



**Phillips**  
Theological Seminary

**Doctor of Ministry Schedule  
Course Enrollment Materials  
January 2025**

Program Director:

Dr. Annie Lockhart-Gilroy

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## Schedules

The January 2025 DMIN schedule, the projected June and October 2025 schedule, along with additional helpful details intended to assist you in planning for your next DMIN program experience are listed below. Please consult the DMIN Handbook for additional program details.

The January 2025 DMIN classes will be in session the week of January 6-10. Please block this week off on your calendars. Classes will meet on campus with required synchronous sessions on several Thursday evenings from 7-9:15 p.m. central standard time. Some additional asynchronous work in Canvas may be required. Each professor will determine their Zoom dates and those will be published on the course booklists. **DMPR 905 will be offered on Saturday, January 11<sup>th</sup>, 9:00 am - Noon via Zoom.**

### January 2025 DMIN Session (January 6-10, 2025) ~ Registration Deadline is **NOVEMBER 7, 2024**

Course #	Course Title	Professor	Track
DMIN 807	Pastoral Leadership and Practical Theology in Context	Dr. Peter Capretto	CORE Course
DMIN 809	Constructive Theology of Ministry	Dr. Joe Bessler	CORE Course
DMPR 905	Project Development Seminar II (Jan 11)	Dr. Kathy McCallie	Project Course
DM 825.06 HC 880.09	<b><i>(THIS COURSE IS CROSS-LISTED)</i></b> Seminar in History of Christianity: Women Who Changed Christian History	Dr. Briana Wong	ALL

*\* Credit hours will be applied based upon student's DMIN plan year requirement. DMPR 905 January 11th, 9:00 am - Noon will be offered via Zoom.*

Revisions to the DMIN program have brought more opportunities for DMIN students to take classes offered during concentrated weeks as well as online or hybrid courses during Spring and Fall semesters. Please note courses below are available for DMIN students to take, but do not occur during the January 6-10 concentrated course week.

**\*\*Please note: Course(s) below are available for DMIN students to take during the traditional 13-week semester or other concentrated course weeks.\*\***

### Additional Cross-Listed Spring 2025 Course (13-week asynchronous) ~ Registration Deadline is **NOVEMBER 7, 2024**

Course #	Course Title	Professor	Track
DM 800.12 TH 535	Exploration of Postcolonial Theory and Theologies	Dr. Lisa Dellinger	ALL

**PROJECTED June 9-13, 2025 Courses: *The deadline to enroll for the JUNE session is APRIL 11, 2025.***

Course #	Course Title	Professor	Track
DMIN 900	Research Methodology and Methods	Dr. Briana Wong	Project Course
DPLH 729	Culture and Context: Preaching Toward Social Transformation	TBA	PREACHING AND WORSHIP & PUBLIC MINISTRY AND SOCIAL TRANSFORMATION
DM 800.07 HC 880.07	Seminar in History of Christianity: History of Hell	Dr. Lisa Barnett	ALL
DMPR 905	Project Development Seminar II (June 14)	Dr. Kathy McCallie	PROJECT COURSE

*(NOTE: These are subject to change based on student need and faculty availability)*

**PROJECTED October 13-17 or October 20-24, 2025 Courses: *The deadline to enroll for the October session is APRIL 11, 2025.***

Course #	Course Title	Professor	Track
DMIN 807	Pastoral Leadership and Practical Theology in Context	Dr. Annie Lockhart-Gilroy and Steve Blinder	CORE Course
DPLH 720	Core Homiletic Seminar	Dr. Utley	CORE Course
DMIN 800.13 PT 564	Trauma-Informed Care <i>(THIS COURSE IS CROSS-LISTED)</i>	Dr. Peter Capretto	ALL
DM 845.02 HC 880.06	History of Religion and Social Justice in the United States <i>(THIS COURSE IS CROSS-LISTED ~ taught October 20-24, 2025)</i>	Dr. Lisa Barnett	ALL
DM 825.07 CE 685	Education as a Practice of Freedom <i>(THIS COURSE IS CROSS-LISTED ~ taught October 20-24, 2025)</i>	Dr. Annie Lockhart-Gilroy Dr. and Dr. Anne Carter Walker	ALL
DPLC 731 TC 900.01	Immersion Travel: Borderlinks (tentatively October 18-25)	Dr. Kathy McCallie	ALL

*(NOTE: These are subject to change based on student need and faculty availability)*

## Course Descriptions – Spring 2025

### **DM 800.12 / TH 535 Exploration of Postcolonial Theory and Theologies (3 hrs.) *13-week Asynchronous***

This course is a survey of the explorations of postcolonial theory and theorists in literature and anti-imperial political contexts and the impact on Christian theologians and theologies. The interplay between the history of Christianity and colonialism for both reinforcing and/or subverting colonial power are explored. The student will be able to identify, describe and analyze the themes of Postcolonial theory as it intersects with the discipline of theology. Instructor: [Lisa Dellinger](#), Visiting Assistant Professor of Constructive Theologies.

**DMIN 807 Pastoral Leadership and Practical Theology in Context (3 hrs.)**

This course invites students to engage and critique leadership concepts and theories drawn from both Christian traditions and a variety of current disciplines and arenas. Students will also be given opportunities to reflect upon leadership issues within the context of their ministerial settings and in conversation with the material studied in class. Lectures, large and small group discussions of readings, and case studies are among the methods that will be used to achieve the outcomes of the course. Instructor: [Peter Capretto](#), Assistant Professor of Psychology, Culture, and Religion.

**DMIN 809 Constructive Theology of Ministry (3 hrs.)**

This foundational course in Theology, required of all DMIN students, is designed to clarify and deepen students' theological perspectives as they begin their studies. The course prepares students for the final project by requiring students to situate the vital tasks, practices, and prayer-life of ministry within an explicit theological framework. Readings, in-class work, and assignments will encourage competence in understanding contemporary theological methods and skill in articulating a vision of the Christian faith for our time and context. Issues receiving special attention will include: the process of contextual description, clarity of one's own theological method, awareness of denominational perspective, and attention to the ethical implications of theology for the engagement of society and other religious traditions. Instructor: [Joe Bessler](#), Robert Travis Peake Professor of Theology.

**DM 825.06 / HC 880.09 Seminar in History of Christianity: Women Who Changed Christian History (3 hrs.)**

Although men hold most of the leadership positions in Christian communities today, women comprise the vast majority of the members. This course highlights the role of women in the development of Christianity from the New Testament to the present day. Women's contributions to the formation of Christian theology and practice have tended to become obscured in that history so often has been written by men. In this course, students will have the chance to learn about women's impact on Christian history through historical documents either penned by women or, alternatively, in which women's voices can be discerned by readings through the lines. The course will highlight the work of women pastors, mystics, theologians, activists, and others whose names might be lost to us, but whose witness nevertheless shaped the expressions of Christianity with which they identified. Instructor: [Briana Wong](#), Assistant Professor of the History of World Christianities.

**DMPR 905 Project Development Seminar (.5 hr.)**

Students must earn a total of 2 hours credit by participating in a minimum of 4 sessions with .5 credit hour earned per session on an ongoing basis. This course will be offered on the Saturday following the Concentrated Class week from 9:00 am – noon via Zoom. This course will be required for all students in the Specialization and Project phases. Instructor: [Kathy McCallie](#), Associate Professor of Ministerial Leadership and Ethics.

## Hybrid Course Format Details

For those taking a course for four credits, the DMIN curriculum is offered in a hybrid format. Students can expect to be in class one week (Monday through Friday) and then complete additional course work through asynchronous online venues and synchronous video conferencing. Video sessions will be scheduled on Thursday evenings, 7:00-9:15 pm Central and each professor will post those dates on course book lists. (Book lists are published during the first two weeks of March for the June session, the first two weeks of July for the October session, and the first two weeks of October for the January session). (See "Enrollment Issues: Requirements" in the 2024-25 DMIN Handbook for more details.)

## Project Development Seminars

This course is being taught for students who started the program prior to Fall 2022. Next January, the 905 Project Development Seminar II Course will be offered Saturday, January 11<sup>th</sup> from 9:00 am – Noon via Zoom. (NOTE: additional contact hours for this course will be fulfilled through required online modules). If you wish to be enrolled in this class, please notify the Registrar and Program Director by **December 1. This course will be offered until June. Dr. Lockhart-Gilroy will work with students who have not taken all the required courses. But it would behoove you to take these courses before they are no longer taught.**

## Immersion Courses

The next planned immersion courses are Borderlinks in October 2025, tentatively scheduled for October 18-25, and St. Croix in June 2026. For more information about these or other Immersion courses, contact [Staci Higgins](#).

## Enrollment

We are in the process of changing our enrollment protocol. For January 2025, students will receive a "Program Trajectory Form" from the Registrar with available course options. Your course selection should be forwarded to the Registrar to finalize your enrollment.

DMIN students may enroll for courses in any of the DMIN Sessions (January, June, October.) Enrollment deadline for January or Spring 2025 courses Friday, November 7, 2024.) Enrollment for June, October, or Fall courses is April 11, 2025.) **Note: A student may not add a course beyond the first week of a fall or spring semester, regardless of course schedule configuration (e.g., weekly, weekend, concentrated, arranged, online). In a January August, Summer or October course, additions must be made at least three weeks prior to the beginning of the term.**

## Enrollment Requirements

Students that have not taken a class in two academic years (not including approved leave of absence) without advanced discussion with the DMIN Director will be withdrawn from the program.

## Book Lists

Course book lists are now housed in the Academic Resources site on Canvas. (That is also the location where you will find many other helpful documents and important details about available student resources!) Book lists are posted in early October for January sessions, in early July for October sessions, and in early March for June sessions. **Students are expected to obtain books before the first day of class.** The library is not responsible for obtaining an Inter-library book loan (ILL) for course textbooks or for copying or scanning pages from required books for student use. Though textbooks for each course are available on reserve in the library, they cannot be checked out or removed from the premises. If you have any questions about your book list, please contact the Academic Affairs Office.

Textbook costs: Students may ordinarily expect that the total cost of their required books for a class will not exceed 20% of the tuition rate per credit hour multiplied by the number of credit hours the class is worth. 'Total cost' shall here mean the sum of the manufacturer suggested retail prices (MSRPs) for the required books. Books listed as 'recommended' are not counted toward the 20% calculation.

Occasionally learning outcomes and differences in book prices between disciplines will require a course to exceed this 20% figure in its required book costs. For example, when an out-of-print title is assigned for a course, the MSRP may be quite high, while in reality there are readily available used copies available at an affordable price. When the learning outcomes of a course require the assigned books' MSRP total to exceed this 20% figure, the instructor will provide some recommendations on the course booklist for how students might seek out lower-cost options.

NOTE: The 20% figure will be revisited annually when the American Library Association makes available the data on the past year's average price change for academic titles in philosophy and religion. That data is received by the Dean of the Library and reported to the Library Committee and from there to the Faculty Senate.

## Syllabus & Canvas Course

Your DMIN course will be published and visible to students 30 days before the 1<sup>st</sup> day of class. Your syllabus will be posted in the Canvas course.

## Chapel Services

Community worship will be held at 11:30 am on Tuesday, January 7, 2025, in Meinders Chapel. In addition, a daily worship ritual will be conducted for DMIN students on the other days of the week. Please note that attendance is expected for all worship encounters, unless noted as optional.

## Community Meals

During the DMIN Session on campus, community lunch will be provided in the Student Commons every day from Noon to 1:00 pm.

## Library Hours

The January session library hours will be published in December. You can also find these listed on the seminary calendar, accessible on the Phillips website.

## Grades

Student grades are now accessible through the SONIS Student Information System by accessing the user portal. October 2024 session grades are due in the registrar's office by **January 2, 2025**. The deadline to file for an "Incomplete" for the October 2024 session is **December 06, 2024**. For more information or assistance, contact the [Registrar](#).

## Billing & Refund Period

You will receive a bill for your January session in early January. Billing is handled by the [Bursar](#) (contact information can be found on the last page of this document), and payment plans are available.

The following refund schedule will be in effect for courses dropped or withdrawn from during the October 2024 session:

- Within the first 6 contact hours of the course 100%
- Within the first 9 contact hours of the course 80%
- Within the first 12 contact hours of the course 50%
- Beyond the first 12 contact hours of the course 0%

## Financial Aid

The Financial Aid Office develops financial aid plans with all new and returning students for the duration of their academic programs. The Academic Resources site in Canvas contains detailed information to assist students, including the Financial Aid Handbook (see Handbooks and Catalogs). Tuition aid is automatically applied to your student account. The only requirement to qualify is the submission of a yearly donor thank you letter. For more information on financial aid, including emergency and financial need scholarships, please contact Financial Aid Officer, Todd Mantock at [todd.mantock@ptstulsa.edu](mailto:todd.mantock@ptstulsa.edu) or (918) 270-6451.

## Book Scholarship – No Application Needed!

The Book Scholarship is available to all current degree-seeking PTS students in good academic standing. The scholarship amount is based on the number of credit hours each student is enrolled in. The amount is \$40 per credit hour. This amount will automatically show on your bursar account after the add/drop period and will be refunded to you during the disbursement period. To avoid delays in receiving your funds, we strongly advise that you sign up for eRefund through your student portal. For instructions, please see our Billing Guide.

For more information on this scholarship, please contact Financial Aid Officer, [Todd Mantock](#) by email or phone (918) 270-6451. For information or help on eRefund or disbursements, please contact Bursar, [Michelle Harper](#) by email or phone (918) 270-6468.

## Travel Grants

Any student who is currently enrolled in a degree program at Phillips Theological Seminary and lives at least 100 miles (round trip) from campus (or attends a class located at least 100 miles from their residence) may apply to the Office of Student Services for a travel grant to offset transportation and lodging expenses. The form can be found in the Academic Resources course in Canvas or in Mighty Network. Please email these forms to the Manager of Student Services.

Funds may be used for travel, lodging, and meal expenses incurred as a direct result of the student's progress toward completion of a degree at Phillips Theological Seminary. Maximum funding is \$500 per academic term per student (not to exceed \$1,500 in an academic year). For more information, contact the Bursar, Michelle Harper at [bursar@ptstulsa.edu](mailto:bursar@ptstulsa.edu) or (918) 270-6468.

## Lodging

A number of lodging options are available. You can find an updated Lodging List in the Academic Resources site in Canvas.

## Email & Technology

All DMIN students are issued a PTS email address. **Professors and PTS staff will only use your official PTS email address for all communication.** Please remember to check it frequently! Your email account is accessible through the Single-Sign-On portal. Should you have any technology challenges, please email [helpdesk@ptstulsa.edu](mailto:helpdesk@ptstulsa.edu).

We are looking forward to the DMIN session! Please contact us if you have further questions!

[Dr. Annie Lockhart-Gilroy](#), Director of the Doctor of Ministry Program

[Staci Higgins](#), Doctor of Ministry Program Assistant and Administrative Assistant to Student Services (918-270-6464)

[Megan Lovins](#), Manager of Student Services (918-270-6421)

[Virginia Thompson](#), Registrar (918-270-6412)

[Michelle Harper](#), Bursar (918-270-6468)

[Sharon Russ](#), Executive Assistant to the Academic Dean & Faculty (918-270-6466)



## Academic Calendar – Spring & Summer 2025

New Year's Day (seminary closed)	Jan 01
Master Student Grades Due	Jan 02
DMin Student Grades Due	Jan 02
Registration reopens for Spring 2025	Jan 02
J-Term Week 1	Jan 06-10
DMin Session	Jan 06-10
DMin Project Courses	Jan 11
Remind and Renew	Jan 15-17
MLK Jr. Day (seminary closed)	Jan 20
New Student Orientation	Jan 21-23
First Day of Classes	Jan 27
Ash Wednesday	Mar 05
Concentrated Course Week 1	Mar 10-14
Concentrated Course Week 2	Mar 17-21
WD Deadline	Mar 21
Registration for Summer/Fall 2025	Mar 31-Apr 11
New Student Registration Summer/Fall	Apr 14
Holy Week Recess (seminary closed Apr 18)	Apr 14-18
Easter Monday (seminary closed)	Apr 21
Tulsa Race Massacre Lecture	April 28
Incomplete Request Deadline – Masters / DMin	May 09
Senior Grades Due	May 09
Awards Day	May 13
Last day of classes & Senior Banquet	May 16
Graduation	May 17
Memorial Day (seminary closed)	May 26
Masters/DMin Student Grades Due	Jun 02

**Summer 2025**

Summer Term	Jun 02-27
Concentrated Course Week 1	Jun 02-06
Concentrated Course Week 2	Jun 09-13
DMin Session	Jun 09-13
DMin Project Courses	Jun 14
Juneteenth Holiday (seminary closed)	Jun 19
Independence Day (seminary closed)	Jul 04
Incomplete Request Deadline – Masters	Jul 11
Summer Masters Coursework Deadline	Jul 18
Master Student Grades Due	Aug 01
Incomplete Request Deadline – DMIN	Aug 22
DMin Summer Coursework Deadline	Aug 29
DMIN Student Grades Due	Sep 15

