



Central Christian College of Kansas

OFFICE OF THE CHIEF ACADEMIC OFFICER

FORM A04 – PROPOSAL FOR A CHANGE IN AN EXISTING PROGRAM

This Application is for: Degree Major Emphasis
 Concentration Minor Certificate

Date: 2/13/2025

Delivery Method of New Program: Residential Hybrid (Residential/Online) Online
(Check all that apply)

Name of Individual Making Request: Rev. Dr. Mindi Grieser Cromwell

Title of the Program: Ministry Leadership (Online)

Sponsoring Department: Ministry Proposed Start Date: Immediate

This form, along with supporting documentation addressing the points outlined below, is required *before* the program can be considered for initial review.

Complete only those sections that relate to the proposed change(s).

- Description:** The Ministry and Theology Department proposes that the Ministry Leadership (online) degree change the following course requirement: remove MT-SM 491 Senior Seminar [Capstone] (1 credit) from the online degree.
- Rationale:** As the Ministry Leadership (Online) course list came under yearly review by the MinT Department, in consultation with the Academic Dean, it became clear that the online Ministry Leadership degree has more credit requirements than the on ground Ministry Leadership Degree in the Pastoral Ministry Core. (52 credits vs. 46 credits). The online degree includes a MT-SM 491 Senior Seminar (Capstone) course. Seminar courses are not designed for online modalities. In addition to this issue, our current 6 week online courses all equate to 3 credits and do not have a current framework for 1 credit courses. These two issues called for a review of the Senior Seminar (1 credit) course. The Ministry Chair and Academic dean both determined during a February 11, 2025 meeting that: Seminar courses as currently conducted cannot adapt to the 6 week online modality, Senior seminar is designed for traditional undergraduates who need help navigating the first time job hunting process which is not necessary for adult professional degree seekers, and that the lessening of requirements brings the online degree more in line with the on ground Ministry Leadership degree.
- Mission Alignment:** The MinT department plays a key role in the mission of the school to offer ministry preparedness for a broad audience. Eliminating this Seminar course in the online platform ensures professional degree seeking students are focusing their courses on those which will directly help them in their ministry preparedness and not taking courses primarily designed for a distinctly traditional undergraduate audience.
- Department Alignment:** One of the core MinT department objectives is that student's graduating from the program aer: "Professionally Competent: The student can critique and integrate appropriate theories of communication, administration and leadership in order to effectively lead a ministry" and by removing this requirement this will allow students to move through their Ministry Leadership (Online) degree without having to take courses that restate lessons they have learned in their professional capacity.
Assessment Plan: Assessment of the Ministry Leadership course offerings will be in the quadrennial. There will not be continued assessment of MT-SM 491 Senior Seminar in the Ministry leadership (Online) degree. However, there will be ongoing assessment of courses and course offerings and their similarity to other college and university programs.
- Comparative Description:** See attached
- Documentation:**

Division/Dept. Approval:

Mindi Grieser Cromwell

Division Chair

3/24/2025

Date

Chief Academic Officer Approval:

A. Mallerud
Chief Academic Officer

3.20.25
Date

- Higher Learning Commission Verification:**
 Substantive Change Application Required
 Notification Only
 No Action Required

A. Mallerud
Chief Academic Officer

3.20.25
Date

Signature blocks are to be completed in order as outlined by Table 1.1: Academic Proposal Resource Chart as it stands in the Faculty Handbook.

<p>General Education Committee: <input type="radio"/> Action Required <input type="radio"/> Notification Only <input checked="" type="radio"/> No Action Required</p> <p>Date of minutes _____</p> <p><input type="checkbox"/> Approve <input type="checkbox"/> Reject <input checked="" type="checkbox"/> N/A <input type="checkbox"/> Minutes Attached</p>	<p>Academic Affairs and Assessment Committee: <input checked="" type="radio"/> Action Required <input type="radio"/> Notification Only <u>02/18/2025</u></p> <p>Date of minutes _____</p> <p><input checked="" type="checkbox"/> Approve <input type="checkbox"/> Reject <input type="checkbox"/> N/A <input type="checkbox"/> Minutes Attached</p>	<p>Faculty Senate: <input checked="" type="radio"/> Action Required <input type="radio"/> Notification Only <u>03/04/2025</u></p> <p>Date of minutes _____</p> <p><input checked="" type="checkbox"/> Approve <input type="checkbox"/> Reject <input type="checkbox"/> N/A <input type="checkbox"/> Minutes Attached</p>
<p>College Council: <input type="radio"/> Action Required <input type="radio"/> Notification Only <input type="radio"/> No Action Required</p> <p>Date of minutes _____</p> <p><input type="checkbox"/> Approve <input type="checkbox"/> Reject <input type="checkbox"/> N/A <input type="checkbox"/> Minutes Attached</p>	<p>Board of Trustees: <input type="radio"/> Action Required <input type="radio"/> Notification Only <input type="radio"/> No Action Required</p> <p>Date of minutes _____</p> <p><input type="checkbox"/> Approve <input type="checkbox"/> Reject <input type="checkbox"/> N/A <input type="checkbox"/> Minutes Attached</p>	<p>Higher Learning Commission: <input type="radio"/> Action Required <input type="radio"/> Notification Only <input type="radio"/> No Action Required</p> <p>Date of minutes _____</p> <p><input type="checkbox"/> Approve <input type="checkbox"/> Reject <input type="checkbox"/> N/A <input type="checkbox"/> Minutes Attached</p>
<p>Status</p> <div style="border: 1px solid black; height: 50px; width: 100%;"></div> <p>Date _____</p>		

CENTRAL CHRISTIAN COLLEGE OF KANSAS AAAC COUNCIL – MINUTES

Tuesday, February 18, 2025 @ 03:13 p.m., BLIB 1006

Present: Lara Vanderhoof (Chair), Candi Alexander, Kevin Barrows, Brett Janssen, Melissa Kent, Tricia Pimentel, and Cloey Kelly (recorder)

Absent: Yasmin Chambers

- I. Call to order
 - a. Dr. V called the meeting to order and shared a devotional
- II. Consent Agenda
 - a. Minutes for 01/21/2025
 - b. **Dr. Alexander moves to approve minutes as presented, Tricia Pimentel seconds, unanimous approval**
- III. **A04 Form: Ministry Online Degree Removing Senior Seminar Course**
 - a. **Dr. Alexander moves to approve the A04 form, Dr. Janssen seconds, unanimous approval**
- IV. Announcements & Inquiries
 - a. **Cloey will send quadrennial critiques to Melissa Kent**
 - i. **This will be put in an evote**
 - b. We have not received a report from the Gen Ed Committee (BSBA)
 - c. **Can do an evote for Dr. Alexander's A0 forms once they go through the Gen Ed Committee**
 - d. **Cloey will check that everyone has the proper A0 forms since their update last semester**
 - e. Operations will meet today regarding the weather
 - f. Closed with prayer

Meeting adjourned @ 03:46p.m.

Summary:

- The 01/21/2025 minutes were **approved**
- A04 form for online Ministry Degree update was **approved**
- **Cloey will send quadrennial critiques to Melissa Kent**
- **Cloey will check the updated A0 forms are in the proper drives**
- **Dr. Alexander's A0 forms and the quadrennial can be put to an evote**

CENTRAL CHRISTIAN COLLEGE OF KANSAS _FACULTY SENATE MEETING – MINUTES

Tuesday, March 04, 2025 @ 3:00 p.m., Room # Black Box

Present: Dr. Vanderhoof (Chair)(Remote), Dr. Cromwell, Nathan Hartzell, Melissa Kent, Steven Smith, Jeff Hoskisson, Tricia Pimentel, Yasmin Chambers, Chris Gates, Dr. Alexander, Dr. Brett Janssen, Carla Smalley.

Absentees: Steffon Staley, Michael Craig, Dr. Kaufmann, Dr. Barrows

- I. Call to order
 - a. Dr. Cromwell called the meeting to order
 - b. Nathan Hartzell shared devotional
- II. Consent Agenda
 - a. February 2025 meeting's minutes
 - b. Approved by common consent
- III. Committee Affairs
 - a. GEC-Approved AO Forms from the education department (Need to first move through AAAC)
 - b. SPOC
 - c. AAAC- Quad Review with feedback
 - d. College Council
 - e. Student Affairs- Cheer
 - f. Operational Affairs
 - g. Business Affairs
 - h. Other (IPC, SIS, Spir Dev. S&S, etc)
- IV. New Business
 - a. SPE Student- graduation petition (Martinez)
 - b. Dr. Janssen made the 1st motion, and Chris Gates made the 2nd
 - c. Motion passes
- V. Agenda Item 1
 - a. New policy- Grad credits
- VI. Agenda Item 3
 - a. AO Forms-MinT- Ministry Leadership Online/Senior Seminar
 - b. Motion Passes (comes with the power of the 2nd)
- VII. Agenda Item 4
 - a. No Meeting during Spring Break
- VIII. Agenda Item 5
 - a. Finals Pass- No New Information as of now.
- IX. Agenda Item 6
 - a. Faculty Senate Nominations/Vote
(President, vice president, secretary)
 - b. Jeff Hoskisson moved motion 1st, Yasmin 2nd (Common consent)

c. Approved to nominate Tricia Pimentel (President, 2 years), Melissa Kent (Vice President, 2 years), and Dr. Janssen (Secretary). Responsibilities start July 1, 2025.

X. Agenda Item 7

a. Farrell-Emeriti status

b. Steven Smith made 1st motion, Dr. Alexander 2nd the motion

c. Motion passes

d. We highly recommend the Emeriti Status. Thank you for your service to Central Christian College of Kansas.

XI. Announcements & Inquiries

a. *Registration Day April 09*

b. *Collegiate Cup April 09 Rescheduled Due to Weather*

c. *Access to Classes Before April 09*

d. *Academic handbook Reminder-Before Spring Break*

e. *Monday nights Music Activity*

f. *Play April 03, 04, & 5th*

Meeting adjourned @ 3:45p.m.

Summary:

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