



e-NEWSLETTER | June-July 2021

CHANGING THE PEOPLE WHO CHANGE THE WORLD

## DIRECTOR'S NOTE

### *World Changers are Made Here!*

Large and small companies around the world are grappling with new protocols, strategies and adaptations to safely reopen amidst changes the COVID-19 pandemic has produced on the global economy and services. Jesus once said, “the sons of this age are more shrewd in relation to their own kind than the sons of light” (Luke 16:8), but Christians, being agents of the Creator of the world, should be in the forefront of developing plans for service to God and others, especially when in-person worship returns. After all, as the called-out people who have been “filled with the Spirit of God, with wisdom, with understanding, with knowledge and with all kinds of skills” (Exodus 35:31), we ought to be innovators of spiritual renewal to change the world. *Continue on page 8...*



Equipping Women for  
Effective Leadership  
Concentration  
ANDREWS UNIVERSITY  
DOCTOR OF MINISTRY

**COMING  
FALL  
2021**

Changing  
People  
to  
Change  
World



NEWSLETTER

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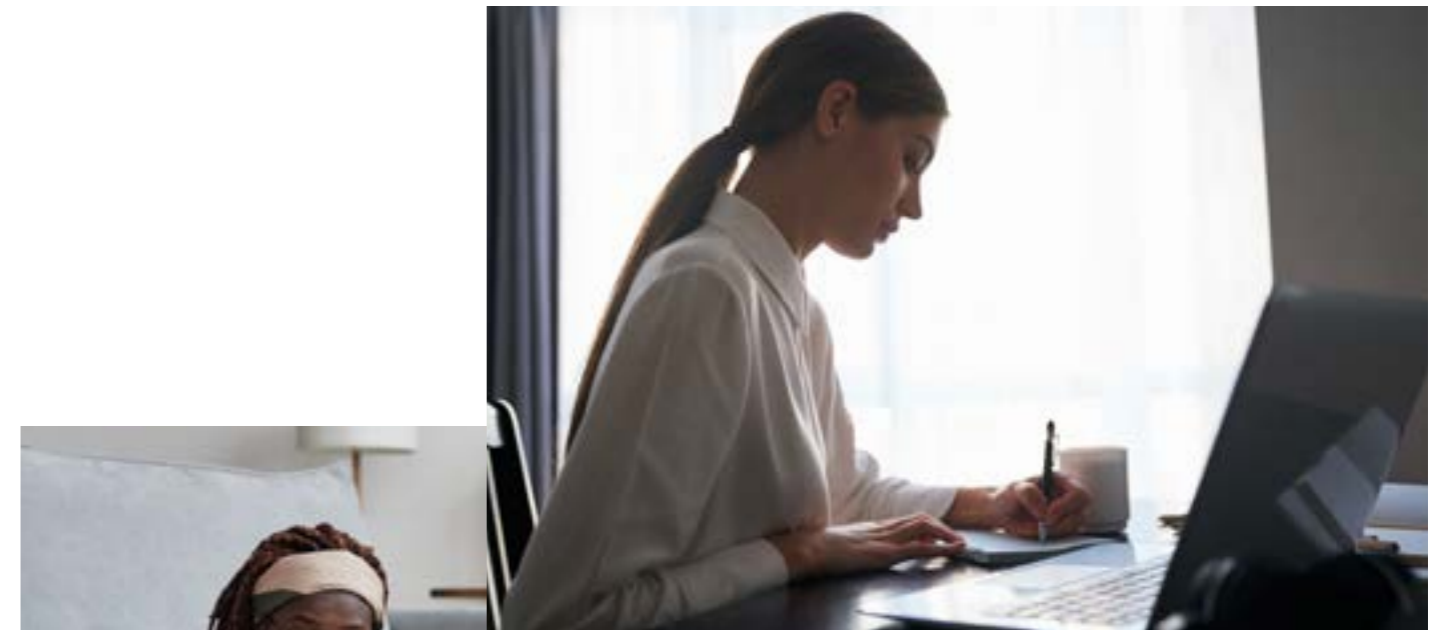
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# Cohort Announcements

All classes will remain remote through Fall of 2021.  
In-person classes will resume in January 2022.





Concentration Coordinators: Dr. Anna Galeniece and Dr. Vaughan Grant, ACPE Certified Educator

The DMin Chaplaincy concentration prepares participants for excellence in chaplaincy ministries.

The 2020 Chaplaincy cohort will have two paths to choose from:

1. Chaplaincy

Admission Requirements: Normal DMin admission process.

2. Dual Chaplaincy and ACPE Certified Educator Process

Admission Requirements: Applicant must be associated with an ACPE Center, with a Training Educator and be accepted into the Certified Educator process of ACPE, Inc. Applicant may be from any faith tradition. After admission to the ACPE process applicants can then be accepted in the DMin program through the normal admission process. Applicants may not have been in the Certified Educator process of ACPE, Inc. for more than 12 months.

SCHEDULE OF COURSEWORK INTENSIVES:

Course Title	Intensive Dates & Locations
Wholistic Healthcare Ministry (4 cr) Theory and Research in Chaplaincy (4 cr)	October 4–21, 2021 Orlando, Florida
Spiritual & Theological Foundations for Ministry (4 cr) DMin Professional Dissertation Seminar or Advanced Clinical Pastoral Education (2 cr) DMin Professional Dissertation/Portfolio (2 cr)	October 3–18, 2022 Andrews University
Professional Practice in Chaplaincy (4 cr) DMin Research Methods Seminar or Advanced Clinical Pastoral Education (2 cr) DMin Professional Dissertation/Portfolio (2 cr)	October 2–17, 2023 Orlando, Florida
Health Care Leadership (5 cr) DMin Professional Dissertation/Portfolio (3 cr)	September 30–October 10, 2024 Orlando, Florida



BE PART OF THE NEW COHORT LAUNCHING IN 2021!

Application Deadline: July 4, 2021

Ready to start your application?

Visit [andrews.edu/apply](https://andrews.edu/apply)

CONTACT: 1-269-471-3552 or [dmin@andrews.edu](mailto:dmin@andrews.edu) 1-269-471-3544

[andrews.edu/dmin](https://andrews.edu/dmin)



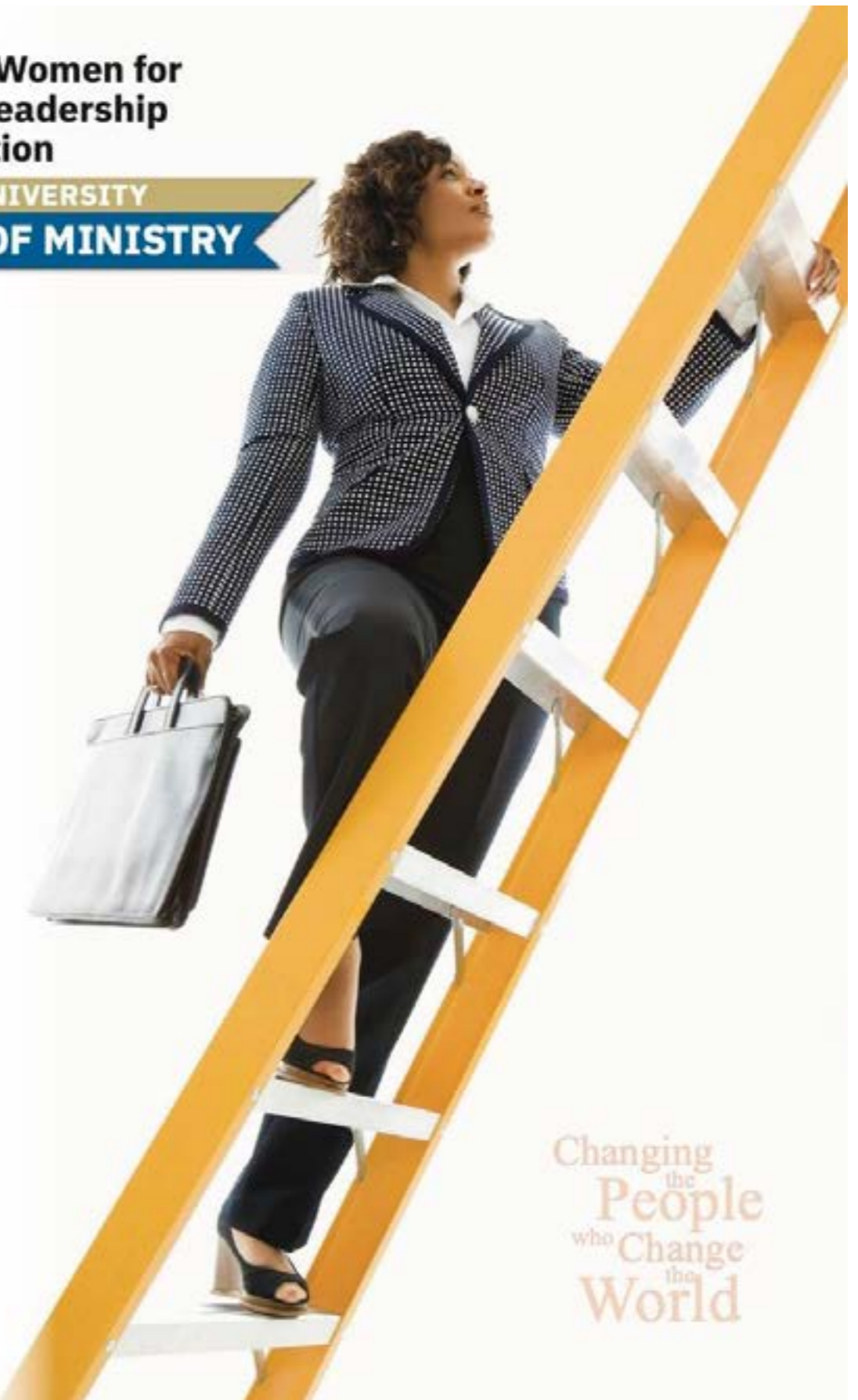
# COMING IN FALL 2021

Equipping Women for Effective Leadership  
Registration is now OPEN! Click [here](#) to apply!

Call 269-471-6363 for more information.

Equipping Women for Effective Leadership Concentration

ANDREWS UNIVERSITY  
DOCTOR OF MINISTRY



Changing the People who Change the World

**Our new site is now live!**

**[www.doctorofministry.com](http://www.doctorofministry.com)**

**Visit and sign up for DMin information,  
updates, and cohort news.**

**Sincerely,**

**The Andrews University Doctor of Ministry Program Staff**



Our goal is to make our Doctor of Ministry the preferred program in North America, and innovations include transitioning to automatic customer service. For instance, when you call or email our office, you will receive the following:



→WELCOME TO OUR NEW AUTOMATIC RESPONSE FEATURE. ←

⇒Your questions and comments are important to us. Most can be answered in the following FAQ PAGE:

⇒General questions? Visit our website, [click here](#).

⇒Online application, [click here](#).

⇒Online registration, [click here](#).

⇒Transcript clearance, [click here](#).

⇒Student account financial clearance, [click here](#).

⇒Immigration clearance, [click here](#).

⇒Learning Hub access, [click here](#).

⇒Library information, [click here](#).

⇒Remote learning, [click here](#).

⇒Defense Dissertation completion deadlines, [click here](#).

⇒PLEASE NOTE: After checking all the above options and there is no clear answer, [click here](#).

Additionally, do not miss the new, revised ***Applicant Responsibilities for the Doctor of Ministry Program***, and please pay attention to the recently DMIN Committee approved Advancement to Candidacy Requirements which will be implemented for all Fall 2021 cohorts and thereafter. Thanks for making our Doctor of Ministry your preferred program where we continue to do something extraordinary to change people who change the world.

Hyveth Williams, DMin



## How to Prepare for Remote/Virtual Learning

Dionne Gittens, MDiv

As the Doctor of Ministry Program continues with remote/virtual learning for the rest of the year let us reflect on some things we've learned.

### IN REMOTE/VIRTUAL LEARNING IT IS IMPORTANT TO:

#### Secure your private space

If at home—be in a room that can be closed off from the rest of the family, especially if you have children or roommates who will disturb you. If you don't have a study or separate room, your bedroom, with a lock, will be your best option. If your home isn't conducive, then try:

- The public library in your neighborhood—you can reserve a study room
- A meeting room at your conference office
- Outside in the yard (if the weather is good)
- If all else fails, use a zoom background to ensure as much privacy as possible.

#### Gather the right technology

Make sure you have a computer/tablet/phone that is internet/Wi-Fi ready. You will need maximum internet/Wi-Fi speed for your device.

- Have a earbuds and/or headphones - these provide privacy for your conversations/discussions, and reduced static feedback.
- Use only one audio source (your computer's or your headphones). Your computer's speakers and microphone will be fine, but be aware that conversations are much smoother and have less feedback with a headset.
- Also, having an extra screen/tablet/monitor can help in making that

Zoom class easier to manage. On one screen, the teacher's zoom class, on the other, take notes and other resources.

#### Be prepared for lots of screen time

Your classes are intensives, you will spend over six hours on Zoom each day for two weeks or more. Note that lots of screen time will drain you and make you extra tired. Keep hydrated to help alleviate "screen drain."

#### Keep in Touch

You won't see your cohort members/teachers in person, so utilize the communication resources/tools available to you; Check your Andrews email regularly. Check Learning Hub regularly for assignments and/or instructions from your teachers. Also, have contact info of your cohort-mates. Reach out to each other (by email/facetime/social media) for missed assignment/notes, and also to support, uplift and encourage one another.

#### Awkward Communicating via a screen

Some may feel awkward communicating via a screen and might feel uncomfortable sharing views and/or location (homes) on the internet. A few tips for virtual/remote discussion/talking:

a. Watch your words and tone: sometimes that zoom screen doesn't translate



facial expression very well, neither does it carry exact tone. So, it is vital to choose one's word carefully, be straightforward, and think before you talk.

b. Practice brevity: when in a remote discussion, try to get your point across in as few words as possible. Too many words will cause one to ramble, making the discourse jumbled.

c. Think of others: be careful of what you share in the chat. We are all Christians but from different cultures. What might be okay in one culture is not appropriate in another.

d. Tensions: our cohort-mates will probably say/do something on screen that seems inappropriate and/or unpleasant. It may not have been intended that way. As new remote users, all participants' feelings/experience are valued, so talk with your lead teacher if you feel uncomfortable with something said in a discussion.

#### Set a schedule



- Know the schedules and requirements for your intensives. Complete your pre-intensive expectations before the start of your intensives. Contact your professor/lead teacher and get the necessary information (attend the DMin info sessions).

- Schedule your intensives time in your calendar and treat that time as sacred. Let nothing come between you and completing your intensive.

- Always ask for clarification or more information if you need it.

Alert your teacher to any challenges you may be facing (but be reasonable, we are all experiencing COVID-19)

- Alert your teacher to any challenges you may be facing (but be reasonable, we are all experiencing COVID-19)

### Keep it Real

Remote learning is not ideal. We will struggle with it, with learning zoom, with staring at a screen all day.

- Take regular and frequent breaks from the screen, if you can.

- Take breaks outside/away from your work/study area. Do not do screen work (check email, etc.) on your break. Move away from the screen.

- Give yourself a break. Don't be too hard on yourself. Be patient with yourself, as well as with others. Take care of your own wellbeing – **NEWSTART** is important.

**Our prayers are for a most pleasant experience and success in learning.**

### Dionne Gittens

DMin Professional Dissertation Editor  
Coordinator for Administrative Support

Email: [dmineditor@andrews.edu](mailto:dmineditor@andrews.edu)



## Guidelines for Remote Classes (DMin Program)

### RATIONALE:

The following guidelines will help Doctor of Ministry participants enjoy an optimal learning experience when attending a remotely delivered intensive.

1. Participants and the professor are to agree on a starting time for the daily sessions well in advance of the intensive.
2. Attendance is vital at the information session and test run for Zoom connections, a week or so before the first online class period (part of attendance grade).
3. In Zoom, participant's video should be on at all times, to maintain a sense of "togetherness," and so the professor can judge the engagement and understanding of participants via body language.
4. Participants need a quiet place, with no interruptions or background noise, for attending the Zoom sessions.
5. It is best to enter the Zoom meeting 6-10 minutes before the scheduled start of the meeting.
6. Please do not eat during Zoom sessions, unless absolutely necessary. Then be as discreet as possible, to avoid distracting the professor and fellow participants.
7. Participants should clear their professional and personal schedules, the same as if they were attending a face-to-face intensive. This will allow them to gain the full benefit of a focused time of learning, dialogue, and interaction with cohort members. (Professors have the option to assign a failing grade to participants who miss more than 10% of the scheduled class time.)
8. Professors should schedule regular breaks during the sessions.
9. Participants should have a cell phone nearby in case they need help reconnecting to Zoom.
10. Phones should be kept on silent mode, and only be used in case of an emergency.



## Pautas para Clases Remotas (Programa DMin)

### JUSTIFICACIÓN:

Las siguientes pautas ayudarán a los participantes del Doctor en Ministerio a disfrutar de una experiencia de aprendizaje óptima cuando asistan a un programa intensivo de forma remota.

1. Los participantes y el profesor deben acordar un horario de inicio para las sesiones diarias mucho antes del intensivo.
2. La asistencia es vital en la sesión de información y la prueba de las conexiones de Zoom, aproximadamente una semana antes del primer período de clase en línea (parte de la calificación de asistencia).
3. En Zoom, el video de los participantes debe estar encendido en todo momento, para mantener un sentido de “unión”, y así el profesor puede juzgar el compromiso y la comprensión de los participantes a través del lenguaje corporal.
4. Los participantes necesitan un lugar tranquilo, sin interrupciones ni ruido de fondo, para asistir a las sesiones de Zoom.
5. Es mejor ingresar a la reunión de Zoom 6-10 minutos antes del inicio programado de la reunión.
6. Por favor no coma durante las sesiones de Zoom, a menos que sea absolutamente necesario. Enotoces, sea lo más discreto posible, para evitar distraer al profesor y a los demás participantes.
7. Los participantes deben eliminar sus horarios profesionales y personales, de la misma manera que si asistieran a un intensivo cara a cara. Esto les permitirá obtener el beneficio completo de un tiempo enfocado de aprendizaje, diálogo e interacción con los miembros de la cohorte. (Los profesores tienen la opción de asignar una calificación reprobatoria a los participantes que pierden más del 10% del tiempo de clase programado).
8. Los profesores deben programar descansos regulares durante las sesiones.
9. Los participantes deben tener un teléfono celular cerca en caso de que necesiten ayuda para volver a conectarse a Zoom.
10. Los teléfonos deben mantenerse en modo de silencio y solo deben usarse en caso de emergencia.



## Applicant Responsibilities for the DMin Program effective as of January 2021

### RATIONALE:

In order to experience a smooth and timely application and enrollment process into the DMin program, applicants are responsible for the following. Failure to complete these steps can lead to a failure to be enrolled in the program in time to join the launch of the chosen cohort.

1. Ensure that all application documents are submitted to the Graduate Enrollment office at AU (see DMin website for list of required documents). This also includes the submission of an academic paper from a graduate class or academic publication with the application (minimum 12-15 pages, with citations and references).
2. Monitor the progress of your application including the receipt of your official transcripts at ([https://www.andrews.edu/grad/admissions/degree\\_seeking/](https://www.andrews.edu/grad/admissions/degree_seeking/)).
3. Applications will be considered by the DMin Admissions and Extensions Subcommittee only when all documents have been received.



## Participants Responsibilities in the DMin Program effective as of January 2021

### RATIONALE:

In order to maintain an optimal learning experience in the DMin program, and to allow the DMin program staff to focus on the vital duties that support that experience, participants are asked to take seriously the following.

1. Participants must register online for all classes by the deadline of 60 days before the scheduled intensive. Any registration that must be done manually by the DMin staff will incur a fee of \$100.00. Registration will not be permitted later than two months before the start of the intensive, as participants' learning experience is compromised if they do not complete the pre-intensive assignments. Also, students who are not registered for a class will not be permitted to attend the intensive.
2. Participants shall link their Andrews University email account to their personal

email account to ensure that all messages from the program office and lead teachers are received and read in a timely manner. They can go to Vault on the AU website, click "My Account," then click "Managing E-mail Forwarding." Then follow the directions.

3. Participants must complete chapters for years 2, 3, and 4 according to due dates in the GSEM 796 syllabi (syllabi are posted on the DMin website by the middle of the first year).

4. If needed, participants can apply for an extension no later than the first month of the last semester of the 6-year limit (otherwise, they are dropped from the program at the beginning of the following semester). They can contact the DMin office to pursue this option. For application requirements, see <https://www.andrews.edu/sem/dmin/about/limits/index.html>.

5. Consult the chart below to directly communicate with those who can help you:

AU password, ITS	<a href="https://www.andrews.edu/services/its/clientservices/itscc/technology-help-desk.html">https://www.andrews.edu/services/its/clientservices/itscc/technology-help-desk.html</a>
JW Library, seminary librarian	<a href="https://libguides.andrews.edu/c.php?g=493719&amp;p=3378036">https://libguides.andrews.edu/c.php?g=493719&amp;p=3378036</a>
Student visas, International Student Services	<a href="https://www.andrews.edu/services/international/">https://www.andrews.edu/services/international/</a>
Accessing Learning Hub, Distance Learning	<a href="https://www.andrews.edu/distance/dlit/guides/learninghubquickguidestudent.pdf">https://www.andrews.edu/distance/dlit/guides/learninghubquickguidestudent.pdf</a>
Financial clearance, Student Financial Services	<a href="https://www.andrews.edu/services/sfs/">https://www.andrews.edu/services/sfs/</a>
Verifying Conference Subsity	Your conference treasury department
Final Grades	The Final Grades can be seen at iVue on the AU website



## Responsabilidades del Solicitante para el Programa de DMin

### JUSTIFICACIÓN:

Con el fin de experimentar un proceso de solicitud e inscripción sin problemas y oportuno en el programa de DMin, los solicitantes son responsables de lo siguiente. No completar estos pasos puede llevar a que no se inscriba en el programa a tiempo para unirse al lanzamiento de la cohorte elegida.

1. Asegúrese de que todos los documentos de solicitud se envíen a la oficina de Matriculación de Graduados (Graduate Enrollment) en AU (consulte el sitio web de DMin para obtener una lista de los documentos requeridos). Esto también incluye la presentación de un trabajo académico de una clase de posgrado o publicación académica con la solicitud (mínimo 12-15 páginas, con citas y referencias).

2. Monitoree el progreso de su solicitud, incluida la recepción de sus transcripciones oficiales en [\(https://www.andrews.edu/grad/admissions/degree\\_seeking/\)](https://www.andrews.edu/grad/admissions/degree_seeking/).

3. Las solicitudes serán consideradas por el Subcomité de Admisiones y Extensiones de DMin solo cuando se hayan recibido todos los documentos.



## Responsabilidades de los Participantes en el Programa de DMin

### JUSTIFICACIÓN:

Para mantener una experiencia de aprendizaje óptima en el programa DMin y permitir que el personal del programa DMin se concentre en las tareas vitales que respaldan esa experiencia, se les pide a los participantes que tomen en serio lo siguiente.

1. Los participantes deben registrarse en línea para todas las clases antes de la fecha límite de 60 días antes del horario intensivo programado. Cualquier registro que debe hacer manualmente el personal de DMin incurrirá en una tarifa de \$ 100.00. El registro no se permitirá más de dos meses antes del comienzo del intensivo, ya que la experiencia de aprendizaje de los participantes se ve comprometida si no completan las tareas preintensivas. Además, los estudiantes



que no estén registrados para una clase no podrán asistir a la clase intensiva.

2. Los participantes vincularán su cuenta de correo electrónico de Andrews University con su cuenta de correo electrónico personal para garantizar que todos los mensajes de la oficina del programa y los maestros principales sean recibidos y leídos de manera oportuna. Pueden ir a Vault en el sitio web de AU, hacer clic en “My Account” luego en “Managing E-mail Forwarding.” Luego siga las instrucciones.

3. Los participantes deben completar capítulos para los años 2, 3 y 4 de acuerdo con las fechas de vencimiento en el sílabo GSEM 796 (los sílabos o prontuarios se publican en el sitio web de DMin a mediados del primer año).

4. Si es necesario, los participantes pueden solicitar una extensión a más tardar el primer mes del último semestre del límite de 6 años (de lo contrario, se los retirará del programa al comienzo del siguiente semestre). Pueden contactar a la oficina de DMin para buscar esta opción. Para los requisitos de la aplicación, visite <https://www.andrews.edu/sem/dmin/about/limits/index.html>

5. Consulte el cuadro a continuación para comunicarse directamente con quienes pueden ayudarlo:

Contraseña de AU, ITS	<a href="https://www.andrews.edu/services/its/clientservices/itscc/technology-help-desk.html">https://www.andrews.edu/services/its/clientservices/itscc/technology-help-desk.html</a>
Biblioteca James White, biblioteca del seminario	<a href="https://libguides.andrews.edu/c.php?g=493719&amp;p=3378036">https://libguides.andrews.edu/c.php?g=493719&amp;p=3378036</a>
Visas para estudiantes, Servicios para Estudiantes Internacionales	<a href="https://www.andrews.edu/services/international/">https://www.andrews.edu/services/international/</a>
Acceso a Learning Hub, Educación a Distancia	<a href="https://www.andrews.edu/distance/dlit/guides/learninghubquickguidestudent.pdf">https://www.andrews.edu/distance/dlit/guides/learninghubquickguidestudent.pdf</a>
Liquidación financiera, Servicios Financieros para Estudiantes	<a href="https://www.andrews.edu/services/sfs/">https://www.andrews.edu/services/sfs/</a>
Verificación de subsidio de la Asociación	Your conference treasury department
Calificaciones Finales	The Final Grades can be seen at iVue on the AU website



## Guidelines for DMin Lead Teachers

### RATIONALE:

In order for DMin participants to have an optimal learning experience, the following guidelines are provided to lead teachers of DMin classes.

- To facilitate student learning, the syllabus for a class must be ready for posting on the DMin website no later than six months before the intensive. Participants need time to complete pre-intensive assignments before the intensive begins, in order for them to have a robust learning experience.
- Final grades for a class need to be posted in iVue no later than three months before the cohort's next intensive. This allows participants who are seeking financial aid to meet the eligibility requirement that they have a final grade for all previous classes. So all post-intensive assignments must be due before this date. This also gives participants time to do the pre-intensive work for the next class, and thus be prepared for an optimal learning experience.
- All DMin lead teachers are required to use Learning Hub (LH) as the platform for receiving class assignments, and they are encouraged to use the LH grade book for posting grades, so that participants can see their grades.
- By grading assignments within three weeks of submission, participants benefit from the timely feedback in their learning experience.



## Directrices para los Maestros Líderes de DMin

### JUSTIFICACIÓN:

Para que los participantes de DMin tengan una experiencia de aprendizaje óptima, se proporcionan las siguientes pautas a los maestros principales de las clases de DMin. experience, the following guidelines are provided to lead teachers of DMin classes.

- Para facilitar el aprendizaje de los estudiantes, el programa de estudios (sílabo) de una clase debe estar listo para su publicación en el sitio web de DMin a más tardar seis meses antes del intensivo. Los participantes necesitan tiempo para completar las tareas pre-intensivas antes de que comience el intensivo, para que

puedan tener una experiencia de aprendizaje sólida.

2. Las calificaciones finales de una clase deben publicarse en iVue a más tardar tres meses antes del próximo curso intensivo de la cohorte. Esto permite a los participantes que buscan ayuda financiera cumplir con el requisito de elegibilidad de que tengan una calificación final para todas las clases anteriores. Por lo tanto, todas las tareas post-intensivas deben entregarse antes de esta fecha. Esto también les da a los participantes tiempo para hacer el trabajo pre-intensivo para la próxima clase, y así estar preparados para una experiencia de aprendizaje óptima.

3. Se requiere que todos los maestros principales de DMin usen Learning Hub (LH) como la plataforma para recibir las tareas de clase, y se les recomienda el libro de calificaciones de LH para publicar calificaciones, para que los participantes puedan ver sus calificaciones.

4. Al calificar las tareas dentro de las tres semanas posteriores a la presentación, los participantes se benefician de la retroalimentación oportuna en su experiencia de aprendizaje.

## *We Are All In This Together* *We want to hear your stories*

We are saddened to announce that after two outstanding years of service as Coordinator for Marketing and Enrollment, Jessica Bo Un Jun has resigned due to serious health complications. Her last day was June 18, 2021.

After eight years of serving as a most excellent Coordinator for Learning and Business Administration, Diana Rimoni resigned to pursue her Master of Divinity, full-time. Her tenure in the Doctor of Ministry program comes to a most regrettable finale on June 30, 2021.

Our collective prayers are for God's abundant favor upon them and continued success in all things to which they put their hands and heart.



 **Doctor of  
Ministry Program**

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If you do not wish to continue receiving this newsletter, email your request to [dmin@andrews.edu](mailto:dmin@andrews.edu)

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