

Academic Programs

Adult Education Department

Department Director: Brody Bliss

The department of adult education is committed to the development of adult Christian leaders through our Leadership Education for Adult Development (LEAD) degree completion program. Our programming is philosophically grounded in the principles of life-long learning. To this end, we provide non-traditional students with a comprehensive, yet practical education through an intensive curriculum drawing on resources, theory, and knowledge of relevant disciplines. Students are enabled to study, analyze, and evaluate ethical and management problems in the workplace from a broad Christian perspective. Effective decision-making, goal formation, and short and long range planning skills are important training students receive so they may be prepared to apply principles as Christian leaders in a professional environment.

Mission

The LEAD (Leadership Education for Adult Development) Department exists to educate, equip, and enrich adult learners to be Christian leaders in the workplace and the church.

Vision

We see graduates of Manhattan Christian College as being sent forth with biblical principles of ethics to apply in everyday management situations in the workplace.

Objectives

By completing a degree with a major in management and ethics at MCC, a student will be able to...

- integrate their studies in management principles with a Christian world view.
- recognize movements, theories, people, and works that have shaped their understanding of effective Christian leadership in modern culture.
- articulate Christian ethics as they demonstrate effective writing and speaking skills related to the complex issues they face in the workplace.
- conduct effective study and research in their fields as life-long learners.
- understand biblical principles as they apply in everyday situations in the workplace.
- apply Christian principles of ethics in a professional environment.

Attendance Policy

Because of the intensive nature of the LEAD program, class attendance is essential. Instructors have authority for attendance and any effect that absences might have upon final grades. Instructors will have their attendance policy stated in their course syllabus. For further explanation, see page 27.

Christian Service

Students are required to be involved in their communities outside the classroom each semester. Practical service activities enhance college experience because students apply what they learn in the classroom in service to others. A variety of volunteer activities can satisfy this requirement (see page 31).

Credit by Non-classroom Contact

A student may earn up to 30% of the credit hours required for completion of the degree through non-classroom contact (e.g., credit-by-examination, credit-for prior learning (CPL), military credit (JST), etc.). Workshops, seminars, self-study, non-credit classes, training programs and work experiences are all sources of prior learning. It is the learning from these programs which is evaluated and on which credit may be awarded.

A maximum of 30 semester credit hours can be earned through CPL. A per credit hour fee is charged and payment of the fee does not guarantee that credit will be granted. Students interested in receiving CPL credit should enroll in ORN 020, Introduction to Credit for Prior Learning to explore their credit options. A per-credit-hour fee will be charged for credit granted.

Manhattan Christian College offers additional methods to earn credit outside of the classroom. These include:

1. College Level Examination Program (CLEP) - national, standardized exams emphasizing an understanding of the liberal arts.
2. DANES Subject Standardized Tests (DSST) - national, standardized exams to fulfill introductory college level courses a variety of disciplines.

Instructional Modules

The program consists of 16 modules or courses. Modules are typically five or six class sessions each and meet weekly from 6 to 10 p.m. The program is continuous for 23 months with a few interspersed short breaks. Each group of students (or cohort) progresses through the program together, taking one module at a time. The modules are organized into four semesters, or 48 semester credit hours. Assignments for each week are detailed in each course syllabus and allow students to adjust their study schedules accordingly.

ADULT EDUCATION DEPARTMENT

Bachelor of Science in Management and Ethics

Required Courses – Total Hours 120

General Education	Total Hours: 42
Written and Rhetorical Arts	9 hours
One written communication course	
One oral communication course	
One written or oral communication course	
Humanities	9 hours
*Business Communication course	
Select hours from two separate disciplines: fine arts, languages, literature, music, or philosophy	
Science / Math / Statistics	9 hours
One science course	
One science or math course	
*Business Statistics (STA 210 or above)	
Social Sciences	6 hours
Select hours from two separate disciplines: cultural anthropology, economics, family studies, geography (excluding Physical Geography), psychology, or sociology	
History / Political Science	3 hours
History or political science course	
General Education Electives	6 hours
*Required general elective courses	
Bible/Ethics Courses	Total Hours: 18
Bible	
BIB 112 – Survey of Old Testament Literature	3 hours
BIB 211 – Life and Teachings of Jesus	3 hours
BIB 212 – Christian Beginnings	3 hours
BIB 220 – Interpretation	3 hours
Theology	
THE 330 – Basic Christian Doctrine	3 hours
THE 435 – Christian Ethics	3 hours
Management Courses	Total Hours: 30
MAN 110 – Basic Leadership Principles	3 hours
MAN 210 – Introduction to Management & Ethics	3 hours
MAN 310 – Economics for Managers	3 hours
MAN 320 – Accounting for Managers	3 hours
MAN 330 – Introduction to Marketing	3 hours
MAN 340 – Managerial Finance	3 hours
MAN 410 – International Issues in Business	3 hours
MAN 420 – Organizational Behavior and Change	3 hours
MAN 430 – Case Studies in Management Ethics	3 hours
MAN 440 – Business Strategies (Capstone course)	3 hours
Unrestricted Electives	Total Hours: 30
<u>Community Service</u>	
CHR 101 Christian Service	CR/NC
CHR 102 Christian Service	CR/NC
CHR 103 Christian Service	CR/NC

ADULT EDUCATION DEPARTMENT

Bachelor of Science in Management and Ethics

LEAD COURSE SCHEDULE

Semester 1:

MAN 110	Basic Leadership Principles	3 hours
BIB 112	Survey of Old Testament Literature	3 hours
MAN 210	Introduction to Management & Ethics	3 hours
BIB 220	Interpretation	3 hours

Semester 2:

MAN 310	Economics for Managers	3 hours
BIB 211	Life and Teachings of Jesus	3 hours
BIB 212	Christian Beginnings	3 hours
MAN 320	Accounting for Managers	3 hours

Semester 3:

MAN 330	Introduction to Marketing	3 hours
THE 330	Basic Christian Doctrine	3 hours
MAN 340	Managerial Finance	3 hours
MAN 410	International Issues in Business	3 hours

Semester 4:

THE 435	Christian Ethics	3 hours
MAN 420	Organizational Behavior and Change	3 hours
MAN 430	Case Studies in Management Ethics	3 hours
MAN 440	Business Strategies (Capstone course)	3 hours

Christian Service Credits

____	CHR 101	Christian Service	CR/NC
____	CHR 102	Christian Service	CR/NC
____	CHR 103	Christian Service	CR/NC

ADULT EDUCATION DEPARTMENT

Bachelor of Science in Biblical Leadership

Required Courses	Total Hours 120
General Education	Total Hours: 42
Written and Rhetorical Arts	9 hours
One written communication course	
One oral communication course	
One written or oral communication course	
Humanities	9 hours
Select hours from three separate disciplines: fine arts, languages, literature, music, or philosophy	
Science / Math	6 hours
One science course	
One science or math course	
Social Sciences	6 hours
Select hours from two separate disciplines: cultural anthropology, economics, family studies, geography (excluding Physical Geography), psychology, or sociology	
History / Political Science	6 hours
*HIS 310 History of American Christianity	
History or political science elective	
General Education Electives	6 hours
* = Required course	
<u>Bible / Theology</u>	<u>Total Hours: 24</u>
Bible	
BIB 112 Survey of Old Testament Literature	3 hours
BIB 211 Life and Teachings of Jesus	3 hours
BIB 212 Christian Beginnings	3 hours
BIB 220 Interpretation	3 hours
BIB 300+ NT Bible Elective	3 hours
BIB 400+ OT Bible Elective	3 hours
Theology	
THE 330 Basic Christian Doctrine	3 hours
THE 436 Apologetics	3 hours
<u>Leadership / Ministry</u>	<u>Total Hours: 24</u>
LSP 101 Foundations of Biblical Leadership	3 hours
LSP 201 Group Dynamics in Leadership	3 hours
LSP 301 Leadership Theories	3 hours
LSP 401 Leadership Administration	3 hours
MIN 210 Evangelism and Church Growth Strategies	3 hours
MIN 220 Introduction to Teaching and Preaching	3 hours
MIN 430 Pastoral Care and Counseling	3 hours
SFM 330 Small Group Ministry	3 hours
<u>Unrestricted Electives</u>	<u>Total Hours: 30</u>
<u>Christian Service</u>	
CHR 101 Christian Service	CR/NC
CHR 102 Christian Service	CR/NC
CHR 103 Christian Service	CR/NC

ADULT EDUCATION DEPARTMENT

Bachelor of Science in Biblical Leadership

LEAD COURSE SCHEDULE

Semester 1:

LSP 101	Biblical Foundations of Leadership	3 hours
BIB 112	Survey of Old Testament Literature	3 hours
MIN 210	Evangelism and Church Growth Strategies	3 hours
BIB 220	Interpretation	3 hours

Semester 2:

LSP 201	Group Dynamics in Leadership	3 hours
BIB 211	Life and Teachings of Jesus	3 hours
BIB 212	Christian Beginnings	3 hours
MIN 220	Introduction to Teaching and Preaching	3 hours

Semester 3:

LSP 301	Leadership Theories	3 hours
THE 330	Basic Christian Doctrine	3 hours
SFM 330	Small Group Ministry	3 hours
BIB 400+	Old Testament Elective	3 hours

Semester 4:

THE 435	Christian Ethics	3 hours
MIN 430	Pastoral Care and Counseling	3 hours
BIB 300+	New Testament Elective	3 hours
LSP 401	Leadership Administration	3 hours

Christian Service Credits

____	CHR 101	Christian Service	CR/NC
____	CHR 102	Christian Service	CR/NC
____	CHR 103	Christian Service	CR/NC

Certificate Options for Adult Education

Biblical Leadership Certificate

Required Courses	Total Hours: 21
Bible/Theology	15
Bible	
BIB 112 Survey of Old Test. Literature*	3
BIB 211 Life and Teachings of Jesus	3
BIB 212 Christian Beginnings	3
BIB 220 Interpretation*	3
Theology	
THE 330 Basic Christian Doctrine	3
Leadership/Ministry	6
LSP 101 Biblical Foundations of Leadership	3
MIN 220 Intro. to Preaching & Teaching	3

Bible Certificate

Required Courses	Total Hours: 12
Bible/Theology	12
BIB 112 Survey of Old Test. Literature*	3
BIB 211 Life and Teachings of Jesus	3
BIB 212 Christian Beginnings	3
THE 330 Basic Christian Doctrine	3

Church/Parachurch Teaching Certificate◆

Required Courses	Total Hours: 12
Bible/Theology	6
BIB 220 Interpretation*	3
THE 330 Basic Christian Doctrine	3
Ministry	6
MIN 220 Intro. to Preaching & Teaching	3
SFM 330 Small Group Ministry	3

Leadership Certificate

Required Courses	Total Hours: 12
Leadership	12
LSP 101 Biblical Foundations of Leadership	3
LSP 201 Group Dynamics in Leadership	3
LSP 301 Leadership Theories	3
LSP 401 Leadership Administration	3

*Students enrolled in BIB 112 will be charged a fee for the Logos Bible Software [Bronze Edition]. The software is also required in BIB 220 and used in other Bible courses. MCC students qualify for the educational discount.

◆ Certificate is still in development. Will be offered by Spring 2017.