

**COS 224 Administration & Polity**  
**(COS 114 Pastoral Leadership and Administration)**  
**United Theological Seminary**  
**Fall 2014**

Instructor: Rev. Thomas D. Hanover, DMin  
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#### Objectives

This course focuses on developing the student's competency as an administrator in a United Methodist congregation.

Students will be able to:

1. Articulate a biblical and theological understanding of polity
2. Understand and explain the polity of The United Methodist Church, including conferencing, oversight, and discipline.
3. Articulate the nature of stewardship biblically and theologically
4. Identify techniques and develop skills as effective administrators of local churches, including financial management.

#### Required Resources

1. The United Methodist Book of Discipline 2012
2. Leadership in the Wesleyan Spirit, Lovett H. Weems, Jr.
3. The Web of Women's Leadership: Recasting Congregational Ministry by Susan Willhauck and Jacquelyn Thorpe

#### Course Schedule:

Online Environment: **September 21- November 1, 2014.**

☞ This course begins with work on campus and continues with work online. Typical work online includes reading assigned books or documents, engaging in on-line discussion groups, and writing reflections on case studies. All online engagement will be complete by **November 1, 2014.**

On Campus Weekend: **September 19-20, 2014.** The On-Campus Weekend will begin at 2:30 on Friday and end by 2:30pm on Saturday. Friday class is 2:30 pm to 8:30 pm, with a dinner break at 5:00 pm; Saturday resumes at 8:30 am, with lunch at 12:30 pm, chapel at 1:15 pm, and class concludes at 2:30

Final Semester Project/Paper:

☞ Final Paper (8-10 pages) is due by **November 1, 2014.**