

**Program Review Memorandum of Understanding  
School of Theology & Christian Ministry  
November 22, 2016**

Plan for Improvement: Recommendations from the Program Review:

The faculty of the SoTCM have considered the findings of the Consultant Report to the President and commit:

1. To propose to APC in AY 2015-16 and to the full faculty a newly named Christian Studies major with a shared core of classes and specialty tracks in Youth and Family Ministries, Christian Leadership, Biblical Studies, Theological Studies and Philosophical Studies. These changes if approved will result in a 5 course reduction in our curriculum and a reduction of overall 6-9 credits. We standardized all of our courses at 3 units with the exception of Biblical languages which remain at 4 units per all General Education offerings.
2. To design the Christian Studies major specialty track in Christian Leadership to meet the educational standards for Ordination of elder in the Church of the Nazarene. The other tracks will meet many of the standards while attending to the varied needs of the various traditions and denominations of our current study body.
3. To propose to APC in AY 2015-16 four 18-unit minors will also be proposed for these specialty tracks: Youth and Family Ministries, Christian Leadership, Theological Studies, and Philosophical Studies.
4. To propose to APC in AY 2015-16 a small, 33 credit major in philosophy that is suitable for student wishing to double-major.
5. To propose to APC and the full faculty in AY 2015-16 several interdisciplinary minors with three required courses from the SoTCM and three from other departments. We will utilize current campus professionals in other academic departments or co-curricular areas to teach specialty courses. The minors will be administered through the SoTCM. We are in ongoing conversations with the Dean of the College of Arts and Humanities and several academic unit leaders.
6. To develop an enrollment strategy in partnership with admissions to during the 2016-2017 AY to recruit prospective and current students from general education course to the SOTCM major, minor and study. This also includes an enrollment strategy to recruit and market incoming students in the SOTCM major sand minors
7. To review our current General Education courses to determine the best set of General Education courses to propose as a part of the university General Education revision efforts that will be forthcoming. To be completed by 2018-2019.

- a. Analysis of the initial positive General Education assessment from April 2015 indicate we are succeeding in meeting our learning outcomes. The results of the DUREL survey on religiosity showed our students, like all in Christian colleges, show a decline in "private religious activities" over the course of their college years. This demands we ask how might we consider way to emphasize course-related activities that have a current and future impact on students' practice of private religious activities? Some students requested more class "activities," direct engagement with the Bible, and project or group-based projects.
  - b. Summary analysis of the focus group data from April 2015 shows a need for curriculum to explicitly connect academic and formational aims to address the question: How do students engage in practicing theology? It also shows the need to avoid overlaps in upper division courses.
8. To work toward stronger collegiality and articulation of our mission with other departments on campus and with off-campus constituents
  - a. Exploration with Spiritual Development and the CAH toward an interdisciplinary minor that works expressly in the Arts and Humanities and uses co-curricular human resources to staff this effort working in cooperation with Director of Worship in Spiritual Development and faculty in Music and Ministry during 2016-2017 academic year.
  - b. Exploration with the Center for Pastoral Leadership has begun to work with and incorporate the new part-time hire to liaise between Regional NYI in our adjunct teaching rotation to build upon his knowledge and network in Youth Ministry during 2016-2017 academic year.
9. To continue to improve our assessment plan and processes by developing learning outcomes and signature assignments for the courses in the new curriculum. To review the assessment processes for general education, and develop a continual culture of assessment during the 2017-2018 academic year.
10. To include courses that address church history. The Church history courses from the history and political science department could be taught by the SoTCM as a way to address this issue. Review and implement during the 2017-2018 academic year.

Action Steps for Implementing Improvements:

1. **Curricular Revisions:** Our new curricular proposals call for a Christian Studies major with five concentrations: Christian Studies, Youth and Family, Christian Leadership, Theological Studies, Philosophical Studies and a stand-alone major in Philosophical Studies. We will propose five SoTCM minors: Christian Studies, Youth and Family, Christian Leadership, Theological Studies, Philosophical Studies. We will also propose an interdisciplinary minor in Worship & the Arts, housed in the SoTCM. Our proposal will include, course descriptions and newly revised curricular maps and learning outcomes. Proposal was vetted by an external consultation group jointly agreed to by the Provost and SoTCM Dean during 2015-2016 AY.

2. **Ordination Standards:** Our new curriculum is due for evaluation to Church of the Nazarene Ordination Standards by the IBOE in 2017.
3. **General Education:** Our General Education courses will be evaluated for on ramping of lower-division students, shared outcomes and readings, and for recommendation to the General Education committee in AY 2016-18.
  - a. To develop faith based activities in GE courses. Assess during 2016-2018 AY.
  - b. To develop spiritual formational practices to enhance student's spiritual growth. Assess during 2016-2108 AY.
4. **Collaboration:** To collaboration with departments internally and with external constituents to enhance our misson.
  - a. To collaborate the office of spiritual formation and the department of music to develop curricular offerings.
  - b. To work with the CPL and the new NYI liaison to strengthen the SOTCM relationship with the Church of the Nazarene and the broader church community.
5. **Enrollment Strategy:** To develop an enrollment strategy in partnership with admissions to during the 2016-2017 AY to recruit prospective and current students from general education course to the SOTCM major, minor and study. This also includes an enrollment strategy to recruit and market incoming students in the SOTCM major sand minors

Assessment Measures:

1. **Curricular Revisions:** We will measure success in our curricular revision by attending to bi-annual focus group data and new capstone assessments to determine coherency of curriculum and Christian Formation outcomes. We will evaluate our on ramping goals by increasing our student population in the SoTCM to 65 majors and 35 minors by AY 2017-2018, one year after curriculum revision is implemented. Our goal for AY 2019-2020, would be 70 majors and 40 minors, three years after curricular revision.
 

We will also measure the success of the curricular revision of each Christian studies concentration or minor to ensure that each concentration is growing. If a particular concentration or minor is not exceeding a minimal ten percent increase by the 2019-2020 AY, then considerations will be given whether to continue the concentration or minor.
2. **Ordination Standards:** The Course of Study Advisory Council's (COSAC) validation of the Christian Studies major with a concentration in Christian Leadership to meet the education requirements toward ordination as elder in the Church of the Nazarene. The validation would result in have a validated program from 2017-2017.
3. **General Education:** Creation of a shared strategy and materials to be utilized in all sections of general education highlighting courses, majors and minors in the SoTCM. Increasing numbers of students transferring to the SOTCM in the second semester of Freshman year and Sophomore year by AY 2017-18. Our goal would be to add 5 majors and 10 minors from General Education on ramping efforts during 2017-2018 AY.

- a. Faith based activities will be assessed by using the DURAL study. At least a 5% increase in student faith growth. Assess during 2017-2018 AY.
  - b. Spiritual formational practices will be completed in GE course offering during the 2017-2018 AY.
4. **Co-Collaboration:** To collaborate with departments internally and external constituents to enhance our mission.
- a. To develop collaborative programs with the Office of Spiritual Formation and the department of music that would result in 5-10 students participating in both programs.
  - b. To develop stronger external relationships by working with CPL to have SoTCM faculty attend pastors retreats and participate in church related activities on the region. A survey will be conducted in 2017-2018 to assess this progress.
5. **Enrollment Strategy:** The marketing and recruitment of student's strategy will be developed during the 2016-2017 AY. The first step in the process is to design course release for one SoTCM faculty member to work in conjunction with admissions. It also includes accessing the use of scholarship funds for ministerial students. The goal is to meet the enrollment projections under #1 above.

Financial Implications of the Action Steps:

1. **Curricular Revisions:** Adjunct costs for adding specialized oversight for internships in Worship & the Arts minor. The External Review report suggested the SoTCM consider increasing coursework in the Youth and Family Concentration. The SoTCM can use adjunct faculty in the Center of Pastoral Leadership and Spiritual Development to address some of the needs initially. But the SoTCM will need to hire additional faculty in the areas of practical theology with a focus in youth, culture, and worship to address these staffing needs. This can include the repurposing of existing part-time faculty into a full-time position, and a new faculty member with any upcoming retirements. These two faculty changes will actually result in a \$50,000 saving to the University. These changes can take place during the 2016-2017 AY.
2. **Ordination Standards:** No cost implications beyond stipendiary arrangement for part-time faculty who are also area clergy to participate in this process. This should take place during the 2017-2017 academic year.
3. **General Education:** On ramping and assuring shared readings and outcomes have no costs. Any changes in General Education courses will impact all full-time and part-time faculty loads since the majority of courses are general education. This should take place during the 2017-2018 academic year.
4. **Collaboration with internal and external constituencies.** No initial cost for implication of internal programs with Spiritual development and the department of music. The office of CPL has funding to support the external activities of the SoTCM.

5. **Enrollment Strategy.** It will require a three-unit administrative release for one faculty member in the SoTCM during the 2016-2017 academic year.

Areas of Accountability:

Each of the action items are to be completed through the work of the SoTCM faculty with the primary responsibility of implementation by the Dean of the SoTCM.


The administration has an ongoing concern about the relational health of the SoTCM both internally and externally with constituencies. This includes the following areas of accountability:

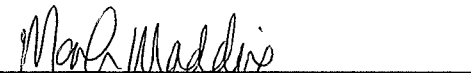
1. The administration will work closely with the SoTCM's Dean to be updated on these action items as well as two-way expectations expressed in the "Administrative Response to External Consultation Report" document.
2. The administration will want annual updates about the progress of the number of majors and minors in the SoTCM.
3. The administration will want to see evidence of the integration of the intellectual and spiritual formation of students that has been developed throughout the GE and major SOTCM curriculum.

Agreement:

The Provost and the Dean of the School of Theology & Christian Ministry mutually agree to pursue these recommendations for the School of Theology & Christian Ministry. The Provost will provide material and administrative support for the actions taken as the result of the recommendations provided that the School of Theology & Christian Ministry makes satisfactory annual progress on the initiatives. The School of Theology & Christian Ministry will carry out these actions and submit annual report of progress.

Signed:

  
Kerry Fulcher, Provost

  
Mark Maddix, Dean SOTCM