



OHIO CHRISTIAN
UNIVERSITY

2011-2012 Graduate Catalog

Non-Discrimination Policy

Ohio Christian University admits students of any race, color, national and ethnic origin, or handicap 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, sex, or national and ethnic origin in administration of its educational policies, admissions policies, scholarship and loan programs, and athletic and other school-administered programs.

In conformity with the pertinent requirements of Title IX of the Education Amendment of 1972 enacted by the Congress of the United States, Ohio Christian University does not within the context of its religious principles, heritage, mission, or goals discriminate on the basis of sex in the area of employment, admission, educational programs, or other activities.

Ohio Christian University complies with all federal and state non-discrimination laws and is an equal opportunity institution. The University reserves the right to, and does, maintain student educational and behavioral standards, and standards based upon religious considerations consistent with its role and mission.

Privacy Policy

OCU complies with federal and state laws governing the privacy of educational records. A copy of the University policy pertaining to the privacy of such records is available from the Vice President for Academic Affairs Office.

In the event of errors or changes of policy, Ohio Christian University reserves the right to change the terms and conditions of this publication.

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A Message from Our President

You have chosen the right university to pursue your life dreams and educational goals because OCU wants to invest in your life. Think with me for a moment, there are thousands of colleges and universities, and on many campuses students are just a number! Is that the way you want to be remembered, just a number?

At Ohio Christian University, we promise to spend time with you to get to know you! Our outstanding faculty will not only prepare you academically, but they will challenge you with practical knowledge.

You will be prepared at a regionally accredited (HLC-North Central Association) university that has been named in Business First as one of the top of the list. You will also get that personal touch!

See you soon,

Dr. Mark A. Smith

President

About Ohio Christian University

Vision

Preparing Christian servant leaders.

Mission Statement

Ohio Christian University prepares students to serve effectively in the church and society by providing a holistic, Christ-centered, biblically integrated education in the Wesleyan tradition.

Objectives

Upon graduation from Ohio Christian University the student should:

Articulate a Christian worldview predicated on a working knowledge of contrasting philosophies and religions.

Confirm an understanding of a saving and sanctifying knowledge of God through Jesus Christ as Savior and Lord.

Seek to reconcile the world to Christ in harmony with the Christian vocational mandate and each person's individual calling and occupational training.

Demonstrate God's love for humanity through a life of Christ-like service that seeks to benefit the spiritual, physical, intellectual and social needs of others.

Demonstrate scholarship in university-level disciplines inculcating continued intellectual and professional development.

Affirm the Bible as the only infallible guide for Christian faith and practice.

Core Values

Christ Centered

Our community of interdependent students, faculty, and staff seeks to honor and obey Jesus Christ, who is present in Spirit and speaks in Scripture, and to advance God's purposes in the lives of every member.

Biblically Based

Our academic and student development programs cultivate a deep and enduring faith that affirms the authority of Scripture and embraces Christ as the authentic center of life.

Student Oriented

Our traditional undergraduate and adult curriculum integrates faith and learning in a scholarly environment that fosters critical and creative thinking, academic excellence, and professional competence.

Ministry Motivated

Our emphasis on ministry and missions extends beyond the classroom into real-world experiences that prepare students for a lifetime of service in ministry.

Leadership Focused

Our students experience and engage the world in ways that prepare leaders to serve and transform their professions, churches, and communities.

Academic Excellence

We seek to provide an excellent academic environment for the acquisition of both knowledge and wisdom.

History of OCU

Ohio Christian University was founded in 1948 for the purpose of educating clergy for its sponsoring organization, the Churches of Christ in Christian Union. In 1958 a Board of Trustees was established, and in 1961 the institution was incorporated by the State of Ohio. By the mid-1960s the institution had reached an enrollment of 150 and moved to forty acres on Route 22 east of Circleville.

In 1976 the institution received authorization from the Ohio Board of Regents and accreditation through the Association for Biblical Higher Education. Other programs were added such as counseling and music. In 1983 teacher education was initially offered for students interested in Christian school teaching. Later, the program was expanded through articulation agreements with other institutions to enable students to receive state licensure upon completion.

In the late 1990s the institution added a business program. The first nontraditional adult degree completion programs (AIM Adult Degree Program) accepted students in January 1999. In 1998 the institution began pursuing dual institutional accreditation with the Higher Learning Commission of the North Central Association and was granted HLC accreditation in 2005.

Following the Higher Learning Commission accreditation in 2005, the Board of Trustees began a search for a new president who would expand the outreach of the University. Under the new president's leadership, the mission of the institution was clarified; new goals were envisioned; assessment plans updated, clarified, and implemented; and programs and partnerships expanded.

Ohio Christian University has remained true to its founders' vision throughout its history. Since its first graduating class of five in 1952, the institution has continued to produce leaders for the church and society. Although the mission, structures, and processes have developed and expanded throughout six decades, the founding goal has remained—that men and women be taught “to value souls more than money and eternity more than time,” producing Christian servant leaders to impact the world

Our Doctrine

We believe in one God; self-existent in three Persons, co-equal and co-eternal; Father, Son and Holy Spirit.

We believe in the Bible, God's infallible Word, fully inspired by the Holy Spirit, the supreme authority for faith and practice.

We believe in the deity of Jesus Christ, who became man, being conceived of the Holy Spirit and born of a virgin. He lived a sinless life and died a substitutionary death as a complete sacrifice for the sins of all mankind. He arose bodily from the dead and ascended to the right hand of the Father where He is now our interceding High Priest.

We believe that the Holy Spirit is a Divine Person who reveals Christ, both in a ministry to the world by restraining evil and by convicting of sin, and in a ministry to the Church by indwelling, empowering, guiding, and teaching all Christians.

We believe that man was made in the image and likeness of God and by transgression incurred guilt before God, depravity of soul, and spiritual death.

We believe in the universal atonement Christ provided for all mankind and that they who do repent and believe on Him are justified and regenerated from the guilt and practice of sin.

We believe in entire sanctification as a definite crisis experience subsequent to regeneration. It is wrought on the basis of faith and consecration through the infilling of the Holy Spirit by which the believer is cleansed from all sin and to which the Spirit testifies.

We believe in the progressive growth in grace toward Christian maturity through a consistent Christian life of good works which springs from faith in God and obedience to His Word. This growth we believe to be a necessary complement to the above mentioned crisis experience.

We believe in the true universal Church as the Body of Christ and Temple of the Holy Spirit. It is composed of all true believers in Christ. It was created by Him for worship and fellowship and is commissioned by Him to publish the Gospel to all the world.

We believe in the personal return of Christ who shall come with power and great glory to gather the Church to Himself, to establish His millennial kingdom, and to judge the quick and the dead.

We believe in the resurrection of the just, who shall enter into an actual eternal heaven, and the resurrection of the unjust, who shall go away into an actual and eternal hell.

Accreditation & Recognition

Accredited by the Higher Learning Commission and a member of the North Central Association:
<http://www.ncahlc.org>, (312) 263-0456.

Accredited by the Association for Biblical Higher Education.

Accredited by the Ohio Board of Regents to offer associate, baccalaureate, and masters level education.

Chartered by the State of Ohio.

Approved by the Ohio Board of Regents to offer teacher education programs.

Approved by the United States Office of Education for participation in the federal students financial aid programs.

Approved by the United States Department of Justice for the education of foreign students.

Approved by the Internal Revenue Service for Social Security benefits for eligible students.

Approved to train Veterans or eligible persons.

Recognized by the Churches of Christ in Christian Union, Primitive Methodist Church, Evangelical Church and Evangelical Methodist Church, for ministerial training.

Member of the Ohio College Association.

Member of the Service Members Opportunity Colleges.



A Message from the Graduate Program Studies Director

Thank you for your interest in the Master of Arts in Ministry degree program at Ohio Christian University. I am confident that this is the beginning of an adventure in learning that will enhance your ministry skills and insights as you continue to serve the Lord in your place of calling.

This program will provide you with exposure to new ideas and concepts in ministry as well as new insights into practical theology and pastoral care. It is designed to enhance your people skills and provide personal insights and challenges for your personal development as a minister as well. The schedule is created to fit the busy life of pastors and others in ministry with a majority of the class work being done outside the classroom. The one-week classroom experience will bring positive interaction with highly qualified and experienced faculty as well as your peers in ministry. I am confident that this will be a life-changing experience for you.

I look forward to your enrollment and I am ready to assist you in any way I can as you progress toward your Master's degree.

Blessings,

Dr. Larry Olson

Director of Graduate Studies

Graduate Education at OCU

Graduate-level work is a rigorous undertaking, requiring high expectation of learning and an advanced level of thinking. As graduate students engage in research and discussion, the expectation is that their critical thinking skills will demonstrate a high quality of articulated reasoning.

Ohio Christian University has developed its Master of Arts Program in Ministry to enhance the ministry skills of pastors and lay leaders in the local church. The program has been launched with a memorandum of understanding with Wesley Biblical Seminary. The program will prepare students to serve even more effectively in the church and society, whether they are in paid or lay ministry. The opportunity is provided through one-week intensive courses to accommodate students who are engaged in full-time or part-time ministry or other full-time employment and are interested in transitioning into a ministry type role.

The Graduate Program offers a Master of Arts Degree with tracks in Pastoral Care and Counseling (non-licensure) and Practical Theology. These programs are designed to bring a new level of effectiveness to those desiring to make a difference in their world.

Program Purpose

The purpose of Ohio Christian University's Graduate Program is to enhance the ministry skills of pastors and lay leaders in the local church.

Program Objectives

Upon completion of the graduate program a student should be able to:

- Demonstrate a deep love for God by continually practicing spiritual disciplines.
- Analyze Christian theological thinking through the centuries and its effects on the church and culture and the effects of culture and church on Christian theological thinking.
- Conduct independent research and evaluation of biblical and theological literature and apply knowledge to enhance ministry practices.
- Analyze situations and choose the proper interventions to help others cope with crises. (Pastoral Care and Counseling Track)
- Demonstrate skills in church administration, preaching/teaching, handling sacraments and rituals, and care giving in the local church. (Practical Theology Track)
- Conduct research that leads to enhanced ministry practices.

Program Advantages

The opportunity is provided through one-week intensive courses to accommodate students who are engaged in full-time or part-time ministry or other full-time employment and are interested in transitioning into a ministry type role.

Admissions

Admissions Requirements

Applicants should meet the following admissions criteria:

- Hold a bachelor's degree from a regionally accredited institution with minimum overall GPA of 2.75
- Minimum of 2 years of pastoral or lay leader experience
- Minimum of 6 semester credits in Bible (may be at the undergraduate level)
- Minimum of 3 semester credits in Theology (may be at the undergraduate level)

Provisional Admission

Any applicant not meeting the above-stated requirements may petition for consideration. Petitions will be accepted for exception to the admissions policy (e.g., credits earned from a non-accredited institution). Credits will be accepted after successful completion of 6 credits at Ohio Christian University.

Ohio Christian University admits students of any race, color, sex, national and ethnic origin, or handicap to all the rights, privileges, programs, and activities generally accorded or made available to students at the University.

Applicants who do not meet entrance requirements may be granted provisional admission with academic restriction for the first 6 hours. A request for provisional admission may be made to the Graduate Studies Program Director. A final decision, including the terms of the provisional restriction, will be made by the Graduate Studies Program Director in consultation with the Graduate Admissions Committee.

Application Process

Students may start courses before the admissions process is completed but must have all pieces submitted by the end of the third course.

Pieces which must be included in the file before being considered for graduate admissions are:

- Official transcript from every postsecondary institution attended mailed in sealed envelope.
- Completion of six semester hours of Bible coursework and three semester hours of theology coursework or its equivalent.
- Completed and signed application and application fee paid (non-refundable).
- Two letters of recommendation.

Admission Possibilities

Full Admission

Applicant meets all admission requirements.

Provisional Admission

If an applicant meets all other requirements except GPA, the applicant will be accepted conditionally and placed on academic probation. Students placed on academic probation that do not have an overall GPA of at least 3.0 after attempting 12 credits will be dismissed from the program.

Applicants not meeting the Bible requirement will be conditionally accepted but may not enroll in Bible classes (i.e., Old Testament History and Interpretation or New Testament History and Interpretation) until this requirement has been met.

Applicants not meeting the Theology requirement will be conditionally accepted but may not enroll in theology classes (i.e., History of Christian Thought or Theology of John Wesley) until this requirement has been met. Applicants not meeting the ministry requirement may be conditionally accepted depending

upon the strength of their experience (e.g., full-time pastor vs. part-time lay minister).

Admissions appeals will be sent to the Graduate Admissions Committee for reconsideration. The next level of appeal is the Administrative Council; their decision will be final.

International Students

The University complies with U.S. government regulations for foreign students. Due to strict government regulations, the University has detailed requirements pertaining to foreign students. The University does not have available special funding to assist foreign students in financing their education. It is the responsibility of foreign students to obtain the proper documents and to furnish the University with these documents.

Before a student can receive paperwork to obtain a visa, the following requirements must be met:

The student must pass an English proficiency test. Ohio Christian University accepts the following tests of English as a second language:

- Test of English as a Foreign Language (TOEFL) - minimum score of 550 is required on the paper based test, 213 on the computer based test, or 79-80 on the iBT.
- ASPECT - minimum, level 6
- APIEL - minimum, level 3

The students must show, at the university's discretion, the ability to finance his/her education for the entire length of their program.

Transcripts from foreign institutions must be sent to an outside agency for evaluation and determination of transferable credits, degrees, and GPA. Students are responsible for the initiation of this evaluation and for any fees incurred during the process. Agencies approved for foreign transcript evaluation include the following:

- Educational Credential Evaluators, Inc.
- Educational Records Evaluation Service
- International Education Research Foundation, Inc.
- World Education Services

Transient Studies

Permission to take a course at other institution while working on a graduate degree from OCU must be obtained from the Graduate Studies Program Director. A maximum of six credit hours earned through transfer or transient credit can be applied to graduation requirements. Letter grades received in transient courses are recorded on the student's transcript and calculated in the cumulative GPA.

Credit for Non-Traditional

Learning

Graduate credit is not awarded for learning that takes place in a non-traditional manner.

Transfer Credits

Transfer credit is not automatic and is considered on a case by case basis. Ohio Christian University will accept up to six credits in transfer from a regionally or nationally accredited institution. The following criteria are used to assess transfer credit:

- The course is no more than 10 years old.
- The course is relevant to the program.
- The course was taken for graduate credit from a regionally accredited institution
- A minimum grade of B was earned in the course.
- The maximum number of credit hours that may be transferred is six.

The following provisions govern transferring credits to the graduate program:

The student seeking to transfer credit for courses from another college will complete the regular admission process, with the addition of a graduate transcript review conducted by OCU.

Up to 6 credits in which at least a “B” grade or its equivalent has been earned are eligible for transfer, subject to the discretion of the Graduate Program, providing the courses were taken at a regionally accredited college/university.

Each applicant for transfer admission will be notified of the specific course credits or equivalents to be granted by OCU.

Non-Degree-Seeking Students

Non-degree students are limited to a maximum of 12 credit hours of graduate work and must be accepted as degree seeking students before any classes completed at OCU may be applied toward a degree program. At the time of admission to a program a decision will be made whether to apply completed classes.

Auditors / Senior Citizens

Senior Citizens (age 65 and older) or those auditing a course are only required to complete a Short Form Application as long as the student is enrolled in no more than 3 credit hours per semester. Students enrolled for more than 3 credit hours or students who plan to enroll in consecutive semesters under one of the above categories are required to complete the entire application process. Individuals may audit a course on a space available basis. Preference is given to students enrolled in the course for credit. The audit must be approved by the Graduate Studies Program Director and course instructor. No credit is earned for auditing a class, and credit for the course cannot be earned after the fact.

Finance

Fee Schedule

- Application fee: \$25
- Tuition per credit hour: \$320
- Graduation fee: \$100
- Withdrawal from program fee: \$100
- Drop fee within semester (per class): \$30
- Audit (per class): \$160

Tuition Payment Schedule

Students pay tuition in three installments: The first installment of \$320 plus books is due at registration, the second installment of \$320 is due one month after the start of class, and the third installment of \$320 is due two months after the start of class.

Withdrawals

From Individual Classes

Students who do not attend any sessions of a course for which they have registered will be withdrawn from the course, and their account will be credited for the tuition and be charged a drop fee. Students formally dropping a course after the first week but before the second week will receive an 80% credit on tuition.

From The Program

The University will retain a fee of \$100 for processing the withdrawal.

Drop Fee

Students withdrawing from a course after the semester begins will be charged a drop fee and their tuition adjusted to reflect the number of credits carried for that semester.

Books and Materials

Students should receive the books and materials necessary for each course at least a week before the course. A resource fee is assessed for each course for these books and materials. Husband and wives enrolled in the same class can choose to receive only one set of books and be charged only once. An additional charge for equipment may be assessed for an individual course. The book delivery system is about customer service:

- This program delivers the precise books needed prior to the course.
- The fees are added to the student's bill.
- This service prevents the inadvertent purchase of a wrong edition.
- This service saves the student the time and energy of having to find books from several sources.
- Some textbooks are not available in the retail market.

Books Refunds

Refunds will be made for textbooks on the following conditions:

- The student has officially withdrawn from the course that uses the textbook(s) for which a refund is being requested, and
- The textbook(s) is returned to the university within two weeks from the course start date, and
- The textbook(s) has not been marked or damaged in any way. Essentially the textbook(s) must still be in a "new" condition.

Housing

On-campus housing is not available for graduate students.

Academics

Course Sequencing

The primary course structure for the M.A. program is offered in the form of concentrated seminar consisting of one-week intensives. All sessions are preceded and followed by extensive preparation and research that maximize the time with the instructor. This allows those working full-time to enroll in classes.

Normally two courses are offered in the fall, two courses in the spring, and one course in the summer. Students can expect to complete the course work for the program in a minimum of two years.

One-Week Intensives

One-week intensive classes begin at 1 p.m. on Monday and conclude at noon on Friday. One-week intensive courses require certain assignments to be completed both before the class begins, during the week of intensive sessions, and after the week of instruction is completed.

Course Load

The minimum full-time student load is 15 semester credits per year (i.e., 6 credits in fall, 6 credits in spring, 3 credits in summer).

Attendance Policy

Class attendance is an important student obligation, and each student is responsible for all work conducted in class meetings. Students may not miss more than 20% of the class sessions and receive credit for the course. Students missing more than 20% of the class sessions will be withdrawn from the class.

Faculty

From its earliest days, the University has recognized the need for faculty who are academically prepared, spiritually-mature, and strongly committed to the mission and purposes of Ohio Christian University. In addition to the regular OCU faculty, the University employs adjunct faculty who are fully qualified academically and experientially, can teach adults effectively, model Christian leadership, and make a positive contribution to the life of students.

Computer Lab

A Computer Lab is located on the main campus in the Library, and graduate students are welcome to use these computers. Additionally, a mobile computer lab is available for instruction and student support on the second floor of Johnson Hall.

Library

OCU's Library exists to support the curricular needs of students and faculty. The Library continues to expand its resources to support the curriculum and promote student academic success. Library hours are posted on the University's Web site. The University is a member of OhioLINK, which gives students online access to multiple electronic materials such as articles, journals, newspapers, theses/dissertations, and even books. Additionally, materials can be shipped to any OhioLINK library in Ohio. Renewals and requests for material can be made via the Internet. Access information will be provided when books are sent (about two to three weeks before class begins).

Grading System

The University operates on a four-point grading system as defined below.

- A *Superior Work.* Implies excellence in thinking and performance in a course. High-level work that is clear, precise, well-reasoned, and insightful.
-
- B *Above Average.* Implies sound thinking and performance in a course. B-level work is clear, precise, and well-reasoned but does not have the depth of insight that A-level work has.
-
- C *Average.* Implies mixed thinking and performance in a course. C-level work is inconsistently clear, precise, well reasoned, and inconsistently demonstrates comprehension of basic concepts and principles.
-
- F *Failure.* Implies an attempt to get through a course by rote recall and reflects a mistaken comprehension of basic concepts and principles.
-
- I *Incomplete.* Courses for which an “I” grade has been recorded must be completed within 5 weeks from the last day of class in which it was received. After that date an “I” is automatically assigned an “F.”
-
- W *Withdrawal.* This grade is not used in computing the student’s GPA.
-
- WP *Withdrawal Passing.* This grade is not used in computing student’s GPA.
-
- WF *Withdrawal Failing.* This grade is used in computing students’ GPA. “AU” Audit. No credit is earned. This grade is not used in computing the student’s GPA.
-
- AU *Audit.* No credit is earned. This grade is not used in computing the student’s GPA.
-

Computing Grade Point Average

Letter grades are assigned numerical values according to the chart below.

| | | |
|----|---|-------------------------------|
| A | = | 4.00 |
| A- | = | 3.70 |
| B+ | = | 3.30 |
| B | = | 3.00 |
| B- | = | 2.70 |
| C+ | = | 2.30 |
| C | = | 2.00 |
| F | = | 0.00 |
| I | = | No grade point value assigned |
| W | = | No grade point value assigned |
| WP | = | No grade point value assigned |
| WF | = | 0.00 |
| AU | = | No grade point value assigned |

Incompletes

Course work must be completed within time stated on the course syllabus. Work submitted after the deadline is evaluated in accord with the guidelines for late work that are stated on the course syllabus and Graduate Program policies.

The following policy is to be applied to all students in the University who receive an “I” for incomplete work in a course:

Incomplete may be granted when the student is prevented from finishing course work on time by

extenuating circumstances (i.e. emergencies, not unsatisfactory work or failure to submit work).

It is the student’s responsibility to request an “I” grade and the professor’s to determine whether the circumstances merit an incomplete grade.

Students who receive a grade of incomplete for any course (some or all assigned work not turned in) will be required to submit completed work to the professor who taught the course. The deadline for submitting work is 10 weeks from the last day of class for the course in which the student received an incomplete.

Failure to submit the incomplete work by this deadline will result in earning zero points for incomplete work, and the final grade will be awarded accordingly.

Graduation Requirements

Students are personally responsible for meeting all requirements for graduation. To graduate a student must:

- Complete the approved course of study for one of the graduate tracks offered.
- Achieve a cumulative GPA of at least 3.0 or better (on a 4.0 scale) on all course work.
- Satisfy all financial obligations to the University and be in good standing with the University.
- Submit an Intent to Graduate Form three months before end of the semester of the last course, accompanied by the non-refundable Graduation Fee. Graduates may participate in spring commencement exercises.

OCU reserves the right to deny graduation to any student whose character is contrary to the testimony, doctrine, and standards of the University.

Summer Graduation

Students wishing to participate in the spring graduation ceremony as “summer graduates” must: (1) lack no more than three credit hours to complete in their final term; (2) take all remaining course work from Ohio Christian University; and (3) have all requirements completed by September 1. Summer graduation diplomas will be issued in September. Students who do not complete all requirements by September 1 will not be eligible to receive a diploma until later.

December Graduation

Students will receive a certificate of completion in December provided that ALL graduation requirements are met by the time the traditional calendar dismisses for Christmas break. December graduates are expected to march in the spring graduation ceremony.

Residency Requirement

Students must complete all program requirements within seven years. Students who exceed this time limit must petition the Graduate Admissions Committee for an extension of time.

Applicable Catalog

Catalog requirements may change with each edition of the catalog. The applicable catalog is either the current catalog or the catalog existing at the time of the student’s enrollment in a degree program, provided it has been no more than three years. The applicable catalog for students whose enrollments are disrupted is the existing catalog of the student’s most recent enrollment. Students that do not take any classes for two consecutive semesters will be under the catalog in effect when they re-enter the program instead of the catalog in effect when they started the program.

Academic Probation and Suspension

Academic Probation Status

Academic probation due to grades less than 3.0: A student is placed on academic probation if his/her cumulative GPA is not above 3.0 at the end of a semester. If cumulative GPA is not above 3.0 after attempting 12 more credits, the student will be dismissed from the program. No more than 6 credits may be earned with course grades of C or C+. Additional courses with a grade of C or C+ must be retaken.

Students admitted on a provisional basis because they do not meet the minimum GPA for regular admission or students whose GPA is below 2.5 after 6 attempted hours are placed on Academic Probation.

Readmission

A student who has been dismissed for academic reasons may petition for readmission after six months.

Appeal and Grievance Policies

A student who wishes to appeal a course grade or an academic policy decision (including one believed to be discriminatory based on race, national origin, color, sex, disability, or age, including Title VI, Title IX, and Section 504), must abide by the procedures that follow.

Each stated time frame will be the ordinary process. More time may be necessary in the event of a lengthy investigation, hearing, illness, or other unforeseen circumstances. All grievances, with all documents, recommendations, and decisions, will be reported to the Graduate Studies Program Director. Because the appeal process is a private university, administrative process, legal counsel or representation is not appropriate.

Grade Appeals

A grade appeal involves only those situations in which a student believes that an instructor (a) has not followed fair grading practice or (b) has not followed his/her published grading policy. A student who wishes to appeal a grade based on one or both of these reasons must follow these procedures:

The student must first contact the instructor for full explanation of the grade given and the basis for making the grade.

If there is no resolution, then the student may file a grade appeal to the Graduate Studies Program Director through a letter stating the reasons for reconsideration. If a properly completed grade appeal request form is not received by the University within 30 days of the date the student's grade was posted, then the student will forfeit any further right to appeal.

If there is no resolution, then the student may forward the grade appeal to the Graduate Committee through a letter provided to the Academic Affairs' Office stating the reasons for reconsideration. If a properly completed letter is not received by the University within 30 days of the date the student's grade was posted, the student will forfeit any further right to appeal.

If there is no resolution, then the student may forward the grade appeal to the Administrative Council through a letter provided to the President's Office stating the reasons for reconsideration. The decision of the Administrative Council will be final and binding upon all parties.

Grade changes may be made only with approval of the Vice President for Academic Affairs.

Academic Policies

An academics policy grievance involves those situations in which a student believes that the university has not followed published policies regarding an academic decision or discrimination based on race, national origin, color, sex, disability, or age, including Title VI, Title IX, and Section 504. A student who wishes to file an academic policy grievance must follow these procedures:

The student must first contact the person who has made the decision for a full explanation of the policy and how the policy was followed. If the policy has been followed, then the student has no further recourse.

If the policy was not followed or the student disputes the way in which the policy was applied, then the student may request that the matter be reviewed by the Graduate Committee by filing a request in writing to the Academic Affairs Office, which can be obtained from the Academic Affairs Office. If the complaint involves the Vice President for Academic Affairs, the student may request that the Executive Vice President review the matter. If a written request is not received by the university within 30 days of the date on which the event that gave rise or the complaint occurs, then the student will forfeit any further right to appeal. The Vice President for Academic Affairs (or, if applicable, the Executive Vice President) will notify the student of the decision.

If the matter is not satisfactorily resolved, then the student may request that the Academic Appeals Committee review the matter by filing a written request with the Vice President for Academic Affairs. If the university does not receive a properly completed form within 15 days of the date on which the notice in step 2 was sent, then the student will forfeit any further right to appeal. The Academic Appeals Committee will notify the student of its decision, which will be final.

Academic Dishonesty

Students are expected to be honest in all their academic work and are responsible for their own work for course requirements. Scholastic dishonesty is a violation of both academic standards and biblical teachings, and is an affront to other students and the faculty. Academic dishonesty includes the following:

- Cheating on assignments and tests.
- Plagiarism. The student is responsible for knowing the legitimate and illegitimate use of source material in written work.
- Submitting a paper or project in which part or the entirety was done by someone else. (This does not include designated group assignments in which the student participates.)
- Submitting the same (or essentially the same) paper or project in more than one course without prior consent of the instructors involved.
- Any act that violates the rights of other students from completing their academic assignments (e.g., deliberate withholding of necessary academic material, willful harm to another student's work).

Students found involved in academic dishonesty will be penalized by the instructor. The penalty may include reduced credit or no credit on the assignment or test, additional assignments, or other measures deemed appropriate by the instructor. The instructor may refer the student to the Graduate Studies Program Director who may invoke a penalty that could include academic failure in the course and suspension from the University. A student who feels that the charge is unjust or that the penalty is unfair has the following appeal options: Graduate Studies Program Director, Vice President for Academic Affairs, Graduate Committee. The decision of the Graduate Committee will be final.

Policy of Non-Discrimination

Ohio Christian University complies with all federal and state non-discrimination laws and is an equal opportunity institution. The University reserves the right to, and does, maintain student educational and behavioral standards, and standards based upon religious considerations consistent with its role and mission.

Change of Information Notice

The information contained in this catalog was accurate at the time of publication. Following publication, any of the catalog information may change without notice, including, without limitation, the information regarding tuition, fees, class schedule, student calendar, program outline, course descriptions, curriculum, faculty, student services, administrative policies, and financial assistance.

Privacy Rights

OCU complies with federal and state laws governing the privacy of educational records. A copy of the University policy pertaining to the privacy of such records is available from the Office of the Registrar.

Standard of Dress

The University requires that students maintain as professional a standard as possible given their work/school schedules. Students are specifically directed not to wear shorts, tank tops, or sweats to classes. Dirty, ragged, patched, or faded clothing, or clothes intended as undergarments are not to be worn externally. Additionally:

- Men are not permitted to wear earrings to class.
- Other "body piercing" for both genders is prohibited.
- Extremes in hair styles and dye colors that do not occur naturally in humans are prohibited.
- Hats and caps should not be worn during class by either gender.

Children in the Classroom

Due to the various disruptions and distractions (whether real or potential) associated with the presence of minor children in the classroom setting, no minor children will be permitted to accompany either faculty or students into OCU class sessions.

Personal Property

The University will exercise reasonable precautions to protect personal property left at any of its locations, but cannot assume responsibility for the loss of money, valuables, or other personal property. Please report all losses on main campus to the Administrative Assistant to the Vice President for Student Development.

Firearms and Explosives

There will be no discharging of firearms, weapons, or explosives of any kind on University property. "Firearms/weapons" includes rifles, shotguns, air rifles, BB/pellet guns, slingshots, paintball, and bow and arrows. The University may confiscate such items, if necessary, to maintain the safety of the campus and its residents.

Tobacco and Controlled Substances

The possession and use of alcoholic beverages of any description, nonmedical narcotics or hallucinogenic drugs, including marijuana, is completely and strictly prohibited on the OCU Campus and denominational property, or by any student of the University. Tobacco use is prohibited on the University Campus at all times.

Vehicle Regulations

Anyone who drives on the OCU campus is expected to abide by all posted regulations and use designated parking. Failure to comply with state and campus regulations may result in suspension of the registration. The motor vehicle must then be removed from campus.

OCU does not assume responsibility for any vehicle or its contents while it is on campus.

Operation

Vehicles are to be operated within posted speed limits. The maximum campus speed limit is 15 miles per hour on the OCU campus.

Vehicles are to be operated only on surfaced roadways and parked only in designated areas. Vehicles may not be parked on lawns.

Parking

No parking is allowed in areas painted or striped with yellow paint. This is done to prevent blocking of driveways, crosswalks, and building entrances. Graduate students will be issued a temporary parking permit for the time that they are on campus for the week-long intensive.

The Master of Arts in Ministry

The Master of Arts in Ministry program consists of a core requirement (8 courses) and specialization tracks (Practical Theology and Pastoral Care and Counseling), each consisting of 4 courses. All courses contribute to the ability to enhance students' ministry skills. All graduates of this program must be grounded in the Bible, theology, and historical thought and context of the church.

Program Objectives

Upon completion of the graduate program a student should be able to:

- Demonstrate a deep love for God by continually practicing spiritual disciplines.
- Analyze Christian theological thinking through the centuries and its effects on the church and culture and the effects of culture and church on Christian theological thinking.
- Conduct independent research and evaluation of biblical and theological literature and apply knowledge to enhance ministry practices.
- Analyze situations and choose the proper interventions to help others cope with crises. (Pastoral Care and Counseling Track)
- Demonstrate skills in church administration, preaching/teaching, handling sacraments and rituals, and care giving in the local church. (Practical Theology Track)
- Conduct research that leads to enhanced ministry practices.

Core Courses

MA501 Introduction to Graduate Studies (1 credit hour)

An orientation to the University and the program. Introduction to research, use of the University's library, writing at the graduate level, and proper formatting of papers. Students will develop ministry and educational goals for their program. This course is delivered in an online format.

SS532 History of Christian Thought (3 credit hours)

Traces the development of the Church's doctrines from the close of the Apostolic Age through the modern period. Emphasis is given to the development of the ecumenical creeds and to the distinctive doctrines of the Reformation. (Prerequisite: 3 hours of Theology- see entrance requirements)

TH521 Theology of John Wesley (3 credit hours)

Studies the life and thought of John Wesley with special emphasis on the primary sources. (Prerequisite: 3 hours of Theology)

CM546 Worship in the Church (3 credit hours)

Studies the nature of worship, historical background, setting and movement in worship, public prayer, the Bible in worship, the sacraments, the wedding, the funeral, and the role of music in worship.

OT511 Old Testament History and Interpretation (3 credit hours)

Acquaints the student with the results of modern research on the Old Testament. The literary approaches to the biblical material are studied, focusing primarily on the Pentateuch, Isaiah, Daniel, and the Psalms. (Prerequisite: 6 hours of Bible- see entrance requirements)

NT512 New Testament History and Interpretation (3 credit hours)

Considers the canon of the New Testament and the origin and nature of the New Testament books. Such issues as the relationship of the synoptic Gospels, the integrity and purpose of Acts, and the dating of the Pauline and General Epistles are discussed. Other topics covered include New Testament times, the life of Christ, and the origin of the church. (Prerequisite: 6 hours of Bible)

CM514 Pastoral Care Giver (3 credit hours)

Undertakes the task of forming pastoral care givers who focus on the value of persons and their relationships, who know the history of pastoral care, the major therapeutic models, and the application of biblical principles to pastoral care and counseling, with the result that they can identify basic human problems and respond appropriately through pastoral care and counseling.

MA599 Ministry Capstone (1 credit hour)

As the culmination of this program, students will integrate everything learned to create a Personal Credo and Philosophy of Ministry. This course is delivered in an online format.

Pastoral Care and Counseling Track

The Pastoral Care and Counseling Track is designed for those ministers who are called to a counseling ministry. The program is not designed to qualify the graduate to work as a licensed counselor. Rather it is designed for those in ministry to develop their pastoral counseling skills.

Track Courses

PS527 Methods of Pastoral Counseling (3 credit hours)

This course bridges the gap between theory and application by confronting the learner with challenges of practical counseling methodologies. Emphasis will be placed on the counseling process of relational, assessment, goal setting, intervention, and termination stages. Role-play practice counseling, verbatim work, and video analysis will be part of this learning experience.

PS547 Spiritual Issues in Pastoral Counseling (3 credit hours)

This course focuses on spiritual issues that can positively or negatively impact a person's wellbeing. Christian and secular models of spirituality will be examined.

PS537 Ethical and Legal Issues in Pastoral Counseling (3 credit hours)

This course examines the highest ethical standards required for persons in counseling professions. Various ethical codes and landmark court cases will be discussed to help shape the student's thought process.

CM543 Pastoral Intervention in Crisis (3 credit hours)

This course is designed to provide the student with an understanding of the dynamics of crisis intervention. Several types of crises common to humanity will be considered along with models of appropriate pastoral intervention.

Practical Theology Track

The Practical Theology Track is designed for those who are employed as pastors in their churches. It is expected that most of these will be ministers who have ordination credentials. Consequently, the program is planned to enhance those ministry skills and increase their effectiveness in their careers. A second category of persons who may be interested in this program are those who have limited experience in ministry but feel called to dedicate their lives to the work of ministry and may be employed full-time or part-time by a church in a ministry role. The Program is planned to continue the development of their ministry skills in practical theology.

Track Courses

CM537 Biblical Preaching (3 credit hours)

This course is intended to concentrate on the dual tasks of biblical exegesis and sermon delivery. Students will be expected to preach at least twice in class using various literary genres taken from both testaments. The course will give particular attention to expository preaching.

CM531 Pastoral Leadership (3 credit hours)

This course is designed to move the students into deeper levels of understanding of the significant concepts and theories that shape our contemporary understanding of leadership development in a Christian context. From this base of understanding, students will be guided into discoveries of personal individual styles, strengths, and opportunities for growth in an effort to enhance personal leadership competencies with a deliberate servanthood focus.

CM543 Spiritual Disciplines (3 credit hours)

The course will involve study and experience of practices that historically have aided the development of spiritual formation.

MI541 Mission in the Western World (3 credit hours)

The social sciences are applied broadly to presenting the gospel to secular people who do not yet understand or believe in Jesus Christ as saving Lord. Emphasis will be given to research on attitudes, lifestyles, demographics, communication theory, social and cultural influences, values and worldview, and decision-making processes as they relate to ministry context.

Board of Trustees

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CCCU

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Church

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District Superintendent, Northeast District, CCCU

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CCCU

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Rev. Ron Reese

District Representative, West Central District, CCCU

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Mr. Philip Tipton

Architect, McKnight Group

Mr. Gary Uber

Business Owner

Administrative Council

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President of the University

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Vice President for Academic Affairs

Rick Christman
Vice President for Student Development and Athletics

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Vice President for Enrollment

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Executive Vice President

Mark Taylor
Vice President for University Advancement

Timothy Eades
Associate Vice President for Adult Degree Programs

Heidi R. Frederick
Assistant Vice President for Academic Services

Staff

President's Office

Shawna Willis, Presidential Executive Assistant

Academic Affairs

Tim Daniel, Associate Registrar
 Bonnie Olson, Administrative Assistant to Faculty
 Shirley Pollard, Assistant Registrar
 Mary Shmidt, Executive Administrative Assistant
 Rodney Sones, University Registrar
 Jessica Warth, Administrative Assistant to Registrar

Admissions

Kenna Bolender, Asst. Traditional Application Coordinator
 Elayne Cabrera, PSEO Admissions Counselor
 Whitney Davis, Receptionist
 Jason Dennis, Admissions Counselor
 Nina Egenreider, Traditional Application Coordinator
 Rachel Fulks, Assistant Director of Enrollment
 April Shaffner, Admissions Counselor
 Katie South, Admissions Counselor
 Lois Taylor, Office Manager
 Jillian Weimer, Senior Admissions Counselor

Bookstore

LeeAnn Daniel, Bookstore Manager
 Sarah Pollard, Bookstore Assistant

Business & Finance

Ben Billman, Cashier/Purchasing
 Marilyn Hatfield, Accounts Payable/Payroll
 Phoebe Lattimer, Senior Accountant/General Ledger

Financial Aid

Brenda Baker, Financial Aid Counselor
 Wes Brothers, Director of Financial Aid
 Allison Browning, Asst. Dir. of Fin. Aid – Traditional
 Julie Cottrell, Financial Aid Administrative Assistant
 Justin Dishong, Financial Aid Counselor
 Rebekah Fracassa, Financial Aid – Scholarships
 Rebekah Howdyshell, Financial Aid Counselor
 Steve Payton, Asst. Dir. of Financial Aid - AIM

Information Technology

Charles (C.J.) Davis, Telecom./Multimedia
 Renee Handy, Webmaster/Graphic Designer
 James McIlhargey, I.T. Faculty/Staff Support
 Clint (C.J.) Miller, Graphic Designer
 Jason Sheets, I.T. Help Desk Support
 Michael Sheets, I.T. Support
 Ryan Whisler, Assistant Vice President of I.T.

Institutional Research

Sara Brothers, Institutional Research Assistant

Library

Tina Craft, Library Assistant
 Carolyn Steele, Library Asst./Christian Svc. Secretary

Operations

Dale Bicknell, Grounds Director
 Mike Cessna, Custodial Services
 Rod Miner, Maintenance
 Reece Sorley, Director of Conf. & Custodial Services
 Jerry Sparks, Maintenance Director

Student Development

Anastasia Beavers, Director of Mentoring
 Ben Belleman, Athletic Director
 Cheri Christman, Athletic Administrative Assistant
 Amy Christopher, Adm. Asst./Dir. of Career Dev.
 Greg Davis, Director of Student Life
 Aaron Duvall, Dir. of Spiritual Form./Campus Pastor
 Dave Hopewell, Director of Student Activities
 Norma Mershimer, Director of Intercultural Relations
 Jessica Warth, Director of Ministries

University Advancement

Kimberly Eades, Director of Development
 Abby McCrary, Administrative Asst. Church Relations
 Tony McCrary, Director of Church Relations
 Julia Sorley, Alumni Coordinator
 Carrie Swackhammer, Advancement Coordinator

Faculty

Full-Time Faculty

Administrators

Mark A. Smith

President of the University (2006)
B.A., Hobe Sound Bible College; M.S., Northeastern State University; Ed.D., West Virginia University; Mgmt. Cert., Harvard University

Joe C. Brown

V.P. for Academic Affairs, Professor of Religion (2000)
B.A., Hobe Sound Bible College; B.A., University of Evansville; M.Ed., University of Cincinnati; M.Div., Cincinnati Christian Seminary; D.Min., Nazarene Theological Seminary

Ricky Christman

V.P. for Student Development (2009)
B.A., God's Bible School; M.A., Indiana Wesleyan University; Ed.D., (abd), Indiana Wesleyan University

Curtis Christopher

V.P. for Information Technology and Operations (1997)
B.A., Olivet Nazarene University; M.Ed., American International University

Timothy Eades

Associate Vice President for Adult Education (2010)
B.A., Trevecca Nazarene University; M. Min., Mount Vernon Nazarene University; Ed.D., Olivet Nazarene University

Michael P. Egenreider

Vice President for Enrollment (2006)
A.S., Community College of the Air Force; MB.A., Ohio Christian University; M.S., Franklin University

Heidi R. Frederick

Assistant Vice President of Academic Services (2008)
B.Mus., M.B.A., Palm Beach Atlantic University; Ph.D. Studies, Regent University

Henry F. Kelly

Executive Vice President (2006)
B.S., US Air Force Academy; M.S., University of Arizona; Ph.D., University of Illinois at Urbana-Champaign; Ed. D., Regent University

Barbara Meister

Interim Library Director (2009)
B.A., Ohio Dominican University; M.L.I.S., Kent State University

Larry Olson

Professor of Psychology and Counseling (1990)
Director of Graduate Studies
B.A., Ohio Christian University; M.P.C., Olivet Nazarene University; Ph.D., Capella University

Rodney Sones

University Registrar, Associate Professor of Music (2009)
B.S.M., God's Bible School and College; M.M., Miami University; D.M.M., The Southern Baptist Theological Seminary

Full-Time Instructional Faculty

John B. Anthony

Associate Professor of Music (2007)
B.A., Hobe Sound Bible College; M.M., Penn State University; D.M.A., University of Georgia

David A. Brown

Instructor of Religion (2008)
B.A., Hobe Sound Bible College; M.Div., Trinity Evangelical School of Divinity; Ph.D. Studies, University of Dayton

David A. Case

Professor of Religion (1970)
B.A., Indiana Wesleyan University; M.Div., Ashland Theological Seminary; D.Min., Trinity Lutheran Seminary

David H. Garrison

Associate Professor of Business (2008)
B.A., University of Pittsburg; J.D., South Texas College of Law

Dale Lear

Assistant Professor of Business Management (2005)
B.A., Rio Grande University; M.B.A., Franklin University; Ph.D. Studies, Capella University

Sylvia E. McDonald

Assistant Professor of Psychology and Sociology (2007)
B.A., Mount Vernon Nazarene University; M.A., Liberty University; Ph.D., Walden University

Gerald D. Mershimer

Instructor of Bible and Christian Service
Director(2007)B.A., Hobe Sound Bible College; M.A., Columbia Biblical Seminary

James L. Smith

Professor of Substance Abuse Counseling (2003)

B.G.S., Ohio University; M.Div., Asbury Theological Seminary; M.A., Ashland Theological Seminary; D. Min., Louisville Presbyterian Theological Seminary

Krista M. Stonerock

Professor of English (1992)
B.A., Mount Vernon Nazarene University; M.A., The Ohio State University; Ph.D., The Ohio State University

Lois Waggoner

Assistant Professor of Teacher Education (2002)
B.A., Asbury College; M.S., Butler University

Ben Williamson

Instructor of Bible and Church History (2008)
B.S., Asbury College; M.Div., Wesley Biblical Seminary; Ph.D. Studies, University of Dayton

Valerie Wilson

Associate Professor of Teacher Education (2002)
B.A., Miami University; M.A., The Ohio State University; Ph.D., The Ohio State University

Part-Time Faculty Administrators

Joanne M. Wolford

Assistant Librarian (1994)
B.S.Ed., Ohio University; M.S.L.S., Case Western Reserve University

Affiliate Faculty

Elaine R. Brisker

Science (2007)
M.S., The Ohio State University; D.V.M., The Ohio State University

Anita Conkel

General Education (2002)
B.S., Ohio University; M.A., Mount Saint Joseph College

Linda Diltz

Teacher Education (2007)
B.A., Wilmington College; M.Ed., Ashland University

Thaddeus D. Hicks

Director of Disaster Management (2009)
B.S., Ashland University; M.A., Eastern Mennonite University; Ph.D. Studies, Asbury Theological Seminary

Rebecca Johnson

Professor of Music (2008)
B.M., Capital University; M.A., The Ohio State University; Ph.D., The Ohio State University

David Lattimer

Professor of Missions (2008)
B.B.A., Ohio University; Th.B., Ohio Christian University; M.Div., Th.M., Asbury Theological Seminary; D.Miss., Asbury Theological Seminary

James H. Pollard

Professor of Psychology and Counseling (1977)
B.S.L., Ohio Christian University; A.B., Cedarville University; M.A.R., Asbury Theological Seminary; D.Min., Trinity Lutheran Seminary

Daniel L. Tipton

Bible (2008)
B.S., Ohio Christian University; M.Div., Asbury Theological Seminary; D. Min., Asbury Theological Seminary

Mandy Wray

Sport Ministry and Management (2007)
B.S., James Madison University; M.A., Ohio University

Course Calendar

Master of Arts in Ministry

Fall 2011

| | | |
|--------|---|--------------------|
| MA 501 | Intro to Graduate Studies | August 16 – Sept 6 |
| CM 546 | Worship in the Church | September 26 – 30 |
| PS 547 | Spiritual Issues in Pastoral Counseling | November 7 – 11 |
| CM 531 | Pastoral Leadership | November 14 – 18 |
| MA 599 | Ministry Capstone | Dec 6 * |

Spring 2012

| | | |
|--------|----------------------------------|----------------------|
| MA 501 | Introduction to Graduate Studies | January 17 – Feb 6 * |
| CM 514 | Pastoral Care Giver | February 13 – 17 |
| PS 543 | Pastoral Intervention in Crisis | March 19 – 23 |
| MI 541 | Mission in the Western World | April 16 – 20 |
| MA 599 | Ministry Capstone | May 15 * |
| TH 521 | Theology of John Wesley | June 11 – 15 |

Fall 2012

| | | |
|--------|--|--------------------|
| MA 501 | Introduction to Graduate Studies | August 14 – Sept 4 |
| OT 511 | Old Testament History & Interpretation | September 24 – 28 |
| PS 527 | Methods of Pastoral Counseling | November 5 – 9 |
| CM 543 | Spiritual Disciplines | November 12 – 16 |
| MA 599 | Ministry Capstone | December 4 * |

Spring 2013

| | | |
|--------|---|----------------------|
| MA 501 | Introduction to Graduate Studies | January 15 – Feb 5 * |
| NT 512 | New Testament History & Interpretation | February 18 – 22 |
| PS 537 | Ethical & Legal Issues in Pastoral Counseling | March 25 – 29 |
| CM 537 | Biblical Preaching | April 1 – 5 |
| MA 599 | Ministry Capstone | May 14 * |
| SS 532 | History of Christian Thought | June 10 – 14 |

Online Classes

Fall 2011

| | | |
|--------|--|----------------------|
| OT 511 | Old Testament History & Interpretation | September 6 – Oct 17 |
| PS 527 | Methods of Pastoral Counseling | October 25 – Dec 5 |
| CM 543 | Spiritual Disciplines | October 25 – Dec 5 |
| MA 599 | Ministry Capstone | Dec 6 |

Spring 2012

| | | |
|--------|---|-----------------------|
| NT 512 | New Testament History & Interpretation | January 3 – Feb 13 |
| PS 537 | Ethical & Legal Issues in Pastoral Counseling | February 21 – April 3 |
| CM 537 | Biblical Preaching | February 21 – April 3 |
| SS 532 | History of Christian Thought | April 10 – May 21 |
| MA 599 | Ministry Capstone | May 15 |

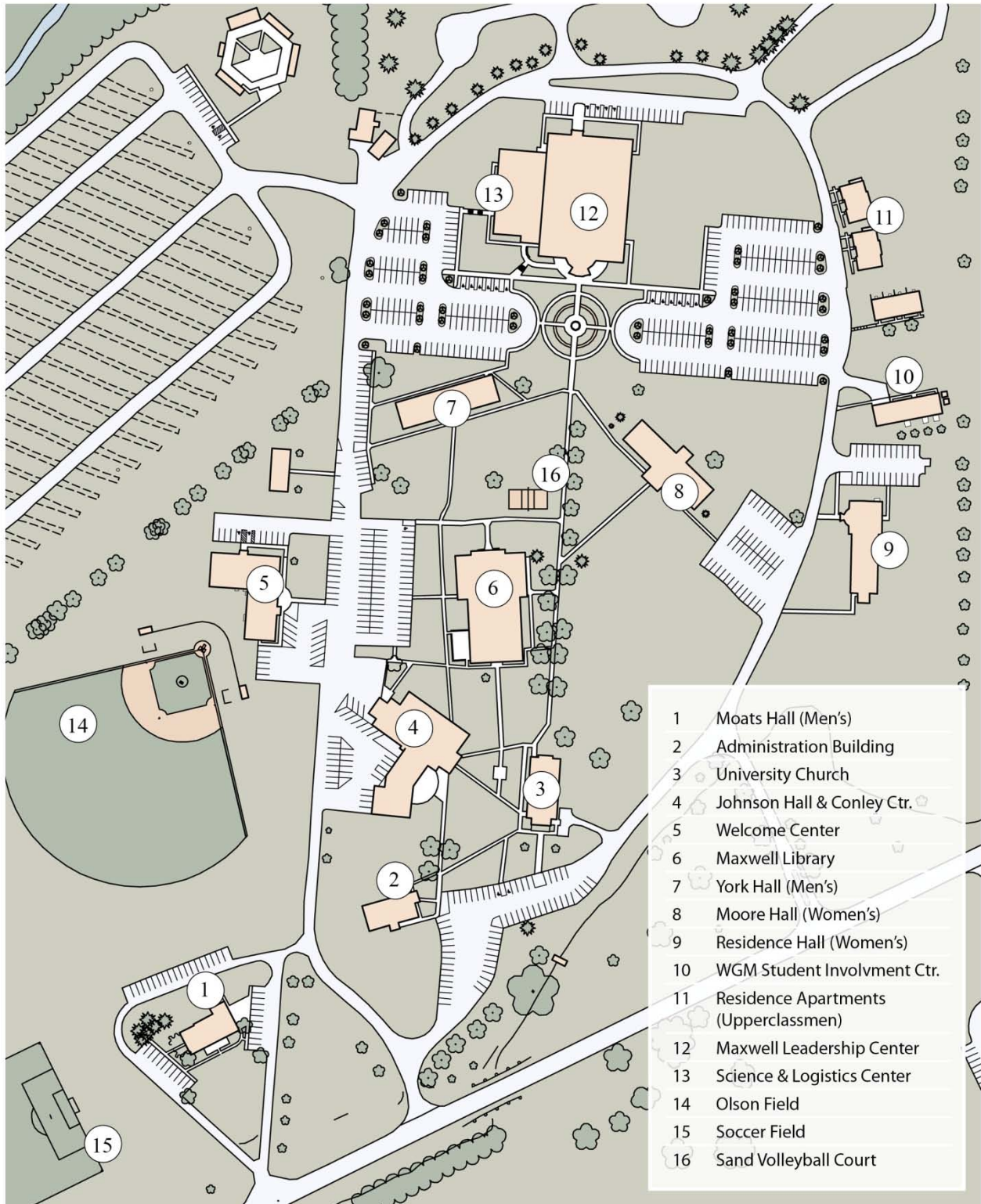
Fall 2012

| | | |
|--------|---|----------------------|
| CM 546 | Worship in the Church | September 4 – Oct 15 |
| PS 547 | Spiritual Issues in Pastoral Counseling | October 23 – Dec 3 |
| CM 531 | Pastoral Leadership | October 23 – Dec 3 |
| MA 599 | Ministry Capstone | December 4 |

Spring 2013

| | | |
|--------|---------------------------------|-----------------------|
| CM 514 | Pastoral Care Giver | January 8 – Feb 18 |
| PS 543 | Pastoral Intervention in Crisis | February 26 – April 8 |
| MI 541 | Mission in the Western World | February 26 – April 8 |
| TH 521 | Theology of John Wesley | April 16 – May 27 |
| MA 599 | Ministry Capstone | May 14 |

Campus Map



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