

ACADEMIC PROGRAMS

NON-TRADITIONAL CAMPUS

ADULT EDUCATION DEPARTMENT/LEAD

Department Director: Bruce Long

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:

1. Integrate their studies in management principles with a Christian world view.
2. Recognize movements, theories, people, and works that have shaped their understanding of effective Christian leadership in modern culture.
3. Articulate Christian ethics as they demonstrate effective writing and speaking skills related to the complex issues they face in the workplace.
4. Conduct effective study and research in their fields as life-long learners.
5. Understand biblical principles as they apply in everyday situations in the workplace.
6. 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 Class Attendance Policy in the Academic Information of the catalog.

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. DANTES 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.

NON-TRADITIONAL CAMPUS | ADULT EDUCATION LEAD

Bachelor of Science in Management and Ethics

Required Courses

General Education		Total Hours: 42	Bible / Theology		Total Hours: 18
Written and Rhetorical Arts		9	Bible		
One written communication course		3	BIB 112	Survey of Old Testament Literature	3
One oral communication course		3	BIB 211	Life and Teachings of Jesus	3
One written or oral communication course		3	BIB 212	Christian Beginnings	3
			BIB 220	Interpretation	3
Humanities		9	Theology		
COM 114 Business Communication		3	THE 330	Basic Christian Doctrine	3
Select 6 hours from two of the following disciplines: fine arts, languages, literature, music, or philosophy		6	THE 435	Christian Ethics -OR-	
			THE 436	Apologetics	3
Science / Math		9	Management Courses		30
One science course		3	MAN 110	Basic Leadership Principles	3
One science or math course		3	MAN 210	Introduction to Management & Ethics	3
STA 210 Business Statistics◆		3	MAN 310	Economics for Managers	3
Social Sciences		6	MAN 320	Accounting for Managers	3
Select 6 hours from two separate disciplines: cultural anthropology, economics, family studies, geography (excluding Physical Geography), psychology, or sociology			MAN 330	Introduction to Marketing	3
			MAN 340	Managerial Finance	3
History / Political Science		3	MAN 410	International Issues in Business	3
History or political science elective		3	MAN 420	Organizational Behavior & Change	3
			MAN 430	Case Studies in Management Ethics	3
General Education Electives		6	MAN 440	Business Strategies (capstone course)	3
Select 6 hours from general education courses			Unrestricted Electives		30
			Select 30 hours from any discipline		
			Christian Service Credits		3 CR
			CHR 101	Christian Service	CR/NC
			CHR 102	Christian Service	CR/NC
			CHR 103	Christian Service	CR/NC

◆ STA 210 or higher

NON-TRADITIONAL CAMPUS | ADULT EDUCATION LEAD

Bachelor of Science in Management and Ethics Suggested Course Schedule

First Semester

___	BIB 112	Survey of Old Testament Literature	3
___	BIB 220	Interpretation	3
___	MAN 110	Basic Leadership Principles	3
___	MAN 210	Introduction to Management & Ethics	<u>3</u>
			12

Second Semester

___	BIB 211	Life and Teachings of Jesus	3
___	BIB 212	Christian Beginnings	3
___	MAN 320	Accounting for Managers	<u>3</u>
___	MIN 310	Economics for Managers	<u>3</u>
			12

Third Semester

___	MAN 330	Introduction to Marketing	3
___	THE 330	Basic Christian Doctrine	3
___	MAN 340	Managerial Finance	3
___	MAN 410	International Issues in Business	<u>3</u>
			12

Fourth Semester

___	MAN 420	Organizational Behavior & Change	3
___	MAN 430	Case Studies in Management Ethics	3
___	MAN 440	Business Strategies (capstone course)	3
___	THE 435	Christian Ethics -OR-	
___	THE 436	Apologetics	<u>3</u>
			12

Christian Service

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

NON-TRADITIONAL CAMPUS | ADULT EDUCATION LEAD

Bachelor of Science in Biblical Leadership

Required Courses

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

NON-TRADITIONAL CAMPUS | ADULT EDUCATION LEAD

Bachelor of Science in Biblical Leadership Suggested Course Schedule

First Semester

___	BIB 112	Survey of Old Testament Literature	3
___	BIB 220	Interpretation	3
___	LSP 101	Biblical Foundations of Leadership	3
___	MIN 210	Evangelism and Growth Strategies	<u>3</u>
			12

Second Semester

___	BIB 211	Life and Teachings of Jesus	3
___	BIB 212	Christian Beginnings	3
___	LSP 201	Group Dynamics in Leadership	3
___	MIN 220	Introduction to Teaching and Preaching	<u>3</u>
			12

Third Semester

___	BIB 400+	Old Testament Bible Elective	3
___	LSP 301	Leadership Theories	3
___	SFM 330	Small Group Ministry	3
___	THE 330	Basic Christian Doctrine	<u>3</u>
			12

Fourth Semester

___	BIB 300+	New Testament Bible Elective	3
___	LSP 401	Leadership Administration	3
___	MIN 430	Pastoral Care and Counseling	3
___	THE 435	Christian Ethics -OR-	
___	THE 436	Apologetics	<u>3</u>
			12

Christian Service

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

NON-TRADITIONAL CAMPUS ADULT EDUCATION DEPARTMENT

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
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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