions in the local church is discussed. The danger of Western values being expressed in biblical interpretation and the importance of taking into consideration the religious worldview and the definitions used in the receiving culture are discussed. Consideration is given, as well, to the differences of the cultural context within which the biblical text was written. This course also prepares pastors for multicultural situations in preaching and teaching ministries. MI 6090. Three hours

### ***DI 8160 Church Planting and Growth***

An intensive study of the biblical definition of a local church and how that becomes the goal in church planting. New Testament early church forms and methods of expansion are investigated. An examination of the spiritual foundation and the principles and methods of evangelism and discipleship is undertaken with a special emphasis given to the training of nationals and the transfer of leadership to them.

### ***DI 8180 Cross-Cultural Leadership Development***

Students who complete this course should be able to: (1) evaluate the models demonstrated and teaching given on leadership development in the Old and New Testaments, including the concept of servant leadership, (2) distinguish the cultural factors that impact on the development of effective Christian leaders in a specific culture, (3) compare and contrast different cultural leadership styles and development processes, and (4) design a leadership development process appropriate to a specific culture. Three hours.

### ***DI 8240 Directed Research and Writing (Online Seminar)***

Learners will engage in exploration of potential supporting themes related to their future dissertation topic. This involves designing a detailed topic-driven outline, then conducting a targeted research project under the direction of a D.Ics faculty member. The online class research project will involve the identification and use of quality digital, print, and other research, resulting in a comprehensive annotated bibliography, then a formal precedent literature draft paper. Three hours

### ***DI 8280 Doctoral Research Methods***

Essential techniques of qualitative and quantitative research are taught and practiced. The appropriate uses of social research are explored through research reports and case studies. Students use practice exercises to demonstrate their ability to conduct research, interpret the results, and apply findings to practical situations in ministry settings. MI 6200. Three hours.

### ***DI 8520 World Religions***

In this course the belief systems of major religions are studied with a view to understanding why the tenets make sense and drive behavior for the adherents. How each religion affects the host culture and how the culture affects the religion will be explored. The inadequacies of each belief system will be discussed in light of the adequacy of Christianity, thus, an introductory understanding of biblical theology is assumed. IM 7020, MI 6420. Three hours.

### ***DI 8530 Biblical Theology of World Mission***

A course on the biblical basis and theological framework for world mission showing how that endeavor is the purpose of God as he reaches out to his creation. God is a missional God and all theology has a missional purpose since it concerns the God of mission and the mission of God. The course develops the concepts of how theological categories are inherently missiological and missiological categories intensely theological. The *missio Dei* is scrutinized in terms of the nature, goal, story, and methods of that mission. Three hours.

***DI 8980 Professional Research Project: Intercultural Studies***

D.Ics. candidates must successfully complete a major research project at the conclusion of their course work. This project should involve the research of an actual intercultural ministry situation problem, program need, or missiological question and incorporate significant theological and missiological, theoretical research. The proposal for the research will be approved by the advising faculty. A dissertation of 225–250 pages must be submitted. For details and deadlines, consult the Doctor of Intercultural Studies Handbook. Eight hours.

***PM 8260 Current Theological Issues***

This seminar coordinates study and discussion of current theological issues and trends that are impacting the church. Special attention is given to the application of these issues and trends to real life settings. This course is team taught. TH 7101. Three hours.

***PM 8610 Pastoral Counseling***

This course considers various needs that occur in the context of pastoral ministry and offers insights to understand the complexity of people's emotional and spiritual problems in the church. The psychological approaches with Biblical and theological perspectives provide effective solutions for those people in need.

## ***ELECTIVES***

***DI 8060 Cross-Cultural Education***

An emphasis is put on educational principles and then relates them to teaching and learning styles of other cultures. Traditional learning styles will be explored for other cultures with a view to the best formal, informal, and non-formal methodologies that might be applied in the various situations. Planning for learning outcomes and meeting expectations for both the teacher and the educational process in the second culture will be discussed. MI 7030. Three hours.

***DI 8080 Modern Trends in Global Mission***

This course examines recent developments in Christian mission against a four-fold backdrop. First, God's divine governance of his world is a foundational reality to be acknowledged. Second, under God's ultimate reign the world changes, as do its various contexts. Third, God specially directs and empowers his redemptive mission throughout the earth. Fourth, historically Christian mission efforts have arisen within settings determined by the three facets just listed. Modern mission trends can thus best be examined by keeping in view this four-fold backdrop of God's governance, changing world contexts, Spirit-led mission, and mission history. MI 6210. Three hours.

***DI 8200 Encountering Islam***

This course is intended to give the student an understanding of the true nature of the religion of Islam. It has become the second most influential religion in the world, next to Christianity itself. In our day Islam has taken on the reputation of a terrorist organization that is only a short way from holding the world hostage to its demands. How much is true? Where does this emphasis come from? What does Islam say about itself? And what should our response be? IM 8300, MI 5300. Three hours.

***DI 8220 Cultures of the Old Testament***

Students will seek to understand how people thought, communicated, and lived in the ancient world during the Old Testament period. Special emphasis will be placed on key people groups and political, cultural, theological, and literary developments that form the background to the Bible. Students will learn to use insights from geography, cultural anthropology, sociology, philosophy, politics, literature, and history for the interpretation of Scripture in light of the history and culture of the people to whom it was addressed. Three hours.

***DI 8230 Cultures of the New Testament***

Students will seek to understand how people thought, communicated, and lived in the ancient world during the New Testament and Intertestamental periods. Special emphasis will be placed on key people groups and political, cultural, theological, and literary developments that form the background to the New Testament. Students will learn to use insights from geography, cultural anthropology, sociology, philosophy, politics, literature, and history for the interpretation of Scripture in light of the history and culture of the people to whom it was addressed. PM 5060. Three hours.

***DI 8300 Ethics and Morality Across Cultures***

All Christians hold values derived from their culture. Many, if not most of these values, shape the expression of Christianity in their culture. Much of this is good as it reflects how Christianity is relevant in their context. In many cases, cultural norms define what obedience to God's Word should look like in that particular context in regard to expressions of God's will such as "honor your father and your mother," and "husbands love your wives," or yet "steal no longer...." These culturally defined behaviors seek to respect God's will and honor His name, but they depend on cultural definitions and therefore change from culture to culture. Obedience to God's will is, to some extent, relative to the context in which it is practiced. It is not a question of whether a man should love his wife or not, but rather a question of how he should do that. Issues of ethics and morality often cause conflict between people of different cultures. This course seeks to reveal and discuss God's Word on these vital issues. Three hours.

***DI 8310 History of Missions***

The backgrounds and development of the mission enterprise from the apostolic period until the present are analyzed in view of their benefit to the intercultural task before us today. A proper understanding of the work of the Holy Spirit in this endeavor is emphasized. To give the student a good grasp of present-day major movements, significant current trends in missiological thought and practice will be examined. Three hours.

***DI 8330 Biblical Apologetics***

This course seeks to persuade men, women, and children individually and corporately to consider, to compare, to clarify, and hopefully to believe in the exclusive truths and uniqueness of the person of Jesus, the Christ, in the midst of and often in direct opposition to their current faith system. Three hours.

***DI 8410 Spiritual Conflict***

The purpose of this course is to expose the student to a range of approaches to spiritual warfare and to explore and explain the biblical data on the subject. Biblical teaching and examples in Old and New Testaments will be explored. Various authors will be examined in their approach and models for spiritual warfare. At the end of the course the student will be able to discuss issues within spiritual conflict with clarity and address issues of concern with wisdom and tact. Finally, the student will be able to explain and apply a biblical approach to spiritual warfare in life ministry, which will be demonstrated through a class project. Three hours.

***DI 8500 Discerning God's Will***

The purpose of this course is to expose the student to traditional ways of "finding" God's will for one's life and then to explore and explain the biblical data on the subject. Biblical teaching and examples in Old and New Testaments will be explored. Various authors will be examined to determine their approach and models for decision making and the will of God. At the end of the course the student will be able to discuss the normally illusive subject of God's will with clarity, speak to the subjective nature of popular theories on the subject, and own a personal theology of God's will for the believer. PM 8500, MI 7090. Three hours.

***DI 8515 Biblical Teamwork in Ministry***

The student will study the biblical principles that mandate teamwork in the world mission task concentrating on God's approach to man in general and the models and teachings of the Gospels and the Book of Acts. The biblical perspectives on training leadership, as well as the cultural aspects involved in doing that in a second culture, are studied. Various leadership-training models are presented and evaluated. Three hours.

***DI 8900 Independent Research Elective***

Students in the D.Ics. program may receive permission to do independent study relating to a specific intercultural situation. A research paper including related materials will be the final product of the study. Only one independent study of this nature may be considered as meeting the requirements of the program. The research may take one of two tracks: missiological research or an area study. Missiological research is in-depth study in an area in the field of missiology. It is reserved for upper-level students upon approval of the Director of the D.Ics. Program and is pursued under his supervision. A research paper, accounting of time, and a reading report with annotated bibliography are required. Area studies are an examination of the secular and ecclesiastical history, the present social, economic, political, educational, and religious situation, and the cultural themes of a country that are of import to the student. A research paper and a reading report with annotated bibliography are required. Three hours.

***IM 8150 Mission Strategy***

This course will provide examples of the application of strategic planning from the New Testament, in particular from the ministry of the apostle Paul. Throughout the course we will attempt to keep our focus on the supreme purpose of human history, the calling out and perfecting of the Bride of the Lord Jesus Christ. A clear vision of the glory of the Church is our main asset for effective ministry. MI 6140. Three hours.

***IM 8960 Research in Intercultural Ministry***

This course is an Independent Study which takes place under the supervision of a Grace Seminary Professor. Students desiring to complete an Independent Study must have proven previous ability to complete doctoral level work, apply to the Director of the Doctoral of Intercultural Studies program in writing, and submit a written proposal. Three hours.

***PM 8030 Gospel Centered Ministry***

The gospel is not merely the door that gets us into the Christian life, but the means by which we continue to experience all that God is and has done for us in Jesus Christ. As such the central task of ministry is to articulate and apply the gospel to every area of life. This class will explore the nature of the gospel and how to make it the functional center of all that we do in ministry. PM 7050. Three hours.



### ***PM 8190 Evangelism and Discipleship***

This course considers such issues as: a) the context of society which we are called to disciple and the need to think cross-culturally in order to impact America for Christ; b) the responsibility of the church and the perspectives she must embrace in order to obey God, as well as continue to exist; c) the responsibilities and priorities of the church, which emphasizes the call for churches to be about the business of evangelism and discipleship; d) different styles for church ministry; and e) strategies for personal and corporate evangelistic and discipleship efforts. PM 6720. Three hours.

## ***GRACE THEOLOGICAL SEMINARY FACULTY***

The faculty for Grace Theological Seminary brings a breadth of academic and ministry experience to the task of training men and women for effective ministry. The team that has been formed brings together a diversity of gifts, ministry experience, and academic preparation to form a strong composite whole.

***Cardoza, Frederick II, Ph.D.***

***Dean, Professor of Christian Ministry & Leadership***

Ph. D. 2005 Leadership, The Southern Baptist Theological Seminary, Louisville, KY. M.A. 1994 Christian Education, Southeastern Baptist Theological Seminary, Wake Forest, NC. B.A. 1991 Church Ministries, Liberty University, Lynchburg, VA Additional Post-Doctoral Studies: The Southern Baptist Theological Seminary

Freddy oversees the faithful execution of the mission and vision for the School of Ministry Studies. He is committed to advancing the Kingdom of God by expanding the size, reach, and impact of the school, faculty, staff, and the dynamic programs they offer. Freddy also serves as Professor of Christian Ministry and Leadership. In this capacity, he equips Christian leaders for ministry impact, and trains disciples to wield the Word of God and the power of God, for the glory of God.

#### Publications:

***Baker Academic. Introducing Christian Education (book). 11/2019***

***Baker Academic. Teaching the Next Generations. Educational Technology (chapter). 10/2016***

***Deacon Magazine, Understanding Ministry (article). Fall 2015***

***Deacon Magazine, Understanding Discipleship (article). Summer 2015***

***Deacon Magazine, Understanding Biblical Fellowship (article), pp. 26-28. Summer Issue 2014***

***LifeWay. Bible Studies for Life (Multiple Personal Study Guides, and DVD). 2013-2014***

***LifeWay. Open Windows. Multiple devotional pieces. Fall Issue 2014***

***LifeWay. Beyond Belief: Exploring the Character of God. ISBN: 9781430028963. 03/2014***

***B&H Academic. Crisis on the Doorstep (chapter), A Theology of Family Ministry. 06/2011***

***Biola Magazine, La Mirada, CA. "Find Your Voice," 05/2011***

***LifeWay. "How To" Sunday School Manual (chapter). 08/2009***

***ATS Seminary Interviews Response, Christian Education Journal, Supplemental, 04/2009***

***Arkansas Baptist News, Little Rock, AR "From One Leader to Another..." 03/28/2002***

***Arkansas Baptist News, Little Rock, AR "Magnetic Ministries" 10/25/2001***

***Southwest Times, Fort Smith, AR "The End of the Innocence" G-2, Sunday, 9/30/2001***

***Baptist 2 Baptist, "Cancel the Order for the Headstone" www.baptist2baptist.net/papers Southwest Times, "Children Lack Sense of Absolute Right and Wrong" 03/03/2000 - 7A***

***Daily Times, Glasgow, KY "Involuntary Euthanasia and You" 11/08/1999***

***Western Recorder, Louisville, KY "Chafin Remarks Offensive" 3/9/1999***

***Chattanooga Free Press, "Monitoring Needed Despite TV Ratings" 12/13/1996***

***Home Life Magazine, Nashville, TN "Articles Unsettling" 02/1995***

***Group Magazine, Loveland, CO "Keeping Current" 10/1993***

***The Beacon, University of Tennessee, Knoxville "God Cannot Contradict Himself" 02/1989***  
***Past regular contributor to the Arkansas Baptist News, Little Rock, Arkansas***  
***Past regular contributor to the Chattanooga Free Press, Chattanooga, Tennessee***  
***Jurist-Referee for the Peer-Reviewed Journal of Youth Ministry***  
***Jurist-Referee for the Peer-Reviewed Christian Education Journal***

***Rata, Tiberius, Ph.D.***

***Professor of Old Testament Studies***

***Associate Dean***

B.S. in Urban and Regional Planning, California State Polytechnic University; M.Div., Golden Gate Baptist Theological Seminary; Ph.D. in Theological Studies/Old Testament, Trinity Evangelical Divinity School

Dr. Rata comes to Grace Theological Seminary from Beeson Divinity School in Birmingham, Alabama, where he served as Assistant Professor of Divinity. Before that he taught at Trinity International University in Deerfield, Illinois, and Emmanuel Baptist University in Oradea, Romania. He also pastored churches in California, Alabama, and Michigan. He is a member of the Evangelical Theological Society and the Institute for Biblical Research and has presented papers at the national conventions of the Evangelical Theological Society.

Publications:

***Books:***

***Walking the Ancient Paths: A Commentary on Jeremiah.*** With Walter Kaiser Jr. Bellingham, WA: Lexham, 2019.

***Fear God and Keep His Commandments: A Commentary on Ecclesiastes.*** With Kevin Roberts. Winona Lake, IN: BMH, 2016.

***Ezra-Nehemiah. A Mentor Commentary.*** Ross-shire: Great Britain, 2011.

***The Covenant Motif in Jeremiah's Book of Comfort: Textual and Intertextual Studies of Jeremiah 30-33.*** New York: Peter Lang, 2007.

***Articles:***

"Fish and Fishing," in ***Dictionary of Daily Life in Biblical and Post-Biblical Antiquity***, edited by Edwin M. Yamauchi

and Marvin R. Wilson. Peabody, Massachusetts: Hendrickson, 2015.

"Arms and Armor," "Bethany," "Bethlehem" and others, in ***The Baker Illustrated Bible Dictionary***, edited by Tremper Longman III, Grand Rapids: Baker, 2013.

"Covenant," in ***Dictionary of the Old Testament: Prophets***, edited by J. Gordon McConville and Mark J. Boda. Downers Grove, Illinois, IVP, 99-105..

"Aaron," "Abraham," "Achan," "Boaz," in ***Dictionary of the Bible and Western Culture***, edited by Mary Ann Beavis and Michael Gilmour. Sheffield Phoenix Press, forthcoming.

"Approaching the Psalms: Key Insights" (with Brent Sandy) in ***Preaching from the Psalms: Essays in Honor of John Davis*** St. Louis: Chalice, 2010.

"Study Notes on Leviticus 13-27" in ***Holman Christian Study Bible*** Nashville: Broadman & Holman, 2010.

"David." Pages 86-88 in ***Dictionary of the Old Testament: Wisdom, Poetry & Writings*** Downers Grove, Illinois, IVP, 2008.

"The History of the Text of Jeremiah." ***Scripture and Interpretation***. II/1 (2008): 39-51.

"John Gill." Pages 462-465 in ***Historical Dictionary of Major Biblical Interpreters*** Downers Grove, Illinois: IVP, 2007.

"The Messiah as the Righteous Branch." ***Scripture and Interpretation***. I/2 (2007): 154-164.

"What Are You Doing in This Cave?" ***Preaching Online***. July 2007.

"God as Restorer: The Theology of the Book of Nehemiah." in ***SBJT***, Fall 2005

"The Sound of Grace" in ***Preaching***, May-June 2005

"Building the Family of Faith to Live by God's Truth" in ***The Alabama Baptist***, Winter 2004-05

Family Bible Study Curriculum Outlines

"Theological Education in Romania" in ***East-West Church & Ministry Report***, Spring 2002

**Bowald, Mark A., Ph.D.**  
**Professor of Theological Studies**

B.S. in Psychology/Business Administration, Grace College; M.Div., Christian Education, Grand Rapids Baptist Seminary; Th.M., Systematic Theology, University of Toronto; Ph.D. Theology, Wycliffe College, University of St. Michael's College, Toronto, Canada.

Publications:

Projects underway:

***The Eloquent Word: On the Character and the Practices of Scriptural Interpretation***. Under contract with Eerdmans: Grand Rapids.

***God Loves Metaphors***. Lexham Press: Eugene.

***Son of Thunder and Love***. A theological commentary on the Gospel of John.

Book and article projects completed:

"What Evangelicals Can Learn from George Lindbeck" ***Christianity Today***. (February, 2018)

<https://www.christianitytoday.com/ct/2018/february-web-only/what-evangelicals-can-learn-from-lindbeck.html>.

"The Ascension." In ***The Evangelical Dictionary of Theology*** edited by Daniel J. Treier and Walter Elwell, Third Edition. Grand Rapids: Baker, 2017.

***Faithful Interpretation: Writings from the Archives***. A Two-Volume Collection of Republished and Unpublished Works and Letters of Hans Frei. Edited by Mark Bowald and Mike Higton. Eugene: Cascade, 2015-16.

***Rendering the Word in Theological Hermeneutics: Mapping Divine and Human Agency***. Second Revised Paperback Edition. Eugene: Lexham, 2015.

"We Have Never Been Secular: On the Porous Boundaries between Theology and the Political Administration of Religious Tolerance." In ***Irreconcilable Differences? Fostering Dialogue among Philosophy, Theology, and Science***, edited by Jason Robinson and David Peck, 117-34. Eugene: Pickwick, 2015.

"On (Still) Taking St. Paul Seriously: The Hermeneutical Function of Sin and Vice in Scriptural Interpretation." In ***Revisioning, Renewing and Rediscovering the Triune***.

***Center: A Festschrift for Stanley Grenz***, edited by Derek Tidball, Brian Harris and Jason Sexton, 258-80. Eugene: Cascade, 2014.

"A Generous Reformer: Kevin Vanhoozer's Place in Evangelicalism." ***Southeastern Theological Review*** 4, no. 1 (2013): 3-9.

"The Redemption of Interpretation." ***The Other Journal***. <http://theotherjournal.com/2012/07/23/theredemptionofinterpretation/>.

"The Character of Theological Interpretation of Scripture." This article was the recipient of the **Colin Gunton Prize** from the **Society for the Study of Theology (UK)** and appeared in the ***International Journal of Systematic Theology***, 12 no. 2 (2010): 162-83.

"Who's Afraid of Theology? Theology as a Grammar of Christian Particularity." In ***The Logic of Incarnation: A Critique of Postmodern Religion***, edited by Neal DeRoo, 168-81. Eugene: Wipf & Stock, 2008.

***Rendering the Word in Theological Hermeneutics: Mapping Divine and Human Agency***. Aldershot: Ashgate, 2007.

"Rendering Mute the Word: Deistic Tendencies in Modern Evangelical Hermeneutics." ***Westminster Theological Journal*** 69 (2007): 367-81.

"Objectivity" and "Grace" In the ***Dictionary for the Theological Interpretation of the Bible***, edited by Kevin J. Vanhoozer, 268-70 and 544-45. Grand Rapids: Baker Academic, 2005.

"Finding Culture's Pulse: The Importance of Film Study for Theology," co-written with Fr. Adelmo Dunge S.J. ***Journal of the Canadian Theological Society*** 21 no. 1.

**Davis, John J., Th.D., D.D.**  
**Past President and Professor Emeritus of Old Testament Studies**

B.A. in Biblical Studies, Trinity College; M.Div., Grace Theological Seminary; Th.M. in Old Testament, Grace Theological Seminary; Th.D. in Old Testament and Hebrew, Grace Theological Seminary; D.D., Trinity College, University of Edinburgh, Scotland.

Dr. Davis is well known for his wide range of activities: senior staff member on eleven archaeological expeditions, pastor of two churches, newspaper columnist and outdoor writer, lecturer. He has authored 18 books, two tape lecture series, and more than 1600 articles in newspapers, journals, magazines, dictionaries and encyclopedias. He also served as one of the translators of the NIV Bible. His 38 years of teaching includes six years as Executive Vice President and seven years as President of Grace Schools.

Publications:

***Biblical Numerology***

Hebrew Verb Chart

***Conquest and Crisis: Studies in Joshua, Judges, Ruth***

***The Birth of a Kingdom: Studies in Samuel 1 & 2 and 1 Kings 1-11***

***Contemporary Counterfeits***

***Paradise to Prison: Studies in Genesis***

***Demons, Exorcism and the Evangelical***

***The Perfect Shepherd: Studies in the 23rd Psalm***

***A Lake Guide to Fishing and Boating: Kosciusko County***

***Moses and the Gods of Egypt: Studies in Exodus***

***The Mummies of Egypt***

***What about Cremation? A Christian Perspective***

***Real Fishermen Are Never Thin***

***Israel: From Conquest to Exile***

***Real Fishermen Never Lie***

***Real Fishermen Never Wear Suits***

***Favorite Fish and Seafood Recipes***

***The Dead Sea Scrolls***

***Islam, Terrorism and the Middle East***

***Edgington, Thomas J., Ph.D.***

***Professor of Counseling***

B.A. in Psychology, Grace College; M.A. Biblical Counseling, Grace Theological Seminary; M.Div., Grace Theological Seminary; Ph.D., Ball State University

Dr. Edgington has published articles in the ***IBC Perspective*** and the ***Journal of Psychology and Christianity***. In addition to more than 20 years of teaching experience, he continues an active private practice in Christian counseling. Dr. Edgington also is the author of ***Healing Helps from the Bible***. Areas of interest include the theological foundations of psychology/counseling and marriage/ family counseling.

***Harmon, Matthew S., Ph.D.***

***Professor of New Testament Studies***

B.S. in Communication, Ohio University; M.Div., Trinity Evangelical Divinity School; Ph.D. in Biblical Theology-New Testament, Wheaton College

Dr. Harmon brings a passion to equip people to encounter Christ through the Scriptures and lead others to do so as well. His research interests include the use of the Old Testament in the New Testament, biblical theology, Pauline studies, and writing commentaries. He has written numerous books, including commentaries on Galatians, Philippians, 2 Peter, and Jude. He is a member of the Theological Society and the Society for Biblical Literature. Dr. Harmon serves on the preaching team at Christ's Covenant Church, where he also leads a small group and teaches in their Life Education courses. Before teaching at Grace, Dr. Harmon was on staff with Campus Crusade for Christ for eight years.

Publications:

**2 Peter and Jude. ESV Bible Expository Commentary (Wheaton: Crossway, 2018)**

**Asking the Right Questions: A Practical Guide to Understanding and Applying the Bible (Wheaton: Crossway, 2017).**

**Jeremiah. Knowing the Bible (Wheaton: Crossway, 2016).**

**Matthew S. Harmon and Benjamin L. Gladd, Making All Things New: Inaugurated Eschatology in the Life of the Church (Grand Rapids: Baker, 2016).**

**Philippians: A Mentor Commentary (Ross-Shire, Scotland: Christian Focus, 2015).**

**Matthew S. Harmon & Jay E. Smith, eds., Studies in the Pauline Epistles: Essays in Honor of Douglas J. Moo (Grand Rapids: Zondervan, 2014).**

**"Allegory, Typology, or Something Else? Revisiting Galatians 4:21-5:1." Pages 144-58 in Steward of God's Mysteries: Essays on the Apostle Paul in Honor of Douglas J. Moo (ed. Matthew S. Harmon and Jay E. Smith; Grand Rapids: Zondervan, 2014).**

**"Letter Carriers and Paul's Use of Scripture," Journal for the Study of Paul and His Letters 4 (2014): 25-44.**

**"For the Glory of the Father and the Salvation of his People: Definite Atonement in the Synoptic Gospels and Johannine Literature." Pages 267-88 in From Heaven He Came and Sought Her: Definite Atonement in Biblical, Historical, Theological and Pastoral Perspective (ed. David Gibson and Jonathan Gibson; Wheaton: Crossway, 2013).**

**"Philippians," in NIV Proclamation Bible (London: Houghton & Stoddard, 2013).**

**Multiple articles in Baker Illustrated Bible Dictionary (eds. Peter Enns and Mark Strauss; Grand Rapids: Baker, 2013).**

**She Must and Shall Go Free: Paul's Isaianic Gospel in Galatians (BZNW 168; Berlin: deGruyter, 2010).**

**Hill, Christine M., Ph.D.**

**Professor of Spiritual Formation and Women's Ministries**

B.A. in Christian Education with emphasis in Local Church Ministry and Intercultural Studies, Wheaton College; M.A. in Christian Education, Talbot School of Theology; Ph.D. in Educational Studies with emphasis in Character Development and Spiritual Formation, Talbot School of Theology

Dr. Hill brings her passion and training in spiritual formation to facilitate the holistic development of students while at Grace. Her research interests include personal and interpersonal development with empirical work conducted in the area of adult attachment styles and relationship with God variables. She taught at Biola University and Talbot School of Theology before coming to Grace in 2006. While her ministry focus has been primarily with women, she has served in a variety of leadership roles cross-culturally, in the local church and in the parachurch context. She has developed a number of Bible study materials, published in the **Christian Education Journal** and presented research findings at the North American Professors of Christian Education Conference, a society of which she is a member. She directs the Center for Women's Leadership Studies which partners with Women of Grace, USA to equip women for ministry in the local church. In addition to these weekend classes, she often speaks at women's retreats and conferences.

Publications:

Journal Article: "The Role of Friendship in Spiritual Formation," **Christian Education Journal** 4 NS/1 (Fall 2000), 45-62.

Contributor: Robinson, B. (Ed.). (2004). **Women's Ministry in the 21st Century**. Loveland, CO: Group Publishing.

Contributor:

**"Aelred of Rievaulx" Encyclopedia of Christian Education, 2015, Lanham, MD: Rowman & Littlefield Press.**

**"Dark Night of the Soul" Encyclopedia of Christian Education, 2015, Lanham, MD: Rowman & Littlefield Press.**

**"St John of the Cross" in Encyclopedia of Christian Education, to be published in 2014, Scarecrow Press.**

**"Theology of Suffering" in Worldview Study Bible, Holman Christian Standard Bible, 2013,**

**Lifeway. "Promoting Piety: Historical Perspectives on Grace Seminary and its Pursuit of Holistic Education"**

**Norris and Burkholder (Ed.). (2015). Becoming Grace: 75 Years on the Landscape of Christian Higher Education in America, Winona Lake, IN: Brethren Missionary Herald.**

**Robinson, B. (Ed.). (2004). Women's Ministry in the 21<sup>st</sup> Century. Loveland, CO: Group Publishing.**

**Julien, Thomas T., D.D.**

**Retired Instructor**

B.A. in English Bible, Bob Jones University; M.Div., Grace Theological Seminary; ***Certificat d'Etudes Langues et de Culture Francaises***, University of Grenoble, France; D.D., Grace Theological Seminary

Dr. Julien has been with Grace Brethren International Missions since 1958, serving in France as a missionary from 1958 to 1986. He also served as France Field superintendent, then as Europe Coordinator. He served as Executive Director of Grace Brethren Foreign Missions from 1986 to 2000. In 2000, he and his wife left again for France to work with students in Paris. At present he is the Global Coordinator for Leadership Training at Grace Brethren International Missions headquarters in Winona Lake. He has authored four books: ***Inherited Wealth, Spiritual Greatness, Seize the Moment***, and ***Antioch Revisited***.

**LaGioia, Rock M.**

**Professor of Pastoral Studies**

Director of Doctoral Programs

B.A. in Pastoral Studies, Moody Bible Institute; M.Div., Trinity Evangelical Divinity School; Th.M. Practical Theology, Trinity Evangelical Divinity School; D.Min. Preaching, Trinity Evangelical Divinity School.

Dr. LaGioia has taught undergraduate, graduate, and doctorate courses in bible, theology, pastoral studies, and preaching at Moody Bible Institute, Taylor University, Grace College, Trinity Evangelical Divinity School, Huntington University Graduate School and Grace Theological Seminary. He is a member of the Evangelical Homiletics Society, the Evangelical Theological Society and the Association For Doctor of Ministry Education. Dr. LaGioia has pastored churches in Illinois. He enjoys an active preaching and teaching ministry at worship services, prophecy conferences, doctrinal seminars and pastors conferences.

Publications:

***"Addressing Spiritual Lethargy: A Biblical, Theological, and Homiletical Approach." Testamentum Imperium: An International Theological Journal.***

***"Blackwood, Andrew Watterson." "Chapman, John Wilbur." "Chappell, Clovis Gilham." Jefferson, Charles Edward." "Jowett, John Henry." "Lee, Robert Greene." "McClain, Alva J." "McGee, John Vernon." "Marshall, Peter." "Robinson, Haddon W." "Talbot, Louis Thomson." Encyclopedia of Christianity in the United States.***

***"Victory Over Trials and Temptations." Selah: Pause and Think.***

***"The Preincarnate Son of God." Strong in Grace.***

***"The Holy Spirit in the Old Testament." Strong in Grace.***

***"The Pastor as a Leader." MRN Connection.***

***"In Praise of Innocence." "God's Promises; Our Praises." "Our Heavenly Employment." Anchor.***

**Manahan, Ronald E., Th.D.**

**Professor of Biblical Studies**

Diploma in Pastoral Studies, Grand Rapids School of Bible and Music; B.A. in Religion, Shelton College; M.Div., Grace Theological Seminary; Th.M. in Old Testament and Hebrew, Grace Theological Seminary; Th.D. in Old Testament and Hebrew, Grace Theological Seminary

Dr. Manahan has taught at Grace since 1977. In addition to his teaching, Dr. Manahan has served as a division chair, Academic Dean of Grace College, and Provost. Early in 1994 he was appointed fifth President of Grace College and Theological Seminary. He has had extensive experience as a pastor and a Bible conference speaker. He also teaches Biblical Perspectives on the Environment at Au Sable

Institute. Dr. Manahan has been a contributing author to two books, as well as authoring numerous journal articles.

***Park, Stephen, D.lcs. Professor and Director of Korean Doctoral Program***

B.S in Electronics, Kyungbuk National University, Korea.  
M.Div. Chongshin Theological Seminary, Korea  
Th.M in Missiology, Fuller Theological Seminary, Pasadena, CA.  
D.lcs. Grace Theological Seminary, Winona Lake, IN.

Dr. Park served as missionary to Russia for 13 years in the area of church planting, leadership training, teaching in Russian seminaries, socio-economic relief ministries after collapse of Communism of Russia from 1989 to 2002. His major contribution to his mission, GMS (Global Mission Society) Korea, was serving GMTI (Global Missionary Training Institute) for five years as director of GMTI, developing contextualized missionary training program and trained and sent 550 Korean missionaries to 46 countries.

***Stallter, Thomas M., D.Miss.***

***Retired Professor of Intercultural Studies and World Mission***

B.A in Communications, Grace College; Th.M. in Bible Exposition, Dallas Theological Seminary; D.Miss., Western Seminary; Postdoctoral studies in Anthropology, Trinity Evangelical Divinity School. Dr. Stallter has 18 years of missionary experience in the Central African Republic and Chad in the areas of church planting and development, leadership training, mission administration, and famine & economic relief.

He has written various articles on topics such as "The Challenge of Multicultural Worship" (in ***Authentic Worship***, Kregel, 2000), "A Case Study for African Self-Sustaining Churches" (in ***Business as Mission***, Wm. Carey Library, 2006), and "Cultural Intelligence: A Model for Cross-Cultural Problem Solving" (in ***Missiology: An International Review***, 37:4, 2009). His more recent work is in three articles: "Compartmentalism in the Theology of the Church in the U.S., Individualism and Informality in the Church in the U.S., and Value Orientations and the Church in the U.S." (in the Encyclopedia of Christianity in the United States, Rowan & Littlefield, 2016).

***Teevan, John A., D.Min.***

***Adjunct Professor in the School of Ministry Studies***

A.B. in Economics, Princeton University; M.Div., Grace Theological Seminary; D.Min. in Intercultural Ministry, Grace Theological Seminary

Dr. Teevan came to Christ during his college years at Princeton University. After graduating with a degree in economics, he studied at Grace Theological Seminary to become a pastor. He served the Ashland, Ohio, Grace Brethren Church for many years. In 1989, Dr. Teevan became senior pastor of the Winona Lake, Indiana, Grace Brethren Church where he served until 2006. In addition, he has served as Moderator of the Fellowship of Grace Brethren Churches, focusing his efforts on continuing education. He also has served on the Grace Brethren International Missions board since 1981. Dr. Teevan currently serves on the boards of Kosciusko Community Hospital, CASA, KC-Educational Development, and is Director of the Prison Extension for Grace College. Chair for two county boards: Habitat for Humanity and Gradway.

***Grace Theological Seminary is part of the Grace School of Ministry Studies.***

The seminary admits students of any race, color, national and ethnic origin to all the rights, privileges, programs, and activities generally accorded or made available to students at the school. It does not

discriminate on the basis of race, color, national and ethnic origin in the administration of its educational policies, admissions policies, scholarship and loan programs, and athletic and other school-administered programs. Grace Theological Seminary is committed to compliance with the Title IX of the Federal Education amendments of 1972, except as claimed in a filed religious exemption. It does not discriminate against qualified individuals with disabilities in the recruitment and admission of students, the recruitment and employment of faculty and staff, and the operation of any of its programs and activities as specified by applicable federal laws and regulations.

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# School of Professional and Online Education

# ***School of Professional and Online Education***

***Dr. Timothy J. Ziebarth, Executive Dean***

## ***Introduction***

The School of Professional and Online Education houses a wide range of academic programs and services designed to make the "Grace" education experience available to a broad group of learners outside the traditional college setting. Programs run the gamut from industry-specific certificates, to associate degrees, to adult bachelor degree-completion programs to a variety of master's degrees.

## ***Vision***

To be the recognized leader in innovative, Christian higher education offering learners engaging opportunities that are affordable and accessible.

## ***Mission***

The School of Professional and Online Education exists to expand innovative strategic partnerships and implement high quality and affordable educational programs to a diverse population of learners.

## ***Notice of Nondiscrimination***

Grace College and Seminary is a private, not-for-profit, faith-based exempt organization as described in Section 501 (c) 3 of the Internal Revenue code. In compliance with applicable federal and state laws, Grace College and Seminary does not discriminate on the basis of race, color, national origin, age, sex, or disability in its administration of its educational policies, admissions policies, scholarship and loan programs, and athletic and other school-administered programs and activities, or in employment.

The following person has been designated to handle inquiries regarding the Notice of Nondiscrimination:

Carrie Yocum, Title IX Coordinator and VP of Administration and Compliance  
Grace College and Seminary  
McClain 104  
1 Lancer Way  
Winona Lake, IN 46590  
[yocumca@grace.edu](mailto:yocumca@grace.edu)  
574-372-5100 x6491

Inquiries may also be addressed to the U.S. Department of Education's Office for Civil Rights at 400 Maryland Avenue, SW, Washington, DC 20202-1100.

### ***Community Lifestyle Pledge***

Students agree to show respect for the faith commitment that Grace practices and agree to abide by certain of the institution's community guidelines (avoidance of disrespecting others, sexual misconduct, illegal drugs, gambling, coarse or obscene language, tobacco, alcoholic beverages, and such conduct) while on campus or engaged in Grace activities. The student understands that this extends to any advocacy initiatives in which the individual might participate while a Grace student.

### ***Classification of Graduate Students***

**Full-time Students:** Full-time students are those enrolled in a degree, diploma, or certificate program for at least 6 semester hours of credit during a regular semester.

**Part-time Students:** Part-time students are those enrolled in a degree, diploma, or certificate program for at least 3 hours of credit during a regular semester.

**Auditors:** Students who desire to hear the lectures in a course without undertaking the coursework for credit may be admitted as auditors to selected courses by making proper application with the Online Admissions Office. Though no credits or grade points are involved, auditors are required to pay the appropriate fees and to meet class attendance requirements. Those who do not meet attendance requirements will receive the "grade" of "W," whether or not they have officially withdrawn.

Auditing is not permitted for some courses. (This policy is at the discretion of the department or professor involved.) For some courses, auditing is permitted only if the student completes the course assignments as specified by the professor. An auditor may enroll for only one semester as a "full-time" auditor.

### ***HLC Criteria as Applied to the School of Professional and Online Education***

Faculty teaching in the School of Professional and Online Education should have completed a program of study in the discipline or subfield in which they teach, and/or for which they develop curricula, with the coursework at least one level above that of the courses being taught or developed/or a current teaching or administrator license in the field. The School of Professional and Online Education can determine that a faculty member is qualified based on experience that the institution determines is equivalent to the degree it would otherwise require for a faculty position.

- Faculty teaching in the School of Professional and Online Education GRADUATE programs should hold a terminal degree in the program in which they are teaching. If a faculty member holds a master's degree or higher in a discipline or subfield other than that in which he or she is teaching, that faculty member should have completed a minimum of 18 graduate hours in the discipline or subfield in which they teach. See the SPOE Process for Exceptions.

### ***School of Professional and Online Education Process for Exceptions***

***HLC Assumed Practice B.2 allows an institution to determine that a faculty member is qualified based on experience that the institution determines is equivalent to the degree it would otherwise require for a faculty position. This experience should be tested experience in that it includes a breadth and depth of experience outside of the classroom in real-world situations relevant to the discipline in which the faculty member would be teaching. An institution that intends to use tested experience as a basis for hiring faculty must have a well-defined policy and procedure for***

***determining when such experience is sufficient to determine that the faculty member has the expertise necessary to teach students in that discipline.***

Deans and faculty leaders assess faculty members' qualifications. Endorsements are considered when potential instructors do not have the academic credentials required by the Higher Learning Commission. These endorsements are dependent on the relevancy of the experience both to the degree level and to the specific content of the course for which the faculty member is responsible. These endorsements come in two forms: Endorsement by Equivalency and Endorsement by Exception. These endorsements are used when credentialing part-time instructors.

ENDORSEMENT BY EQUIVALENCY is used when it is evident that an instructor has credentials that are "equivalent to" the degree required of our faculty in that content area. This endorsement is in line with HLC guidelines that allow an individual's knowledge and expertise to be determined by his or her tested experiences outside of the classroom in real-world situations relevant to the discipline in which the faculty member would be teaching. For example, an instructor can be credentialed to teach if that instructor has a minimum of ten years of industry-specific experience. Such life experience can qualify as an equivalent to academic credentials for the purpose of teaching, based on the judgment of knowledgeable faculty in the discipline. This endorsement is used when in faculty judgment it is not necessary for an instructor to pursue further studies to teach at the college in the approved area.

ENDORSEMENT BY EXCEPTION is used when an instructor has demonstrated adequate knowledge and experience but has not met our standard for credentials. An example of such a situation would be the instructor who has a bachelor's/master's degree in a different teaching field, but has some certifications, professional affiliations, and a minimum of five years industry-specific or teaching experience.

***Note about the Catalog***

Each program at the institution maintains a catalog in which basic academic information related to the program's goals, expectations, admission, policies, accreditation, and other pertinent information is described. This applies to undergraduate, non-traditional (e.g., online, adult degree completion), graduate, and seminary programs.

Grace makes every attempt to provide information that, at the time of publication, most accurately describes the policies, procedures, and requirements of the institution and its individual programs.

The provisions of the academic catalogs are, therefore, to be considered a guide and not to be regarded as a contract between any student and the institution. Course content and institutional policies governing admissions, tuition, and campus life are under constant review and revision.

Grace reserves the right to change any statement contained within the catalog at any time and without prior notice including academic provisions, policies, or requirements (e.g., modifications to classes, fees, personnel, academic policies, and programs) and the right to withdraw or amend the content of any courses described in the catalogs as may be required or desirable by circumstances. Grace will, however, make every attempt to give students reasonable prior notice to changes in policies and other catalog content when possible and rarely implements policy changes during an academic year.

Courses of study for non-traditional, graduate, and seminary programs and check sheets for undergraduate students may undergo revisions; however, these are typically implemented in the fall of the new academic year. All students are expected to be familiar with the catalog(s) associated with

their selected program(s) of study with the understanding that policies and procedures of their selected program(s) may change from year-to-year. The current year's catalog should, in most situations, be considered the catalog applicable to the student.

In some programs, students are asked to acknowledge in writing their receipt of the program's catalog.

Changes to an academic catalog that are necessary following the start of the fall semester will be noted as an addendum to the original catalog.

Archived catalogs are maintained on the institution's Web site.

It is each student's responsibility to schedule regular meetings with his or her academic advisor and to be knowledgeable about institutional requirements, academic regulations, and calendar deadlines specified in the catalogs and academic program publications. Students should read the catalog carefully and consult with an advisor to determine how these policies relate to their individual circumstances.

### ***Online Courses***

Some individual undergraduate courses at the institution are offered in an online format and most courses in the college and seminary use a learning management system to facilitate course delivery. Courses offered online are identified as such on the schedule published by the Registrar's Office.

### ***Degree Programs***

Grace College offers residential and online degree programs at the undergraduate and graduate levels, which are described in each program's individual catalog. Residential and online programs include:

#### ***Online Associate***

- Associate of Science in Liberal Arts
- College Launch Associate of Science in Liberal Arts

#### ***Online Degree Completion***

- ***Bachelor of Science Psychology***
- ***Bachelor of Science in Ministry Leadership***

#### ***Online GOAL program***

- Bachelor of Science in Business Administration
- Bachelor of Science in Human Services
- Bachelor of Science in Management (Hiatus)
- Bachelor of Science in Quality Management (Hiatus)

#### ***Online Graduate***

- Master of Science in Athletic Administration
- (Should be under the school of business)
- (School of Behavioral Science – Graduate Counseling)
- Master of Science in Higher Education
- Master of Science in Nonprofit Management
- Special Education License: Intense Intervention Graduate

***Residential Academic Programs***

- GOAL (Hiatus)
  - Bachelor of Science in Management
  - Bachelor of Science in Quality Management
- College Launch Associate of Science in Liberal Arts

Please refer to each program's individual catalog section for program and course descriptions, program goals, and additional information regarding admission requirements.

Questions about professional and online programs can be directed to the School of Professional and Online Education, Grace College, 200 Seminary Drive, Winona Lake, IN 46590 (telephone: 888.249.0533) or visit: [www.grace.edu](http://www.grace.edu) and/or [www.grace.edu/online](http://www.grace.edu/online) for more information.

# Associate of Science in Liberal Arts

## ***Associate of Science in Liberal Arts***

Timothy Ziebarth, M.B.A., Ed.D., Executive Dean, School of Professional & Online Education

### ***FACULTY***

Whitni Buckles, Ph.D.

Rachel Cutcliff, M.A.

John French, Th.M., Th.D.

Melissa Mosley, M.A.

Cheryl Piotrowski, M.S.

Peter Wolff, M.A.

Corinne Yeh, M.A.

### ***Program Mission***

A strong educational foundation is vital for reaching your career goals. Knowledge and skills in a variety of areas can help you become a well-rounded professional. The online Associate of Science in Liberal Arts is designed to develop your critical-thinking skills and begin your journey to higher education.

### ***Program Purpose and Goals***

The Associate of Science in Liberal Arts exists to provide a biblically-anchored, affordable, and accessible college education to Grace College students in a fully-online format.

Those learners who complete the Associate of Science in Liberal Arts program of Grace College will be evaluated in three domains:

***Discovering Self*** – Graduates completing the Associate Degree in Liberal Arts program will identify and examine (assess) God-given abilities and gifts to maximize their potential.

***Relationship to Others*** – Graduates completing the Associate Degree in Liberal Arts program will examine and interpret information that expands their knowledge of their community and the world.

***Demonstrate Knowledge*** – Graduates completing the Associate Degree in Liberal Arts program will interpret and integrate relevant content to be successful in the pursuit of professional endeavors or in order to further develop themselves by continuing their education.

### ***Program Description***

This program allows students to complete a 60-hour Associate of Science degree in Liberal Arts. This degree can easily lead to the completion of a bachelor's degree through our various degree-completion program offerings. ***Schedule and Delivery Format***

The A.S. in Liberal Arts degree is delivered in a fully online format. The online format enables students to work full time and take 8-week-long courses. The format is flexible enough that students can complete their course assignments around their own specific weekly schedule.



### ***Technology Requirements***

Information regarding the technology and user-skill requirements are available on the Office of Information Technology page of the institution's website:

<https://online.grace.edu/admissions/technology-requirements/>

### ***Admission Requirements***

1. Applicants to the A.S. Liberal Arts degree must submit their high school transcript or college transcripts. The high school transcript is not necessary if the student was previously enrolled in a higher learning institution; then, only the college transcript is necessary.
2. Minimum 2.0 GPA
3. Students may transfer in up to 30 credit hours. Students should contact the School of Professional and Online Education for further details about transfer credits.

### ***Notice of Nondiscrimination***

Grace College and Seminary is a private, not-for-profit, faith-based exempt organization as described in Section 501 (c) 3 of the Internal Revenue code. In compliance with applicable federal and state laws, Grace College and Seminary does not discriminate on the basis of race, color, national origin, age, sex, or disability in its administration of its educational policies, admissions policies, scholarship and loan programs, and athletic and other school-administered programs and activities, or in employment.

The following person has been designated to handle inquiries regarding the Notice of Nondiscrimination:

Carrie Yocum, Title IX Coordinator and VP of Administration and Compliance  
Grace College and Seminary  
McClain 102  
1 Lancer Way  
Winona Lake, IN 46590  
[yocumca@grace.edu](mailto:yocumca@grace.edu)  
574-372-5100 x6491

Inquiries may also be addressed to the U.S. Department of Education's Office for Civil Rights at 400 Maryland Avenue, SW, Washington, DC 20202-1100.

### ***Note about the Catalog***

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### **Contact**

For additional information about admission requirements or course enrollment and completion, please contact the staff at the Grace College School of Professional and Online Education at 888-249-0533 or email [onlineadmissions@grace.edu](mailto:onlineadmissions@grace.edu).

## **CURRICULUM**

An associate degree is comprised of 60 hours.

All courses are designed and approved by the Grace College faculty and are comparable to those taught at the main Grace College campus. Courses are taught by Grace faculty or Grace-approved instructors.

BHS 2520 Leadership Principles of Development  
BIB 1050 Exploring the Bible  
BIB 2010 Scripture and Interpretation  
MGT 3405 Organizational Behavior  
COM 1100 Public Speaking

COM 2130	Interpersonal Communications
ECN 3000	Consumer Economics
ENG 1100	Effective Writing
FYE 1000	First-Year Foundations
GEO 1010	World Geography
HIS 1380	Contemporary America and the World
HUM 2100	Creative Arts and Culture
HUM 3500	Liberal Arts Capstone
ISM 1200	Integration of Software Tools
MAT 1120	College Algebra
MAT 1185	Quantitative Reasoning
PHI 3010	Christianity and Critical Thinking
PSY 1100	Introduction to Psychology
SCI 2030	Faith, Science, and Reason
SOC 1100	Introduction to Sociology

## ***COURSES***

### ***FYE 1000 First-Year Foundations***

This is a practical, academic course which is intended to prepare new students to engage in three key areas of their first-year transition into college: Understanding who we are, understanding who they are, and understanding our Call. This course is designed to make their years at Grace the best experience possible. This course will help students discover their God-given strengths, navigate through current college issues, and help the student better understand what makes a Christian liberal arts education valuable. It will also introduce students to the value of service in the local community and introduce students to prospective departments and faculty within the institution, assisting in the selection process of choosing a major and a career. Three hours.

### ***ENG 1100 Effective Writing***

This course is designed to help you develop and hone the skills necessary for clear and persuasive writing at the college level and beyond. The primary focus of the course is scholarly writing, though we will also explore other genres such as the personal expressive narrative, rhetorical analysis, and position paper. In particular, this course will help you engage complex issues and competing points of view while articulating and supporting an argument using appropriate sources.

### ***BIB1050 Exploring the Bible***

This course provides a survey of the biblical story in its progressive unfolding of the history of redemption within the framework of creation, fall, redemption, consummation. Attention is given to the literary, historical, cultural, and theological dimensions of Scripture as it offers a meta-narrative or "worldview-story." Emphasis is placed on the unity of Scripture as it reaches its fullness and fulfillment in Christ, while at the same time recognizing key developments and differences between the various chapters of the biblical storyline. Three hours.

### ***COM 1100 Public Speaking***

A study of communication theory as applicable to public speaking. Students explore the components of an effective speech, as well as current applications of speaking skills. Emphasis will be placed on practicing and displaying these skills in a laboratory setting. Three hours.

***BIB2010 Scripture and Interpretation***

Foundational principles of effective Bible study will be applied for personal study and small group Bible study leadership. Observational skills of the English text will be developed through hands-on activities and assignments. Hermeneutical principles will be applied to various biblical genres with the goal of equipping the learner to interpret the text based on its historical/cultural and literary context.

Application of the meaning of the text for spiritual formation will be emphasized as well. Three hours.

***MAT 1120 College Algebra***

Course description: Topics include algebra operations, functions, graphing, polynomials, exponentials, sequences and series. Applications will include least squares analysis, finance, permutations, and expected value. Three credit hours.

***GEO 1010 World Geography***

This course is designed to give students a general synopsis of the cultural and physical elements of human habitats, the significance of the elements of the earth to humans, and the use of maps and their importance. The course will specifically focus on human geography from a social science perspective, while integrating natural science concepts from the physical standpoint. Three hours.

***PSY 1100 Introduction to Psychology***

An introduction to psychology as the study of human behavior. Basic principles of psychology will be explored including the process of learning, memory, perception, sensation, motivation, and emotion. Personal and social aspects of human development will be emphasized. Three hours.

***HUM 2100 Creative Arts and Culture***

Through a global, thematic approach, this course explores the human phenomenon of creativity. Posing the question "Why creative arts?" this course focuses on exploring how culture and creativity reflect each other within the realm of visual and performing arts. Through themes of survival, religion, the state, and self, this course examines artists' roles within cultures, the way art is made or performed, how meaning is derived, and how art is used, kept or destroyed. Required experiential activities for engaging in visual and performing arts include such things as attending museum exhibits, concerts or theatrical productions. Three hours.

***BHS 2520 Leadership Principles and Development***

This course has been designed to expose students to a variety of leadership principles and models used in business, ministries, educational institutions, and other organizations. This course was originally designed by Learning House, Inc. and has been modified by Grace College instructors over the past 5-6 years. In this course, students will interact with and engage the content in order to think critically, apply theory to past, present, and future leadership opportunities, and synthesize a personal, yet research-based approach to various leadership opportunities. Three hours.

***SCI 2030 Faith, Science, and Reason***

Faith, Science, and Reason is designed to assist the student in (1) demonstrating the scope and magnitude

of science and mathematics; (2) why we study these subjects; (3) knowing the limitations of these subjects; (4) where the Christian fits and operates within the scientific paradigm; and (5) how a Christian

can incorporate their faith and reason within the scientific enterprise and how to use it as a productive platform when communicating to those of different worldviews. Three hours.

***MAT 1185 Quantitative Reasoning***

This is a course on mathematical applications which uses algebra, logic, networks, and other mathematical concepts to study and model the world around us. Topics include Fibonacci numbers, the golden ratio, voting theory, and networks. Three credit hours.

***SOC 1100 Introduction to Sociology***

An introductory study of humans functioning in society. Basic principles of sociology will be experienced including organization, structure, strata, and problems in American society. Emphasis will be placed on observational techniques that will help to develop a spirit of active participation in the world. Three hours.

***COM 2130 Interpersonal Communication***

An examination of the process of communication and interpersonal relationships focusing on the role of the self, people perception, the environment, and the interaction of interpersonal orientations. Personal skills in resolving conflict and stimulating friendships are examined through exposure to theory, practical exercises, and the analysis of experiences in current relationships. Three hours.

***PHI3010 Christianity and Critical Thinking***

This course will critically examine the beliefs and presuppositions of philosophers and philosophies over the centuries and their impact on modern Christianity and the Christian Worldview. A critical examination will begin by utilizing the lens of Scripture as the basis of truth in evaluating these beliefs. The application of that examination will be centered on the reasons for God as well as the nature of suffering and evil as learners are encouraged to formulate a biblically sound Christian Worldview. Three credit hours.

***ISM 1200 Integration of Software Tools***

This course is designed to introduce students to some of the programs within the Microsoft Office 2016 Suite and use them to be productive in their classes and future jobs. Introductory to advanced skills will be taught in Word 2016, Excel 2016, and PowerPoint 2016. If the students desire, this class will help prepare them to take the Microsoft Office Specialist Exams. Students will be expected to fully engage in the class by performing the assigned activities and exercises. This class is full of hands-on assignments where students will need to problem-solve while using the programs. Such work can include searching the program help files, researching internet resources, or asking the instructor whenever needed. No matter what field a student is studying, knowing these programs will give them a greater chance to find jobs and advance in their positions. Three hours.

***MGT 3405 Organizational Behavior***

This course deals with human behavior in organizations. Conceptual frameworks, case discussions, and skill-oriented activities are applied to course topics which include: motivation, learning and development, group dynamics, leadership, communication, power and influence, change, diversity, organizational design, and culture. Class sessions and assignments are intended to help participants acquire skills and analytic concepts to improve organizational relationships and effectiveness. The course also examines selected personnel functions in an organization including job analysis, recruitment, and hiring, training, performance appraisal, and compensation. Three hours.

***HUM 3500 Liberal Arts Capstone***

This capstone is the final course for the Associate of Science program. The course seeks to integrate the concepts, techniques, and knowledge within the course work of the liberal arts program. Students select an area of interest related to their academic studies, and future goals

for continued education or employment to create a research project. The project will be comprehensive in nature demonstrating their knowledge of the program outcomes.

***ECN 3000 Consumer Economics*** Consumer Economics is a course designed to prepare students to understand the economic system from a Biblical perspective and how it affects individuals as consumers, producers, and citizens. Students will integrate knowledge skills and practices required for management of resources in a technologically expanding global economy. Real world topics covered will include income money management spending and credit as well as saving and investing. Core skills in decision making problem solving critical thinking goal setting management of multiple roles and using technology are integrated into the course content. Three hours.

***HIS 1380 Contemporary America and the World***

This course is a topical approach to the cultural history of the United States from the end of the Second World War to the present, with special emphasis on America's role in global affairs. Students will not only gain a broad understanding of America's place in recent world events but also a specialized knowledge of various relevant topics and their historical context. Topics covered in this class have included the Cold War, the 1960s, American evangelicalism, and terrorism. Three hours.

# Grace College Akron

## ***Grace College Akron***

Pam Bucha, Akron Site Coordinator  
B.A.

Adam Armstrong, M.Div.

Matt Bazemore, M.A.

Jeff Bogue, D.Min.

Jonathan Carey, M.Div.

Gary Colledge, Ph.D.

Brad Deetscreek, D. Min.

Matthew Fleagle, M.A.

Dan Gregory, M. Div. Steven Hyatt,  
Ph.D.

Brok Kertoy, M.B.A

Matt Koons, Ph.D.

James Margida, M.S.

Jeffrey Martell, D.Ed.Min

Aaron McClure, Ph.D.

Robby Neidlinger, M.A.

Carl Pace, Ph.D.

Marybeth Poder, Ph.D.

Ryan Rodeman, M.A.

Rick Scavuzzo, M.S.

Austin Shaw, Ph. D.

Dale Schilling, M.A.

Adam Speas, M.A.

Seth Tonar, M.A.

Gary Underwood, M.Div.

Robert White, D.Min.

Rick Scavuzzo

Seth Toncar

Adam Speas, M.A.



## ***Akron Description***

Students who desire a bachelor's degree in Biblical Studies with a Ministry Leadership concentration can attend the Grace College Akron location. Akron desires to fuel leaders for ministry who are skilled in using the gospel in their lives and community.

## ***Program Mission and Goals***

Grace College and Seminary is an evangelical Christian community of higher education which applies biblical values in strengthening character, sharpening competence, and preparing for service. Grace College offers a biblically-anchored, affordable, and accessible Christian education to college-age students in the Akron area.

1. Grace College Akron is committed to developing a foundational biblical literacy in all our majors including a basic understanding of biblical interpretation, knowledge of the biblical cultures and world, and familiarity with basic biblical characters, events, places, dates, and themes.
2. Grace College Akron is committed to developing workers and leaders that focus specifically on unique ministry contexts through our specializations by providing a foundational understanding and the essential skills needed for serving in both the local church and global ministry.
3. Grace College Akron is committed to developing a basic knowledge of Christianity, including the essential doctrines of the Christian faith and a specific understanding of the historical and theological development of those groups and movements that inform directly our evangelical foundation here at Grace.
4. Grace College Akron is committed to developing the entire person for effective ministry, including attention to the spiritual as well as professional development of the minister through intentional personal reflection, focused applied ministry engagement, and practical discipleship development.
5. Grace College Akron is committed to developing students by leading them through the personal experience of becoming a disciple, making disciples, and leading in ministry. This is the natural progression that a spiritual leader moves through. A faithful disciple of Jesus will make disciples and will begin leading those disciples spiritually.
6. Grace College Akron is committed to the full integration of biblical information, personal gifting, ministry context, and ministry teams for the purpose of doing effective ministry in the real world. All of these factors are important and must work together in harmony for the local and global church to thrive.

## ***Program Purpose***

Grace College Akron exists to provide postsecondary education that is affordable, accessible, and anchored in the Word of God. This program serves those who would like to receive a degree in the Akron area in a face-to-face format.

Grace College Akron exists to deliver hope and opportunity through education, providing a wide range of courses that students can utilize to assist in developmental growth and life transformation.

1. Demonstrate Knowledge - Learners completing the Biblical Studies with a Ministry Leadership Concentration degree will develop a foundational biblical literacy including a basic understanding of biblical characters, events, places, dates, themes, cultures, interpretation, and the essential doctrines of the Christian faith.
2. Develop Ministry Skills - Learners completing the Biblical Studies with a Ministry Leadership Concentration degree will develop essentials skills needed for serving in both the local church and global ministry.
3. Engage in Mentoring Experiences - Learners completing the Biblical Studies with a Ministry Leadership Concentration degree will utilize practical and professional mentoring experiences to prepare for service and show compassion for others.

### ***Schedule and Delivery Format/ Technology Requirements***

The Biblical Studies with a Ministry Leadership Concentration degree contains courses offered on-site Monday through Friday. Additional online courses may be offered. All students will need regular access to a computer as classes are a hybrid of classroom, web-facilitation, and online learning. Information regarding the technology and user-skill requirements is available on the technology support page of the college's website.

### ***Admission Requirements***

Admission requirements for applicants to Grace College Akron are the same as those for applicants to Grace College, which include the student's high school transcript and ACT or SAT score (TOEFL for international students). Online applications are available on the institution's website. For additional information about admission requirements or course enrollment, please contact the staff at the Grace College School of Professional and Online Education at 888-249-0533 or email [onlineadmissions@grace.edu](mailto:onlineadmissions@grace.edu).

### ***Application Process***

To be considered for acceptance into the Biblical Studies with a Ministry Leadership Concentration program, students must submit the application form for the bachelor's degree program to Grace College (<https://www.grace.edu/academics/grace-college-seminary-akron-programs/akron-program/>). An official transcript must accompany the application form if the student intends to transfer credits from another institution.

## ***AKRON EDUCATION FACILITY***

### ***Akron Location***

Ghent Road Building  
754 Ghent Road  
Akron, OH 44333

### ***The Akron Education Team***

In general, the first point-of-contact for questions, concerns, and needs should be Pam Bucha. If this individual is unavailable or there is not satisfactory resolution, questions should then be directed to the Executive Dean.

***Pam Bucha Akron Site Coordinator***

***Akron Location***

Office Phone: (574) 372-5100 ext. 6221 or (330) 422-3150

Email: buchapt@grace.edu

***Gary Colledge, Faculty Support Specialist***

***Akron Location***

Office Phone: 330-784-5258

Email: colledg@grace.edu

***Jodi Baker - Academic Support Coordinator***

***Winona Lake Campus***

Office Phone: (574) 372-5100 ext. 6194

Email: bakerj@grace.edu

***Tim Ziebarth - Executive Dean, Grace College School of Professional and Online Education***

***Winona Lake Campus***

Office Phone: (574) 372-5100 ext. 6191

Email: tjziebarth@grace.edu

***Handbook***

Grace College Akron has a handbook that outlines its policies. This handbook is available from the Akron Site Coordinator

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Carrie Yocum, Title IX Coordinator and VP of Administration and Compliance  
Grace College and Seminary  
McClain 102  
200 Seminary Drive  
Winona Lake, IN 46590  
yocumca@grace.edu  
574-372-5100 x6491

Inquiries may also be addressed to the U.S. Department of Education's Office for Civil Rights at 400 Maryland Avenue, SW, Washington, DC 20202-1100.

### ***Community Lifestyle Pledge***

Students agree to show respect for the faith commitment that Grace practices and agree to abide by certain of the institution's community guidelines (avoidance of disrespecting others, sexual misconduct, illegal drugs, gambling, coarse or obscene language, tobacco, alcoholic beverages, and such conduct) while on campus or engaged in Grace activities. The student understands that this extends to any advocacy initiatives in which the individual might participate while a Grace student.

### ***Note about the Catalog***

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All students are expected to be familiar with the catalog(s) associated with their selected program(s) of study with the understanding that policies and procedures of their selected program(s) may change from year-to-year. The current year's catalog should, in most situations, be considered the catalog applicable to the student.

## ***Course Descriptions***

In the following courses, students will be explorers (not just observers) in the study of the Bible. The goal is to become skilled in interpretation and wise in application. Courses will focus on breadth and depth of learning, so that students are capable of dealing with both specific and global issues in the text.

## **GENERAL EDUCATION REQUIREMENTS**

### ***BIB1050 Exploring the Bible***

This course provides a survey of the biblical story in its progressive unfolding of the history of redemption within the framework of creation, fall, redemption, consummation. Attention is given to the literary, historical, cultural, and theological dimensions of Scripture as it offers a metanarrative or 'worldview-story.' Emphasis is placed on the unity of Scripture as it reaches its fullness and fulfillment in Christ, while at the same time recognizing key developments and differences between the various chapters of the biblical storyline. Three credit hours.

***BIB2010 Scripture and Interpretation***

Foundational principles of effective Bible study will be applied for personal study and small group Bible study leadership. Observational skills of the English text will be developed through hands-on activities and assignments. Hermeneutical principles will be applied to various biblical genres with the goal of equipping the learner to interpret the text based on its historical/cultural and literary context. Application of the meaning of the text for spiritual formation will be emphasized as well. Three credit hours

***BIB3300 Essential Doctrinal Themes***

This course is designed to engage the student in the essential doctrines of the Christian Faith and to help them complete the desired transference from belief to conviction in their personal faith. The purpose of this class is to examine eight areas of theology in such a manner as to allow the learner to search the Scriptures so they can begin to articulate and defend what they believe about the Christian faith. Special attention will be given to helping the student grasp the historical doctrinal commitments of Grace College and Seminary by engaging students in class discussion around those commitments. Three credit hours.

***FYE1000 First-Year Foundations***

This course will help students discover their God-given strengths, navigate through current college issues, and help the student better understand what makes a Christian liberal arts education valuable. It will also introduce students to the value off-campus involvement and introduce students to prospective departments and faculty within the institution, assisting in the selection process of choosing a major and a career. This course is designed to make students' years at Grace the best experience possible. Three credit hours.

***ECN3000 Consumer Economics***

Consumer Economics is a course designed to prepare students to understand the economic system from a Biblical perspective and how it affects individuals as consumers, producers and citizens. Students will integrate knowledge, skills and practices required for management of resources in a technologically expanding global economy. Real world topics covered will include income, money management, spending and credit, as well as saving and investing. Core skills in decision making, problem solving, critical thinking, goal setting, management of multiple roles and using technology are integrated into the course content. Three credit hours.

***PHI3010 Christianity and Critical Thinking***

This course will critically examine the beliefs and presuppositions of philosophers and philosophies over the centuries and their impact on modern Christianity and the Christian Worldview. A critical examination will begin by utilizing the lens of Scripture as the basis of truth in evaluating these beliefs. The application of that examination will be centered on the reasons for God as well as the nature of suffering and evil as learners are encouraged to formulate a biblically sound Christian Worldview. Three credit hours.

### ***COM1100 Public Speaking***

The objective of this course is to provide students with an introduction to the principles of public discourse and civic engagement. The focus will be on a practical background in recognizing, analyzing, and constructing arguments in the public sphere. Readings, class time, and assignments will focus on the skills and concepts necessary for successful application of the principles to a civic engagement project. Three credit hours, including lab.

### ***ENG1100 Effective Writing***

This course is designed to help you develop and hone the skills involved in clear and persuasive writing at the college level and beyond. While the primary focus of this course is scholarly writing, we will also explore other genres of writing important to civic life, such as the personal expressive narrative, rhetorical analysis, and opinion/editorial essay. Three credit hours.

### ***PSY1200 Essentials of Behavioral Science***

This introductory course in Behavioral Sciences provides an opportunity to learn about various behavioral science topics, concepts and real life applications. This course will survey multiple topics as they relate to relationships. Students will also be encouraged during this course to increase personal awareness of how cognitive and emotional factors influence behavior in a variety of social contexts. The focus of this course is on improving relationships in many different sectors of life. Three credit hours.

### ***HIS 1050 Current Issues in Historical Context***

This class examines the historical and political development of at least two broad topics that remain part of contemporary discussion and illustrate the way the past can help students understand current debates and conversations. The topics chosen are meant to represent areas of significant concern for understanding current issues and moral questions. The course asks the question, "How did we get here?" and provides a foundation for discussions of diversity, citizenship, Christian ethics, and cultural awareness. Topics will likely change over time. Three Credits.

### ***HUM2000 Global Perspectives***

The purpose of Global Perspectives is to encounter world cultures through literature, film, and dialogue. In this interdisciplinary course, students engage divergent outlooks from around the world, grappling with cultural differences and presuppositions. This course cultivates cultural competency,

provides a framework for understanding God's heart for the nations, and prepares students for the Cross-Cultural Field Experience. Three credit hours.

### ***HUM2100 Creative Arts and Culture***

Through a global, thematic approach, this course explores the human phenomenon of creativity. Posing the question "Why creative arts?" this course focuses on exploring how culture and creativity reflect each other within the realm of visual and performing arts. Through themes of survival, religion, the state, and self, this course examines artists' roles within cultures, the way art is made or performed, how meaning is derived, and how art is used, kept or destroyed. Required experiential activities for engaging in visual and performing arts include such things as attending museum exhibits, concerts or theatrical productions. Three credit hours.

### ***SCI2030 Faith, Science, and Reason***

Faith, Science, and Reason is designed to assist the student in (1) demonstrating the scope and magnitude of science and mathematics; (2) why we study these subjects; (3) knowing the limitations of these subjects; (4) where the Christian fits and operates within the scientific paradigm; and (5) how a Christian can incorporate their faith and reason within the scientific enterprise and how to use it as a productive platform when communicating to those of different worldviews. Three credit hours.

## **MAJOR REQUIREMENTS**

### ***BBL2010 Understanding the Old Testament***

An introduction to the Old Testament with special reference to background, historical setting, literary composition, theology and message. After successfully completing this course, the student should be able to demonstrate a knowledge of background issues which introduce one to the study of various concepts of the Old Testament, the historical milieu of each Old Testament book studied, the purpose and general content of each Old Testament book studied, the use of the Old Testament in modern ministry, and the foundation the Old Testament provides for the New Testament. Three credit hours

### ***BBL2020 Understanding the New Testament***

This course introduces the New Testament with special reference to background, historical setting, literary composition, theology, and message. After successfully completing this course, the student should be able to demonstrate a knowledge of background issues which introduce one to the study of various concepts of the New Testament, the historical milieu of each New Testament book studied, the purpose and general content of each New Testament book studied, the relationship between the New and Old Testaments, and the use of the New Testament in modern ministry. Three credit hours.

### ***BIB2310 History of Christianity***

Students will seek to discover what transpired in Christianity from the 1st century to modern times in order to understand what Christianity is in the present. They will identify the major events, personalities, and theological issues, both Western and non-Western, that shaped the development of Christianity. They will appreciate the challenges that the church faced as it matured in history, and

they will gain perspective on the challenges still facing the church today. Prerequisite: BIB1050. This is an upper level course available to juniors and seniors. It is also offered at a graduate level. Three credit hours.

***BBL3010 Defining Doctrines of the Christian Faith***

Students will identify the central affirmations of Christianity that distinguish orthodoxy from heresy, heterodoxy, liberalism, and neo-orthodoxy. Students will be able to support each defining doctrine from Scripture. The role of creeds, church councils, and doctrinal statements in defining and preserving orthodoxy will be explored. Students will appreciate the diversity within Christian orthodoxy, while the central affirmations are preserved. Prerequisite: BIB1050. Three credit hours.

***BBL3090 Spiritual Formation***

Students will explore the various dynamics that converge to produce maturity in the life of a Christian. They will seek to construct a theory of spiritual formation based on a practical knowledge of God, a realistic awareness of self, a full-orbed understanding of pertinent scriptural insights, and a historical perspective of various approaches to spirituality. They will examine the necessity of the integration of the individual pursuit of spiritual maturity with the corporate dimension. The approach of the course will include practical application along with classroom discussion and outside research. Prerequisite: BIB 2010. Three credit hours.

***MIS3220 Principles and Practice of Prayer***

Students will examine the teaching of the Scriptures on the subject of prayer with a view to discovering the absolute necessity of a vital prayer experience in the life of the man or woman of God and in the life of the Church. Urgency, consistency, and effectiveness of prayer will all be discussed as well as practical guidance for fostering these. Significant time will be spent in the practice of prayer. Three credit hours.

***BBL3140 Biblical Backgrounds***

Students will seek to understand how people thought, communicated, and lived in the ancient world during the OT, NT and Intertestamental Periods. Special emphasis will be placed on key people groups and political, cultural, theological, and literary developments that form the background to the Bible. Students will learn to use insights from geography, cultural anthropology, archaeology, sociology, philosophy, politics, literature, and history for the interpretation of Scripture in light of the history and culture of the people to whom it was addressed. Three credit hours.

***BBL4810 Senior Seminar (Leadership in Ministry)***

This course is designed to facilitate senior level students in the application of theory to ministry practice. The learner will be challenged to integrate biblical/theological knowledge gained in a variety of courses together with specialized research that pertains to specific ministry issues. Three credit hours.



***MLD 1000 Principles of Ministry Leadership***

This course designed to equip students to serve effectively as ministry leaders in a variety of faith-based nonprofit contexts. The course provides an introductory and holistic overview of principles inherent to the practice of Christian ministry leadership. Researched based theories and models, organizational design, and leadership principles will be discussed and integrated within a framework of biblical, theological, organizational, and cultural perspectives. Three credit hours

***MLD2700 Servant Leadership***

Servant Leadership (MLD 2700) is designed to guide the student into embracing a Christ-centered approach to leadership by means of serving others, focusing on these three dynamics in the life and ministry of the servant leader: conviction, character and competence. Included in the course are opportunities to learn through reading, participating in discussions, involvement in an interactive video course by the instructor, interviewing a seasoned servant leader and hands on experience in serving in a current ministry. Three credit hours.

***MLD3000 Nonprofit Financial Management***

This

course will introduce learners to the role of resource management found within nonprofit environments. Learners will interact with philanthropy, earned income strategies, governmental support, and financial management of such resources. Three credit hours.

***MLD3300 Ministry: Outreach and Care***

This

course focuses on evangelism, missions, social involvement, pastoral care, and community. This course assists the student with helping others, planning, and resources. 3 credit hours.

***MLD3400 Communication in Christian Ministry***

This

course will look into the importance of communication in leadership within Christian Ministry. Communication will be studied within the context of today's technological, strategic and ministerial developments. The course will deal with principles in "organizational communication" and "communicating in teams and networks." Focuses will be on the analysis of an organization of the student's choice and on the understanding and completion of communication needs within an organization. Three credit hours.

***ICS3650 Intercultural Ministry***

This course is an overview of intercultural missions in which students will discover the importance of cultural value systems, intercultural communication, contextualization, and cultural adaptation, and how these issues affect biblical ministry in intercultural and multicultural contexts. Future pastors, youth ministers, Christian counselors, and other Christian ministry personnel will become more effective in various intercultural situations by shaping their ministry to penetrate other cultures more deeply. Knowing how culture functions, the extent to which it shapes people, and how we are affected by our own culture keeps us from reading our cultural values into other contexts and into our interpretation of the Bible. It also guards against unknowingly imposing our cultural values on others. The course will not count toward the requirements of an undergraduate intercultural mission minor. Three credit hours.

### ***BBL3000 Theological Systems***

Students will explore the theological methods and presuppositions practiced by the diversity of theological systems. Students will seek answers to questions such as, how is presuppositional apologetics different from evidential apologetics. How is systematic theology different from biblical theology? How is dispensational theology different from covenant theology? How is reformed theology different from Armenian theology? How is progressive dispensationalism different from classic dispensationalism? Students will study the methods and presuppositions of leading theologians, from the Apostle Paul to the present. Prerequisite: BIB1050. This is an upper level course available to juniors and seniors. It is also offered at a graduate level. Three credit hours.

### ***PHI3050 Apologetics***

The purpose of this course is to provide students with an introductory survey to the defense of the Christian worldview in its contemporary postmodern context. The course will cover areas such as: the biblical and theological justification for the apologetic task; issues surrounding apologetic methodology; strategies for effective presentation and argumentation; the development of a positive case for Christianity; common objections against the Christian worldview; and a critique of prevalent ideologies and worldviews. This course will address philosophical, historical, scientific, and cultural issues surrounding the defense of Christianity in the contemporary world. Three credit hours.

### ***BIB3290 New Testament Exposition***

Foundational principles of effective Bible study will be applied for personal study and small group Bible study leadership. Observational skills of the English text of the New Testament will be developed through hands-on activities and assignments. Hermeneutical principles will be applied to various biblical genres with the goal to equip the learner to interpret the text based on its historical/cultural and literary context. Application of the meaning of the text for spiritual formation will be emphasized as well. Prerequisites: BIB1050, BIB2010, and BBL2020. Three credit hours.

### ***BIB3310 Old Testament Exposition***

Foundational principles of effective Bible study will be applied for personal study and Bible study leadership. Observational skills of the English text of the Old Testament will be developed through hands-on activities and assignments. Hermeneutical principles will be applied to various biblical genres with the goal to equip the learner to interpret the text based on its historical/cultural and literary context. Application of the meaning of the text for spiritual formation will be emphasized as well. Prerequisites: BIB1050, BIB2010, and BBL2010. Three credit hours.

### ***BIB4060 Expository Preaching and Teaching***

This course combines both theory and practice. It introduces a functional methodology of organizing and developing the elements of a sermon. It examines issues of bridging exegesis and exposition as well as the application of biblical truth and the effective delivery to listeners. Approximately one-third of the course is devoted to a lab setting where lessons and sermons are video-recorded and critiqued. Prerequisites: COM1100, BIB1050 and BIB2010. Three credit hours

### ***SOC 1100 Introduction to Sociology***

An introductory study of humans functioning in society. Basic principles of sociology will be experienced including organization, structure, strata, and problems in American society. Emphasis will be placed on observational techniques that will help to develop a spirit of active participation in the world. Three credit hours.

***MAT3200 Probability and Statistics***

This is an introductory course in probability and statistics. Topics covered include probability theorems and models, statistical techniques, and practices for applying statistical techniques in the world around us. Prerequisites: 12 credit hours; Basic Algebra. Three credit hours.

***MLD 2020 Ministry Leadership Seminar 1—Becoming a Disciple of Jesus***

This course will introduce learners to the major issues involved in becoming a disciple of Jesus. Students will interact with classroom learning as well as real life ministry experience and mentoring relationships. Students will participate in 90 hours of ministry experience during the summer seminar. It is strongly suggested but not required that the students participate in a minimum of one ministry project during this time. Some ministry projects that would be ideal include mission's trips, church camps, bible camps and other similar activities. Students will turn in their hours to their professor on a weekly basis. Students will also participate in mentoring conversations based on the topics of the class. The student will meet with an approved mentor for a total of 8 hours during the time frame of the class. Six credit hours.

***MLD 3020 Ministry Leadership Seminar 2—Making Disciples of Jesus***

*(Course design in progress)*

Students will formulate the methodology, research best practices, interview ministry personnel, and defend the thesis. Six credit hours.

***MLD 4020 Ministry Leadership Seminar 3—Leading in Ministry*** *(Course design in progress)*

Students will summarize results and make a presentation to a panel of church administration personnel who will evaluate the project on given criteria. Six credit hours.

# Grace Opportunities for Adult Learners (GOAL)

## ***Grace Opportunities for Adult Learners (GOAL)***

### ***FACULTY***

Timothy J. Ziebarth, Ed.D., Director

Melissa K Chappell, M.B.A.

Douglas Forrester, M.A., M.Div.

Lorena Freeborough, M.S.

Robert Freeborough, Ph.D.

David Hartman, M.A., M.A., Ph.D.

Abigail Hill, Ed.D.

Christin Kiesling, M.S.W.

Randy Koser, M.B.A.

Benjamin Laborde, M.B.A.

Matthew R. Metzger, M.B.A.

Timothy Minear, M.S.

Cynthia N. Sisson, M.A.

Kevin W. Vanderground, J.D.

### ***GOAL PROGRAM DESCRIPTION***

Grace College, in Winona Lake, Indiana, offers an adult degree completion program leading to a Bachelor of Science degree. Known by the acronym GOAL, this program serves those who have interrupted their higher education for work, family, or other commitments. Grace offers the faculty, courses, and academic resources to make completing a bachelor's degree a reality with convenient scheduling, current technology, and outstanding conventional classroom and online instruction.

#### ***Purpose***

The Grace Opportunities for Adult Learners (GOAL) program exists to provide adult learners the ability to complete a Grace College four-year degree while maintaining their family and career responsibilities.

#### ***Schedule***

New residential and online cohorts typically begin their programs in either August or in January. Also, based on demand, there may be a Summer start for online cohorts.

Each adult degree completion cohort will attend classes together for 16 months (four consecutive terms).

Three of the terms will consist of four courses. For residential programs, three of those four courses will meet one night per week for five weeks each. The fourth course of those terms will meet on two Saturdays.

Note: GOAL online adopts an asynchronous model of online education. Online weeks will run from Monday – Sunday.

Please view the institution's [Campus Calendar](#) for more information.

### ***Technology Requirements***

Information regarding the technology and user-skill requirements are available on the Office of Information Technology page of the institution's site.

<https://online.grace.edu/admissions/technology-requirements/>

### ***Handbook***

The GOAL Program has a handbook that outlines its policies and the unique situations encountered by adult learners. This handbook is available from the School of Professional and Online Education and is on the institution's intranet.

### ***Notice of Nondiscrimination***

Grace College and Seminary is a private, not-for-profit, faith-based exempt organization as described in Section 501 (c) 3 of the Internal Revenue code. In compliance with applicable federal and state laws, Grace College and Seminary does not discriminate on the basis of race, color, national origin, age, sex, or disability in its administration of its educational policies, admissions policies, scholarship and loan programs, and athletic and other school-administered programs and activities, or in employment.

The following person has been designated to handle inquiries regarding the Notice of Nondiscrimination:

Carrie Yocum, Title IX Coordinator and VP of Administration and Compliance  
Grace College and Seminary  
McClain 102  
1 Lancer Way  
Winona Lake, IN 46590  
[yocumca@grace.edu](mailto:yocumca@grace.edu)  
574-372-5100 x6491

Inquiries may also be addressed to the U.S. Department of Education's Office for Civil Rights at 400 Maryland Avenue, SW, Washington, DC 20202-1100.

### ***Community Lifestyle Pledge***

Students agree to show respect for the faith commitment that Grace practices and agree to abide by certain of the institution's community guidelines (avoidance of disrespecting others, sexual misconduct, illegal drugs, gambling, coarse or obscene language, tobacco, alcoholic beverages, and such conduct) while on campus or engaged in Grace activities. The student understands that this extends to any advocacy initiatives in which the individual might participate while a Grace student.

### ***HLC Criteria as Applied to the School of Professional and Online Education***

Faculty teaching in the School of Professional and Online Education should have completed a program of study in the discipline or subfield in which they teach, and/or for which they develop curricula, with the coursework at least one level above that of the courses being taught or developed/or a current teaching or administrator license in the field. The School of Professional and Online Education can

determine that a faculty member is qualified based on experience that the institution determines is equivalent to the degree it would otherwise require for a faculty position.

- Faculty teaching UNDERGRADUATE COURSES should hold a degree at least one level above that of the program in which they are teaching. Those faculty members teaching general education courses, or other non-occupational courses, hold a master's degree or higher in the discipline or subfield. If a faculty member holds a master's degree or higher in a discipline or subfield other than that in which he or she is teaching, that faculty member should have completed a minimum of 18 graduate hours in the discipline or subfield in which they teach. The School of Professional and Online Education has determined that an M.B.A. degree qualifies an instructor to teach all undergraduate business-related courses in the Weber, GOAL, as well as any other existing or new programs. An instructor with a master's degree can teach GOL 3000 Adult Learner or GOL 3010 Fundamentals of Lifelong Learning because these two courses are very introductory in nature and teach the fundamentals of learning and how to succeed in an undergraduate setting. Furthermore, the School of Professional and Online Education can determine that a faculty member is qualified based on experience that the institution determines is equivalent to the degree it would otherwise require for a faculty position. See the SPOE Process for Exceptions.
- Faculty teaching UNDERGRADUATE BIBLE/THEOLOGY-RELATED courses should hold a degree at least one level above that of the program in which they are teaching. Those faculty members teaching general education courses, or other non-occupational courses, hold a master's degree or higher in the discipline or subfield. If a faculty member holds a master's degree or higher in a discipline or subfield other than that in which he or she is teaching, that faculty member should have completed a minimum of 18 graduate hours in the discipline or subfield in which they teach. The School of Professional and Online Education has determined that an M.Div or other Bible-related degree qualifies an instructor to teach all undergraduate Bible-related courses in the Weber, GOAL, as well as other existing or new programs. Furthermore, the School of Professional and Online Education can determine that a faculty member is qualified based on experience that the institution determines is equivalent to the degree it would otherwise require for a faculty position. See the SPOE Process for Exceptions.

### ***School of Professional and Online Education Process for Exceptions***

***HLC Assumed Practice B.2 allows an institution to determine that a faculty member is qualified based on experience that the institution determines is equivalent to the degree it would otherwise require for a faculty position. This experience should be tested experience in that it includes a breadth and depth of experience outside of the classroom in real-world situations relevant to the discipline in which the faculty member would be teaching. An institution that intends to use tested experience as a basis for hiring faculty must have a well-defined policy and procedure for determining when such experience is sufficient to determine that the faculty member has the expertise necessary to teach students in that discipline.***

Deans and faculty leaders assess faculty members' qualifications. Endorsements are considered when potential instructors do not have the academic credentials required by the Higher Learning Commission. These endorsements are dependent on the relevancy of the experience both to the degree level and to the specific content of the course for which the faculty member is responsible.

These endorsements come in two forms: Endorsement by Equivalency and Endorsement by Exception. These endorsements are used when credentialing part-time instructors.

ENDORSEMENT BY EQUIVALENCY is used when it is evident that an instructor has credentials that are "equivalent to" the degree required of our faculty in that content area. This endorsement is in line with HLC guidelines that allow an individual's knowledge and expertise to be determined by his or her tested experiences outside of the classroom in real-world situations relevant to the discipline in which the faculty member would be teaching. For example, an instructor can be credentialed to teach if that instructor has a minimum of ten years of industry-specific experience. Such life experience can qualify as an equivalent to academic credentials for the purpose of teaching, based on the judgment of knowledgeable faculty in the discipline. This endorsement is used when in faculty judgment it is not necessary for an instructor to pursue further studies to teach at the college in the approved area.

ENDORSEMENT BY EXCEPTION is used when an instructor has demonstrated adequate knowledge and experience but has not met our standard for credentials. An example of such a situation would be the instructor who has a bachelor's/master's degree in a different teaching field, but has some certifications, professional affiliations, and a minimum of five years industry-specific or teaching experience.

### ***NOTE ABOUT THE CATALOG***

Each program at the institution maintains a catalog in which basic academic information related to the program's goals, expectations, admission, policies, accreditation, and other pertinent information is described. This applies to undergraduate, non-traditional (e.g., online, adult degree completion), graduate, and seminary programs.

Grace makes every attempt to provide information that, at the time of publication, most accurately describes the policies, procedures, and requirements of the institution and its individual programs.

The provisions of the academic catalogs are, therefore, to be considered a guide and not to be regarded as a contract between any student and the institution. Course content and institutional policies governing admissions, tuition, and campus life are under constant review and revision.

Grace reserves the right to change any statement contained within the catalog at any time and without prior notice including academic provisions, policies, or requirements (e.g., modifications to classes, fees, personnel, academic policies, and programs) and the right to withdraw or amend the content of any courses described in the catalogs as may be required or desirable by circumstances. Grace will, however, make every attempt to give students reasonable prior notice to changes in policies and other catalog content when possible and rarely implements policy changes during an academic year.

Courses of study for non-traditional, graduate, and seminary programs and check sheets for undergraduate students may undergo revisions; however, these are typically implemented in the fall of the new academic year.

All students are expected to be familiar with the catalog(s) associated with their selected program(s) of study with the understanding that policies and procedures of their selected program(s) may



change from year-to-year. The current year's catalog should, in most situations, be considered the catalog applicable to the student.

In some programs, students are asked to acknowledge in writing their receipt of the program's catalog. Changes to an academic catalog that are necessary following the start of the fall semester will be noted as an addendum to the original catalog.

Archived catalogs are maintained on the institution's Web site.

It is each student's responsibility to schedule regular meetings with his or her academic advisor and to be knowledgeable about institutional requirements, academic regulations, and calendar deadlines specified in the catalogs and academic program publications. Students should read the catalog carefully and consult with an advisor to determine how these policies relate to their individual circumstances.

## **GOAL PROGRAM ADMISSION AND COMPLETION**

### **Admission Requirements**

1. Adult Degree Completion Application and essay.
2. All transcripts of previous college coursework.
3. If applicable, a portfolio detailing experiential learning.\*

\*Experiential Learning is not required, but is one way to obtain the necessary credits to gain acceptance to and/or finish your degree. For more information on how to produce an acceptable portfolio, please email [goal@grace.edu](mailto:goal@grace.edu).

### **Application Expiration Date**

Applications will expire one year from the date the application was received for admission. If applicants do not enroll in the program within that time period, they will be required to complete a new application.

### **Grading Procedures**

For information about grading policies and procedures, please view the institution's [Academic Policy Manual](#).

### **Locations**

Residential Degree: B.S. Management, B.S. Quality Management: Winona Lake

Online Degrees: B.S. Management, B.S. Human Services, B.S. Business Administration, B.S. Quality Management

### **CONTACT**

For additional information about the GOAL programs, admission requirements, or course enrollment and completion, please contact:

#### **Residential programs:**

School of Professional and Online Education  
1 Lancer Way  
200 Seminary Drive  
Winona Lake, IN 46590

Toll free: 877.607.0012

Email: [goal@grace.edu](mailto:goal@grace.edu)

#### **Online programs:**

School of Professional and Online Education

Grace College  
1 Lancer Way  
Winona Lake, IN 46590  
Toll free: 888.249.0533

Email: [onlineadmissions@grace.edu](mailto:onlineadmissions@grace.edu)  
<http://online.grace.edu/>

## ***DEGREE REQUIREMENTS***

Building upon previous college credit and learning experiences equivalent to about two years of college, the GOAL Bachelor of Science degree (degree completion) can be completed in 16 months when these requirements are met:

1. As few as 60 prior college credit hours (some life and career experiences may be substituted for credit hours), or
2. Minimum 2.0 GPA
3. Complete 45 credits in one of the following Grace College GOAL programs:
  - a. Business Administration (Online)
  - b. Human Services (Online)
  - c. Management (Residential or Online) (Hiatus)
  - d. Quality Management (Residential or Online) (Hiatus)
4. Complete a total of 120 credit hours.

**Note:** Typically, the combination of transfer credits (60) and Grace College credits (45) provide 105-108 of the required 120 credits necessary for graduation. To complete the remaining credits, students may:

- a. Transfer in the additional credit hours needed OR
- b. Take additional hours at Grace College OR
- c. Earn (up to 24) credits for experiential learning OR
- d. Earn credits through CLEP or D.S.S.T. examinations.

Students should contact the School of Professional and Online Education for further details about transfer credits, CLEP exams, and experiential learning credits. Life credits are awarded based on Council for Adult and Experiential Learning (CAEL) guidelines.

## ***MAJORS***

- a. Business Administration (Online)
- b. Human Services (Online)
- c. Management (Residential or Online) (Hiatus)
- d. Quality Management (Residential or Online) (Hiatus)

## ***Major Goals and Assessment***

Those learners who complete the core of the GOAL program at Grace College will be assessed in three domains:

1. Understanding Self – A graduate of the GOAL core will evaluate personality and leadership styles in order to assess one's personality and leadership roles in the workplace.

2. Understanding People – A graduate of the GOAL program will analyze, incorporate, and utilize all the information obtained to produce various projects in their individual environment that involves and utilizes personnel effectively to complete that project.
3. Understanding the Discipline – A graduate of the GOAL program will interpret and apply relevant content from the field of study. Specific goals for each major are listed below.

a. A graduate of the GOAL Business Administration core will construct a multi-dimensional understanding of the managerial, financial, and relational aspects of a business and evaluate current trends.

b. A graduate of the GOAL Management core will produce a paper and presentation that demonstrate a clear knowledge of planning, organizing, leading, controlling in the development of a management project that reflects a value-oriented ethical integrity.

c. A graduate of the GOAL Quality Management core will understand how to integrate the core concepts of quality management including systems thinking, statistical analysis, product design and development, post-market surveillance, and vendor management.

d. A graduate of the GOAL Human Services core will demonstrate, articulate, and produce the appropriate care for the human condition by assessing and proposing improvements to and remediation for current issues affecting individuals in society.

## ***CURRICULUM***

The following courses are required for all the GOAL majors:

GOL 3000 Adult Learner (residential) or GOL 3010 Fundamentals of Lifelong Learning (online)  
GOL 3100 Business Writing in the New Millennium  
GOL 3200 Expanded Conversation: Public Speaking in the Workplace  
GOL 3300 Gifts Differing: Diversity and Teamwork in the Workplace  
GOL 4700 Senior Seminar

### Business Administration (Online)

Understanding Business Administration - A learner completing the GOAL Business Administration core will construct a multi-dimensional understanding of the managerial, financial, and relational aspects of a business and evaluate current trends.

Additional course requirements for the B.S. in Business Administration:

GOL 3150 Creating a Competitive Edge  
GOL 3450 Marketing in the Technological Age  
GOL 3750 Effective Financial Decision-Making  
GOL 4000 Interpreting Basic Statistics  
GOL 4300 The Dynamic Organization  
GOL 4050 The Global Environment  
GOL 4350 Strategic Enterprise  
GOL 4600 Applied Research  
GOL 4650 Personal Resource Management  
GOL 4400 Operations Management

Human Services (Online)

Understanding Human Services - A learner completing the GOAL Human Services core will demonstrate and articulate the appropriate care for the human condition by assessing and proposing improvements to and remediation for current issues affecting individuals in society.

Additional course requirements for the B.S. in Human Services:

- GOL 3220 Systems of Social Welfare
- GOL 3470 Delivery of Human Services: Theory and Practice
- GOL 3520 Human Growth and Development
- GOL 4020 Case Management
- GOL 4000 Interpreting Basic Statistics
- GOL 4600 Applied Research
- GOL 4380 Global Perspectives
- GOL 4420 Intervention Strategies and Technique
- GOL 4620 Legal, Professional, and Ethical Issues in Human Services
- GOL 4520 Interpersonal Communication and Interviewing Skills

Management (Online)

Understanding Management – A learner completing the GOAL Management core will, in their senior seminar, produce a paper and presentation that demonstrates a clear knowledge of planning, organizing, leading, and controlling in the development of a management project that reflects a value oriented ethical integrity.

Additional course requirements for the online B.S. in Management:

- GOL 3400 Principles of Management
- GOL 3600 The Human Factor
- GOL 3500 Business Law
- GOL 4300 The Dynamic Organization
- GOL 4000 Interpreting Basic Statistics
- GOL 4150 Managerial Economics
- GOL 4200 Fundamentals of Finance
- GOL 4500 Information Technology Management
- GOL 4400 Operations Management

Management (Residential)

Understanding Management – A learner completing the GOAL Management core will, in their senior seminar, produce a paper and presentation that demonstrates a clear knowledge of planning, organizing, leading, and controlling in the development of a management project that reflects a value oriented ethical integrity.

Additional course requirements for the residential B.S. in Management:

- GOL 3400 Principles of Management
- GOL 3500 Business Law
- GOL 4300 The Dynamic Organization
- GOL 4150 Managerial Economics (elective)
- GOL 3600 The Human Factor
- GOL 4200 Fundamentals of Finance

GOL 4600 Applied Research  
GOL 4660 Business Intelligence  
GOL 3150 Creating a Competitive Edge  
GOL 4100 Ethical Change Agents  
GOL 4400 Operations Management  
GOL 4800 Spiritual and Leadership Development

Quality Management - (Online)

Understanding Quality Management (QM) – A learner completing the GOAL QM core will understand how to apply the core concepts of quality management to the medical device industry including systems thinking, statistical analysis, product design and development, post-market surveillance, and vendor management. The QM program is designed to support those who desire additional career development and those who wish to enter the medical device industry.

Additional course requirements for the B.S. in Quality Management:

QMD 3000 Quality Systems  
QMD 3100 Post Market Surveillance  
QMD 3200 Design Control and Assurance  
QMD 3300 Manufacturing Quality and Supply Chain Management  
QMD 3400 Survey in Statistics  
GOL 4150 Managerial Economics  
GOL 4500 Information Technology Management  
GOL 4200 Fundamentals of Finance  
GOL 4300 The Dynamic Organization  
GOL 4400 Operations Management

Quality Management - (Residential)

Understanding Quality Management (QM) – A learner completing the GOAL QM core will understand how to apply the core concepts of quality management to the medical device industry including systems thinking, statistical analysis, product design and development, post-market surveillance, and vendor management. The QM program is designed to support those who desire additional career development and those who wish to enter the medical device industry.

Additional course requirements for the B.S. in Quality Management:

QMD 3000 Quality Systems  
QMD 3100 Post Market Surveillance  
QMD 3200 Design Control and Assurance  
QMD 3300 Manufacturing Quality and Supply Chain Management  
QMD 3400 Survey in Statistics

***For this residential degree, students must complete 30 additional credit hours from the GOAL curriculum. For scheduling or more information, please contact the School of Professional and Online Education at 888.249.0533 or [goal@grace.edu](mailto:goal@grace.edu).***

## **ONLINE COURSES**

Some individual undergraduate courses at the institution are offered in an online format and most courses in the college and seminary use a learning management system to facilitate course delivery. Courses offered online are identified as such on the schedule published by the Registrar's Office.

## **COURSES**

### ***GOL 3000 Adult Learner***

In this course, students will examine adult developmental stages including physical, cognitive, personality, social, and moral development. This course will provide orientation activities for adult learners to adjust to the college environment, facilities, and technology. Experiential learning portfolio instruction is also provided, if applicable. Three hours.

### ***GOL 3010 Fundamentals of Lifelong Learning***

In this course, students will examine adult developmental stages including physical, cognitive, personality, social, and moral development. Three hours.

### ***GOL 3100 Business Writing in the New Millennium***

Students will build a writing portfolio for diverse audiences and purposes. A writing rubric will ensure strong ideas, logical organization, conversational voice, clear words, smooth sentences, correct copy, and a reader-friendly design. Computer tools will be used to create and enhance written messages that meet the needs of today's fast-paced business environment. Three hours.

### ***GOL 3150 Creating a Competitive Edge***

This course will take an in-depth view of "personal brand", requiring students to explore and define what unique characteristics give them an advantage in the marketplace. Students will gain an understanding of their personal brand and competitive advantage, through biblical and modern contexts, in order to fine-tune them accordingly. Other topics covered are online/social media presence and the "brand" of Jesus. Three hours.

### ***GOL 3200 Expanded Conversation: Public Speaking in the Workplace***

In this course, students will learn to analyze, construct, and deliver a variety of presentations required in the modern workplace. Emphasis will be on practicality and individual growth. Three hours.

### ***GOL 3220 Systems of Social Welfare***

This course provides an overview of the historical, economic, ideological and political foundations of social welfare programs and services. Course content provides a fundamental understanding of the processes involved in defining social problems, policy making structures and procedures, and current social welfare programs and systems within the United States. Three hours.

### ***GOL 3300 Gifts Differing: Diversity and Teamwork in the Workplace***

Students will gain experience with and knowledge of concepts related to diversity in the workplace. Special emphasis is placed on understanding personality preferences. Group dynamics such as power,

perception, motivation, leadership, and decision-making are analyzed through readings, written assignments, and class discussion. Three hours.

***GOL 3400 Principles of Management***

This course will survey the role of managers in organization: planning, organizing, leading, and controlling. We will explore leadership styles and techniques, preparing students to solve problems and apply effective decision-making processes in their environments. Three hours.

***GOL 3450 Marketing in a Technological Age***

This course is designed to equip students to use social media, blogs, news releases, online video, and viral marketing to reach customers. The course includes an overview of how the web has changed the rules of marketing and PR, the various media presently available for marketing use, and the "how-to" information to put contemporary marketing models to work in an organization. Students will complete a marketing action plan for an organization of their choice to ensure relevance and provide a practical application to marketing theory. Three hours.

***GOL 3500 Business Law***

Students study the basic legal principles which control modern business transactions. Additionally, the course deals with such topics as contracts, agencies, employment, negotiable instruments, property, sales, and business relations with government. Three hours.

***GOL 3520 Human Growth and Development***

This course explores the stages of human life, from prenatal development to infancy, childhood, adolescence, and adulthood. The life stages are examined from the biological, psychological and social perspectives with focus on the implications for the delivery of professional human services. This study will include an overview of the major human developmental theories describing the lifespan from birth to old age and death. Related topics will include genetics, cognitive and brain development, early life experiences and attachment, personality development, gender role, social and moral development, and aging. Research in development and developmental psychology will also be introduced. Three hours.

***GOL 3600 The Human Factor***

Students will be exposed to major theories of human resource management and contemporary trends in recruiting, training, motivating, and retaining a productive workforce. The legal, psychological, social, and economic issues related to managing people will also be addressed. Three hours.

***GOL 3750 Effective Financial Decision-Making***

This course introduces principles and practices used in making wise and effective financial decisions. Topics studied in the course include reading financial statements, diagnosing a business's financial strengths and weaknesses, evaluating cash flow amount, variability and riskiness, determining levels of risk and rates of return of business investments, and considering the effects of the use of debt in enhancing shareholder returns. Three hours.

***GOL 4000 Interpreting Basic Statistics***

Students will learn how to interpret basic statistics to aid in the decision-making process. Examples from research studies will be employed to help the student comprehend how various statistics can be used to make decisions about real life problems in the workplace. Three hours.

***GOL 4020 Case Management***

This course will introduce the student to case management as a service delivery model in the practice of professional human services. Models of case management and the various roles of the human services professional will be explored. Intake assessment, service plan development, and record documentation will be examined, along with legal and ethical guidelines and considerations in working with diverse client populations. Three hours.

***GOL 4050 The Global Environment***

The ubiquitous impact of globalization necessitates an awareness of the global environment. This survey course introduces characteristics of the global environment and strategies by which interact in a more complex context. Areas reviewed include perspectives on globalization, cross-cultural competencies, the role and impact of multi-national corporations, cross cultural factors, and case studies associated with global leadership, and global strategies. Three hours.

***GOL 4100 Ethical Change Agents***

Students will develop ethical awareness, accountability, and considerations to ethics in the working world including small group analysis of selected rules and cases. Three hours.

***GOL 4150 Managerial Economics***

Managerial Economics is a course designed to prepare students to understand the economic system and its effect on individuals as consumers, producers and citizens. Students learn these key economic principles: central vs. de-central government, inflation vs. deflation, saving vs. spending, Austrian Economics vs. Keynesian Economics. Students also learn the relationship of the government's budget to their personal budget and create a personal, budget plan. All topics are presented in an engaging, organic, easy to understand format. Three hours.

***GOL 4200 Fundamentals of Finance***

This course is an introductory survey analyzing the three fundamental forms of financial statements: Balance Sheet, Income Statement, and Cash Flow Statement. Interpretive skill set development will focus on strategic planning, assessing risk, and applying effective budgeting controls. Three hours.

***GOL 4300 The Dynamic Organization***

The study of organizational development explores how companies must adapt to ever-changing internal and external environments in order to thrive in today's economy. Change strategies and intervention processes will be studied so students can apply practical solutions to various organizational challenges in case histories and in their own workplaces. Leadership and teamwork will be explored in the context of organizational development. Three hours.

***GOL 4350 Strategic Enterprise***

This course will take us into a company boardroom. We will look together on how a company can move with a purpose together to achieve a desired outcome; that is Strategic Enterprise! During these five weeks we will deep dive from the initial boardroom desires to implementation by the organization. How does a business or company compete in the marketplace with or without a strategic plan? We will look at various aspects of a strategic planning as it relates to mission, vision, communication plan, desired outcomes, business competitive advantages, people impact, to name a few. We will look at public companies, discuss our own experience, and for our capstone project, pull together a full Strategic Plan together in a presentation format. So, put your thinking caps on, grab a chair in the boardroom, and let's dig in! Three hours.



***GOL 4380 Global Perspectives***

In this course, students engage divergent outlooks from around the world, grappling with cultural differences and presuppositions. Defining literary works, films and guest speakers from different continents set the stage for literary and cultural discussions. This course will also provide a framework for understanding God's heart for the nations. Three hours.

***GOL 4400 Operations Management***

Students will learn how to use mathematics, statistics, and various computer packages to solve common business problems. Three hours.

***GOL 4420 Intervention Strategies and Technique***

Students will learn the fundamentals of identifying problems of clients and formulating creative solutions by networking with available resources, becoming a liaison with the community, and utilizing secular and faith-based organizations to assist with emotional, financial, social and spiritual needs. There will be an emphasis on understanding the philosophical/biblical foundation of human service helping and on practically applying these principles in creating change strategies. Three hours.

***GOL 4500 Information Technology Management***

This course will primarily focus on understanding and utilizing information technology and information systems within the organization from a managerial perspective. Three hours.

***GOL 4520 Interpersonal Communication and Interviewing Skills***

This course provides knowledge of theory and practice in interpersonal communication, which is vital to interpersonal experience within multiple contexts, both personal and professional. Course content will focus on skills related to verbal and nonverbal communication important for establishing positive rapport, understanding and applying one's own style of relating, resolving conflict, and assisting clients in clarifying goals and desired outcomes. It will also include appraisal of current cultural factors on interpersonal communication.

***GOL 4600 Applied Research***

This course introduces the student to specific research terminology and research fundamentals such as design, samplings, surveys, experiments, focus groups, and other qualitative & quantitative approaches, culminating in a student research project. Three hours.

***GOL 4620 Legal, Professional, and Ethical Issues in Human Services***

This course will provide an overview of major ethical and legal issues in the delivery of human services. The roles, functions, and legal and ethical responsibilities of the human service worker will also be investigated. The course will help students reflect on their own personal and professional values and how those impact their practice. Students will be able to analyze and develop a framework, which will serve as a foundation in addressing legal and ethical dilemmas in their practice in human services. Three hours.

***GOL 4650 Personal Resource Management***

This course is designed to equip students to explore the fundamentals of stewarding the resources God has given, specifically time, talent, and treasure. The course includes an overview of budgeting, saving, investing, healthcare/insurance, staying out of debt, and what the Bible says about these topics. Students will complete a personal action plan for how they will most effectively steward their time, talents and treasure. Three hours.

***GOL 4660 Business Intelligence***

Students will learn how technology and data help drive modern business and assist in decision making. This course will consist of a history and an overview of modern business intelligence practices along with exercises to demonstrate the practical applications of business intelligence. Three hours.

***GOL 4700 Senior Seminar***

This culmination experience will enable students to select individualized activities that demonstrate their practical managerial skills in the workplace. Three hours.

***GOL 4800 Spiritual and Leadership Development***

This course focuses upon servant leadership, equipping and empowering others for leadership, and leading as a change agent. Though the leadership principles in this course are based upon Scripture, they are all applicable to a variety of contexts in the workplace. Three hours.

***GOL 4900 Applied Management***

Students may earn credit through practicum /intern activities in which they demonstrate their ability to utilize the principles of management learned in the GOAL Program. One to nine hours.

***QMD 3000 Quality Systems***

Students will receive a comprehensive overview to quality management in general, with specific applications made to the medical device industry. Case histories and in-class exercises will help demonstrate these critically important concepts. Students will also be introduced to key regulations that guide quality management efforts. Three hours.

***QMD 3100 Post Market Surveillance***

Once a device is released to the market, some of the most challenging quality management work is required. Students will be exposed to situations that require close monitoring and ongoing communication with manufacturing partners, physicians, patients, and regulating bodies so that issues can be resolved effectively. Three hours.

***QMD 3200 Design Control and Assurance***

This course provides individuals working within industry, or who may wish to understand the Quality Design Controls employed in the development of product(s), with a basic view of the global regulatory landscape, harmonization of said efforts and the central importance of a highly functional and effective Quality System. The course will explore the regulatory efforts within industry. The course will include insights to organizational structure, responsibilities, processes, and resources associated with the Quality Design Control effort. Three hours.

***QMD 3300 Manufacturing Quality and Supply Chain Management***

Quality management must extend to external partners including vendors, suppliers, and contract manufacturers. This course explores those critically important external relationships and the safeguards that must be in place for maintaining the highest levels of quality across the entire supply chain. Three hours.

***QMD 3400 Survey in Statistics***

Statistical information is used extensively in quality management and students will be exposed to the

core concepts, formulas, and applications used in statistical analysis. Software tools will be explored and students will have an opportunity to apply conceptual information to real-world medical device scenarios. Three hours.

# Master of Science in Athletic Administration

# ***Master of Science in Athletic Administration***

**Darrell L. Johnson, Ed.D.**, Program Director

## ***PROGRAM DISTINCTIVES***

Grace College is pleased to partner with the National Interscholastic Athletic Administrators Association (NIAAA) and the Canadian Interscholastic Athletic Administrators Association (CIAAA) to provide a master's degree in Athletic Administration that is convenient, practical and affordable for their members. The NIAAA and the CIAAA strive to develop current and future athletic administrators who can lead wholesome, value-added athletic programs. Grace College joins with the NIAAA and CIAAA to utilize the content of their Leadership Training Courses (LTCs) as part of its graduate offerings for athletic administrators. This master's degree will a) extend the content of the LTC modules through higher-level thinking and learning activities, and b) enable athletic administrators to receive degree credit for their mastery of the content and their application of that learning in practical ways through their current employment.

### ***Purpose***

Grace College is partnering with the NIAAA and the CIAAA to provide an outstanding Master of Science in Athletic Administration degree program incorporating the courses from both associations at a reasonable cost to the student.

### ***Goals***

- To provide education for professional athletic administrators to enhance the daily operations of athletics departments and deliver athletic programs that best serve students, schools, and communities,
- To prepare responsible athletic administrators to consider all aspects of liability related to athletic performance and maintain a strategic plan for managing risk and maintaining safety, equity, and integrity in the context of interscholastic athletic programs,
- To assist athletic administrators in securing, maintaining and managing safe, resilient and attractive indoor and outdoor athletic facilities and equipment that is readily available to students for athletic preparation and interscholastic competitive events, and
- To partner with the NIAAA and CIAAA to provide a Master's program that recognizes and incorporates their courses and provides a value added dimension at a very reasonable cost to the practicing athletic director as well as convenience.

### ***Schedule***

The MSAA program is an open enrollment program with all courses offered each semester and summer session.

### ***Delivery Formats***

The MSAA is an online program. The School of Professional and Online Education can provide further details about the program.

Information regarding the technology and user-skill requirements for the online MSAA program is available on the Office of Information Technology page of the institution's Web site.

## ***MSAA Program Admission and Completion Requirements***

### ***Admission Requirements***

1. A completed baccalaureate degree.
2. A minimum undergraduate GPA of 2.75.
3. Submit one personal reference letter.
4. Submit completed MSAA Application, official transcripts of all previous academic coursework, current resume.
5. Be a member of the NIAAA or the CIAAA
6. Have completed at least two LTCs
7. Be actively involved in an interscholastic athletic program

### ***Application Expiration Date***

Applications will expire one year from the date the application was received for admission. If applicants do not enroll in the program within that time period, they will be required to complete a new application.

### ***Degree Requirements***

1. Each course is 3 credit hours, resulting in 36 hours for the program.
2. A maximum of 3 credit hours may be transferred into the program from graduate programs at other institutions. For transfer credit to be granted, the course or courses must be substantially equivalent to a course or courses in the Grace College MSAA program.

### ***Tuition Costs and Refunds***

Use links for [Tuition & Costs](#) and [Refund Schedule](#)

### ***Grading Procedures***

For information about grading policies and procedures, please view the institution's [Academic Policy Manual](#).

### ***Notice of Nondiscrimination***

Grace College and Seminary is a private, not-for-profit, faith-based exempt organization as described in Section 501 (c) 3 of the Internal Revenue code. In compliance with applicable federal and state laws, Grace College and Seminary does not discriminate on the basis of race, color, national origin, age, sex, or disability in its administration of its educational policies, admissions policies, scholarship and loan programs, and athletic and other school-administered programs and activities, or in employment.

The following person has been designated to handle inquiries regarding the Notice of Nondiscrimination:

Carrie Yocum, Title IX Coordinator and VP of Administration and Compliance  
Grace College and Seminary

McClain 102  
1 Lancer Way  
Winona Lake, IN 46590  
[yocumca@grace.edu](mailto:yocumca@grace.edu)  
574-372-5100 x6491

Inquiries may also be addressed to the U.S. Department of Education's Office for Civil Rights at 400 Maryland Avenue, SW, Washington, DC 20202-1100.

### ***Community Lifestyle Pledge***

Students agree to show respect for the faith commitment that Grace practices and agree to abide by certain of the institution's community guidelines (avoidance of disrespecting others, sexual misconduct, illegal drugs, gambling, coarse or obscene language, tobacco, alcoholic beverages, and such conduct) while on campus or engaged in Grace activities. The student understands that this extends to any advocacy initiatives in which the individual might participate while a Grace student.

### ***Classification of Graduate Students***

**Full-time Students:** Full-time students are those enrolled in a degree, diploma, or certificate program for at least 6 semester hours of credit during a regular semester.

**Part-time Students:** Part-time students are those enrolled in a degree, diploma, or certificate program for at least 3 hours of credit during a regular semester.

**Auditors:** Students who desire to hear the lectures in a course without undertaking the coursework for credit may be admitted as auditors to selected courses by making proper application with the Online Admissions Office. Though no credits or grade points are involved, auditors are required to pay the appropriate fees and to meet class attendance requirements. Those who do not meet attendance requirements will receive the "grade" of "W," whether or not they have officially withdrawn.

Auditing is not permitted for some courses. (This policy is at the discretion of the department or professor involved.) For some courses, auditing is permitted only if the student completes the course assignments as specified by the professor. An auditor may enroll for only one semester as a "full-time" auditor.

### ***HLC Criteria as Applied to the School of Professional and Online Education***

Faculty teaching in the School of Professional and Online Education should have completed a program of study in the discipline or subfield in which they teach, and/or for which they develop curricula, with the coursework at least one level above that of the courses being taught or developed/or a current teaching or administrator license in the field. The School of Professional and Online Education can determine that a faculty member is qualified based on experience that the institution determines is equivalent to the degree it would otherwise require for a faculty position.

Faculty teaching in the School of Professional and Online Education GRADUATE programs should hold a terminal degree in the program in which they are teaching. If a faculty member holds a master's degree or higher in a discipline or subfield other than that in which he or she is teaching, that faculty member should have completed a minimum of 18 graduate hours in the discipline or subfield in which they teach. See the SPOE Process for Exceptions.

***School of Professional and Online Education Process for Exceptions***

***HLC Assumed Practice B.2 allows an institution to determine that a faculty member is qualified based on experience that the institution determines is equivalent to the degree it would otherwise require for a faculty position. This experience should be tested experience in that it includes a breadth and depth of experience outside of the classroom in real-world situations relevant to the discipline in which the faculty member would be teaching. An institution that intends to use tested experience as a basis for hiring faculty must have a well-defined policy and procedure for determining when such experience is sufficient to determine that the faculty member has the expertise necessary to teach students in that discipline.***

Deans and faculty leaders assess faculty members' qualifications. Endorsements are considered when potential instructors do not have the academic credentials required by the Higher Learning Commission. These endorsements are dependent on the relevancy of the experience both to the degree level and to the specific content of the course for which the faculty member is responsible. These endorsements come in two forms: Endorsement by Equivalency and Endorsement by Exception. These endorsements are used when credentialing part-time instructors.

ENDORSEMENT BY EQUIVALENCY is used when it is evident that an instructor has credentials that are "equivalent to" the degree required of our faculty in that content area. This endorsement is in line with HLC guidelines that allow an individual's knowledge and expertise to be determined by his or her tested experiences outside of the classroom in real-world situations relevant to the discipline in which the faculty member would be teaching. For example, an instructor can be credentialed to teach if that instructor has a minimum of ten years of industry-specific experience. Such life experience can qualify as an equivalent to academic credentials for the purpose of teaching, based on the judgment of knowledgeable faculty in the discipline. This endorsement is used when in faculty judgment it is not necessary for an instructor to pursue further studies to teach at the college in the approved area.

ENDORSEMENT BY EXCEPTION is used when an instructor has demonstrated adequate knowledge and experience but has not met our standard for credentials. An example of such a situation would be the instructor who has a bachelor's/master's degree in a different teaching field, but has some certifications, professional affiliations, and a minimum of five years' industry-specific or teaching experience.

***Note about the Catalog***

Each program at the institution maintains a catalog in which basic academic information related to the program's goals, expectations, admission, policies, accreditation, and other pertinent information is described. This applies to undergraduate, non-traditional (e.g., online, adult degree completion), graduate, and seminary programs.

Grace makes every attempt to provide information that, at the time of publication, most accurately describes the policies, procedures, and requirements of the institution and its individual programs.

The provisions of the academic catalogs are, therefore, to be considered a guide and not to be regarded as a contract between any student and the institution. Course content and institutional policies governing admissions, tuition, and campus life are under constant review and revision.



Grace reserves the right to change any statement contained within the catalog at any time and without prior notice including academic provisions, policies, or requirements (e.g., modifications to classes, fees, personnel, academic policies, and programs) and the right to withdraw or amend the content of any courses described in the catalogs as may be required or desirable by circumstances. Grace will, however, make every attempt to give students reasonable prior notice to changes in policies and other catalog content when possible and rarely implements policy changes during an academic year.

Courses of study for non-traditional, graduate, and seminary programs and check sheets for undergraduate students may undergo revisions; however, these are typically implemented in the fall of the new academic year.

All students are expected to be familiar with the catalog(s) associated with their selected program(s) of study with the understanding that policies and procedures of their selected program(s) may change from year-to-year. The current year's catalog should, in most situations, be considered the catalog applicable to the student.

In some programs, students are asked to acknowledge in writing their receipt of the program's catalog.

Changes to an academic catalog that are necessary following the start of the fall semester will be noted as an addendum to the original catalog.

Archived catalogs are maintained on the institution's Web site.

It is each student's responsibility to schedule regular meetings with his or her academic advisor and to be knowledgeable about institutional requirements, academic regulations, and calendar deadlines specified in the catalogs and academic program publications. Students should read the catalog carefully and consult with an advisor to determine how these policies relate to their individual circumstances.

## **Contact**

For additional information about admission requirements or course enrollment and completion, please contact the School of Professional and Online Education, Grace College 1 Lancer Way, Winona Lake, IN 46590 (telephone: 888.249.0533.0012) or email [onlineadmissions@grace.edu](mailto:onlineadmissions@grace.edu). For more information, visit: [Grace MS Athletic Administration](#)

## **COURSES**

### **Grace College Courses**

### **NIAAA/CIAAA LT Courses**

### **Grace College Requirement**

AAD 6010 Foundations of Athletic Admin	LTC 501, 502, 608	Project
AAD 6020 Risk Management & Ethical Issues	LTC 504, 506, 508	Project
AAD 6030 Athletic Finance & Marketing Mgmt.	LTC 511, 611, 618	Project
AAD 6035 Athletic Program Assessment	LTC 707, 719	Project
AAD 6040 Team Cohesion and Character Dev	LTC 720, 721	Project
AAD 6050 Facility Planning & Management	LTC 615, 616, 619	Project

AAD 6060 Facility & Event Management	LTC 621, 622, 707	Project
AAD 6070 Athletic Organization & Admin	LTC 625, 630, 700, 701, 719	Project
AAD 6080 Sport Med & Strength Training Prog	LTC 617, 620, 627	Project
AAD 6090 Educational Athletics	LTC 703, 705, 720, 721	Project
AAD 6100 Athletic Decision-Making	LTC 709, 714, 719, 799	Project
AAD 6110 Current Issues & Trends	LTC 710A, 710B, 723	Project
AAD 6120 Practical Application	Work Experience	Project
AAD 6130 Capstone	Work Experience	Project

## ***COURSE DESCRIPTIONS***

### ***AAD 6010 Foundations of Athletic Administration***

This course will present a philosophy of the leadership and organization of interscholastic athletic programs, principles, strategies and methods of athletic administration, frameworks to identify and unify the athletic community through character-based standards, and best practices in fundraising, marketing, and promotion of athletic programs and events. Three hours.

***Incorporates NIAAA LT Courses: LTC 501, 502, 608***

### ***AAD 6020 Risk Management and Ethical Issues***

This course will guide students in utilizing institutional and established legal guidelines to consider all aspects of liability related to athletic performance, and creating and maintaining a strategic plan for managing risk and maintaining safety, equity, and integrity in the context of interscholastic athletic programs. Three hours.

***Incorporates NIAAA LT Courses: LTC 504, 506, 508***

### ***AAD 6030 Athletic Finance and Marketing Management***

This course will assist students in understanding athletic finance and budgeting. It will also guide students in the development of an athletic marketing plan. Three hours.

***Incorporates NIAAA LT Courses: 511, 611, 618***

### ***AAD 6035 Athletic Program Assessment and Enhanced Leadership***

This course has two main objectives-to assist the student in developing and implementing a program assessment for an interscholastic athletic program including policies related to program assessment, procedures for implementing program assessment, and forms to support program assessment, and to review and discuss various concepts related to enhanced leadership. Three hours.

***Incorporates NIAAA LTC Courses 707, 719***

### ***AAD 6040 Team Cohesion and Athletic Character Development***

This course has two main objectives-to review and discuss the various ways to build a cohesive athletic team, and to develop successful strategies to build character within the student-athletes. Three hours.

***Incorporates NIAAA Courses 720, 721***

### ***AAD 6050 Facility Planning and Management***

This course will guide students in the development of an athletic facility master plan. Further, it assists students in understanding the role the athletic director plays in management of the athletic physical

plant. Three hours.

***Incorporates NIAAA LT Courses: LTC 615, 616, 619***

### ***AAD 6060 Facility and Event Management***

This course presents opportunities for students to analyze best practices and challenges to securing, maintaining, and managing safe, resilient, and attractive indoor and outdoor athletic facilities and equipment that is readily available to students for athletic preparation and interscholastic competitive events. Three hours.

***Incorporates NIAAA LT Courses: LTC 621, 622, 707***

### ***AAD 6070 Athletic Organization and Administration***

This course will assist the athletic leader in developing an athletic operational manual. Further, this course will guide the athletic leader through the organizational and administrative policies and procedures of a typical interscholastic athletic department. Three hours.

***Incorporates NIAAA LTC Courses: LTC 625, 630, 700, 701, 719***

### ***AAD 6080 Sport Medicine and Strength Training Administration***

This course outlines the policies and procedures in operating and administering sport medicine and strength training programs. Further, the course will guide the athletic leader through the development of policy and procedural manuals for each area. Three hours.

***Incorporates NIAAA LTC Courses: LTC 617, 620, 627***

### ***AAD 6090 Educational Athletics***

This course guides the athletic leader through the development of policies and procedures related to the educational aspects of sport programs. Three hours.

***Incorporates NIAAA LTC Courses: LTC 703, 705, 720, 721***

### ***AAD 6100 Athletic Decision Making***

A review of methods used to collect information to support business decisions, such as surveys, focus groups, competitive studies, and benchmarking. Topics include designing procedures to obtain unbiased data, scaling methods, and analysis and interpretation of data to produce credible results and recommendations. Emphasis is placed on intelligence necessary to support strategic planning activities and initiatives. Upon successful completion of this course, a student will be able to discern when to use qualitative techniques and the limitations of qualitative studies, design a study around research questions, choose appropriate samples from the population, and prepare the research instruments, prepare to conduct in-depth interviews and focus groups, analyze data and correlate results of qualitative studies. Three hours.

***Incorporates NIAAA LT Courses: LTC 709, 714, 719, 799***

### ***AAD 6110 Current Issues and Trends***

This course involves research on a current topic in athletic administration focusing on solutions and remedies to the issues addressed. Three hours athletic need or issue. Three hours.

***Incorporates NIAAA LT Courses: LTC 710A, 710B, 723***

### ***AAD 6120 Practical Experience I, and AAD 6130 Practical Experience II***

This course requires the student to complete a project that is applicable and practical to the athletic department in which they are involved. Three hours.

***AAD 6130 Capstone***

This course is the capstone course for all students in the Athletic Administration Concentration. The capstone is a special project conducted within an existing athletic setting. It may be arranged within the organization in which the student is employed or in another organization which agrees to work with the student on a project of mutual interest. The capstone experience affords each student an opportunity to apply the skills, knowledge, and abilities gained through the leadership core and concentration-area content courses in a process that will generate a solution(s) to or facilitate substantive consideration of a current interscholastic athletic need or issue. Three hours.

# Master of Business Administration

# ***Master of Business Administration (MBA)***

## ***Faculty***

Ken McEwan, D.B.A., Program Director

David Arnott, Ph.D.

Jeffrey Fawcett, D.B.A.

Bradley Lemler, Ph.D.

Daniel Michel, Ph.D.

Evan Wood, Ph.D.

Kevin Vanderground, J.D.

## ***Master of Business Administration Program Description***

### ***Program Distinctives***

The Grace College MBA program encourages the study of business from a distinctly biblical perspective. We believe that as image bearers of God, we are designed to be both creators and cultivators who serve through stewardship of all creation. Among the first instructions in scripture were for man to subdue and have dominion over God's creation (Genesis 1:26, 28) and to work and keep God's garden (Genesis 2:15). These commands are further developed in other scripture passages and remain in effect to this day endowing the practice of business with theological significance.

The Grace College MBA program was intentionally created to be application oriented. Consistent with learning-by-doing, course assignments allow students to use concepts learned in their current employment setting. This allows students to quickly develop an initial proficiency with the concepts being covered in their class. It also allows students to demonstrate the value-added nature of the program.

These program distinctives are reflected in the program purpose statement and goals that follow.

### ***Program Purpose Statement***

Creating an experiential learning environment that inspires students to embrace biblically based ethical character, develop professional competence, and demonstrate active service where they live and work.

### ***Dual Degree Students***

This program is eligible for the dual degree program under the three year traditional undergraduate Reimagine Campaign. The content in this catalog will apply to blended students as well as graduate students. For specific questions and logistics regarding the blended program, please contact the MBA Program Director.

### ***Program Goals***

1. Grace College MBA program graduates will evidence the capacity to understand business from a distinctly biblical perspective and to act consistently with that understanding.
2. Grace College MBA program graduates will evidence mastery of discipline specific concepts.
3. Grace College MBA program graduates will evidence the capacity to use discipline specific concepts in an interdisciplinary manner.

***Schedule***

The program is 24 months in length, with students taking one course at a time during the fall, spring and summer sessions. (There are two 8-week sessions in both the fall and spring semesters, and two 6-week sessions during the summer semester.) New cohorts can begin at the beginning of any semester. Other starts may be possible and can be discussed with the MBA Program Director.

***Delivery Formats***

The MBA is an online program. The MBA Program Director can provide further details about the program.

Information regarding the technology and user-skill requirements for the online MBA program is available on the Office of Information Technology page of the institution's Web site.

## ***MBA Program Admission and Completion Requirements***

### ***Admission Requirements***

1. A completed baccalaureate degree.
2. A minimum undergraduate GPA of 2.75.
3. Submit one personal reference letter.
4. Submit completed MBA Application, official transcripts of all previous academic coursework, current resume, and current photograph.
5. Students who have a baccalaureate degree from outside of the business field will be required to demonstrate a basic level of business knowledge through an online assessment process. Any knowledge areas identified as needing enhancement will require additional online study until proficiency is met. This process should cost the student less than \$120.

To be considered for a given cohort, all application materials must be received three weeks prior to the beginning of the requested start semester.

### ***Admission Requirements (Blended Degree Candidates Only)***

1. A minimum of sixty (60) undergraduate credit hours.
2. A minimum undergraduate GPA of 3.00.
3. A written essay explaining the student's plan for integrating undergraduate and graduate workload, and other responsibilities.
4. Undergraduate Advisor Recommendation.
5. Submit completed MBA Application and official transcripts of all previous academic coursework (taken outside of Grace College).

To be considered for a given fall cohort, all application materials must be received by August 1.

### ***Application Expiration Date***

Applications will expire one year from the date the application was received for admission. If applicants do not enroll in the program within that time period, they will be required to complete a new application.

### ***Additional Information***

Students will be required to pay for a knowledge assessment at the beginning of the program and a second one at the end of the program. The estimated cost for each assessment is \$40.

### ***Degree Requirements***

1. Students will complete 6 courses during each 12 month period, resulting in 12 courses in total.
2. Each course is 3 credit hours, resulting in 36 hours for the program.
3. A maximum of 9 credit hours may be transferred into the program from graduate programs at other institutions. For transfer credit to be granted, the course or courses must be substantially equivalent to a course or courses in the Grace College MBA program.

### ***Degree Completion Policy***

Students enrolled in graduate programs are allowed seven (7) years from the beginning of their coursework to complete all degree requirements. Students may be asked to repeat courses that were taken more than five years prior to completing the program curriculum at the discretion of the M.B.A Director.



### ***Satisfactory Progress Policy***

All students are required to maintain a GPA average of 3.0 (which is a B average) to continue in the MBA program. Students whose cumulative MBA GPA falls below 3.0 will move to a probationary status for one session. If their GPA still remains under a 3.0 average after the probationary session, they will be given the option of either retaking low-GPA courses to improve their overall GPA or of exiting the program.

Dual degree students must also maintain a 3.0 GPA in their undergraduate courses to continue in the program. Dual degree students whose overall undergraduate GPA falls below 3.0 will move to a probationary status for one session. If their undergraduate GPA remains below a 3.0 after the probationary session, they will have to stop taking MBA courses until their overall undergraduate GPA has returned to a 3.0 or higher.

### ***Community Lifestyle Pledge***

Students agree to show respect for the faith commitment that Grace practices and agree to abide by certain of the institution's community guidelines (avoidance of disrespecting others, sexual misconduct, illegal drugs, gambling, coarse or obscene language, tobacco, alcoholic beverages, and such conduct) while on campus or engaged in Grace activities. The student understands that this extends to any advocacy initiatives in which the individual might participate while a Grace student.

### ***Notice of Nondiscrimination***

Grace College and Seminary is a private, not-for-profit, faith-based exempt organization as described in Section 501 (c) 3 of the Internal Revenue code. In compliance with applicable federal and state laws, Grace College and Seminary does not discriminate on the basis of race, color, national origin, age, sex, or disability in its administration of its educational policies, admissions policies, scholarship and loan programs, and athletic and other school-administered programs and activities, or in employment.

The following person has been designated to handle inquiries regarding the Notice of Nondiscrimination:

Carrie Yocum, Title IX Coordinator and VP of Administration and Compliance  
Grace College and Seminary  
McClain 102  
1 Lancer Way  
Winona Lake, IN 46590  
[yocumca@grace.edu](mailto:yocumca@grace.edu)  
574-372-5100 x6491

Inquiries may also be addressed to the U.S. Department of Education's Office for Civil Rights at 400 Maryland Avenue, SW, Washington, DC 20202-1100.

### ***Note about the Catalog***

Each program at the institution maintains a catalog in which basic academic information related to the program's goals, expectations, admission, policies, accreditation, and other pertinent information is

described. This applies to undergraduate, non-traditional (e.g., online, adult degree completion), graduate, and seminary programs.

Grace makes every attempt to provide information that, at the time of publication, most accurately describes the policies, procedures, and requirements of the institution and its individual programs.

The provisions of the academic catalogs are, therefore, to be considered a guide and not to be regarded as a contract between any student and the institution. Course content and institutional policies governing admissions, tuition, and campus life are under constant review and revision.

Grace reserves the right to change any statement contained within the catalog at any time and without prior notice including academic provisions, policies, or requirements (e.g., modifications to classes, fees, personnel, academic policies, and programs) and the right to withdraw or amend the content of any courses described in the catalogs as may be required or desirable by circumstances. Grace will, however, make every attempt to give students reasonable prior notice to changes in policies and other catalog content when possible and rarely implements policy changes during an academic year.

Courses of study for non-traditional, graduate, and seminary programs and check sheets for undergraduate students may undergo revisions; however, these are typically implemented in the fall of the new academic year.

All students are expected to be familiar with the catalog(s) associated with their selected program(s) of study with the understanding that policies and procedures of their selected program(s) may change from year-to-year. The current year's catalog should, in most situations, be considered the catalog applicable to the student.

In some programs, students are asked to acknowledge in writing their receipt of the program's catalog.

Changes to an academic catalog that are necessary following the start of the fall semester will be noted as an addendum to the original catalog.

Archived catalogs are maintained on the institution's Web site.

It is each student's responsibility to schedule regular meetings with his or her academic advisor and to be knowledgeable about institutional requirements, academic regulations, and calendar deadlines specified in the catalogs and academic program publications. Students should read the catalog carefully and consult with an advisor to determine how these policies relate to their individual circumstances.

### **Contact**

For additional information about admission requirements or course enrollment and completion, please contact the School of Professional and Online Education, Grace College, 1 Lancer Way, Winona Lake, IN 46590 (telephone: 888.249.0533) or email [online@grace.edu](mailto:online@grace.edu). For more information, visit: <http://online.grace.edu/>.

## **COURSES**

***First Year Courses:***

- BUS 5100 Business Ethics
- BUS 5110 Managerial Economics
- BUS 5120 Human Resource Management
- BUS 5130 Operations Management
- BUS 5140 Marketing Management
- BUS 5160 Strategic Leadership

***Second Year Courses:***

- BUS 5200 Financial Management
- BUS 5210 International Business
- BUS 5220 Legal Environment of Business
- BUS 5230 Entrepreneurship
- BUS 5240 Business Policy
- BUS 5260 Managerial Statistics

## ***COURSE DESCRIPTIONS***

***BUS 5100 Business Ethics***

Biblical Business. Understanding business from a distinctly biblical perspective. This course provides learners with the opportunity to develop and apply a biblical ethic to business. As they complete this course learners will develop the capacity to understand business from a distinctly biblical perspective and to act on that understanding. Three credit hours.

***BUS 5110 Managerial Economics***

Firms, markets and industries. Understanding a firm's position in the marketplace. This course provides learners with the opportunity to understand particular business organizations and their environments from both an economic and a biblical perspective. As they complete this course learners will develop the capacity to analyze particular business organizations and their environments from both an economic and a biblical perspective and to act on that analysis. Three credit hours.

***BUS 5120 Human Resource Management***

The human element. Attracting, retaining, developing, motivating and directing a firm's human capital. This course provides learners with the opportunity to understand the effective use, development and retention of human capital. Both economic and biblical insights will be utilized in this process. Three credit hours.

***BUS 5130 Operations Management***

Efficiency in producing and delivering goods and services. Using activity based management and lean manufacturing to maximize efficiency.

This course provides learners with the opportunity to develop an understanding of activity based management, lean manufacturing and total quality management. First, learners will develop the capacity to use activity based management to understand processes within organizations. Second, learners will develop the capacity to use lean manufacturing and total quality management to act on that understanding as they manage and improve processes within organizations. Third, learners will consider insights offered by Scripture concerning efficiency, productivity and quality. Three credit hours.

***BUS 5140 Marketing Management***

Understanding and managing demand for goods and services. Using and responding to market research.

This course provides learners with the opportunity to develop an understanding of the demand side of organizations from a marketing perspective and then to act based on that understanding. In pursuit of the related goals of understanding and acting, learner activities are structured around three key concepts: 1) a customer focus is essential, 2) relevant, timely, valid information is essential, and 3) competition based on product differentiation is essential. In the course learners also explore how to evaluate marketing programs and efforts using insights from Scripture. Three credit hours.

***BUS 5160 Strategic Leadership***

This course introduces the key concepts, tools, and principles of strategy formation and competitive analysis. It is concerned with managerial preparation, decisions, and actions that affect the performance of organizations. The course is focused on information, analyses, skills, and the business judgement leaders use to maximize long-term potential in the reality of a changing world. Three credit hours.

***BUS 5200 Financial Management***

Using financial information effectively. Understanding and acting on the information in financial statements and other accounting reports.

This course provides learners with the opportunity to develop and act on an understanding of finance. In pursuit of these goals, learner activities focus on four key concepts: 1) the realized return of external investors is directly related to the realized outcome of internal management decisions and activities, 2) organizations use financial statements to summarize the realized outcomes of management decisions and activities and to communicate that information to investors and other external parties, 3) the financial accounting model depicts how the individual financial statements fit together and allows managers, investors and other interested parties to fully access the information contained in those statements, and 4) risk is inherent in economic activity so the expected return from any activity must sufficiently compensate for assuming the related risk. In the course learners also explore how to evaluate financial information on organizational activities using insights from Scripture. Three credit hours.

***BUS 5210 International Business***

Navigating the international landscape. Factors requiring special attention when firms cross national boundaries.

This course provides learners with the opportunity to develop an understanding of the international landscape. Acting on that understanding, learners then develop the capacity to formulate plans that allow businesses to effectively navigate the international landscape. The international landscape will be viewed from trade, productivity, monetary and biblical perspectives. Three credit hours.

***BUS 5220 Legal Environment of Business***

Responding to government policy. Understanding and functioning effectively in complex, dynamic environments.

This course provides learners with the opportunity to develop an understanding of the legal environment within which businesses function. Acting on that understanding, learners then develop the capacity to formulate plans that allow businesses to function effectively within that environment. The legal environment will be viewed from planning, compliance, efficiency and equity perspectives. The legal environment will be evaluated using a biblical perspective. Three credit hours.

***BUS 5230 Entrepreneurship***

Entrepreneurship, innovation and growth. Understanding the importance of entrepreneurs and innovation in creating economic growth.

This course provides learners with the opportunity to develop an understanding of entrepreneurship, focusing on its visionary, creative and risk-taking dimensions. On the visionary dimension, learners will understand that products, services and processes must first be imagined before they can be created. On the creative dimension, learners will understand that the vision of a product, service or process must be brought to reality. On the risk-taking dimension, learners will understand that bringing a product, service or process to reality is an uncertain, risky proposition, with no guarantee of technical or financial success. From the perspective of Scripture, learners will consider how the entrepreneurial capacity present in humans evidences their creation in image of the ultimate Creator. Three credit hours.

***BUS 5240 Business Policy***

Strategic planning. Identifying and sustaining comparative advantage over the long run in a dynamic environment.

This course provides learners with the opportunity to understand organizations from a comparative advantage based strategic perspective. Consistent with that understanding learners develop the capacity to formulate and implement strategies that capitalize on and further develop an organization's comparative advantage. This process of capitalizing on and further developing an organization's comparative advantage will be evaluated using the concept of stewardship found in Scripture. Three credit hours.

***BUS 5260 Managerial Statistics***

Students will apply statistical and quantitative approaches to solving business problems. Coverage includes probability, descriptive statistics, normal distributions and Z-scores, histograms, correlations and regression. Three credit hours.

# Master of Science in Higher Education

# ***Master of Science in Higher Education***

## ***Faculty***

Timothy Ziebarth, Ed.D., Program Director

Roger Bingham, D.M.

Bari Courts, Ph.D.

Andrew Flamm, Ph.D.

Deborah Musser, Psy.D., LMHC

Mark Pohl, Ph.D.

James Swanson, Ph.D., LMHC

## ***Program Description***

### ***Program***

The Master of Science in Higher Education is designed for students interested in careers in a college or university setting. The Master of Science in Higher Education will stress the practical knowledge, critical thinking, applied research, and writing needed to excel in a professional field within Higher Education. This program will enjoy the convenience and flexibility of online learning, while benefiting from the exceptionally close ties that develop from a cohort-based model.

Students who complete this degree will be qualified for careers in areas such as residence life, academic advising, career services, learning support services, financial aid, intramurals, student activities, and judicial affairs. Students will learn from talented and enthusiastic peers as well as a broad team of professional faculty with life experiences in and outside the classroom in the higher education profession. The Master of Science in Higher Education is designed to produce outstanding faith-informed practitioners who are prepared to engage in and impact the lives of this generation.

These program distinctives are reflected in the program purpose statement and goals that follow.

### ***Program Purpose Statement***

The Grace College MSHE program provides a curriculum and environment where current and future higher education professionals are transformed through the study of the field of higher education from a distinctly biblical perspective.

### ***Program Goals***

1. Demonstrate adherence to the American College Personnel Association (ACPA) accrediting body's standards.
2. Prepare students to serve as effective staff and administrators in student affairs, with combined strengths in collaborative management, fiscal organization, and student life in higher education.

3. Investigate the importance of various contexts on students' academic and co-curricular experience, legal, economic, ethnic, gender, religious, and historical influences that affect the college and university in the twenty-first century.
4. Emphasize an empirical approach to organizational assessment and research.
5. Provide internship/practicum opportunities to apply and integrate with course content.
6. Provide a solid foundation for doctoral work in higher education.

### ***Schedule***

The program is 24 months in length, and includes courses taught over both summers. Students will take one course at a time. New cohorts begin every fall and spring semester.

Please view the institution's calendar for more information.

### ***Delivery Formats***

The MSHE is an online program. The Department of Online Education can provide further details about the program.

Information regarding the technology and user-skill requirements for the online MSHE program is available on the Office of Information Technology page of the institution's Web site.

## ***MSHE Program Admission and Completion Requirements***

### ***Admission Requirements***

1. A completed baccalaureate degree.
2. A minimum undergraduate GPA of 2.75.
3. Submit one personal reference letter.
4. Submit completed MSHE Application, and official transcripts of all previous academic coursework.

To be considered for a given cohort, all application materials must be received by August 1.

### ***Admission Requirements (Blended Degree Candidates Only)***

1. A minimum of sixty (60) undergraduate credit hours.
2. A minimum undergraduate GPA of 3.00.
3. A written essay.
4. Undergraduate Advisor Recommendation.
5. Submit completed MSHE Application and official transcripts of all previous academic coursework.

To be considered for a given cohort, all application materials must be received by August 1.

### ***Application Expiration Date***

Applications will expire one year from the date the application was received for admission. If applicants do not enroll in the program within that time period, they will be required to complete a new application.

### ***Degree Requirements***

1. Students will complete 6 courses during each 12-month period, resulting in 12 courses in total.
2. Each course is 3 credit hours, resulting in 36 hours for the program.



3. A maximum of 9 credit hours may be transferred into the program from graduate programs at other institutions. For transfer credit to be granted, the course or courses must be substantially equivalent to a course or courses in the Grace College MSHE program.

### ***Degree Completion Policy***

Students enrolled in graduate programs are allowed seven (7) years from the beginning of their coursework to complete all degree requirements. Students may be asked to repeat courses that were taken more than five years prior to completing the program curriculum at the discretion of the Department Chair.

### ***Tuition Costs and Refunds***

For information about tuition costs and refunds please view the [tuition pricing sheet](#).

### ***Grading Procedures***

For information about grading policies and procedures, please view the institution's [Academic Policy Manual](#).

### ***Community Lifestyle Pledge***

Students agree to show respect for the faith commitment that Grace practices and agree to abide by certain of the institution's community guidelines (avoidance of disrespecting others, sexual misconduct, illegal drugs, gambling, coarse or obscene language, tobacco, alcoholic beverages, and such conduct) while on campus or engaged in Grace activities. The student understands that this extends to any advocacy initiatives in which the individual might participate while a Grace student.

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Carrie Yocum, Title IX Coordinator and VP of Administration and Compliance  
Grace College and Seminary  
McClain 102  
1 Lancer Way  
Winona Lake, IN 46590  
[yocumca@grace.edu](mailto:yocumca@grace.edu)  
574-372-5100 x6491

Inquiries may also be addressed to the U.S. Department of Education's Office for Civil Rights at 400 Maryland Avenue, SW, Washington, DC 20202-1100.

### ***Classification of Graduate Students***

Full-time Students: Full-time students are those enrolled in a degree, diploma, or certificate program for at least 6 semester hours of credit during a regular semester.

**Part-time Students:** Part-time students are those enrolled in a degree, diploma, or certificate program for at least 3 hours of credit during a regular semester.

**Auditors:** Students who desire to hear the lectures in a course without undertaking the coursework for credit may be admitted as auditors to selected courses by making proper application with the Online Admissions Office. Though no credits or grade points are involved, auditors are required to pay the appropriate fees and to meet class attendance requirements. Those who do not meet attendance requirements will receive the "grade" of "W," whether or not they have officially withdrawn.

Auditing is not permitted for some courses. (This policy is at the discretion of the department or professor involved.) For some courses, auditing is permitted only if the student completes the course assignments as specified by the professor. An auditor may enroll for only one semester as a "full-time" auditor.

### ***Note about the Catalog***

Each program at the institution maintains a catalog in which basic academic information related to the program's goals, expectations, admission, policies, accreditation, and other pertinent information is described. This applies to undergraduate, non-traditional (e.g., online, adult degree completion), graduate, and seminary programs.

Grace makes every attempt to provide information that, at the time of publication, most accurately describes the policies, procedures, and requirements of the institution and its individual programs.

The provisions of the academic catalogs are, therefore, to be considered a guide and not to be regarded as a contract between any student and the institution. Course content and institutional policies governing admissions, tuition, and campus life are under constant review and revision.

Grace reserves the right to change any statement contained within the catalog at any time and without prior notice including academic provisions, policies, or requirements (e.g., modifications to classes, fees, personnel, academic policies, and programs) and the right to withdraw or amend the content of any courses described in the catalogs as may be required or desirable by circumstances. Grace will, however, make every attempt to give students reasonable prior notice to changes in policies and other catalog content when possible and rarely implements policy changes during an academic year.

Courses of study for non-traditional, graduate, and seminary programs and check sheets for undergraduate students may undergo revisions; however, these are typically implemented in the fall of the new academic year.

All students are expected to be familiar with the catalog(s) associated with their selected program(s) of study with the understanding that policies and procedures of their selected program(s) may change from year-to-year. The current year's catalog should, in most situations, be considered the catalog applicable to the student.

In some programs, students are asked to acknowledge in writing their receipt of the program's catalog.

Changes to an academic catalog that are necessary following the start of the fall semester will be noted as an addendum to the original catalog.

Archived catalogs are maintained on the institution's Web site.

It is each student's responsibility to schedule regular meetings with his or her academic advisor and to be knowledgeable about institutional requirements, academic regulations, and calendar deadlines specified in the catalogs and academic program publications. Students should read the catalog carefully and consult with an advisor to determine how these policies relate to their individual circumstances.

### **Contact**

For additional information about admission requirements or course enrollment and completion, please contact the School of Professional and Online Education, Grace College, 1 Lancer Way, Winona Lake, IN 46590 (telephone: 888.249.0533.0012) or email [onlineadmissions@grace.edu](mailto:onlineadmissions@grace.edu). For more information, visit: <https://online.grace.edu/programs/master-of-science-in-higher-education/>

### **COURSES**

#### **First Year Courses:**

MHE 5010 History and Foundations of Higher Education  
MHE 5080 Research Methods  
MHE 5090 Leadership in Higher Education  
MHE 5030 Organization, Government & Finance  
MHE 5060 Integrative Application Project I  
MHE 5100 Grant Writing for Foundations & Organizations

#### **Second Year Courses:**

MHE 5040 The College Student  
MHE 5020 Student Affairs in Higher Education  
MHE 5110 Finances for Nonprofit Organizations  
MHE 5050 Legal Issues in Higher Education  
MHE 5120 Philanthropy & Fundraising Fundamentals  
MHE 5070 Integrative Application Project II

## ***COURSE DESCRIPTIONS***

### ***MHE 5010 History and Foundations of Higher Education***

This course is designed to introduce students to how the institution of higher education has been shaped by major trends in American society. It will examine the historic development, structure, roles, and diverse characteristics of both private and public sectors of higher education, how they have contributed to the development of our country, and what might be expected of higher education in the future. Additional focus will be given to Christian heritage and its centrality in the development of higher education. Three hours.

### ***MHE 5020 Student Affairs in Higher Education***

This course is an in-depth study of theory and developmental patterns which are necessary in guiding the student affairs professional. Content is designed to increase the understanding of how student services, activities, health and wellness, and all areas of student affairs are organized, administered, and assessed. Three hours.

### ***MHE 5030 Organization, Governance and Finance***

This course examines key administrative and financing structures used within higher educational institutions. This will include budgeting processes, sources of revenue, types of expenditures, and analyzing social, political, economic, and technological environments. Additional focus will be given to factors influencing strategic level decision making, structure, governance model, human resources, change management and leadership culture. Three hours.

### ***MHE 5040 The College Student***

This course examines the different ways students view, encounter, and react to the college or university environment. MSHE students taking this course will learn distinctives and differences in several different areas that affect the college student, including generational cohorts, ethnic backgrounds, sexual orientation, and religious belief. Three hours.

### ***MHE 5050 Legal Issues in Higher Education***

This course focuses on persistent legal and ethical issues which confront today's leaders in higher education. You will learn to recognize concerns while processing and analyzing law in areas such as student rights and privacy laws, sexual harassment, tort liability, federal, and judicial reputations, distinction between public and private sectors, all the while learning and understanding the need for clear judicial affairs policy. Three hours.

### ***MHE 5060 Integrative Application Project 1***

This course provides learners with the opportunity to further develop the capacity to properly and effectively use concepts from courses completed during the first year of the MSHE program in realistic problem-solving settings. Students will demonstrate mastery of first year material by using that material to analyze and address an existing problem or question. Proper and effective use of these concepts includes: 1) use of individual concepts and 2) use of multiple concepts in an interdisciplinary manner. Properly addressing realistic problems includes: 1) specifying the problem, 2) analyzing the problem, and 3) formulating a solution to the problem. Three hours.

### ***MHE 5070 Integrative Application Project 2***

This course provides learners with the opportunity to further develop the capacity to properly and effectively use concepts from courses completed during the first year of the MSHE program in realistic problem-solving settings. Students will demonstrate mastery of second year material by using that material to analyze and address an existing problem or question. Proper and effective use of these concepts includes: 1) use of individual concepts and 2) use of multiple concepts in an interdisciplinary manner. Properly addressing realistic problems includes: 1) specifying the problem, 2) analyzing the problem, and 3) formulating a solution to the problem. Three hours.

***MHE 5080 Research Methods***

This course offers an introductory study of the principles and techniques of investigation and data collection in the field of higher education. The course will deal with techniques of organizing, conducting, analyzing, and presenting such data, with a focus on how such activities apply within the realm of a higher education professional. Three hours.

***MHE 5090 Leadership in Higher Education***

Students will engage a variety of leadership theories, models and organizational frameworks and then apply those theories, models, and structure to leading within the field of higher education. Because leadership in higher education is inherently organizational and undergoing tremendous change, a large portion of the course will be devoted to navigating change within organizational structures and utilizing the strengths of institutions. Three hours.

***MHE 5100 Grant Writing for Foundations and Corporations***

This course will focus on identifying private foundations and corporations whose philanthropic mission aligns with the vision a non-profit organization chosen by the student. Students will conduct research on foundations and corporations and craft letters of inquiry and grant proposals. Students will develop a basic ***knowledge of grant*** writing process and display understanding of the content through the development of a grant proposal. (cross listed as NPM 5090)

***MHE 5120 Philanthropy & Fundraising Fundamentals***

This course provides an overview of the history and theories influencing philanthropy. Students will develop their own theoretical framework for fundraising. The culminating project will be the creation and presentation of a case statement for a non-profit organization of student's choice. (cross listed as NPM 5100)

# Master of Science in Nonprofit Management

# ***Master of Science in Nonprofit Management***

## ***Faculty***

Stephen Grill, Ed.D., Director

Andrew Flamm, Ph.D.

Michael Harstine Ph.D.

Trent Lambert, D. Min.

James Swanson, Ph.D.

Timothy Ziebarth, Ed.D.

## ***Program Description***

### ***Program Distinctives***

The Master of Science in Nonprofit Management program will be introduced to valuable concepts, practical information and expertise in every class session. Coursework and application projects will help students answer, "What will help me do a better job of serving others now?"

Nonprofit management is about developing employees and protecting your clients. Students will develop the knowledge and skills to be confident that the organization is doing just that. Instructors will emphasize the application of technology for the best results, how to effectively raise funds, how to create and train staff, and how to improve efficiency within the organization.

Throughout the MSNM program, the latest technology and techniques on the web, in the world of nonprofit organizations, teaching donor management software, and how to use social media effectively will be highlighted. In addition, classes in the ethics of fundraising, advocacy, and strategic planning will give the student a broad range of knowledge for leading and managing a nonprofit.

The Master of Science in Nonprofit Management degree is offered fully online, allowing students to maintain professional responsibilities and keep family commitments while earning their Master's degree. Upon completion of the MSNM degree, students will graduate with the ability to take newly acquired knowledge and skills, combined with the innate compassion for something greater than the individual, to effectively manage a nonprofit organization.

### ***Program Purpose***

The Grace College MSNM program provides a curriculum and an environment where current and future nonprofit managers are transformed through the study of nonprofit management from a distinctly Christian world view.

This program is constructed and its courses are designed with an intentional applied emphasis. Consistent with "learning-by-doing," course assignments allow students to use course content in their current employment or collegiate setting.

### ***Program Goals***

1. Grace College MSNM program graduates will evidence the capacity to understand nonprofit management from a Christian world view and to act consistently with that understanding.
2. Grace College MSNM program graduates will evidence mastery of discipline specific concepts in the areas of ethics, governance, policy and financial management.
3. Grace College MSNM program graduates will evidence the capacity to effectively select, utilize, and apply nonprofit discipline concepts in a variety of settings.

### ***Schedule***

The program is 24 months in length, and includes courses taught over both summers. Students will take one course at a time.

Please view the institution's [Campus Calendar](#) for more information.

### ***Delivery Formats***

The MSNM is an online program. The School of Professional and Online Education can provide further details about the program.

Information regarding the technology and user-skill requirements for the online MSNM program is available on the Office of Information Technology page of the institution's Web site.

<https://online.grace.edu/admissions/technology-requirements/>

## ***MSNM Program Admission and Completion Requirements***

### ***Admission Requirements***

1. A completed baccalaureate degree.
2. A minimum undergraduate GPA of 2.75.
3. Submit a resume
4. Submit completed MSNM Application, official transcripts of all previous academic coursework, current resume, and current photograph.

To be considered for a given cohort, all application materials must be received by August 1.

### ***Admission Requirements (Blended Degree Candidates Only)***

This program is eligible for the blended program option under the three year Reimagine Campaign. The content in this catalog will apply to blended students as well as traditional adult students. For specific questions regarding the blended program, please contact the Department of Online Education.

1. A minimum of sixty (60) undergraduate credit hours.
2. A minimum undergraduate GPA of 2.75
3. A written essay.
4. Undergraduate Advisor Recommendation.
5. Submit completed MSNM Application and official transcripts of all previous academic coursework.

### ***Application Expiration Date***

Applications will expire one year from the date the application was received for admission. If applicants do not enroll in the program within that time period, they will be required to complete a new application.

### ***Degree Requirements***

1. Students will complete 6 courses during each 12-month period, resulting in 12 courses in total.
2. Each course is 3 credit hours, resulting in 36 hours for the program.



3. A maximum of 9 credit hours may be transferred into the program from graduate programs at other institutions. For transfer credit to be granted, the course or courses must be substantially equivalent to a course or courses in the Grace College MSNM program.

### ***Degree Completion Policy***

Students enrolled in graduate programs are allowed seven (7) years from the beginning of their coursework to complete all degree requirements. Students may be asked to repeat courses that were taken more than five (5) years prior to completing the program curriculum at the discretion of the Department Chair.

### ***Tuition Costs and Refunds***

For information about tuition costs and refunds please view the [tuition pricing sheet](#).

### ***Grading Procedures***

For information about grading policies and procedures, please view the institution's [Academic Policy Manual](#).

### ***Community Lifestyle Pledge***

Students agree to show respect for the faith commitment that Grace practices and agree to abide by certain of the institution's community guidelines (avoidance of disrespecting others, sexual misconduct, illegal drugs, gambling, coarse or obscene language, tobacco, alcoholic beverages, and such conduct) while on campus or engaged in Grace activities. The student understands that this extends to any advocacy initiatives in which the individual might participate while a Grace student.

### ***Notice of Nondiscrimination***

Grace College and Seminary is a private, not-for-profit, faith-based exempt organization as described in Section 501 (c) 3 of the Internal Revenue code. In compliance with applicable federal and state laws, Grace College and Seminary does not discriminate on the basis of race, color, national origin, age, sex, or disability in its administration of its educational policies, admissions policies, scholarship and loan programs, and athletic and other school-administered programs and activities, or in employment.

The following person has been designated to handle inquiries regarding the Notice of Nondiscrimination:

Carrie Yocum, Title IX Coordinator and VP of Administration and Compliance  
Grace College and Seminary  
McClain 102  
1 Lancer Way  
Winona Lake, IN 46590  
[yocumca@grace.edu](mailto:yocumca@grace.edu)  
574-372-5100 x6491

Inquiries may also be addressed to the U.S. Department of Education's Office for Civil Rights at 400 Maryland Avenue, SW, Washington, DC 20202-1100.

### ***Classification of Graduate Students***

Full-time Students: Full-time students are those enrolled in a degree, diploma, or certificate program for at least 6 semester hours of credit during a regular semester.

**Part-time Students:** Part-time students are those enrolled in a degree, diploma, or certificate program for at least 3 hours of credit during a regular semester.

**Auditors:** Students who desire to hear the lectures in a course without undertaking the coursework for credit may be admitted as auditors to selected courses by making proper application with the Online Admissions Office. Though no credits or grade points are involved, auditors are required to pay the appropriate fees and to meet class attendance requirements. Those who do not meet attendance requirements will receive the "grade" of "W," whether or not they have officially withdrawn.

Auditing is not permitted for some courses. (This policy is at the discretion of the department or professor involved.) For some courses, auditing is permitted only if the student completes the course assignments as specified by the professor. An auditor may enroll for only one semester as a "full-time" auditor.

### ***Note about the Catalog***

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The provisions of the academic catalogs are, therefore, to be considered a guide and not to be regarded as a contract between any student and the institution. Course content and institutional policies governing admissions, tuition, and campus life are under constant review and revision.

Grace reserves the right to change any statement contained within the catalog at any time and without prior notice including academic provisions, policies, or requirements (e.g., modifications to classes, fees, personnel, academic policies, and programs) and the right to withdraw or amend the content of any courses described in the catalogs as may be required or desirable by circumstances. Grace will, however, make every attempt to give students reasonable prior notice to changes in policies and other catalog content when possible and rarely implements policy changes during an academic year.

Courses of study for non-traditional, graduate, and seminary programs and check sheets for undergraduate students may undergo revisions; however, these are typically implemented in the fall of the new academic year.

All students are expected to be familiar with the catalog(s) associated with their selected program(s) of study with the understanding that policies and procedures of their selected program(s) may change from year-to-year. The current year's catalog should, in most situations, be considered the catalog applicable to the student.

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Changes to an academic catalog that are necessary following the start of the fall semester will be noted as an addendum to the original catalog.

Archived catalogs are maintained on the institution's Web site.

It is each student's responsibility to schedule regular meetings with his or her academic advisor and to be knowledgeable about institutional requirements, academic regulations, and calendar deadlines specified in the catalogs and academic program publications. Students should read the catalog carefully and consult with an advisor to determine how these policies relate to their individual circumstances.

### **Contact**

For additional information about admission requirements or course enrollment and completion, please contact the Department of Online Education, Grace College, 1 Lancer Way, Winona Lake, IN 46590 (telephone: 888.249.0533) or email [onlineadmissions@grace.edu](mailto:onlineadmissions@grace.edu). For more information, visit: <http://online.grace.edu/>.

### **COURSES\***

#### **UPDATED MSNM Course list**

NPM 5010 Foundations of Nonprofit Management  
NPM 5020 Governing & Leading Nonprofit Organizations  
NPM 5030 Obtaining & Managing Resources for Nonprofit Organizations  
NPM 5040 Managing the Nonprofit Organization  
NPM 5050 Marketing, Communication & Special Topics for Nonprofit Organizations  
NPM 5065 Nonprofit Management Analysis I  
NPM 5075 Nonprofit Management Analysis II  
NPM 5080 Finances for Nonprofit Organizations  
NPM 5090 Grant Writing for Foundations & Organizations  
NPM 5100 Philanthropy & Fundraising Fundamentals

\*In addition to the courses listed above, students must take two (2) electives during the two years. Eligible courses may be selected from specific programs offered at Grace College. Please contact the School of Professional and Online Education for more information regarding electives.

## ***COURSE DESCRIPTIONS***

### ***NPM 5010 Foundations of Nonprofit Management***

This course will provide an orientation to the nonprofit sector and a theoretical foundation for the more applied topics that will be covered later in MSNM Program. Students will begin to develop their personal philosophies of management as it applies to the unique environment of the nonprofits. This course seeks to engender an overview of nonprofit management that is both conceptual and practical in nature. Three hours.

### ***NPM 5020 Governing and Leading Nonprofit Organizations***

This course provides learners with the opportunity to learn the many dynamics involved in leading an organization under the auspices of a governing board. Best practice strategies and activities will be utilized regarding effective and ethical leadership, managing an organization, and recruiting, developing, evaluating and retaining human capital within the organization. Three hours.

### ***NPM 5030 Obtaining and Managing Resources for Nonprofit Organizations***

Introduces students to the major financial management concepts and techniques required for effective management of nonprofit organizations. Offers students an opportunity to learn about nonprofit accounting, budget management, cash flow management, financial statements and reports.

### ***NPM 5040 Managing the Nonprofit Organization***

Nonprofit organizations can thrive only when there is a clear understanding of the internal and external realities that impact a company's present status and potential for growth. This course will examine various ways to ensure accountability to external stakeholders and effectively measure performance. The strategic planning process will also be examined in depth, and students will learn how to utilize planning skills in a practical exercise with a company of their choice. Students will also examine ways to help nonprofit companies build capacity and explore opportunities for collaboration. Three hours.

### ***NPM 5050 Marketing, Communication and Special Topics for Nonprofit Organizations***

This course is a guide through four topics that can easily be confusing or too new for nonprofit leaders to handle without help. 1) Leaders, must know the values and pitfalls of marketing so that the mission remains the primary focus. 2) Advocacy includes education of the public in addition to the challenging topic of lobbying that few nonprofits engage in with confidence. 3) Globalization affects many local nonprofits as there may be chapters abroad. Leaders must be aware of the management and board 'best practices' that come from globalized nonprofits. 4) Social entrepreneurship is a newer topic that covers innovation to provide new income streams for a target population, social impact or both. Business for missions, community development, and micro finance are related topics. Three hours.

### ***NPM 5065 Nonprofit Management Analysis I***

This course allows the learner to demonstrate their capacity for understanding and applying the first year of the nonprofit management course work. Learners will examine and contrast a current and relevant nonprofit management issue, then compose and construct a strategic, viable, credible, and synergistic solution to such an issue. Three hours. Prerequisites: NPM 5010, NPM 5020, and two (2) graduate elective courses in year one.

### ***NPM 5075 Nonprofit Management Analysis II***

This course allows the learner to demonstrate their capacity for understanding and applying the second year of the nonprofit management course work. Learners will examine and contrast a current and relevant nonprofit management issue, then compose and construct a strategic, viable, credible,

and synergistic solution to such an issue. Three hours. Prerequisites: NPM 5040, NPM 5050, and two (2) graduate elective courses in year two.

***NPM 5080 Finances for Nonprofit Organizations***

Nonprofit management is becoming a recognized specialty, and there is a growing number of individuals and entities specializing in nonprofit financial management as well. With this growth in numbers comes a comparable growth in the demand for sophisticated management. No longer is it enough just for one's financial records to be in order; one must be able to demonstrate good financial systems to meet all the other rising demands on today's nonprofit. That will be our main focus. (cross listed as MHE 5110)

***NPM 5090 Grant Writing for Foundations and Corporations***

This course will focus on identifying private foundations and corporations whose philanthropic mission aligns with the vision a non-profit organization chosen by the student. Students will conduct research on foundations and corporations and craft letters of inquiry and grant proposals. Students will develop a basic knowledge of grant writing process and display understanding of the content through the development of a grant proposal. (cross listed as MHE 5100)

***NPM 5100 Philanthropy & Fundraising Fundamentals***

This course provides an overview of the history and theories influencing philanthropy. Students will develop their own theoretical framework for fundraising. The culminating project will be the creation and presentation of a case statement for a non-profit organization of student's choice. (cross listed as MHE 5120)

# COLLEGE LAUNCH

## Associate of Science in Liberal Arts

# ***COLLEGE LAUNCH***

## ***Associate of Science in Liberal Arts***

Dr. Timothy Ziebarth, Ed.D. Executive Dean  
School of Professional and Online Education

### ***Program Mission***

A strong educational foundation is vital for reaching your career goals. Knowledge and skills in a variety of areas can help you become a well-rounded professional. The online Associate of Science in Liberal Arts is designed to develop your critical-thinking skills and begin your journey to higher education.

### ***Program Purpose and Goals***

The Associate of Science in Liberal Arts exists to provide a biblically anchored, affordable, and accessible college education to Grace College students in either a fully online format or a residential/online format.

Those learners who complete the Associate of Science in Liberal Arts program of Grace College will be evaluated in three domains:

**Discovering Self** – Learners completing the Associate Degree program will identify and examine God-given abilities and gifts to maximize their potential.

**Relationship to Others** – Learners completing the Associate Degree program will examine and interpret information that expands their knowledge of their community and the world.

**Demonstrate Knowledge** – Learners completing the Associate Degree program will interpret and apply relevant content to be successful in pursuit of professional endeavors or in order to further develop themselves by continuing their education.

### ***Program Description***

This program allows students to complete a 60-hour Associate of Science degree in Liberal Arts. This degree can easily lead to the completion of a bachelor's degree through our GOAL (Grace Opportunities for Adult Learners) degree completion program.

### ***Schedule and Delivery Format***

The A.S. in Liberal Arts degree is delivered in either a fully online format or a residential/online format. The format is flexible enough that students can complete their course assignments while also completing the requirements for a high school diploma.

### ***Technology Requirements***

Information regarding the technology and user-skill requirements are available on the Office of Information Technology page of the institution's Web site.

### ***Admission Requirements***

1. Applicants to the A.S. Liberal Arts degree must have their guidance counselor submit their high school transcript to the School of Professional and Online Education.
2. Minimum 3.0 GPA
3. Students must agree to complete all necessary requirements to obtain a high school diploma while working on the associate degree.

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## Grace College and Seminary College Launch Catalog |2021-2022

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### ***Tuition Refund Policy***

Tuition refunds for students withdrawing from the school will be based on the official date of action that is recorded by the Registrar's Office. A student who is withdrawing from the school must contact The School of Professional and Online Education (888-249-0533) to complete the proper forms. It is the student's responsibility to follow up with the required paperwork in order to receive an accurate refund based on the schedule below.

### ***Drop Dates***

To drop a course, you must contact the College Launch Coordinator and your guidance counselor. Dropping a course is not recommended because this will impact your high school diploma requirements and impact your high school graduation date or college graduation date. The needed courses are not offered every session, so it might not be possible to replace the dropped course in time to meet the requirements needed to graduate. Dropping a course by the deadline will not cause the course to appear on your transcript.

Fall Session A— August 31, 2021

Fall Session B— October 25, 2021

Spring Session A— January 18, 2022

Spring Session B— March 21, 2022

Summer Session-May 30, 2022

### ***Withdrawal Dates***

To withdraw from a course, you must contact the College Launch Coordinator and your guidance counselor. To withdraw from a course, you must contact the coordinator by the dates listed below.

## Grace College and Seminary College Launch Catalog |2021-2022

When you withdraw, you will receive a "W" on your transcript. Any drop after this date will result in a grade of "F".

Fall Session A— September 17, 2021

Fall Session B— November 12, 2021

Spring Session A— February 7, 2022

Spring Session B— April 8, 2022

Summer Session – June 20, 2022

### ***Withdrawal Refund Schedule per Session***

Week	Tuition
1*	100%
2	50%
3	0%

\* Registration week is considered the first full week of college. The week a complete withdrawal is made is considered a full week. Individuals who withdraw within the first week will receive a full refund. These dates are considered for the semester, not the session.

## ***CURRICULUM***

An associate degree is comprised of 60 hours.

All courses are designed and approved by the Grace College faculty and are comparable to those taught at the main Grace College campus. Courses are taught by Grace faculty or Grace approved instructors.

BIB 1050 Exploring the Bible  
BIB 2010 Scripture and Interpretation  
COM 1100 Public Speaking  
ECN 3000 Consumer Economics  
ENG 1100 Effective Writing

FYE 1010 First Year Foundations  
HIS 1380 Contemporary America and the World or HIS 1050 Current Events in Historical Context  
HIS 2050 American Journeys  
HIS 2060 American Journeys 2  
HUM 2000 Global Perspectives  
HUM 2100 Creative Arts and Culture

LIT 2010 Literary Interpretation  
MAT 1185 Quantitative Reasoning  
PHI 3010 Christianity and Critical Thinking  
POS 2200 Introduction to American Government  
PSY 1100 Introduction to Psychology  
PSY 1200 Essentials in Behavioral Science  
SCI 1140 Physical Science Survey

## ***COURSES***

### ***BIB 1050 Exploring the Bible***

This course provides a survey of the biblical story in its progressive unfolding of the history of redemption within the framework of creation, fall, redemption, consummation. Attention is given to the literary, historical, cultural, and theological dimensions of Scripture as it offers a metanarrative or 'worldview-story.' Emphasis is placed on the unity of Scripture as it reaches its fullness and fulfillment in Christ, while at the same time recognizing key developments and differences between the various chapters of the biblical storyline. Three credits

### ***BIB 2010 Scripture and Interpretation***

Foundational principles of effective Bible study will be applied for personal study and small group Bible study leadership. Observational skills of the English text will be developed through hands-on activities and assignments. Hermeneutical principles will be applied to various biblical genres with the goal of equipping the learner to interpret the text based on its historical/cultural and literary context. Application of the meaning of the text for spiritual formation will be emphasized as well. Three credits

### ***COM 1100 Public Speaking in Society***

The objective of this course is to provide students with an introduction to the principles of public discourse and civic engagement. The focus will be on a practical background in recognizing, analyzing, and constructing arguments in the public sphere. Readings, class time, and assignments will focus on the skills and concepts necessary for successful application of the principles to a civic engagement project. Three credits

### ***ECN 3000 Consumer Economics***

Consumer Economics is a course designed to prepare students to understand the economic system from a Biblical perspective and how it affects individuals as consumers, producers, and citizens. The Greek word "Oikinomia" can be translated as economics or household management. This course will challenge students to take control of and properly manage the part of God's creation (household) that he has put in their charge. Students will integrate knowledge and practice the skills required to manage resources in a technologically expanding global economy. Real world topics covered will include economics, personal money management, as well as managing the precious commodities of time, relationships, and spiritual advancement. Three credits.

### ***ENG 1100 Effective Writing***

This course is designed to help you develop and hone the skills necessary for clear and persuasive writing at the college level and beyond. The primary focus of the course is scholarly writing, though we will also explore other genres such as the personal expressive narrative, rhetorical analysis, and position paper. In particular, this course will help you engage

complex issues and competing points of view, while articulating and supporting an argument using appropriate sources. Three credits

### ***FYR 1010 First Year Foundations***

This is a practical and academic course which is intended to prepare new students to engage in three key areas that define the Grace experience: Identity (individual and collective), Calling (as a student and through a vocation), and Learning (through the Grace Core and their major). This course is designed to make their years with Grace the best experience possible. This course will help students discover their God-given strengths, navigate through current college issues, and help the student better understand what makes a Christian liberal arts education valuable. It will also introduce students to the value of service in the local community and to prospective departments and faculty within the institution. Three credits

### ***HIS 1050 Current Issues in Historical Context***

This class examines the historical and political development of at least two broad topics that remain part of contemporary discussion and illustrate the way the past can help students understand current debates and conversations. The topics chosen are meant to represent areas of significant concern for understanding current issues and moral questions. The course asks the question, "How did we get here?" and provides a foundation for discussions of diversity, citizenship, Christian ethics, and cultural awareness. Topics will likely change over time. Three Credits.

### ***HIS 2050 American Journeys***

In this topical survey of the history of the United States to the end of World War II, students will be introduced to the major issues, broad developments and perennial questions that cut to the heart of American identity. The course will cover such topics as the ideological origins of the American nation, the historical relationship between state and national sovereignty, race and slavery, sectional tensions and the Civil War, social and religious movements, and the culture wars that continue to impact American society today. Three credits

### ***HIS 2060 American Journeys 2***

This topical survey of the history of the United States is a continuation of HIS 2050 American Journeys. Students will be introduced to many of the major issues, broad developments, and perennial questions that cut to the heart of American identity. The chronological scope of the course may vary depending on the needs of the Department of History and Political Science, the School of Professional and Online Education, and those of approved dual credit institutions. Depending on the scope, the course may cover such topics as the Gilded Age, the Progressive Era, America's role in the World War's, the Civil Rights movement, the Cold War, and the rise of contemporary political and social movements. Three hours.

### ***HUM 2000 Global Perspectives***

The purpose of Global Perspectives is to encounter world cultures through literature and dialogue. In this interdisciplinary course, students engage divergent outlooks from around the world, grappling with cultural differences and presuppositions. This course cultivates cultural and literary competency, provides a framework for understanding God's heart for the nations, and prepares students for cross-cultural experiences. Three credits

### ***HUM 2100 Creative Arts and Culture***

Through the landscape of cultural history, this course explores the human phenomenon of creativity from prehistoric culture to our contemporary urban society. Posing the question "Why creative arts?" this course examines how creativity and culture define and reflect each other. Viewed through a global, chronological, or thematic approach and in context of time and place, interrelationships of various modes of expression are presented for works of art, music, and literature. During the course, students are required to select two experiential activities (beyond Grace campus)\* for engaging in creative arts and culture. Examples include, but are not limited to, art museums, gallery exhibits, visual and performing arts festivals, international/cultural festivals, symphony orchestras, music concerts, theatrical productions, and literary events. Grace Core requirement. Three credits

### ***LIT 2010 Literary Interpretation***

This course reads widely across a range of literary genres, in order to provide students with understanding and interpretive skills unique to each genre, and to foster contextualized critical thinking. These genres include at least three of the following: fiction, poetry, drama, creative nonfiction, and graphic novels. In addition to genre-specific ways of reading, this course also includes literary interpretation using historical and cultural context, as well as media studies. This course examines questions like: How do these contexts shape the reading experience? What sort of truth does literature convey? How? In processing these questions, this course cultivates interpretive skills that will be applicable to other texts and areas outside the realm of literature. This course also includes how the digital age has changed reading and interpretation. The default theme of this course is utopian and dystopian literature, which will help students analyze why and how writers conceive of societies better or worse than their own. More specifically, this theme explores questions like: when does an ideal society become oppressive? What is the balance between communal and individual needs? What sociopolitical issues cause writers to reimagine law, authority, and technology? Three credits

### ***MAT 1185 Quantitative Reasoning***

This is a course on mathematical applications which uses algebra, statistics, logic, and other mathematical concepts to study and model the world around us. Topics include applied statistical applications, Fibonacci numbers, the golden ratio, population growth, and logic. Prerequisites: 12 credit hours; Basic Algebra. Three credit hours.

### ***PHI 3010 Christianity and Critical Thinking***

This course will critically examine the beliefs and presuppositions of philosophers and philosophies over the centuries and their impact on modern Christianity and the Christian Worldview. A critical examination will begin by utilizing the lens of Scripture as the basis of truth in evaluating these beliefs. The application of that examination will be centered on the reasons for God as well as the nature of suffering and evil as learners are encouraged to formulate a biblically sound Christian Worldview. Three credits

### ***POS 2200 Introduction to American Government***

This course introduces students to how the political system in America functions. It focuses on the actual workings of the American government and starts with the cultural and constitutional contexts of American politics. Students will examine such general topics as the

Constitution, branches of government, political parties, special interest groups, the media and public opinion. Three credits

***PSY 1100 Introduction to Psychology***

Introduction to Psychology provides a general survey of the science of psychology. It includes the study of research methodology, emotion, biological foundations, learning and cognition, perception, development, personality, abnormal psychology, and social psychology. Three credits

***PSY 1200 Essentials of Behavioral Science***

This introductory course in behavioral sciences provides an opportunity to learn about the major behavioral science theories, concepts and its real-life applications. This course will survey multiple topics as they relate to relationships. Students will also be encouraged during this course to increase personal awareness of how cognitive and emotional factors influence behavior in a variety of social contexts. The focus of this course is on improving relationships in many different sectors of life. Three Hours.

***SCI 1140 Physical Science Survey***

Physical Science Survey Activities and lectures will cover motion, energy, gravity, light, radiation, earth materials, and space. Three credit hours.

***SCI 2030 Faith, Science, and Reason***

Faith, Science, and Reason is designed to assist the student in (1) demonstrating the scope and magnitude of science and mathematics; (2) why we study these subjects; (3) knowing the limitations of these subjects; (4) where the Christian fits and operates within the scientific paradigm; and (5) how a Christian can incorporate their faith and reason within the scientific enterprise and how to use it as a productive platform when communicating to those of different worldviews. Three credits