

CHMN 517  
TOPICS IN MINISTRY  
*Noviembre 3-7 2019*  
*Instruction: Luis Fernando Ortiz, DMin*

# Andrews University

## CHMN517 TOPICS IN MINISTRY FALL 2019

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### GENERAL CLASS INFORMATION

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Class location: Northern New England Conference, Atlantic Union  
479 Main St. Westbrook, Maine, 04092  
Date: November 3-7, 2019  
Class time/day: Sunday 6-9:30 pm. Monday-Thursday 8am to 6pm—1 Hour noon break  
Credits offered: 3 credits

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### INSTRUCTOR CONTACT

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Instructor: Luis Fernando Ortiz, MDiv, DMin  
Director, Master of Divinity Program  
Andrews University  
Phone / Email: 269-471-3416 / ortizl@andrews.edu  
Office: Seventh-day Adventist Theological Seminary, Room N209

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### COURSE DESCRIPTION

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This course introduces students to selected church ministry areas such as finances, church planting, teaching, Christian education, chaplaincy, urban ministry and health evangelism

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### REQUISITOS DE TRABAJO ANTERIOR AL CURSO

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#### **Lectura y Análisis crítico**

Cada estudiante deberá dedicar un mínimo de 30 horas de lectura **antes** de llegar a la clase. El siguiente libro y artículos son requeridos. Los artículos deben ser leídos. El análisis crítico será basado solo en el libro.

#### **Libro Requerido**

Warren, Rick. Un Liderazgo con Propósito. Vida, 2010.

## Recomendado

White, Ellen. Testimonios para los Ministros. Ellen G. White Estate. 2012.

El reporte de lectura y análisis crítico del libro deberán ser subidos al “Leraning Hub” el viernes anterior (Noviembre 1, 2019) al inicio del curso con la siguiente información: Título y autor; número de horas dedicadas al libro, horas dedicadas a preparar el análisis crítico y horas dedicadas a la lectura de los artículos. Habrá una deducción de 5 puntos por día a reportes entregados incompletos o después de la fecha establecida.

## Preguntas para el análisis crítico del libro (Mínimo 5 páginas)

1. ¿Cuál es la tesis o argumento principal del libro?
2. ¿Cuál es la conclusión y recomendaciones del autor?
3. ¿De que maneras el libro te ayudará a efectuar un ministerio mas efectivo?
4. ¿Qué implicaciones genera el libro para la sociedad, para la iglesia y para ti en particular?
5. ¿Si fueras a escribir un resumen del libro en solo uno o dos párrafos y en tus palabras, ¿qué dirías?

## Requied Articles

The following articles must be read before coming to class and report it on the reading report. These can be downloaded from the Biblical Research Institute:

<https://adventistbiblicalresearch.org/>.

- Burt, Merlin. *EGW and Sola Scriptura*.
- Coon, Roger. *The Wedding Band, Ellen G. White, and the SDA Church*.
- Donkor, Kwabena. *Hermeneutics Today*.
- Fortin, Denis. *Ellen G. White Ministry in the SDA Church*.
- Fortin, Denis. *Concept of ordination in Ellen White Writings*. [Link here](#)
- Hasel, Gerhard. *The Unity of the Bible*.
- Mueller, Ekkehardt. *Hermeneutical Guidelines for Dealing with Theological Questions*.
- Pfandl, Gerhard. *Information of the SDA Reform Movement*.
- Pfandl, Gerhard. *The Authority of the EGW Writings*.
- Pfandl, Gerhard. *The Doctrine of the Trinity Among Adventists*.
- Reid, George. *Is the Bible Our Final Authority?*
- Reid, George. *The Branch Davidians*.
- Rodríguez, Ángel. *Kneeling in Prayer*.
- Rodríguez, Ángel. *Should Adventist Celebrate Christmas?*
- Rodríguez, Ángel. *The Pastor and Theology*.
- White, Ellen. *The observance of Christmas*.

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## DESARROLLO DEL PENSAMIENTO CRÍTICO

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El pensamiento crítico parte de la reflexión y nos permite mejorar la comprensión de un tema. Los estudiantes tendrán amplias oportunidades para explorar y utilizar estrategias de aprendizaje que los capacite para desarrollar sus habilidades de pensamiento crítico.

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## CRITERIOS Y ESCALA DE EVALUACIÓN

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1. Asistencia, participación activa y discusión en clase (20%)
2. Presentación en grupo (20%)
3. Reporte de lectura y análisis crítico (20%) (Previo a la clase)
4. Proyecto práctico y escrito (40%) (Posterior a la clase)

### Escala de Evaluación

A (95-100%)	B (83-86%)	C (73-76%)
A- (90-94%)	B- (80-82%)	C- (70-72%)
B+ (87-89%)	C+ (77-79%)	D (60-69%)

### Horas de Contacto

Incluye horas de clase, requisitos de lectura, discusión en grupos, trabajos escritos, etc.

- Trabajo previo de lectura y análisis crítico: 45 hrs. (30 hrs. lectura; 15 hrs. preparación del reporte)
- Clase y lectura durante la semana de clases: 45 hrs. (30 hrs. clases; 15 hrs. artículos, trabajo en grupos)
- Trabajo posterior a la clase: 45 hrs. (30 hrs. Investigación; y 15 hrs. Preparación y escritura del documento.

**Total: 135 horas**

### Criteria for Grades

#### A. *Punctual attendance* at all classes is required

- Students exceeding 10% of total course appointments will need a written excuse from the dean's office.
- Absences not due to illness also need written approval from the dean's office.

#### B. *Reading report*

- Students need to invest a minimum of 30 hours reading from the book and articles provided. A 5-page report should be submitted with the information requested.
- This report is due on **November 1, 2019** and must be posted electronically on the Learning Hub.

#### C. *Group presentation*

- This course fosters collective learning. The first day of class, students will be divided into small groups to research, during the intensive, on a topic collectively chosen by course participants.
- Selected topics will be associated with ideological and practical challenges currently facing ministry in the local church.
- Each group will prepare and present a 20-30 minute Power Point presentation.
- The presentations will be teacher and peer-reviewed, considering contents, quality of presentation, and practicality to the pastoral ministry.

#### **D. Final report**

- Write a 20-page final report based on a topic and outline approved by the professor during the intensive. During the intensive, students should bring to the professor an outline of the final report, for topic and organizational approval.
- The topic should be based on an ideological issue chosen by the student, not presented by peers in the classroom. The project will be instructional and contextualized to the culture and needs of the congregation.
- The project will be reported with the following sections: **1)** Title page. **2)** Table of Contents. **3)** Introduction—Description of the extent of the problem. **4)** Biblical foundations on the topic; **5)** Ellen G. White writing on the topic; **6)** Current literature on the subject—Minimum of 15 recent sources plus Bible and EGW. **7)** Conclusion; **8)** Bibliography.
- This report should follow *AU Standards for Written work*: [Click here for link](#).
- This report is **due on February 7, 2020** by midnight. Late submission of this report will be penalized according to the submission dates specified.
- **Note:** The final report must be submitted through the LearningHub in **ONE MSW file**—No Dropbox or other internet delivery systems for creating an sending files are accepted.

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### OUTCOMES

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#### **Program Learning Outcomes (PO)**

##### ***MA in Pastoral Ministry (MAPMin) English & Spanish Program Outcomes***

1. Delivers effective biblically based sermons.
2. Demonstrates proper biblical interpretation skills.
3. Understands the historical–theological and missional development of the Adventist Church.
4. Trains church members for evangelism.
5. Empowers church members for leadership.
6. Capable of reaching specific social groups.

#### **Student Learning Outcomes (SLO #2) The student should be able to...**

1. Understand the nature of epistemological constructions that lead individuals to personal and divisive conclusions.
2. Analyze controversial topics that divide the church, such as the music, health reform and other Christian norms.
3. Learn theological and practical insight about personal finances.
4. Instruct church member to avoid extremes that divide the church in ideological issues.

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**HORARIO DE PRESENTACIONES, TOPICOS Y ASIGNATURAS**

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<b>Date</b>	<b>Theme</b>	<b>Assignment</b>
Friday, November 1	Complete <b>30 hours of reading</b> from the required Reading. Reading report should be posted in the Learning Hub. The report should have posted in a Word or PDF file with the name of the student, book and total hours read, name of author and documents read.	Late reports—5 points deduction per day.
Sunday, November 3	First day of classes Course introduction List difficult topics in ministry for small-group analysis Small-group formation	Syllabus and review course requirements
Monday November 4	Theological Rocks Personal and church finances Music in the Church Movie Theaters	Daily small group discussion and collaborative learning sessions on selected topics. Article reviews
Tuesday November 5	Conflic Resolution Counseling Divorce in the Church Pre-Marital Counseling Pornography & addictions	<b>Group presentations</b> Groups will present their finding before peers, starting today. Article reviews
Wednesday November 6	Chaplaincy, CPE Ministry of presence & listening Hospital visitation Discipleship Mission Trips	<b>Group presentation</b> Article reviews
Thursday November 7	Lay Training School Church planting <i>Casa Culto</i> / Small groups Sermonic Year Pastoral communication and Social Media	<b>Group presentation</b> Article reviews
February 7	Projects Due. Students must upload their final projects to the Learnihg Hub on this date	Deadline of final Project, today, February 7. 2020
March 6	Students will receive no more than a “B” at midnight of this day, March 6, 2020	Late delivery of the project
April 7	Students will receive no more than a “C” at midnight of this day, April 7, 2020	Late delivery of the project
April 29	Students who have not completed all intensive requirements by <b>April 29, 2020</b> will receive an F and will need to repeat the class	Late delivery of the project and final deadline

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## CLASS POLICIES

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### **Disability Accommodations**

If you qualify for accommodation under the American Disabilities Act, please contact Student Success ([disabilities@andrews.edu](mailto:disabilities@andrews.edu) or 269-471-6096) as soon as possible so that accommodations can be arranged.

### **Late Submissions**

Assignments must be turned in on time in order to receive full credit. Submissions after the deadline will incur a 5-point per day reduction.

### **Use of Computers in class**

Students who wish to attend class with a laptop computer and who would like to surf the internet, answer e-mails, facebook, etc, must submit a written request on the first day of class and agree to receive (at least) a letter grade reduction from their final grade, then permission will be given to attend class and enjoy the simple pleasures of life in the technological world! Otherwise if they aspire to receive the grade they earned through the fulfillment of the course requirements they are expected to take notes of the lectures and sign a pledge to limit the use of the computer to note taking. Thank you for your willingness to become an active learner and participant of this course.

### **Examinations**

“Credit is not granted in courses unless the required examinations are completed by the student. Students are expected to follow the published examination schedule. In cases where the schedule requires a student to complete four exams in one day, arrangements may be made with the dean to complete one of the examinations at another time”. *AU Bulletin*.

### **Class Attendance**

“Regular attendance at all classes, laboratories and other academic appointments is required for each student. Faculty members are expected to keep regular attendance records. The syllabus notifies students of the attendance requirements. *AU Bulletin*.”

### **Class Absences**

“Whenever the number of absences exceeds 20% (10% for graduate classes) of the total course appointments, the teacher may give a failing grade. Merely being absent from campus does not exempt the student from this policy. Absences recorded because of late registration, suspension, and early/late vacation leaves are not excused. The class work missed may be made up only if the teacher allows. Three tardies are equal to one absence.

Registered students are considered class members until they file a Change of Registration form in the Office of Academic records”. *AU Bulletin*

### **Excused Absences**

“Excuses for absences due to illness are granted by the teacher. Proof of illness is required. Residence hall students are required to see a nurse on the first day of any illness which interferes

with class attendance. Non-residence hall students should show written verification of illness obtained from their own physician. Excuses for absences not due to illness are issued directly to the dean's office. Excused absences do not remove the student's responsibility to complete all requirements of a course. Class work is made up by permission of the teacher". *AU Bulletin*

### **Academic Integrity**

"In harmony with the mission statement (p.18), Andrews University expects that students will demonstrate the ability to think clearly for themselves and exhibit personal and moral integrity in every sphere of life. Thus, students are expected to display honesty in all academic matters.

Academic dishonesty includes (but is not limited to) the following acts: falsifying official documents; plagiarizing, which includes copying others' published work, and/or failing to give credit properly to other authors and creators; misusing copyrighted material and/or violating licensing agreements (actions that may result in legal action in addition to disciplinary action taken by the University); using media from any source or medium, including the Internet (e.g., print, visual images, music) with the intent to mislead, deceive or defraud; presenting another's work as one's own (e.g. placement exams, homework, assignments); using material during a quiz or examination other than those specifically allowed by the teacher or program; stealing, accepting, or studying from stolen quizzes or examination materials; copying from another student during a regular or take-home test or quiz; assisting another in acts of academic dishonesty (e.g., falsifying attendance records, providing unauthorized course materials).

Andrews University takes seriously all acts of academic dishonesty. Such acts as described above are subject to incremental discipline for multiple offenses and severe penalties for some offenses. These acts are tracked in the office of the Provost. Repeated and/or flagrant offenses will be referred to the Committee for Academic Integrity for recommendations on further penalties. Consequences may include denial of admission, revocation of admission, warning from a teacher with or without formal documentation, warning from a chair or academic dean with formal documentation, receipt of a reduced or failing grade with or without notation of the reason on the transcript, suspension or dismissal from the course, suspension or dismissal from the program, expulsion from the university, or degree cancellation. Disciplinary action may be retroactive if academic dishonesty becomes apparent after the student leaves the course, program or university

Departments or faculty members may publish additional, perhaps more stringent, penalties for academic dishonesty in specific programs or courses". *AU Bulletin*

### **Language and Grammar**

There is an expectation that a student enrolled in a graduate program possesses advanced written language skills, particularly in the language in which the degree is acquired. Thus, no special consideration will be given to English as a second language learners or native-English speakers who have yet to obtain mastery in written English. Such students are advised to seek the assistance of the campus writing lab or procure the services of an editor prior to the submission of their assignments. *Tips for success* include reading your assignments aloud and having someone else do likewise prior to submission. This practice will provide you with immediate feedback on your written assignments.



## **Emergency Protocol**

Andrews University takes the safety of its student seriously. Signs identifying emergency protocol are posted throughout buildings. Instructors will provide guidance and direction to students in the classroom in the event of an emergency affecting that specific location. It is important that you follow these instructions and stay with your instructor during any evacuation or sheltering emergency.

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### **INSTRUCTOR**

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**Luis Fernadno Ortiz**, es el Director del programa de Maestria en Divinidades en la Universidad de Andrews y creador/director de Sábado Joven Internacional, un ministerio de evangelismo y retención presente en más de 30 países. Ha trabajado como pastor por más de 20 años en Centro, Sud y Norte America. Está casado con Daniela y tienen tres hijos, Daniel, Samuel y David.

