

M.Div. Senior Seminar and Sr. Project Deadlines: AY 2018-2019**December Graduates:**

- Nov. 15** * All December grads submit 2 ranked names of possible second readers to Asst. Dean Judge. Students do **not** ask the faculty member if they are willing to serve.
The administration assigns second readers to insure parity.
- Nov. 26** * Second readers assigned by Assoc. Dean Snarr and all parties notified
- Nov. 29** * Project turned in to Sr. Seminar Instructor **and**
* Students provide 2 hard copies to Asst. Dean Judge
* Instructor reviews a.s.a.p. and identifies any issues that must be addressed before the project conversation with second reader.
- Dec. 10-14** * Students schedule project conversations
* Second readers must submit comments and suggested grade to the Sr. Seminar Instructor 24 hours prior to project conversation
- By Dec 15** * Instructor submits Sr. Seminar course grade on YES (Letter Grade)
* Instructor submits Sr. project grade to Asst. Dean Judge (P/F, Honors)
* Readers submit two separate Sr. Project rubrics to Asst. Dean Judge.
* Asst. Dean Judge sends copy of any projects receiving Honors to Divinity Library

May Graduates:

- Dec. 6** * May grads turn projects turned in to Sr. Seminar Instructor
- By Dec 15** * Students receive feedback from Sr. Sem. Instructor
* Instructor submits Sr. Seminar course grade on YES (Letter Grade)
- Feb. 11** * Revised project turned in to Sr. Seminar Instructor **and**
* Students provide 2 hard copies to Asst. Dean Judge
* Students submit 2 ranked names of possible second readers to Asst. Dean Judge.
Students do **not** ask the faculty members if they are willing to serve.
The administration assigns second readers to insure parity.
- Feb. 18** * Second readers assigned by Assoc. Dean Snarr and all parties notified
- March 11-15** * Students schedule project conversations.
* Second readers must submit comments and suggested grade to the Sr. Seminar Instructor 24 hours prior to project conversation
* Instructor submits Sr. project grade to Asst. Dean Judge (P/F, Honors)
* Readers submit two separate Sr. Project rubrics to Asst. Dean Judge.
* Asst. Dean Judge sends copy of any projects receiving Honors to Divinity Library

M.Div. Senior Seminar and Sr. Project FAQs:

Q: What is the MDiv Senior Project and what is a project conversation?

Please refer to the “M.Div. Senior Project and Seminar” document that describes in detail the intent and process of the MDiv Senior Project. A quick answer doesn’t do it justice.

Q: How long should the project be?

The final project is between 25-30 pages double-spaced, *not* including bibliography or endnotes. You may wish to think of this as between 7500-9000 words *without* footnotes and bibliography.

Q: May I look at examples of previous projects?

Senior Projects, awarded the grade of Honors, are retained on reserve in the Divinity Library (non-catalogued) for student and faculty perusal for a period of two years for each Honors Project. Please keep in mind that every MDiv Project is different, multiple types of projects are commendable, and we want the student’s integration and voice to be primary in the process. Studying prior projects may actually limit a student’s creative integration.

Q: Will I have an opportunity for revisions after the course is completed?

May graduates will receive feedback from their instructor by the time grades are due in December. Students may make suggested or necessary revisions before February 11, when a final version of the project is given to the Sr. Seminar Instructor and two hard copies are provided to Asst. Dean Judge who distributes one to the second reader and keeps one for forwarding to the library for Honors projects.

Q: May I choose my second reader?

You must recommend two possible faculty readers in ranked order to Asst. Dean Judge by the requested date. (The faculty member cannot be on sabbatical in the spring semester.) Students do not ask faculty members if they are willing to serve. Instead, the administration asks second readers to insure parity (taking into account factors such as expertise, denominational affiliation, and distribution of work load across the faculty).

Q: Do I need IRB (Institutional Review Board) approval if I want to do interviews, surveys, etc. for my Senior Project?

Senior projects do not require IRB approval if the student will not be publishing the results of their research in any form, ever beyond the purposes of the course. Students using these methods are encouraged to work with their professors to ensure that they are trained properly and that their research topic would not be potentially dangerous to research subjects (e.g. does not require or expect disclosure of personal data, does not place either researcher or informant in a position of undue vulnerability—particularly with designated vulnerable populations such as inmates, children, persons with disabilities, etc.). Finally, students should be careful when choosing to use interviews, surveys, etc. for the Senior Project as the project is meant to develop the student’s own voice in relation to the curriculum and ministerial contexts. Various research techniques should only supplement, not supplant the development of your own theological voice.