

**WAYLAND BAPTIST UNIVERSITY  
HAWAII CAMPUS  
SCHOOL OF CHRISTIAN STUDIES**

**Wayland Mission Statement:** Wayland Baptist University exists to educate students in an academically challenging, learning-focused, and distinctively Christian environment for professional success, and service to God and humankind.

**Course Title and Number:** MNST 4310 HI01 Survey of Church Administration and Education

**Term:** Fall 1: 2024 Collaborate Course

**Name of Instructor:** Dr. Brent Schlittenhart

**Office Phone Number and WBU Email Address:** Office: 808-488-8570; Home: 808-234-6960; Cell 808-551-2263; [schlittenhartb@wbu.edu](mailto:schlittenhartb@wbu.edu); or [schlittenhartb@yahoo.com](mailto:schlittenhartb@yahoo.com); Please use the wbu.edu email for primary correspondence.

**Office Hours, Building, and Location:** The professor is available at 4 PM before class and 30 minutes after class. The professor is also available by appointment at other times. Office Location is 599 Farrington Highway, Kapolei, HI 96707.

**Class Meeting Time and Location:** Thursday (5:30 PM-8:30 PM) at Kapolei. The location in American Samoa is TBD. Collaborate will be set up 30 minutes prior to class.

**Catalog Description:** Introduction to the theological and practical principles of church administration, church governance, and education of members for personal growth and service to the community.

**Prerequisites/Co-requisites:** RLGN 1301 and RLGN 1302

**Required Textbook(s) and/or Resource Material:**

Title	Editor/Author	Publisher	Ed	Year	ISBN
	Bruce P. Powers	B&H Publishing	3rd	2008	



3. Each student will read the lecture notes on Blackboard and submit postings to the Discussion Board forums on the assigned weeks. The student posting needs to be a minimum of 175 words. Students need to read all other student postings and make a student response to at least one other student posting. The student response needs to be a minimum of 150 words. There will be one grade for each discussion board forum which includes both the student posting and student response.
4. Each student will choose 1 case studies relating to leadership and administration in the local church or Christian ministry setting

Committee for review and approval. The Faculty Assembly Grade Appeals Committee may instruct that the course grade be upheld, raised, or lowered to a more proper evaluation.

### **Tentative Schedule: Course Outline and Calendar**

**Class 1                    08/15/2024    Importance of Christian Education and Church Administration;  
Biblical Principles; Transformational Leadership and Management**

Required Reading: Required reading: Powers chapters 1, 2, 3, 4, 19; Maddix chapters 1, 2, 15

**In order to be counted in the census reporting as attending the class you need to do the Required First Assignment in Blackboard by 8/16.**

**Blackboard Discussion 1: Student Posting due 8/20; Student Response due 8/22**

**Class 2                    08/22/2024    Personnel, Office, and Staff administration;  
Theology and History of Christian Education**

Reading: Powers chapters 5, 6, 17; Maddix chapters 3, 4

**Blackboard Discussion 2: Student Posting due 8/27; Student Response due 8/29**

**Class 3                    08/29/2024    Administration of financial and property issues;  
Christian Education Ministry**

Reading: Powers Chapters 7, 8, 9; Maddix chapters 5, 6

**Blackboard Discussion 3: Student Posting due 9/3; Student Response due 9/5**

**Class 4                    09/05/2024    Christian Formation**

Reading: Maddix chapters 7, 8, 9, 10

**Midterm Exam Due by 9/12**

**Class 5                    09/12/2024    Administration of Discipleship in Christian Education**

Reading: Powers Chapters 16, 18; Maddix chapters 13, 14, 17

**Blackboard Discussion 4: Student Posting due 9/17; Student Response due 9/19**

**Class 6                    09/19/2024    Risk Management Administration and Developmental Issues**

Reading: Powers Chapters 12, 13; Maddix chapters 11, 12

**Blackboard Discussion 5: Student Posting due 9/24; Student Response due 9/26**

**Class 7                    09/26/2024    Administering Program, Support Ministries, Starting New Ministry;  
Administration for Ministry Fulfillment**

Reading: Powers Chapters 10, 11, 14, 15, 20, 21; Maddix chapter 16

**Case Study Analysis Due**

**Class 8                    10/03/2024    Final Exam Due and Discussion**

### **Additional Information**

**Internet Access: This is a hybrid class and will require the student to do several of the assignments online.**

### **Classroom Disruption**

Students who disrupt a class will be directed to leave immediately and report to the

external campus executive director/dean or dean of stud